



CAMELFORD TOWN COUNCIL

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Ordinary Council Meeting – 16th November 2021

Minutes of the Ordinary Meeting of the Council, held at St. Thomas Church.

1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 6 other Councillors present: Cllrs Ackroyd-Johnson, Bond, Burgis, Coombes, Hewlett, Shaw. 21/527

2. To receive Apologies for absence with reasons

Cllrs Elford, Grigg and Scawn - Personal
It was **resolved** to accept the apologies

Proposed: Cllr Bond **Seconded: Cllr Coombes** **unan** **21/528**

3. To receive Declarations of Interest & Approve Dispensations

Clerk has approved Cllr Shaw's request for dispensation – 10m (Cleese Car Park) discussions only.
Cllr Hewlett, 7. planning PA21/07424, non-disclosable interest, to leave the room 21/529

4. Public question time (15 minutes allowed for this)

3 members of the public and Cllr Jordan attended. The planning application that CTC asked to go to committee – spoke to Helen Blacklock – plans fall under householder development. Different to the original application that CTC objected to - changed it to a flat roof – now extension becomes permitted development. Talking to planners about why bother with the 5-day protocol?! CTC still needs to make a comment. Objection was about floor space – extension taking up amenity space. Putting on a flat roof doesn't change anything. Economic development meeting – talking about the housing crisis – making head way. Queues of ambulances at Trelisk and Plymouth. A lot of people should be going home but can't because staffing crisis in community care. Juliots well – they have put in PA21/02716 pre-app. Impressed how it's gone in the last 15 years.

Update on the Christmas lights. Reassure CTC what we do is on target; have put up the signs across the road. Have been updating the lights, flashing lights on the units. It will happen on time; everything will work. Got a lot of maintenance done and frames refurbished. Reanimated shapes, shifting the placement of lights. Getting closer to smart displays. 12 days back across the bridge. Small but effective new bits; with wow factor. God weekend this weekend – getting the festoons done next. Train has been rewired; hopefully it will work. Setting up a maintenance rota to ensure working throughout the season. Take down will be a bit more organised. Had a few bad years and COVID – hasn't been stored away in the way we like. Have two donated storage facilities at Camelford self-storage and Camelford motors. Hoping to improve the structure of the lights committee into a charitable organisation. Would like a member of the CTC to be on the committee. Understand that lights funding is on the agenda; have been working in the background to find other avenues for support to get bigger displays in the future. Have one a point of contact – dedicated a lights email address, discussing how this will be responded to and will be forwarded. For any concerns, the point of contact is John or Steve. 21/530

Chair's Signature..........

1

Dated...2/12/21

5. To receive and approve the Minutes of:

It was resolved to approve the Ordinary Meeting 4th November 2021

Proposed: Cllr Burgis

Seconded: Cllr AAJ

unan 21/531

6. To receive Clerk's report

Matters arising from the Minutes. Cleese Road resurfacing starting on the 19th but actual resurfacing will be about the 29th November. EV charger will be installed on the 24th November delayed due to sickness. OCM phase 2 – transfer of utilities confirmed from EDF – don't have renewable tariff. Main contractor due to start on the 29th. Reusable cups have arrived. Welcome back fund/winter festival, DC drafting rationale and waiting for 3 quotes benches/lights as the costs have spiralled since August.

21/531

7. Planning

****Cllr Hewlett left the room****

PA21/07424. Land North West of Bowood Park, Lanteglos. Bowood Park Hotel and Golf Club.

Outline application for development of residential units with all matters reserved, except access. Cllr Shaw noting that nothing has changed from the original. Recommends following CC advice and not support the application. Cllr Coombes noted that the original application was whilst the NDP was being discussed and should be consistent.

It was **resolved** to maintain Support as per previous application.

Proposed: Cllr Coombes

Seconded: Cllr Burgis

5-0 (1abs)

21/532

****Cllr Hewlett returned****

PA21/09132. Land South of Jacksons Meadow, College Road. David & Heather Hicks & Scawn.

