



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig, BA (Hons) CiLCA
Town Hall
Market Place
Camelford
Cornwall

PL32 9PD

01840 212880
clerk@camelford-tc.gov.uk
www.camelford-tc.gov.uk

Annual Council Meeting – 5th May 2022

Minutes of the Annual Meeting of the Council, held at Town Hall.

Cllr Rotchell (Mayor) opened the meeting at 7.00pm and stood down as Mayor.
Clerk took the chair

1. To Elect Mayor & Deputy Mayor.

It was **resolved** to elect Cllr Rotchell for Mayor:

Proposed: Cllr Bond Seconded: Cllr Hewlett unan 22/225

Cllr Rotchell took the chair and addressed Council. This next year offers further opportunity to return to a normal way of life. Look forward to normal social interactions and the Jubilee. Will have had honour of serving as Town Mayor for nine years; not just about wearing the chain and attending functions. Urge newer Cllrs to stand for election next year, out yourselves forward for committees and training. You will be support by great team of staff and other experiences Cllrs. A great opportunity to be a pivotal part of the future.

It was **resolved** to elect Cllr Bond for Deputy Mayor:

Proposed: Cllr Rotchell Seconded: Cllr Hewlett unan 22/226

Cllr Bond addressed Council. Learnt a lot over the last year – another year as deputy - learning under Cllr Rotchell.

Acceptance of Office were completed.

2. To note Councillors present

Cllr Rotchell noted 9 other Councillors present: Cllrs Ackroyd-Johnson, Bond, Burgis, Coombes, Elford, Grigg, Hewlett, Scawn, Shaw

22/227

3. To receive Apologies for absence with reasons

Cllr Thomson - business.

It was **resolved** to accept the apologies

Proposed: Cllr Ackroyd-Johnson Seconded: Cllr Coombes unan 22/229

4. To receive Declarations of Interest & Approve Dispensations

Cllr Coombes 8b planning pecuniary - to leave the room
Cllr Elford 10a correspondence non-registerable – to leave the room during vote.
Clerk gave dispensation to speak

22/230

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

2 members of the public attended. Ross Cooter. Any truth rumour surgery is amalgamating? Cllr Rotchell noted that CTC has not been advised on that. Any progress on the Bypass? Cllr Hewlett noted CC has submitted business case, it's with the treasury; update is gone from certain to hopeful. Wanted to comment on College Road: has written to parking enforcement previously. Lack of clarity about the signage and lines – one car parked all day! Top of College Road not included on the 20mph consultation. Not all of its 20mph – people having to walk into the road – suggest make parking on pavements illegal. Cllr Hewlett noted that only roads that are 30mph will become 20mph. Clerk noted that parking enforcement is undertaken by CC and obstructions are illegal so should be reported to the Police. No action to date. Bob Hunt noted the parking restriction signs don't exist; unenforceable. Clerk noted that Highways has replied noting the signage etc. will be inspected in the next few weeks. College Road will be included in the Highways discussions for the Expression of Interest for local schemes at the next Estates and Properties meeting.

22/232

6. To receive and approve the Minutes of:

It was **resolved** to approve the Ordinary Meeting 19th April 2022

Proposed: Cllr Hewlett

Seconded: Cllr Bond

6-0 (4 abs) dec carried 22/232

7. To receive Clerk's report

Matters arising from the Minutes. Zip wire has been fixed with bigger bolts, have noted with the manufacturer that not happy with the fix. OCM surface contractor may undertake work this side of half term. Letter to Town Trust regarding rent for town hall – increase request limited to 4%. Meeting with CLO visited Cleese car park surface which is crumbling in one section – work has a 1-year guarantee with Cormac. Cllr Bond noted need for a sign remind people that it is designed for children 22/233

8. Planning

a. To **discuss** and **make a consultee comment** on the following applications:

PA22/03806. Crowgy Cottage, Road from the A39 to Broadlea, Helstone. Mr & Mrs Dimmock.

Proposed single-storey rear extension. Cllr Shaw noted on a Mayrose estate – all sorts of designs. A large extension but 9 different buildings of all shapes sizes. Become a village. Converted old building would not be suitable for a separate building. Not listed

It was **resolved** to Support

Proposed: Cllr Shaw

Seconded: Cllr Burgis

unan

22/233

*** Cllr Coombes left the room***

b. No further comments are required to go to the planning inspectorate under APP/D0840/X/22/3295895, regarding **PA21/10725** breach agricultural occupancy condition at Trelwin, Station Road. Not lived in continuously, built for agricultural. No further comments required 22/234

*** Cllr Coombes returned***

For Information

PA22/00192. 28 Market Place. Mr & Mrs P Lovelock. Change of Use to restaurant. **Approved** 22/235

