



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

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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, J Thomson.

Dear Members

I hereby give you notice that an Ordinary Meeting of Camelford Town Council will be held on **3rd March 2022 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 15th February 2021 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. OCM phase 2. Attended casework assist and Fraud safety training.

7. Planning

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

PA22/01083. Culloden Cottage, College Road. Mr Jon Smeeth. Certificate of lawful development for an existing use for a self-contained residential annexe.

For Information

PA22/01661. Village Green, The Old Museum. Mrs Jill Jeffs Camelford Town Trust. Works to trees in a conservation area, works include, reduce crown size of cherry tree (T1) by approx. 2.5m and reduce crown size of cherry tree (T2) by approx. 2m.

PA22/01662. 4 College Road. Mrs Colline Richards. Works to trees in a conservation area, works to include: Willow tree (T1) - reduce crown size by approx 4m; twin stem Cypress tree (T2) - reduce height by approx 6m; and stem Cypress tree (T3) - fell.

8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell
- b. Planning Committee report on PA21/07424 – Cllr Coombes

9. Correspondence

- a. Letter from Calstock PC – Copy correspondence regarding Holiday lets and second homes.
- b. Letter from Mevagissey PC – Copy Housing Manifesto
- c. Cornwall Council – Notification of consultation for amendment to its parking places order.
- d. NALC – Civility and Respect Project newsletter – issue 2
- e. To note survey from AAF – survey undertaken in Town Centre on 29th January 2022
- f. Update from Camelford Police regarding vandalism at OCM.

10. Agenda Items

- a. To **resolve** to pay OCM water bill by DD.
- b. To **note** Estates and Properties Working Group minutes
 - i. To **note** receipt of quote £2288.00 + VAT for Leat clearance.
 - ii. To **resolve** on Legal Graffiti wall. £380.00 +VAT
- c. To **note** completed internal control audit.
- d. To **note** OCM phase 2 opening schedule.
- e. To **note** Events Working Group Meeting.
 - i. To **resolve** on minimum age for Senior Citizens lunch.
 - ii. To **resolve** on date for winter festival 2022 – 26th November
 - iii. To **resolve** to repair of track system for banners – approx. £40.
- f. To **note** Strategic, Economic and Development Working Group minutes
 - i. To **note** draft Consultation document
 - ii. To **note** requirements for APM
- g. To **resolve** to instruct Cormac to inspect trees in Enfield Park and Churchfield CP. £660.00
- h. To **resolve** on request from Caladen Ltd to install a 'vmesh' panel fence along the entirety of the garden boundary between OCM and the Old Museum site.
- i. To **resolve** to accept Local Maintenance Partnership offer - £744.51 grant for footpaths

11. Accounts

- a. To **note** Balances at 23rd February 2022

Current Account	£63,615.36
Tracker Account	£51,427.22
NS&I	£42,483.49
CCLA	£80,000.00

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

Cornwall Council	Churchfield Enforcement	BACS	£84.00
CEF	Electrical supplies – Welcome Back	debit	£1,053.93
Bunzl Cleaning and Hygiene	Public Toilet supplies	BACS	£54.96
Street Master	8 x benches – Welcome back	BACS	£4,460.16
DVLA	Van vehicle tax	DD	£275.00
Positive Energy	Town Hall Electricity	DD	£349.75
Positive Energy	Town Hall Electricity	DD	£125.40
All in One Building	Rainwater harvester service	BACS	£288.00
Freestyle Collective	OCM Valuation 4	BACS	£27,741.39
Freestyle Collective	OCM Valuation 5	BACS	£13,981.79
Cornwall Council	Advert for Grounds Staff	BACS	£90.00
Wallgate	Public Toilet supplies	BACS	£79.73
PC Tonkin – Citroen	replace airbag – MOT	Debit	£508.30
R.Sleep Ltd	Maintenance supplies	BACS	£15.27
SSE	Cleas CP electricity	DD	£38.65
Seadog IT	Webhosting	DD	£25.00
Seadog IT	Website support	BACS	£82.50
H3G	Youth worker mobile	DD	£19.30
		TOTAL	£49,273.13
To note Income			
Department of Transport	Balance EV charger grant (25%)	AC	£3,188.50
Post Office	Tickets	cash	£205.00
Lottery Community Fund	OCM grant – part payment	AC	£32,815.61
		TOTAL	£36,209.11

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: Staffing, Contracts,

- a. To **review** contract and **resolve** to appoint to Grounds Person position.
- b. To **resolve** on staff pay rise 2021-22 as per employer final offer: 2.75% SCP1 and 1.75% remainder SCPs.
- c. To **resolve** to accept and sign Lease Agreement for Allotment Land.
- d. To **resolve** on any update regarding Cleave CP devolution.

12. To note items for 15th March 2022 Agenda.

Broadband and Electricity supplier/contracts at OCM

Later agendas

TT request for grant £4,200.

To resolve to renew Clerk's SLCC Membership for 2022-23 - £379.00