



# CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

Town Hall  
Market Place  
Camelford  
PL32 9PD

01840 212880

[clerk@camelford-tc.gov.uk](mailto:clerk@camelford-tc.gov.uk)  
[www.camelford-tc.gov.uk](http://www.camelford-tc.gov.uk)

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 **19<sup>th</sup> July 2022 at Town Hall, 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 21<sup>st</sup> June 2022 (attached).

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

Matters arising from the Minutes. Café advertised on Rightmove. CIL neighbourhood payment - £5447.19. CALC confirmed LCAS Quality status achieved – official confirmation will come from NALC in due course. Attended joint branch meeting – interesting presentations on Insurance and Employment law/pay negotiations. CALC is not sure what CC are doing about Levelling up - what will a Mayor actually get for Cornwall. Cycle racks installed. Feast funding for tree sculpture approved. Camelford Show – 10<sup>th</sup> August – representatives will be required. Doors on youth Shelter will be kept off until CCTV upgrade in place. Have written to HMRC regarding VAT reclaims

**7. Planning**

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

**PA21/11920 Land East Of Culloden Dairy College Road. Mr & Mrs Smeeth.** Change of use of land and the siting of 1no. tepee for camping use, together with a new toilet/shower/amenity building and the provision of ancillary works (including timber decking and below ground service connections). [Weblink](#)

\*Change of location within the field. Previously CTC resolved to object to this application. Roads too narrow for increased traffic, green field site, Tepee too big.

**PA22/02440. Beech House Victoria Road. Mr Moore.** Conversion of detached garage into ancillary accommodation. [Weblink](#)

\*Change from holiday cottage use. Previously CTC resolved to object to this application. The access is by a junction and the proposed access is on narrow road which has other residences currently being built. The application would remove a facility from the main residence.

**PA22/03795. Land Adj To Pastures Cottage Tintagel Road Valley Truckle. Mr Mark Benettar.** Reserved matters of appearance, landscaping, layout and scale following outline consent PA19/07033 dated 25.11.2019 for the construction of one dwelling. [Weblink](#)

**PA22/05509. Land East Of Suncrest Helstone. P And A Mitchell Ltd.** Construction of affordable-led housing development. [Weblink](#)

**PA22/06124. 11 Greenhills. Mr Bradley Rowe.** Demolition of detached garage and erection of side elevation extension to provide master bedroom and ensuite. [Weblink](#)

**PA22/06158. 9 Roughtor Drive Valley Truckle. Mr Simmonds.** Front porch extension and rear two-storey extension. [Weblink](#).

**Tree preservation Order 2022 - Highfield Road - consultation**

### For Information

PA22/04344. 49 Highfield Road. Conservatory. **Approved**

PA22/05187. Land West of SJS. Non-material amendments. **Approved**

PA21/02635. Land North of Postraul, Trewalder. Reserved matters. **Approved.**

PA22/03806. Crowgy Cottage, Helstone. Extension. **Approved**

EN22/00901. Alleged breach of Clause 2(e) of s106 agreement dated 16.03.2000 – Land at Trefew Road.

## 8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell

## 9. Correspondence

- a. Lanteglos by Fowey PC – Email letter regarding allocation of social housing – confirmation of response
- b. Letter from resident – complaint about amenity land at Trefew Road and Clerk's response.
- c. Clerks and Councils Direct – July issue
- d. Cornwall Council - Confirmation of Clease CP waste collection

## 10. Agenda Items

- a. To **review** and **resolve** upon the CC Community Network Highways scheme expression of interest form
- b. To **note** Estates and Properties Committee meeting minutes.
  - i. To **resolve** on contents of centenary time capsule
  - ii. To **resolve** on provision of 32amp supply to electrical feeder pillar in playground. £900-£1000.
  - iii. To **resolve** to purchase recycled bench boards. £551.60 + VAT
- c. To **note** Strategic and Economic Development committee meeting minutes.
  - i. To **resolve** upon additional CCTV costs £1177
  - ii. To **resolve** to adopt Annual Report 2021-22
  - iii To **resolve** to adopt Action plan.
- d. To **resolve** to nominate a representative for the Cornwall Climate Action network.
- e. To **resolve** to purchase road signs for road closures £1,328.72 + VAT
- f. To **resolve** to send letter of thanks to Mr & Mrs Hart, Helstone for posting agenda in noticeboard.
- g. To **resolve** to allow fruit cage on Allotment plot 22.
- h. To **discuss** way forward regarding electricity contract renewals – delegation to 2 members and clerk.
- i. To **note** Q1 Expenditure to Budget
- j. To **resolve** to approve tree sculpture design
- k. To **resolve** to engage band £400 on 5<sup>th</sup> August for Bandstand events