9. Portfolio Reports

a. Mayor's Report – Cllr Rotchell noted signed off invoices and wages, finance meeting, attended old bank event to say goodbye to previous CLO, set agenda, met Roger Gates new CLO - dislocated patch of networks. Teams meeting with Cllrs Jordan and Fairman to discuss cycle trail. Asked Cllr Jordan to approach cabinet member for communities and Sustrans regarding funding for the Tarka trail: Wenford bridge to the other side of Launceston - but Camelford and Delabole is the bit CTC are interested in. Cllr Fairman will ask Sustrans Officer at CC to update the cost of the business case for that section only, in order to apply to the Shared Prosperity fund to pay for the strategic document – to create a robust business case. 2021 it was costed at £11.4m. Could help with the phosphates issue and the current embargo on new builds; one resolution is to create a 30m barrier zone along the river could include the cycle path. Produces a strong economic case. Next Wednesday attending funeral for Chris Edwards – lead of Boscastle Buoys. He appeared in events and fundraising for hospice south west, Cllr Rotchell will be wearing regalia at the funeral. Today Cllrs will have seen endless posts about the events coming up – please help out. 22/236

10. Correspondence

a. Letter from Resident regarding parking on College Road. **Noted.** To put forward for EOI for CC Highways. Cllr Elford noted that the pavement isn't for vehicles to park – pedestrians have to then walk out into the middle of the road – it's a dangerous bend. Parking enforcement is required.

Pedestrians get abuse. Cllr Rotchell noted that CC do not have extra traffic wardens – car park enforcement – CTC can't get the increase in parking enforcement time that CTC would like due to lack of resource. 22/237

b. NALC – consultation on issues and services. Noted 22/238

c. CPRE – Countryside voices magazine. Noted 22/239

11. To Elect committee & members to outside bodies

a. That the Mayor is automatically an additional member to each group was **noted.** 22/240

b. It was **resolved** to **appoint** 4 members to the Estate and Properties Committee: Cllrs; Hewlett, Burgis, Elford, Shaw

Proposed: Cllr Bond

Seconded: Cllr Coombes

unan

22/241

and it was **resolved** to **appoint** Cllr Shaw the chair from those members.

Proposed: Cllr Rotchell Seconded: Cllr Elford unan 22/242

c. It was **resolved** to **appoint** 4 members to the Strategic, Economic & Planning Committee: Cllrs; Hewlett, Coombes, Burgis, Shaw

Proposed: Cllr Bond Seconded: Cllr Coombes unan 22/243

and it was **resolved** to **appoint** Cllr **Rotchell** the chair from those members.

Proposed: Cllr Ackroyd-Johnson Seconded: Cllr Shaw unan 22/244

d. It was **resolved** to **appoint** 4 members to the Events Committee: Cllrs; Bond, Ackroyd-Johnson, Thomson, Burgis

Proposed: Cllr Ackroyd-Johnson Seconded: Cllr Coombes unan 22/245

and it was **resolved** to **appoint** Cllr Ackroyd-Johnson the chair from those members.

Proposed: Cllr Bond Seconded: Cllr Rotchell unan 22/246

e. It was **resolved** to **appoint** 4 members to the Finance & Staffing Committee: Cllrs; Coombes, Grigg, Burgis, Shaw

Proposed: Cllr Bond Seconded: Cllr Shaw unan 22/247

and it was **resolved** to **appoint** Cllr Coombes the chair from those members.

Proposed: Cllr Shaw Seconded: Cllr Rotchell unan 22/248

g. It was **resolved** to **appoint** Cllr Bond to the board of Camelford Hall Trustees.

Proposed: Cllr Hewlett Seconded: Cllr Ackroyd-Johnson unan 22/249

h. It was **resolved** to **appoint** Cllr Grigg to represent CTC at Camelford Leisure Centre Meetings

Proposed: Cllr Ackroyd-Johnson Seconded: Cllr Bond unan 22/250

g. It was **resolved** to **appoint** Cllr Hewlett to represent CTC at Camelford Network Panel Meetings.

Proposed: Cllr Bond Seconded: Cllr Grigg unan 22/251

12. Agenda Items

a. It was **resolved** to have the General Power Competence; having a suitably qualified Clerk and at least 2/3rds elected members

Proposed: Cllr Hewlett Seconded: Cllr Ackroyd-Johnson unan 22/252

b. It was **resolved** to set the dates and times of Ordinary Council Meetings & Committees for 2022-23 – review November.

Proposed: Cllr Hewlett Seconded: Cllr Bond 9-1 dec carried 22/253

c. It was **resolved** to adopt Financial Regulations 2022, Code of Conduct 2022, Standing Orders 2022, Pay Policy Statement 2022, Annual Transparency Code Statement 2022

Proposed: Cllr Bond Seconded: Cllr Ackroyd-Johnson unan 22/254

d. Cllr Rotchell read out the statements for agreement. It was **resolved** to **approve** the Annual Governance Statement 2021/22

Proposed: Cllr Ackroyd-Johnson Seconded: Cllr Elford unan 22/255

e. It was **resolved** to **approve** the Annual Accounting statements 2021/22

Proposed: Cllr Coombes Seconded: Cllr Grigg unan 22/256

f. It was **resolved** not to subscribe to the Rural Market Town Group - £72

Proposed: Cllr Bond Seconded: Cllr Ackroyd-Johnson unan 22/257

g. It was **resolved** to share internet and related expense of broadband for CTC OCM CCTV and Wi-Fi provision with Camelford Hall – approx. £20pcm.