Erection of stables together with associated works. Cllr Shaw; no objection as outside the impact zone of SSI but concerned about the run off from livestock. No phosphate calculator on this application, so close to the SSI and topography of the site towards the river. Risk from potential pollution

It was **resolved** to reply with Support subject to phosphate calculator.

Proposed: Cllr Shaw

Seconded: Cllr Coombes

unan

21/533

For information

PA21/02180. Land South of Field House Lanteglos. Mr R Ely. 2 dwellings. **Refused** 21/534

PA21/02176. Land SW of 4 Valley Truckle. Mr G Hughes. Reserved matters. **Approved** 21/535

8. Portfolio Reports

a. Mayor's Report – attended SED meeting, Remembrance Day on 11th at the bandstand – well attended event. 12th Estates and Properties meeting. met with Rise/Quattro to discuss the feasibility study. 14th Remembrance Sunday - good to see that many people at Lanteglos, Many wreaths as previous years. Still no formal statement about the Bypass – it's with the Treasury. 21/536

9. Correspondence

- a. Letter from resident – regarding parking in Churchfield. **Noted** 21/537
- b. Cornwall Council – regarding precepts and Council tax support grant. **Noted** 21/538
- c. Letter from resident – regarding parking at Fore street. Request to install bollards to protect porch. **Noted** 21/539
- d. UK DMO – confirmation of PWLB loan and repayment schedule. **Noted** 21/540
- e. Letter from Forrabury and Minster PC regarding Jubilee events. **Noted** 21/541

10. Agenda Items

a. It was **resolved** on request from Christmas Lights committee for grant of £3500.

Proposed: Cllr Hewlett

Seconded: Cllr Ackroyd-Johnson

unan

21/542

b. The Strategic Working Group minutes were **noted**.

21/543

i. It was **resolved** on Christmas opening times for Town Hall and Library – to shut between Christmas and New Year.

Proposed: Cllr Bond

Seconded: Cllr Shaw

unan

21/544

ii. It was **resolved** on FC and WG meeting Calendar for 2022. Strategic and E&P might change to every 6 weeks – might depend on the bypass results

Proposed: Cllr Coombes

Seconded: Cllr Burgis

unan

21/545

iii It was **resolved** on Café tender document. Change of dates from original in 2020

Proposed: Cllr Hewlett

Seconded: Cllr Ackroyd-Johnson

5-0 (2 abs)

21/546

c. The Interim Audit Report from Hudson Accounting was **noted**.

21/547

d. The Minutes of events Working Group were **noted**

21/548

Chair's Signature.....

Dated. 2/12/21

i. It was **resolved** to accept amended Winter festival budget

Proposed: Cllr Bond **Seconded: Cllr Ackroyd-Johnson** **unan** **21/549**

e. The VAT advice report on OCM Café from Parkinson Partnership was **noted**. 21/550

f. The Councillor vacancy was **discussed**. Not required to have an election. Cllr Rotchell noted the co-option procedure. Start on return in January – to be decided at 18th January meeting. 21/551

g. It was **resolved** to instruct Structural Engineer to inspect Broadwood bridge. £395 + VAT

Proposed: Cllr Shaw **Seconded: Cllr Coombes** **unan** **21/552**

Check the wooden platform and other bridge

h. The internal control check was **noted**. 21/553

i. It was **resolved** not to pay for RSN membership Dec-March. £36.67

Proposed: Cllr Bond **Seconded: Cllr Ackroyd-Johnson** **unan** **21/554**

j. It was **resolved** to contract with 3 mobile for phone network for Youth Worker

Proposed: Cllr Ackroyd-Johnson **Seconded: Cllr Bond** **5-0 (2 abs)** **21/555**

k. It was **resolved** to grant £3000 to Leisure Centre

Proposed: Cllr Bond **Seconded: Cllr Burgis** **unan** **21/556**

l. It was **resolved** to adopt Risk Assessment and Management 2022.

Proposed: Cllr Burgis **Seconded: Cllr Bond** **unan** **21/557**

m. Clear car park colour painted bays to differentiate areas for management was **discussed**.

