



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig

Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

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

Minutes of the Estates and Properties Committee Meeting – 24th June 2022

1. To note Councillors present

Cllr Shaw opened the meeting at 10am with 3 other Councillors present: Cllrs Burgis, Elford, Hewlett and MGM, Clerk. EP/22/014

2. To receive Apologies for absence with reasons

Cllr Rotchell – personal.

It was **resolved** to accept the apologies

Proposed: Cllr Shaw **Seconded: Cllr Elford** **unan** **EP/22/015**

3. To receive Declarations of Interest & Approve Dispensations

None

EP/22/016

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

None

EP/22/017

5. To receive and approve the Minutes of:

It was **resolved** to approve the Ordinary Meeting 13th May 2022

EP/22/018

7. To receive Clerk's report

Car Park lining – no date received yet, Library window – not done; clerk to chase and request completion by September. Park tree inspections have not taken place; no response to chaser emails in May and June. OCM – Scout Hut railings drawings have been approved by Scouts. Café will be discussed at Strategic. Youth shelter doors have been reinstalled, luckily no damage to the doors themselves. A general discussion then took place about the unacceptable behaviour of youth. Clerk confirmed Police have the details and she will have chased for an update by the next FC Mtg. Tregoodwell Lime tree – Cormac have not done the climbing inspection – will do it ASAP but constrained by demands of ash die back. EP/22/019

8. To receive Grounds Manager's report

OCM bins are in and benches to be installed. Gravel edging at skatepark – ordering concrete to fill in, Broadwood bridge – existing poetry panels are currently being sanded, bridge will then be painted and the old and new panels installed. Basket swing wet pour removal – quote to be received into the office. EP/22/020

9. To receive portfolio holder reports

Play Areas/OCM. Cllr Elford and MGM inspected. Noted that the swings are still waiting for the 'O' rings. Can't get the wood chipped play bark of the correct quality; as not fabricated anymore. Going to try rubber bark to mix in with the existing. Consider wet pour in next budget. EP/22/021

Enfield Park. Cllr Shaw has inspected, noted that the brambles from the path split to the pond need attention. Offer of 2 large yellow flowering shrubs; Clerk to check with volunteers whether they would suit and be located appropriately. Cllr Shaw will get photos of the plants. EP/22/022

Car Parks. Cllr Burgis noted cycle racks to be removed and new to be installed in Churchfield at some point; depending on decision for the ones at the bandstand. Noted Scooter permanently parked – check status with DVLA. MGM noted that Clease CP tarmac patching has been done. EP/22/023

Cemetery & Orchard. Cllr Shaw noted that it needs urgent attention. Grass needs cutting, tree protection guards need replacing, car park surface has thistles breaking through. Hedges not been cut, skip required for the rubbish. Perhaps the additional store should be ordered. Site has been neglected. Greening Camelford might be interested in the orchard. Discussed extra community gardens – Clerk noted that current allotment provision is adequate – small waiting list. MGM to organise weed treatment for car park surface. Strimming the entire area of the orchard. Make maintenance strips in order to access the trees. Order flower seeds/plugs for wildflower area; to be strimmed back again in September. Cllr Hewlett to confirm process. EP/22/024

Allotments & Footpaths. Cllr Shaw noted a problem with rats at the allotment. Grounds person to get a vermin control licence and to budget for equipment next year. EP/22/025

Town Hall – noted front door is rotting. TT is aware. EP/22/026

9. Agenda items

a. The way forward for public benches was discussed. Clerk noted no action for over a year. Clerk to send another map of the benches for a repair/ revarnish plan. Clerk noted that the decision last year was to install 6 plastic boards for the park, then 10, and 4 oak for the high street and 2 oak for Lanteglos. There has been a budget for the last 3 years – little spent. Deputy Clerk to chase samples again following contractor meeting with Cllr Shaw last month. EP/22/027

b. The placement of 6 cycle racks was discussed; various locations were considered. It was **resolved** to place 3 behind the electric box, adjacent to the Conservative club, on market place resin in a herringbone pattern.

Proposed: Cllr Burgis **Seconded: Cllr Elford** **unan** **EP/22/028**

Review at August meeting and then place the reminder in Market place &/or Churchfield CP

c. It was **resolved** to purchase the ‘push up and dip’ outdoor gym equipment (replacement for beams)

Proposed: Cllr Hewlett **Seconded: Cllr Elford** **unan** **EP/22/029**

d. It was **resolved** on recommendation electrics upgrade for Enfield Park events to Full Council.

Proposed: Cllr Shaw **Seconded: Cllr Elford** **unan** **EP/22/030**

e. It was **resolved** on purchase 1 bag of rubber play bark

Proposed: Cllr Burgis **Seconded: Cllr Elford** **unan** **EP/22/031**

f. Flower festival invitation letter was discussed - to pass to Mayor for donation. EP/22/032

g. Replacement fingers for town centre signs were noted – to pass to SED Committee for decision – marketing budget. EP/22/033

h. It was **resolved** that the knitted flowers at bandstand could stay until after August bank holiday

Proposed: Cllr Hewlett **Seconded: Cllr Elford** **unan** **EP/22/034**

i. The time capsule contents for centenary event was discussed. Newspaper, school and Council photos, pictures of town and river, words from primary school, coins, usb stick. Cllr Shaw will check with organisers as to what went into the last time capsule. To be planted by the lime tree on the celebration day. To go to events committee for discussion with final proposal to FC on the 19th July. But schools can be contacted in the interim. EP/22/035

j. It was **resolved** to keep youth shelter closed whilst a café tenant is sought.

Proposed: Cllr Hewlett **Seconded: Cllr Elford** **unan** **EP/22/036**

k. Repositioning holly tree for tree sculpture. Committee noted not possible to relocate Holly – Cllrs to check on possible alternative positions for sculpture. EP/22/037

Allotment issues – from agenda item 9 – 2 complaints assessed:

a. It was resolved to write to tenant regarding behaviour of person on their plot. EP/22/038

b. It was resolved to write to tenant to note that the rubbish needs to be dealt with appropriately by the tenant themselves. EP/22/039

**Cllrs Hewlett and Burgis left the meeting.*

l. The placement of Rotary bench in Enfield Park was discussed. Proposal would solve the issue of the higher that comfortable step up. The bench itself is nice but would better with the facility to replace slats as necessary.

It was **resolved** in principle to accept proposal; subject to final bench design.

Proposed: Cllr Elford **Seconded: Cllr Elford** **unan** **EP/22/040**

9. Date & Items for next meeting.

5th August 2022 10am

Sensory garden

Changes to financial regulations for contracts procedure

Pond path – update from Cllrs Shaw and Elford.