Proposed: Cllr Ackroyd-Johnson Seconded: Cllr Coombes unan 22/258

h. The minutes of Finance Working Group were **noted** 22/259

i. The Q4 Expenditure to budget report were **noted** 22/260

j. Ear-Marked Reserves as at 1.4.22 were discussed. Hewlett noted that the NDP reserve of £1672 not needed now. Clerk noted that the OCM café fit out budget is now underfunded due to the Scout hut railing being installed.

It was **resolved** to approve earmarked reserves as noted in the Q4 report following one amendment from NDP to OCM.

Proposed: Cllr Coombes Seconded: Cllr Bond unan 22/261

k. The year-end Internal Auditor report was **noted**. 22/262

11. Accounts

a. Balances at 26th April 2022 were **noted**
Current Account £127,368.99
Tracker Account £51,428.50

NS&I	£42,487.74		
CCLA	£80,000.00		22/263
b. It was resolved to use direct debit for variable utility and monthly payments			
Proposed: Cllr Hewlett	Seconded: Cllr Bond	unan	22/264
c. It was resolved to use online banking to pay accounts outstanding where possible			
Proposed: Cllr Hewlett	Seconded: Cllr Ackroyd-Johnson	unan	22/265
d. It was resolved to authorise the payments of Accounts Outstanding			
H3G	Youth worker mobile	DD	£18.00
SeaDog IT	Webhosting	DD	£29.95
Positive Energy	Town Hall Electricity	DD	£320.33
Cornwall Council	Temporary event notification	DD	£21.00
Staples	Office supplies	Debit	£249.51
KCS Print	Permits for Churchfield car park	BACS	£264.00
Cornwall Council	Churchfield CP enforcement	BACS	£109.20
Amazon	Library craft supplies	Debit	£20.98
SSE	Electricity – Public Toilets	DD	£50.06
PWLB	Enfield Park loan repayment	DD	£4,534.20
Enervo	Street light quarterly payment	BACS	£64.80
EDF	Electricity – OCM	BACS	£131.75
High speed training	Food hygiene for Youth Worker	Debit	£20.00
Green Flag	Van - national recovery with home call	BACS	£115.00
SSE	Electricity – Clease CP EV chargers	DD	£50.09
Elite industrial supplies	PPE – high vis vests for events	BACS	£105.59
Hudson Accounting	Year End Audit	BACS	£325
		TOTAL	£6,429.46
Proposed: Cllr Bond	Seconded: Cllr Ackroyd-Johnson	unan	22/266
Income was noted			
Residents	Allotments	AC	£572.00
Residents	Car parking permits	AC	£25
Reaching Communities	OCM Phase 2 grant final balance	AC	£2,864.83
Hall for Cornwall	Welcome Back fund - sheet	AC	£21.66
		TOTAL	£3,483.49
			22/267

12. To note items for 17th May 2022 Agenda.

Formal position regarding referendum on Mayor for Cornwall Council.
Cleas Road Enforcement SLA

The Mayor closed the meeting at 8.12 pm

Chair's Signature.....

Dated.....



**CORNWALL
COUNCIL**
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CAMELFORD TOWN COUNCIL,
TOWN CLERK & FINANCIAL OFFICER
TOWN HALL
MARKET PLACE
CAMELFORD
PL32 9PB

Non Domestic Rates Demand Notice 2022/23

www.cornwall.gov.uk/businessrates

Account reference:	802921068
Date:	22.04.2022
Address of chargeable property:	THE CLEASE CAR PARK, CAMELFORD CORNWALL PL32 9PL
Property reference:	24071849029000
Description:	Car park & premises
Rateable Value:	5400
Standard Non-Domestic Rating Multiplier:	0.512
Small Business Non-Domestic Rating Multiplier:	0.499

Charge Details (continued over page if necessary):

Calculation From 04.04.2022 To 31.03.2023 (362 Days)

Rv For Period Is 5400

Non Domestic Debit = $5400 \times 0.499 \times 362/365 =$ 2672.45

Charge From 04.04.2022 To 31.03.2023 (362 Days) = 2672.45

Total Charge For Period = 2672.45

Total Amount Due for 2022/23

£2672.45

What you need to do: Make the following payments by the dates below:

Date to pay:	Amount:	Date to pay:	Amount:
01 Jun 2022	£269.45	01 Dec 2022	£267.00
01 Jul 2022	£267.00	01 Jan 2023	£267.00
01 Aug 2022	£267.00	01 Feb 2023	£267.00
01 Sep 2022	£267.00	01 Mar 2023	£267.00
01 Oct 2022	£267.00		
01 Nov 2022	£267.00		



Register today to manage your account online.
www.cornwall.gov.uk/gopaperless

You can pay at the Post Office or a
Paypoint location using this barcode:



9826 1263 9080 2921 067

EX03

Cornwall Council: Climate Emergency Development Plan Document (DPD)

Inspector: Paul Griffiths BSc(Hons) BArch IHBC

Programme Officer: Jo McCabe ProgrammeOfficer@cornwall.gov.uk

MATTERS and ISSUES and HEARINGS SCHEDULE

Tuesday 21 June 2022

1000: Hearing 1

The Overview

1. Does the DPD as submitted have a suitable relationship with the adopted Local Plan it sits beneath?
2. Is the DPD as submitted legally compliant?
3. Does it pay proper regard to the SA and HRA?
4. Do the SA and HRA meet the requirements of the relevant Regulations?
5. Are the guiding principles and the vision behind the DPD soundly based, and an appropriate response to the climate emergency?
6. Do they accord with national policy?
7. Has the Duty to Co-operate (DtC) been fulfilled properly?

