



**TO MEMBERS OF THE COUNCIL:**

Councillors: R Rotchell (Mayor), S Bond (Deputy Mayor), A Ackroyd-Johnson, A Burgis, M Coombes, S Elford, E Grigg, C Hewlett, A Scawn, A Shaw.

Dear Members

I hereby give you notice that an Ordinary Meeting of Camelford Town Council will be held on **21st December 2021 at St. Thomas Church, Victoria Road, Camelford at 7.00pm.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely,

*Esther Greig*

Esther Greig, Town Clerk.

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

**1. To note Councillors present**

**2. To receive Apologies for absence with reasons**

**3. To receive Declarations of Interest & Approve Dispensations**

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

**5. To receive and approve the Minutes of:**

Ordinary Meeting 2<sup>nd</sup> December 2021 (attached).

**6. To receive Clerk's report**

Matters arising from the Minutes. Clease Road resurfacing and EV charger. OCM phase 2. Enfield park drainage and pond path scheduled and January. Christmas trees.

**7. Planning**

a. Any late applications will be discussed under this section.

**PA21/09481. Lands End Cottage, St.Teath. Mr Mathew Hardiman.** Conversion of existing single storey garage to one bedroom annex for dependent parent, create new driveway and construction of new garage to south west of existing dwelling. [weblink](#)

**For Information**

PA21/05144. L Martin and M Innes. Land SSW of Mutley, Trevia Lane. Change of use. **Approved**  
To **discuss** the planning portfolio holder deputy position.

**8. Portfolio Reports**

a. Mayor's Report – Cllr Rotchell

**9. Correspondence**

a. Letter from resident – regarding building works at Higher Cross Lane and Clerk response  
b. Letter from resident – regarding 1<sup>st</sup> Camelford Scouts and Clerk response

- c. Letter from Camelford Leisure Centre – thank you for £3,000 grant towards inflatable.
- d. Email from Cornwall Council – Camelford CAN 20mph Phase 1 – part of pilot scheme
- e. Consultation Cornwall Council – Hackney carriage (taxi), operator and driver licensing.

## 10. Agenda Items

- a. To **resolve** to purchase reference books from SLCC – Local Council Administration £119 12<sup>th</sup> Edition, Local Regeneration Handbook £20.79.
- b. To **note** Heads of Terms for transfer of Clease car park.
- c. To **note** NALC/SLCC Civility and Respect Project.
- d. To **note** updated budget for OCM phase 2.
- e. To **resolve** to book large screen for Jubilee £3,420.
- f. To **note** Budget/Precept report 2022/23- and 3-year budget prediction.
- g. To **resolve** to precept £286,255.00
- h. To **resolve** to purchase additional picnic bench for Churchfield CP.
- i. To **discuss** and **resolve** on meeting venue in the new year for Council and Working Group meetings.
- j. To **resolve** to pay SSE Public convenience electricity by DD & OCM £950 annual rent by standing order.
- k. To **resolve** on Broadband and Electricity supplier/contracts at OCM (documents at meeting)
- l. To **discuss** café management and resolve on tenders received. To advertise on Rightmove £175 + VAT pcm.
- m. To **resolve** on a price to sell slate around the pond.

## 11. Accounts

- a. To **note** Balances at 14<sup>th</sup> December 2021

Current Account	£155,387.33
Tracker Account	£51,427.22
NS&I	£42,483.49
CCLA	£80,000.00

- b. To **resolve** to authorise the payments of Accounts Outstanding

Staff	December Wages & expenses	BACS	£8,129.78
HMRC	December Tax & NI	BACS	£2,133.51
Cornwall Pensions	December Pension contributions	BACS	£2,468.61
SSE	Cleas Road CP EV electricity	DD	£17.86
SWW	Allotment water	DD	£82.46
Jumping Out Duo	Winter festival (Welcome back)	BACS	£100.00
Chandlers lodge B&B	2 x Elves overnight (Welcome back)	BACS	£140.00
Cloudy IT	Office computer systems	DD	£218.58
Sea Dog IT	Webhosting	DD	£25.00
All in One building	Service trenches OCM	BACS	£2,332.80
Camelford Hall	Hire of Hall – carols/church service	BACS	£30.00
Quattro Design Architects	Feasibility and mater plan (TCRF)	BACS	£10,800.00
Sunbelt Rentals Ltd	Road closure signage winter festival	BACS	£299.58
3 Business Services	mobile phone – youth worker	DD	£20.95
SSE	Public Conveniences electricity	BACS	£268.80
Cornwall ALC	Introduction to planning x3	BACS	£108.00
Cllr Shaw	Mileage to Falmouth – collect Darly Oak	BACS	£44.10
Camelot Garage	Fuel for maintenance	BACS	£40.00
The Old Bank	Hire of room food stall – winter festival	BACS	£20.00
Positive Energy	Town hall Library electricity	DD	£267.68
Positive Energy	Town hall Library electricity	DD	£323.51
Positive Energy	Town hall Library electricity	DD	£130.85
Smart window cleaning	Town Hall	BACS	£25.00
Amazon	Christmas craft – Library	Debit	£25.06
Spar	Office supplies Nov	Debit	£10.49
Cornwall Council	Churchfield CP enforcement	BACS	£120.60
Blachere illumination UK Ltd	6 cables white/green (Welcome back)	BACS	£2,464.80
Pod Point Ltd	2 x EV Chargers Cleas CP (OZEV)	BACS	£7,336.44
B Martlew	Floodlights, ducting and wiring OCM	BACS	£1,747.86
Rise Associates	Camelford consultation work (TCRF)	BACS	£8,889.30
CloudyIT	IT licences and back up	DD	£223.14
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
Camelford Town Trust	Town Hall Rent	SO	£488.28
Barclays	Charges	DD	£8.72
Barclays	Chaps charges 2x£25	DD	£50.00
Staples	Office Stationary	Debit	£77.38
EDF	OCM Electricity	DD	£127.00
Voiphone	Telephone system	DD	£9.60
Jag Signs	Signs for Clease EV	BACS	£114.42
The Freestyle Collective	OCM Phase 2, tranche 2	BACS	£31,139.46
Pickle design	Reusable cup design	BACS	£63.00
Steve Heard Butchers	Turkey for Senior Citizens Lunch	BACS	£75.00
		<b>TOTAL</b>	<b>£80,406.30</b>
To <b>note</b> Income			
WPD/Garage/BT	compensation/lights donation/wayleave	Cheques	£3,182.38
Residents	litter picker	AC	£10.74
Events	Dividend	AC	£276
Barclays	Library printing, maps and photocopying	cash	£121.52
Barclays	Permits and tickets	cash	£170.00
Barclays	Interest on no.2 account	AC	£120.28
		<b>TOTAL</b>	<b>£3,880.92</b>

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

To **resolve** 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

- a. To **resolve** on toilets at OCM from quotes provided.
- b. To **resolve** on doors for the youth shelter from the quotes provided
- c. To **resolve** to agree renewal allotment lease for one year and whether to instruct solicitors to check lease.

## 13. To note items for 18<sup>th</sup> January 2022 Agenda.

To **discuss** Town Council Logo.