



# CAMELFORD TOWN COUNCIL

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## Ordinary Council Meeting – 19<sup>th</sup> July 2022

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

### 1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 8 other Councillors present: Cllrs Ackroyd-Johnson, Bond, Burgis, Coombes, Elford, Hewlett., Scawn, Shaw. Thomson 22/327

*Item 2 moved to later on the agenda*

### 3. To receive Declarations of Interest & Approve Dispensations

Cllr Coombes	planning PA22/05509	pecuniary interest	to leave the room
Cllr Elford	planning PA21/11920	pecuniary interest	to leave the room 22/328

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

Cllr Jordan sends apologies. Mr Lee-Edmunds spoke to PA21/11920. Objected in January - structure to be moved across the field – but objections remain as previous. College road is poorly lit, very narrow, road used by heavy goods vehicles, increased traffic and 20mph zone in place vehicles are travelling well in excess of that. Main walking route to Rough Tor, Structure remains unsuitable scales contra CLP 5. Walter Wannacott, Planning Consultant spoke to PA21/11920 - campsite used for 56 days last year as temporary rights apply to whole field – reverting to 28 days this year. These rights allow for any number of temporary tents within a campsite – clients only wish to have this one. Noted tent not particularly visible from the surrounding area. Planning application is positive - authorises the control of where the tent is sited and specifies that particular tent. Applicants happy to re-site the tent to lessen impact on neighbours. Relatively nearer to the glamping pod site. The traffic on the road was there last year – no particular issues caused by the tent – planning and highways assess impact severity whether application would be significantly harmful or not. Guests are more likely to walk into town for food and drink – appreciate concerns about narrow roads. Planning is for the infrastructure - all year round and services. 22/329

*\*\*Cllr Grigg arrived*

### 2. To receive Apologies for absence with reasons

Cllr Scawn - personal

**Proposed: Cllr Bond                      Seconded: Cllr Ackroyd-Johnson                      unan                      22/330**

### 5. To receive and approve the Minutes of:

It was **resolved** to approve the Ordinary Meeting 21<sup>st</sup> June 2022. Addition - check for pollution levels

**Proposed: Cllr Bond                      Seconded: Cllr Grigg                      9-0 (1bs)                      22/331**

### 6. To receive Clerk's report

Matters arising from the Minutes. Café advertised on Rightmove. CIL neighbourhood payment - £5447.19; more than expected. CALC confirmed LCAS Quality status achieved – official confirmation will come from NALC in due course. Attended SLCC joint branch meeting – interesting presentations on Insurance and Employment law/pay negotiations with the unions. CALC is not sure what CC are doing about Levelling up - what will a Mayor actually get for Cornwall. Cycle racks installed at Market Place. Feast funding for tree sculpture approved – events budget will balance. Camelford Show – 10<sup>th</sup>

August – representatives will be required – there’s only 4 free tickets – anymore required? Doors on youth Shelter will be kept off until CCTV upgrade in place. Have written to HMRC regarding VAT reclaims – inc.Q1; total now £72,761.76 outstanding. Updated estimate for Camelford to Delabole cycle trail £2.5m. Reminder for Code of Conduct training. 22/332

## 7. Planning

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

*\*\*Cllr Elford left the room\*\**

**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).

\*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.

Cllr Shaw attended site. Even though relocated not going to sort out noise pollution or increase in traffic. A pedestrian hit last week by vehicle on that road. Public safety – use college road for access to riverside and moors. Infrastructure permanent. Tepee is temporary structure. How do these 28 days get monitored? Highway and noise pollution is the problem.

It was **resolved to Object**

**Proposed: Cllr Shaw                      Seconded: Cllr Burgis                      6-2 (1abs)                      22/333**

*\*\*Cllr Elford returned\*\**

**PA22/02440. Beech House Victoria Road. Mr Moore.** Conversion of detached garage into ancillary accommodation.

\*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. Cllr Shaw noted that the visibility splay has been improved by removal of part of wall and now have two entrances

It was **resolved to Support**. To remain with the property.