1400: Hearing 2

Climate Change Principles

1. Is the general approach of Policy C1 – Climate Change Principles a reasonable one?
2. Specifically, is setting 2030 as the target for carbon neutrality sound?
3. Does Policy C1 accord with national policy?
4. Does it sit comfortably against the Local Plan and Policy 2 (the Spatial Strategy) in particular?
5. Is everything covered that needs to be?
6. Are there requirements that should not be there?
7. Will there be any unacceptable impact on delivery?

Wednesday 22 June 2022

1000: Hearing 3

Natural Climate Solutions

1. How well does Policy G1 sit against the Local Plan?
2. And national policy?
3. Is Policy G2 soundly based?
4. Are the requirements therein justified?
5. Is the approach of Policy G3 reasonable?
6. Is the basis for Policy G4 a sound one?
7. What impact will these policies have on delivery?

EX03

Rural Development and Diversification

1. Does Policy AG1 accord with national policy?
2. Does it relate properly to the Local Plan?
3. Does Policy AL1 have a sound basis?
4. Does it accord with national policy and/or the Local Plan?

1400: Hearing 4

Town Centres Design and Density

1. How does the suite of Policies TC1-TC5 (inclusive) relate to the Local Plan?
2. And to national policy?
3. Are the impositions justified?

Sustainable Transport

1. Does Policy T1 cut across the approach of the Local Plan?
2. How does Policy T2 compare to the Local Plan?
3. Do these policies accord with national policy?
4. Will they have an impact on delivery?
5. Is Policy T3 a reasonable imposition?
6. Will it affect delivery?

Thursday 23 June 2022

1000: Hearing 5

Renewable Energy

1. Does the recently published (7 April 2022) British Energy Security Strategy (BESS) make any difference to the policy approach to renewables set out?
2. Is the 'area of search' for wind energy an appropriate approach?
3. Are there any issues with the 'area of search'?
4. Is the general approach of Policy RE1 (in 1a to 1 h) reasonable?
5. Are the criteria for wind energy development (2a to 2e) reasonable and in accord with national policy?
6. Are the requirements for solar energy in accordance with national policy?
7. Is the approach to hydroelectricity a sound one?
8. Are the criteria for deep geothermal and mine water energy (6a to 6c) reasonable?
9. Is the approach to energy storage soundly based?
10. Are the criteria relating to energy storage (7a to 7c) justified?
11. Is the approach to non-renewable energy generation a matter for this DPD?
12. Are the limitations reasonable?
13. Does Policy RE2 have a sound basis?
14. Will it affect delivery or cut across the Local Plan?

1400: Hearing 6

Sustainable Energy and Construction

1. Does the approach of Policy SEC1 sit comfortably with that of the Local Plan?
2. Does it accord with national policy?

EX03

3. Will it have an impact on delivery?
4. Has the effect on the viability of new housing (in particular) been properly explored?
5. Are the various requirements of the policy reasonable and soundly based?

Friday 24 June 2022

1000: Hearing 7

Coastal Change and Flooding

1. Does the imposition of a Coastal Vulnerability Zone have an impact on the Local Plan?
2. Does it accord with national policy?
3. Is Policy CC1 a reasonable imposition?
4. How does Policy CC2 accord with the Local Plan and national policy?
5. Do Policies CC3 and CC4 accord properly with Policy 26 of the Local Plan?
6. Will they have an impact on delivery?

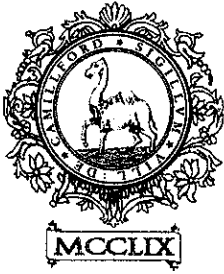
1400: Hearing 8

Any Other Matters/Reserve/Virtual Participants

Paul Griffiths

INSPECTOR

05/05/22



Minutes of the Events Working Group

Wednesday 4 May 2022 – at 7pm via Teams

Members present and apologies received

Ayla Ackroyd-Johnson (AAL), Amanda Lash (AL), Rob Rotchell (RR), Alan Burgis (AB) Steve Bond (SB), John Praoline (JP), Kate Woods (KW)

Apologies: B Hockerday (BH), I Rabey (IR)

1. Approve Minutes from 9 February

Minutes Approved by those present at the last meeting. Noted that High Vis jackets were ordered and are now in the office.

2. Fun Week Update

AL provided an update on Fun Week. Will be handing out risk assessments and event management next week to all event leads. If photos could be taken at each event and emailed to AL, it would be much appreciated. All advertising has been done which includes social media (Facebook including multiple other pages/groups such as What's on in Camelford, selling pages, events in Cornwall etc), CTC website, visitcamelford website, Camelford Primary School, Camelford Hall, DSCVR app (AAJ to give details to JP), posters in businesses and library. AAJ said that posts are being widely shared. JP asked about Instagram. AL has not had the time as yet but will create a page.