Disappointed at the response from the surveys. Clerk noted that 17 of the 24 cars that do park on Clear, park there all the time. 24 of the 35 respondents were positive towards management similar to Churchfield and towards permits. Cllr Shaw noted that the bays should all be the same colour, can add on other markings for permits later if required.

It was **resolved** to have all the regular bays white

Proposed: Cllr Coombes **Seconded: Cllr Burgis** **unan** **21/558**

11. Accounts

a. Balances at 10th November 2021 were **noted**

Current Account £248,276.12

Tracker Account £51,425.52

NS&I £42,483.49

CCLA £80,000.00

21/559

d. It was **resolved** to authorise the payments of Accounts Outstanding

Staff	November Wages & expenses	BACS	£7,103.72
HMRC	November Tax & NI	BACS	£1,898.63
Cornwall Pensions	November Pension contributions	BACS	£2,205.13
Cormac Solutions	1 st Bracken Cut	BACS	£672.00
Hudson Accounting	Interim Report	BACS	£325.00
Jag Signs	Christmas banner edits	BACS	£48.00
Quattro Design Architects	Draft stage feasibility and masterplan	BACS	£3600
CloudyIT	IT licences and back up	DD	£218.58
Bodmin Nursery	Bedding plants	BACS	£72.00
Happy Cups	Reusable Festival print cups	BACS	£1152.00
B Martlew	Clear CP distribution for EV chargers	BACS	£2891.46
Sea Dog IT	Webhosting	DD	£25.00
Smart window cleaning	Town Hall	BACS	£25.00
Engie House media	Advert in Cornwall living magazine	BACS	£544.68
Bunzl Cleaning and Hygiene	public toilet supplies	BACS	£59.09
London General Insurance	YW mobile phone insurance	Debit	£34.59
Amazon	YW mobile phone case	Debit	£13.99
Amazon	YW mobile phone	Debit	£124.99
Viking	Office supplies	BACS	£98.58
Spar	Office supplies sept & oct (x2)	Debit	£43.26
Rise Associates	Commencement fee - Consultation	BACS	£5,926.20
Pickle Design	Website – google search	DD	£60.00
Pennon	Water	DD	£6.50
Pennon	Water	DD	£49.50
Plusnet	Broadband/Telephone	DD	£54.67
Cornwall Council	Churchfield – Business Rates	DD	£444.00
Cornwall Council	Office – Business Rates	DD	£319.00

Chair's Signature.....

Dated. 2/12/21

Camelford Town Trust	Town Hall Rent	SO	£488.28
More Harmony	Singing at Christmas lunch	BACS	£100.00
B Martlew	steel enclosure & solar charge controller	BACS	£210.00
		TOTAL	£28,813.85
Proposed: Cllr Bond	Seconded: Cllr Ackroyd-Johnson	unan	21/560

Income was noted

Car parking permits/tickets	residents and businesses	cash	£290.00
Residents	parking permits	AC	£75.00
CCLA	Dividend	AC	£684.74
Cornwall Council	CIL parish payment	AC	£1815.73
		TOTAL	£2,865.47
			21/561

12. Public Bodies (Admission to Meetings) Act 1960.

It was **resolved** that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussions for the following items: Contracts

Proposed: Cllr Bond **Seconded: Cllr Coombes** **unan** 21/562

a. Draft Feasibility Study. Speculative and confidential. **noted** 21/563

Cllr Hewlett queried whether Are Quattro going to be at the Old bank for the Winter festival? – no confirmation.

Emergency item – decision required prior to next meeting regarding trenching at OCM for water and electricity connections. Costs have gone up and officers endeavouring to get 3 quotes for decision this week. It was resolved to delegate the decision on trenching costs to Mayor and Clerk.

Proposed: Cllr Bond **Seconded: Cllr Ackroyd-Johnson** **5-0 (2 abs)** 21/564

13. To note items for 2nd December 2021 Agenda.

Apologies – Cllr Ackroyd-Johnson

The Mayor closed the meeting at 8.20 pm

Chair's Signature.....

Dated 2/12/21