**Proposed: Cllr Shaw                      Seconded: Cllr Ackroyd-Johnson                      unan                      22/333**

**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. Cllr Shaw more screening put in

It was **resolved to reply with No Objection**

**Proposed: Cllr Shaw                      Seconded: Cllr Bond                      unan                      22/334**

*\*\*Cllr Coombes left the room\*\**

**PA22/05509. Land East Of Suncrest Helstone. P And A Mitchell Ltd.** Construction of affordable-led housing development. Cllr Shaw noted previous refusals on this site, outside of the development area and not infill. Can’t see that it will be affordable. No shops, school, no facilities.

It was **resolved to Object**, unsustainable community, outside boundary, access

**Proposed: Cllr Shaw                      Seconded: Cllr Burgis                      unan                      22/335**

*\*\*Cllr Coombes returned\*\**

**PA22/06124. 11 Greenhills. Mr Bradley Rowe.** Demolition of detached garage and erection of side elevation extension to provide master bedroom and ensuite. Cllr Shaw noted small garage on its own – two car spaces already – makes the house more liveable. Doesn’t overlook anyone.

It was **resolved to Support**

**Proposed: Cllr Shaw                      Seconded: Cllr Thomson                      unan                      22/336**

**PA22/06158. 9 Roughtor Drive Valley Truckle. Mr Simmonds.** Front porch extension and rear two-storey extension. Cllr shaw – at the back; not an issue, at the front porch already – extend it across the whole of the house. Looks out of place compared to the rest – but not detrimental.

It was **resolved to Support**

**Proposed: Cllr Shaw                      Seconded: Cllr Ackroyd-Johnson                      unan                      22/337**

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

It was **resolved to Support**

**Proposed: Cllr Shaw                      Seconded: Cllr Bond                      unan                      22/338**

## 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. 22/339

## 8. Portfolio Reports

a. Mayor's Report – Cllr Rotchell reported lettering on war memorial being redone, 13<sup>th</sup> meeting with CC to look at trees at valley truckle – 1 snapped in 2, others ok. Will plant 3 more opposite Atlantic Garage. Cllr Fairman forwarded updated cost for Delabole to Camelford cycle trail – push ahead with that project as a priority. Also, safe cycle route to school. Feast funding £4k approved - well done to Deputy Clerk. 22/340

## 9. Correspondence

a. Lanteglos by Fowey PC – Email letter regarding allocation of social housing – confirmation of response. **Noted** 22/341  
b. Letter from resident – complaint about amenity land at Trefew Road and Clerk's response. **Noted.** 22/342  
c. Clerks and Councils Direct – July issue. **Noted** 22/343  
d. Cornwall Council - Confirmation of Clease CP waste collection cessation. **Noted** 22/344

## 10. Agenda Items

a. It was **resolved** upon the CC Community Network Highways scheme expression of interest form. Addition of yellow Hatchings at Co-op if the by-pass is not approved.

**Proposed: Cllr Coombes** **Seconded: Cllr Grigg** **unan** **22/345**

b. Estates and Properties Committee meeting minutes. **Noted** 22/346

i. It was **resolved** on contents of centenary time capsule. Listed at Estates and Properties and Events committee, items labelled. Statistics, business directory, CDs.

**Proposed: Cllr Bond** **Seconded: Cllr Grigg** **unan** **22/347**

ii. It was **resolved** on provision of 32amp supply to electrical feeder pillar in playground. £900-£1000. Town Maintenance budget.

**Proposed: Cllr Coombes** **Seconded: Cllr Bond** **unan** **22/348**

iii. It was **resolved** to purchase recycled bench boards. £551.60 + VAT. Cllr Shaw noted that Oak boards are £35 each and last for 40 years, and CTC are meant to be plastic free. Does need maintaining. For those benches that are in damp shaded locations. Suggested that outlying areas so be plastic. Clerk noted that Estates and Properties recommended 10 recycled boards and the rest oak/timber. Are plastic boards more environmentally friendly and vandal proof. Cllr Hewlett noted the plastic already exists – and enables plastics to be reused. Therefore no more trees need to be cut down. Recycled plastic boards will be used in areas that wood deteriorates most quickly (e.g. under trees).