AB requested copies of posters for Camelford.org website.

ACTIONS: AL will email AB posters.

Slip n Slide/Fun Run AL is liaising with Matt Allan regarding Fun Run and Slip n Slide. Will do exactly the same as last events. JP said he will not be there for the Fun Run due to other commitments but will help source any stewards that are needed. AL will speak to Matt and rotary club regarding stewards and will let JP know if any more needed.

ACTION: AL to meet with Matt Allan re stewards

OCM Events – Dave Edkins will be organising these events on 2 June.

Beacon now being lit in Enfield Park/Bandstand. Will be a fire basket. JP is meeting with RR on Friday to discuss. It means that the playing of Diu Regnare can be done just before and all in one place.

Tug of War – KW will advertise this to St Austell Brewery group on Facebook. AL will be sending letters to local pubs to try and get teams. AB is not a member of the Lib Dem Club. Will need to source alternative.

ACTIONS

KW to see if St Austell can sponsor and provide some beer and prosecco. SB to speak to the Wrecking Coast re a bottle of Gin.

Music in the Park Bands have been booked and sound/lighting requirements are in hand with Event Tech. Starts at 5pm instead of 4pm as not doing Introducing Camelford this year. Stewards booked.

Food stalls booked – New Hanger Management, Cornish Crepes and Masons doing Bar. Will be selling re-usable Camelford cups at all appropriate events. Schedule is the same as was emailed before but the beacon is now happening in Enfield Park/Bandstand. AL will email an up-to-date schedule. RR is liaising with TJR scaffolding for the stage.

KW said that she is providing a gazebo. Will do small bottles of wine, beer and ale. Will have separate money tin for re-usable cups and will encourage people to buy a cup as part of buying a drink. AL said most festivals require a purchase of cup with the first drink. AL will do sign and advertise on FB to say that re-useable cups will need to be purchased in order to buy drinks.

KW left the meeting

3. Centenary

AL outlined a FEAST application for the Centenary. This application is for the following:

Metal tree sculpture in the Park

Community workshops x 2 copper leaves to hang on tree (these workshops could be funded each year from FEAST funding) to keep the sculpture “alive” and current.

Dance workshops Adie Dove culminating in dance show

3 x Bands

Circus skills workshop

DJ workshop and breakdancing workshop

The dancing section and music follows the original programme in 1922 which was proposed to Council. The programme starts at 3pm with dancing, followed by sports activities, afternoon tea and a music concert.

However, FEAST will not know if they have the money to give out until June. Therefore need to make a decision on what to recommend to Council. Do we recommend that we go ahead with planning and booking these events/workshops/sculpture in the knowledge that funding may not be available. Or do we recommend that only activities that come under the EMR amount of £3.5k are booked/planned? This will mean no Centenary art legacy.

To recommend to Council that the sculpture, leaf workshops and dance workshops be booked and that Council (if possible) fund these workshops if FEAST funding is not secured.

Discussed bands. AL would like to offer a paid slot to someone who has played at the Bandstand for free last year. Discussed the following bands:

Mr & Mrs Blue Sky

Bootleg Duo

Boscastle Buoys

Jamie Hewitt

Valkyrie Skis

Iguana Tropicana

Events Committee would like to put these bands to Council to decide who to play at the Centenary. Will be 2 or 3 bands depending on their costs.

ACTION: AL to get quotes and availability from bands above.

4. Road Closure Training

JP is waiting on clarification from LANTRA regarding whether the expiry of certificates is the date on the cards or the certificate. AL asked about the difference between Regulation/Chapter 8 training (which people were booked on last year) and TMCE (Traffic Management at Community Events) training. TMCE is done after Regulation 8 training is done. JP to update at next meeting.

5. Items for next meeting

Camelford Show
Enfield Park Centenary
Road closure training

Next meeting – Wednesday 13 July 7pm. JP asked when we can return to face to face meetings. AL will get an update from the Clerk

NOTE: SINCE THE MEETING IT HAS BEEN CONFIRMED THAT COMMITTEES CAN NOW MEET FACE TO FACE. THEREFORE NEXT MEETING AT TOWN HALL.

