



CAMELFORD TOWN COUNCIL

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

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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

Chair's Signature.....

1

Dated 17/5/22

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 Treilwin, 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; Hewett, Burgis, Elford, Shaw

Proposed: Cllr Bond

Seconded: Cllr Coombes

unan

22/241

Chair's Signature.....



Dated 17/5/22

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

Chair's Signature.....



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.....