**Proposed: Cllr Thomson** **Seconded: Cllr Grigg** **9-1 dec carried** **22/349**

c. Strategic and Economic Development committee meeting minutes were **noted** 22/350

i. It was **resolved** upon additional CCTV costs £1177

**Proposed: Cllr Hewlett** **Seconded: Cllr Elford** **unan** **22/351**

ii. It was **resolved** to adopt Annual Report 2021-22

**Proposed: Cllr Bond** **Seconded: Cllr Grigg** **unan** **22/352**

iii It was **resolved** to adopt Action plan. Reviewed annually

**Proposed: Cllr Burgis** **Seconded: Cllr Ackroyd-Johnson** **unan** **22/353**

d. It was **resolved** to nominate a Cllr Burgis for the Cornwall Climate Action network.

**Proposed: Cllr Burgis** **Seconded: Cllr Grigg** **unan** **22/354**

e. It was **resolved** to purchase road signs for road closures £1,328.72 + VAT. Not budgeted item. Produce a cost/benefit analysis for next agenda 22/355

f. It was **resolved** to send letter of thanks to Mr & Mrs Hart, Helstone for posting agenda in noticeboard.

**Proposed: Cllr Shaw** **Seconded: Cllr Grigg** **unan** **22/356**

g. It was **resolved** to allow fruit cage on Allotment plot 22.

- Proposed: Cllr Shaw**                      **Seconded: Cllr Grigg**                      **unan**                      **22/357**  
h. It was **resolved** to approve delegation regarding electricity contract renewals to 2 members of Finance Committee and Clerk.
- Proposed: Cllr Shaw**                      **Seconded: Cllr Grigg**                      **unan**                      **22/358**  
i. Q1 Expenditure to Budget was **noted**.                      22/359
- j. It was **resolved** to approve tree sculpture design
- Proposed: Cllr Ackroyd-Johnson**                      **Seconded: Cllr Bond**                      **unan**                      **22/360**  
k. It was **resolved** to engage band £400 on 5<sup>th</sup> August for Bandstand events – to stay in events budget pot.
- Proposed: Cllr Thomson**                      **Seconded: Cllr Ackroyd-Johnson**                      **unan**                      **22/361**

## 11. Accounts

a.	Balances at 13 <sup>th</sup> July 2022 were <b>noted</b>		
	Current Account	£70,535.20	
	Tracker Account	£51,432.37	
	NS&I	£42,487.74	
	CCLA	£80,000.00	22/362
b.	It was <b>resolved</b> 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 £3,932.40
	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
R Sleep	Maintenance supplies	BACS	£206.10
Biffa	Litter bin emptying	BACS	£2,512.80
M H Hart & Son	Fuel adjustment for generator hire	BACS	£37.20
<b>Proposed: Cllr Bond</b>	<b>Seconded: Cllr Ackroyd-Johnson</b>	<b>TOTAL</b>	<b>£26,776.33</b>
Income was <b>noted</b>		<b>unan</b>	<b>22/363</b>
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>
			22/364

**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.

**Proposed: Cllr Bond**                      **Seconded: Cllr Coombes**                      **unan**                      **22/365**

a. It was **resolved** to award pest control contract for allotments to North Cornwall Pest solutions

**Proposed: Cllr Coombes**                      **Seconded: Cllr Hewlett**                      **unan**                      **22/367**

i. It was **resolved** to train staff on rat/mice control £120+VAT

**Proposed: Cllr Ackroyd-Johnson**                      **Seconded: Cllr Elford**                      **unan**                      **22/368**

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

**The Mayor closed the meeting at 20:15 pm**