Meeting closed at 8pm

Events Budget October 2022	16493		
	Agreed budget	Updated May 2022	
Jubilee			
Screen for Platinum Party in Park	3450	3400	
Band for Picnic in Park	1800	400	Saving 1400
Commemorative Tree plaques	50	120	Canopy funding for tree - saving £50
Time capsule	80	80	To be organised
Fire basket/Beacon	0	40	
First Aid	150	150	
Marketing	500	0	Done all marketing in house
Flag dancers	0	0	
	6030	4190	
Centenary			
Concert - sound	843	843	
Bands/entertainment	1200	2950	As per FEAST App to ensure matched funding ratio
Stewards	500	500	
Programme printing	250	250	
First Aid	150	150	
Marketing	500	400	Professional posters
Centenary Tree, workshops	5000	4000	FEAST Funding £4,000
Dance workshops	0	1000	As per FEAST App to ensure matched funding ratio
Centenary cake, afternoon tea	0	150	
Wheelie bin	110	110	
	8553	10353	
Music in the Park			
Concert - Sound	843	843	
Bands	1500	1500	
Prizes - Camelford Introducing	0	0	
First Aid	150	150	
Stewards	500	500	
Wheelie bin	110	110	
	3103	3103	
Fun Week			
Dog show	80	80	
Tug of War trophies	150	150	
Hire of Camelford Hall	60	64	
Prizes Iego	50	0	All donated
Wrist bands - slip n slide	80	0	Decided not to use
Circus Skills	260	260	
OCM competitions/BBQ	150	150	
Marketing	500	0	
Mayor's Afternoon Tea	150	150	
Wheelie bin	50	50	
Poetry bridge workshop/boards	0	0	Welcome Back HFC Funding paid in full £480
	1530	904	
Winter Festival 2022			
Bands x 2	300	300	Band to be chosen
Road closure	47	47	
Signage	250	250	
Christmas Carol Joint Service	30	30	
Senior citizens lunch	150	150	
	777	777	
Sub total	19993	19327	
Income			
FEAST	4000		
EMR Centenary	3500	3500	
GRAND TOTAL	12493	15827	Within £16493 budget If no FEAST funding

FEAST Stage One Application Form

Camelford Town Council	£3,350	CONFIRMED	
In kind support – hire of premises (Primary School or Old Bank Community Centre)	£150		
In kind support – breakdancing workshop	£250		
In kind support – DJ workshop	£200		
Requested from FEAST	£4,000		
TOTAL	£7,950		

FEAST Stage One Application Form

Q7 How much are you likely to ask us for?

£4,000

Q8 If this is less than your project cost, how will you be funding the rest of your project?

Camelford Town Council will be funding the rest of the project.

Please complete your application with the following one page budget for your project.

Expenditure

Item or activity	Cost
Centenary Tree – The tree wall sculpture will be made from galvanised mild steel plate 4mm thick.	£3,300
Community workshops x 2 run by 2 artists (Gary and Thomas) teaching and assisting members of the public in creating Repousse copper leaves	£700
Dance workshops x 10 with Adie Dove with an assistant teacher included and travel expenses. It is anticipated that these workshops will be held either in the Old Bank Community Centre	£1,000
Music concert (including sound technicians and 3 x bands to be confirmed)	£2150
Circus Skills workshop	£350
Breakdancing workshop with Chris	£250
DJ workshop with DJ Steve Fudge	£200
Total	£7,950

Income (under 'Awaiting confirmation' or 'successful', please tick one box)

Other sources	Amount	Awaiting confirmation	Successful

Esther Greig

From: Ayla Ackroyd-Johnson
Sent: 06 May 2022 17:42
To: Esther Greig
Cc: Rob Rotchell; Amanda Lash
Subject: Events

Hi Esther,

After our conversation at last night's meeting, I contacted India, John (Vegas) and Kate to see if they would be like to continue with Events for 22/23. They all said yes. I would therefore like to put this to Council at the next meeting, please.

Thank you,

Ayla

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Agenda Item

Amanda Lash

From: Bronwen Hockerday <Bronwen.Hockerday@liscornwall.org.uk>
Sent: 09 May 2022 09:55
To: Amanda Lash
Subject: FW: Permission requested for plot 18 and 22

Information Classification: CONTROLLED

From: ~~Vivienne Bell <viviennebell@sky.com>~~
Sent: 08 May 2022 18:25
To: Bronwen Hockerday <Bronwen.Hockerday@liscornwall.org.uk>
Subject: Permission requested for plot 18 and 22

CAUTION: This is an **EXTERNAL** email which was sent from outside of Cornwall Council's network. Do not click links, open attachments, or reply unless you recognise the sender and know the content is safe. Do not provide any login or password details if requested.

Hello Bronwen,

Weather has been fab this weekend I hope you managed to enjoy the sunshine.

Plot 22, we would like to move the 6 x 3 little shed from plot 18 to 22. We have found in pieces a greenhouse on plot 22 it looks like a 6 x6, please could we have permission for these items.

Plot 18, please could I have permission for a 7 x 5 pent shed.

Thank you
Vivienne

Sent from Sky Yahoo Mail on Android

Esther Greig

From: Paul Moore <paul.moore3@uk.zurich.com>
Sent: 29 April 2022 12:57
To: Esther Greig
Subject: RE: Zurich Insurance - Camelford Town Council
Attachments: TAP Policy Schedule.pdf

Hi Esther,

Thank you for providing an updated asset register.

Please find revised renewal terms attached and below for your consideration.

- **1 Year: £3,474.96 (including IPT)**
- **3 Year (LTA): £3,322.90 (including IPT)**
- **5 Year (LTA): £3,170.85 (including IPT)**

These revised terms have been on aligning the cover to the values provided within the asset register.

Once you have had an opportunity to consider this please do let me know your thoughts.