## 11. Accounts

- a. To **note** Balances at 13<sup>th</sup> July 2022

Current Account	£70,535.20
Tracker Account	£51,432.37
NS&I	£42,483.49
CCLA	£80,000.00

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

Staff	July Wages & expenses	BACS	£8,524.87
HMRC	July Tax & NI	BACS	£2,096.90
Cornwall Pensions	July Pension contributions	BACS	£2,551.30
Cornwall Pensions	Annual Pension contributions	BACS	£1,300.00
Agent print	Centenary leaflet design	BACS	£72.00
Camelford Town Trust	Town Hall/Library Rent	DD	£507.81

Camelford Town Trust	Town Hall/Library Rent – balance April	BACS	£19.53
SSE	Electricity – Clease car park	DD	£86.55
Cornwall Council	Parking Enforcement - May	BACS	£132.60
Cornwall Council	Temporary event notice - Centenary	Debit	£21.00
Barclays	Bank Charges	DD	£19.60
Bunzl Cleaning Supplies	Public Toilet supplies	BACS	£66.53
Envisage Promotions	Security centenary	BACS	£1404.00
Positive Energy	Town Hall Electricity	BACS	£120.13
Positive Energy	Town Hall Electricity	BACS	£181.51
Street Games	Skateboard instructor training – rebook	Debit	£200.00
Smart Window Cleaning	June invoice – Town Hall	BACS	£25.00
Amazon	Maintenance supplies	Debit	£16.48
Spar	Office supplies May	Debit	£18.03
SLCC	Text book – recruiting volunteers	BACS	£13.56
Source for business	OCM Water bill	Debit	£46.77
Post Office	Large letter stamps	Debit	£5.25
Metric Group Ltd	Annual maintenance contract	BACS	£510.77
Mailchimp	Visitcamelford website	Debit	£9.06
British Gas	OCM Electricity	DD	£34.74
H3G	Youth worker mobile	DD	£22.81
Pickle Design	Visitcamelford website - hosting	BACS	£108.00
Seadog IT	Website Hosting	DD	£29.95
Camelot Garage	Fuel for maintenance	BACS	£179.46
Cornwall Waste solutions	3 x confidential waste bags	BACS	£85.20
Spar	Office supplies June	Debit	£11.32
In Steel	Skate Park railing	BACS	£3932.40
Eco chippings	rubber chippings for play area	BACS	£326.00
Cornwall Council	Churchfield – Business Rates	DD	£444.00
Cornwall Council	Town Hall – Business Rates	DD	£319.00
Cornwall Council	Park Store - Business rates	DD	£51.00
Cornwall Council	Cleaze – Business Rates	DD	£334.45
Pennon	Town Hall Water	DD	£22.50
Pennon	Public Toilets Water	DD	£42.50
Tesco Mobile	Grounds Manager Mobile	DD	£7.50
Labrador Trust	Donation from dog show	BACS	£83.00
Plusnet	office broadband	DD	£27.55
Voiphone	Office Telephone system	BACS	£9.60
		<b>TOTAL</b>	<b>£24,020.23</b>
To <b>note</b> Income			
Post Office deposit	Churchfield CP tickets	cash	£155.00
Post Office deposit	Churchfield CP tickets	cash	£70.00
Post Office deposit	Churchfield CP tickets	cash	£130.00
Various businesses	Centenary stalls	AC	£50.00
Various businesses	Parking permit	AC	£20.00
		<b>TOTAL</b>	<b>£425.00</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 **review** quotes and **resolve** on pest control contract for allotments

## 13. To note items for 16<sup>th</sup> August 2022 Agenda.