Kind Regards,
Paul Moore

Paul Moore
Customer Account Manager (Cert CII)
Phone: 01243 832031
Email: paul.moore3@uk.zurich.com

Follow us: 



From: Esther Greig <clerk@camelford-tc.gov.uk>
Sent: 29 April 2022 11:15
To: Paul Moore <paul.moore3@uk.zurich.com>
Subject: [EXTERNAL] RE: Zurich Insurance - Camelford Town Council

Hi Paul,

Please find attached CTC fixed assets register. I have changed the format around on a worksheet labelled 'insurance' and added up to date reinstatement values. This has the addresses for the buildings.
Cemetery store – rebuild £15k with approx. £23,400 of contents. Block and corrugated sheet roof
Enfield Park Store – rebuild £10k with approx.. £7,900 of contents. Block and slightly sloping felt roof

Mrs Esther Greig
Camelford Town Council
Camelford town council
Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

Select for Local Councils Policy Schedule

This insurance policy, which meets your demands and needs, has been based on the latest information obtained from you. The Policy, the Policy Schedule, any Certificates of Insurance and Endorsements form one document and should be read together. This Schedule replaces any previous Schedule.

Policy Number	YLL-2720429253
Insured	Camelford Town Council
Business	Parish / Town Council
Period of Insurance	
From	01 st June 2022
To	31 st May 2023

and any other period for which cover has been agreed.

Renewal Premium	£ 3,474.96
-----------------	------------

Premiums are inclusive of Insurance Premium Tax and/or VAT as appropriate.

Schedule Number	98155039
Long Term Agreement:	Not Applicable
Preparation Date	29 th April 2022
Prepared by	Mr Paul Moore
Policy Form Reference	MLAACE06

Policy Cover Declaration:

You, the Insured, are not aware of any known losses or events that could give rise to a claim, or circumstances that would be prejudicial to us, the Insurer, should the basis of cover on the below given insurance product (s) be changed.

This is important information, please read it carefully and check that the facts given about you are correct and that we have included all the covers that you require. We are unable to give you advice so it is your responsibility to check the cover is correct for your organisation.



Gallagher

Insurance | Risk Management | Consulting

Private & Confidential

Ms Esther Greig
Camelford Town Council
Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

Blenheim House
1-2 Bridge Street
Guildford
Surrey
GU1 4RY

Tel: 01483 462860

www.ajg.com/uk

4th May 2022

Dear Ms Esther Greig,

Insurance Policy: AJG Community Schemes

Client Name: Camelford Town Council

Client Reference Number: 28951142

Quote Reference: 497136459

Effective Date: 01/06/2022

Following our recent discussions, we are delighted that you have requested a quotation from Gallagher.

Enclosed is your quotation, which is valid for 90 days from the date of this letter. This is based on your requirements which you disclosed to us in our recent discussions. Our understanding of your requirements are shown in the enclosed documentation.

There are a number of documents enclosed and it is important that you review each of them. Within this letter we have summarised what we consider to be the most important points to assist you. We have directed you to those documents, or parts of documents, which you must read carefully.

Your Premium(s) for the forthcoming year are detailed as follows:

Policy	Insurer	Premium	Insurance Premium Tax	Administration Fee(s)	Total Due
AJG Community Schemes	Hiscox Insurance Company Limited	£3,466.37	£415.95	£75.00	£3,957.32
Total		£3,466.37	£415.95	£75.00	£3,957.32

Long Term Agreement Option

In order to ensure rate stability, Camelford Town Council may choose to set up a 3 year binding Long Term Agreement (LTA) with Hiscox Insurance Company Limited, at an LTA premium of £3,957.32. This means Camelford Town Council will commit to keep their policy with Hiscox Insurance Company Limited for the period of the LTA, which will expire 3 years from the original inception date.

In return Hiscox Insurance Company Limited agrees not to increase the annual insurance premium, except for the following reasons:

Important (Material Circumstances)

If the information in The Schedule is incorrect or incomplete, or if the insurance does not meet Your requirements, please tell Us as soon as possible. You are reminded of the need to tell Us immediately of any circumstances or changes which We would take into account in Our assessment or acceptance of this insurance as failure to disclose all relevant circumstances may invalidate Your policy, or may result in the policy not operating fully.

Your Details

Name of Council:	Camelford Town Council
Correspondence Address:	Town Hall Market Place Camelford PL32 9PD
Business:	Local Council
Schedule produced on:	10/05/2022
The county association of local council you are affiliated to:	Not Declared
Population of Council Area:	12,341

Period of Insurance

Effective dates	From:	01 June 2022
	To:	31 May 2023
Renewal date:		01 June 2023
LTA Expiry Date:		01/06/2025

Your Insurance Adviser's Details

BHIB Limited
AGM House
3 Barton Close
Grove Park
Enderby
Leicester
LE19 1SJ

The Schedule details for each Section are shown in the following pages.

Premium Details

Annual Premium (excluding Terrorism):	£1,835.27
Insurance Premium Tax:	£220.23
Total Amount Due (excluding Terrorism):	£2,055.50

Overall Annual Premium:	£1,835.27
Overall Insurance Premium Tax:	£220.23
Overall Amount Due:	£2,055.50

Esther Greig

From: Tom James <tom.james@cormacltd.co.uk>
Sent: 10 May 2022 18:25
To: Esther Greig
Cc: Rob Rotchell; Andy Shaw; Alan Burgis
Subject: RE: Lining work Churchfield Car Park
Attachments: CSL Quote Letter - Camelford TC Lining.pdf

Information Classification: CONTROLLED

Good evening Esther,

Pleased to meet you today, I hope to get these works completed for you as soon as possible.

Firstly, no need to alter the price for the original works quoted at Churchfield car park. We can deliver the additional arrows and NO ENTRY markings under the original order.

I attach our quotation for the three additional sites we looked at today:

- Disabled parking bays outside the Liberal Club
- White parking bays outside the Town Hall
- Motorcycle parking bay at Clease car park

I hope this provides all the information you need to take to Council. I will hold off on booking in the Churchfield work until I have an answer on the additional works; it would make sense to get it all done together.

Please don't hesitate to contact me should you have any queries, I would be happy to discuss.

Kind regards,

Tom James | Contract & Minor Works Manager

Cormac Solutions Ltd | PRO

tom.james@cormacltd.co.uk

Mob: 07484 036947

www.cormacltd.co.uk

Cormac Head Office, Western Group Centre, Radnor Road, Scorrier, Cornwall TR16 5EH

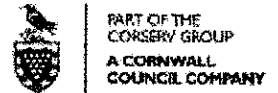
From: Esther Greig <clerk@camelford-tc.gov.uk>

Sent: 10 May 2022 11:05

To: Tom James <tom.james@cormacltd.co.uk>

Cc: Rob Rotchell <rob.rotchell@camelford-tc.gov.uk>; Andy Shaw <andy.shaw@camelford-tc.gov.uk>; Alan Burgis <alan.burgis@camelford-tc.gov.uk>

Subject: FW: Lining work Churchfield Car Park



FAO: Ms A Lash (via e-mail)

Your ref:

My ref:

Date:

Original Quote.

COR110/20/MB

14 September 2020

Dear Ms Lash

**Churchfield Car Park, Camelford
Lining Works**

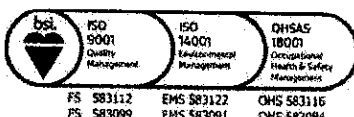
Further to your recent enquiry, I am pleased to submit CORMAC's revised quotation to carry out the above works as follows:

- Parking bays in blue thermoplastic screed with applied solid glass beads; approx. 4no.
- Parking bays in white thermoplastic screed with applied solid glass beads 100mm wide; approx. 3no.
- Symbol in blue thermoplastic screed with applied solid glass beads; 3no
- Arrows in white thermoplastic screed with applied solid glass beads 4500mm high; approx. 3no.
- Hatching in white thermoplastic screed with applied solid glass beads 100mm wide; approx. 20m².
- Leave site clean and tidy.

For the sum of £1,107.47 (Exc. VAT)

Please note the following:

- *Unfortunately, due to the current situation with COVID19, we are having to prioritise our critical service commitments and therefore we are unable to commit to any delivery dates until such time that spare capacity is available to undertake your works. Should you wish us to proceed with these works, we are currently anticipating a 10 week lead in from point of payment, but this may be subject to future change. We apologise for any inconvenience this may cause.*



FS 583112 EMS 583122 OHS 583116
PS 583099 EMS 583091 OHS 583084

A Cornwall Council Company

Registered in England No. 07737430

Registered Office

CORMAC Head Office, Higher Trenant Road,
Wadebridge, Cornwall, PL27 6TW

Head Office, Higher Trenant Road,
Wadebridge, Cornwall PL27 6TW
Tel: 01872 323 313 cormactd.co.uk





PART OF THE
CORSERV GROUP
A CORNWALL
COUNCIL COMPANY

FAO Ms Esther Greig (via email)

Your ref:

My ref: PRO.EXT.077

Date: 10th May 2022

Dear Ms Greig

Camelford Town Council – Additional Lining Works

Further to your recent enquiry, I am pleased to submit Cormac's quotation to carry out the above works as follows:

- Establish, maintain and remove suitable traffic management measures
- Renew 3no. disabled parking bays and associated hatching outside Liberal Club
- Renew parking bays at Fore Street (in front of Town Hall)
- New motorcycle parking bay at Clease car park with "MC ONLY" markings
- Leave site clean and tidy

For the sum of £361.18 (excluding VAT)

Please note the following:

- The client is responsible for ensuring the area of works is clear of vehicles or any other obstructions. Any delays could result in additional charges
- Should you wish to continue, a Purchase Order will enable us to continue.

Your attention is drawn to the attached conditions of contract.

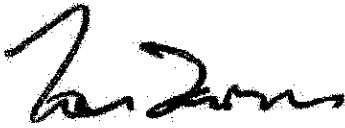
If you have any queries, please do not hesitate to contact myself.

Yours sincerely,



A Cornwall Council Company
Registered in England No. **07737521**

Western Group Centre, Radnor Road,
Scorrier, Redruth, Cornwall, TR16 5EH
Tel: 01872 323 313
www.cormactd.co.uk

A handwritten signature in black ink, appearing to read 'Tom James', written in a cursive style.

Tom James

Contract & Minor Works Manager

Cormac – Programme Resource Office

Tel: 07484 036947

Email: tom.james@cormacltd.co.uk