



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig

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Minutes of the Estates and Properties Committee Meeting – 5th August 2022

1. To note Councillors present

Cllr Shaw opened the meeting at 10am with 3 other Councillors present: Cllrs Burgis, Elford, Rotchell and Clerk. EP/22/041

2. To receive Apologies for absence with reasons

MGM & Cllr Hewlett – personal.

It was **resolved** to accept the apologies

Proposed: Cllr Shaw Seconded: Cllr Elford unan EP/22/042

3. To receive Declarations of Interest & Approve Dispensations

None EP/22/043

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

None EP/22/044

5. To receive and approve the Minutes of:

It was **resolved** to approve the Meeting minutes of 24th June 2022

Proposed: Cllr Shaw Seconded: Cllr Elford unan EP/22/045

6. To receive Clerk's report

Car Park lining– no date received yet. Library window – spoke to builder; should be installed in September. Tree inspections completed – nothing urgent - will be actioned in the Autumn. Outdoor gym equipment to be installed soon. Replacement fingers for town centre signs arrived yesterday. Time capsule for centenary event to be buried by the centenary tree. Rotary bench in Enfield Park will be installed after summer holiday. Interceptor cleansed. BT cover resin repaired. EP/22/046

7. To receive Grounds Manager's report – Clerk.

OCM benches to be installed. Gravel edging at skatepark – ordering concrete to fill in, Broadwood bridge – maintenance completed. Wet pour removal – will chase for quote. Rubber play bark is working well. Gift of yellow plants – positioning still to be finalised and plants collected. Cllr Shaw noted incidents at Clease and OCM anti-social behaviour, Cllr Rotchell noted issues at Clease Hall toilets and Management committee considering CCTV to link in with CTC system. EP/22/047

8. To receive portfolio holder reports

Play Areas/OCM. CCTV will be upgraded soon. Police haven't viewed CCTV footage yet – All incidents are being reported by CTC in a timely fashion, but delays dealing with the behaviour. Kids don't see any consequences to their behaviour. One particular group causing all the problems – staff are fed up with cleaning up after them. Youth shelter to be discussed later in item 9 f. EP/22/048

Enfield Park. Cllr Shaw and MGM have completed maintenance assessment report on benches – 6 identified as priorities for this year. To put to Council regarding which should be with plastic slats and with oak. Existing plastic bench slat order has been delayed until October. Perhaps CTC could collect the board itself rather than

paying £150 for delivery. Cllr Shaw has inspected; looking good but noted that the brambles from the path split to the pond still need attention. EP/22/049

Car Parks. Cllr Burgis noted that the Ticket machine in Churchfield CP should be electric. Clerk noted that CTC has issues with damp/lack of sunlight in the winter, and tourists putting in foreign coins in the summer. The battery cannot run a heater at the same time as the normal working – for budget discussions. Cllr EV charger still out of order – has been since May – Clerk chasing. Could do with an out of order sign. Cllr Rotchell noted that the picnic bench under the lime was covered in birds' droppings – may need relocating. EP/22/050

Cemetery & Orchard. Cllr Shaw noted that actions have been undertaken as per last minutes. Fences need replacing have rotted out – approx. £500. Clerk noted that would need to come from maintenance budget. Recommend to FC. EP/22/051

Allotments & Footpaths. Cllr Shaw noted looks tidy. Cllr Rotchell noted caravan back. Clerk noted would need to be reported to Highways – CC land. EP/22/052

Town Hall – noted front door is rotting. Cllr Rotchell to remind TT EP/22/053

9. Agenda items

a. Public benches – discussed under item 8. EP/22/054

b. It was **resolved** to replace cycle rack outside Town Hall with the 3 remaining cycle racks.

Proposed: Cllr Rotchell Seconded: Cllr Elford unan EP/22/055

c. Cllr Shaw noted that no changes are required to financial regulations for contracts procedure. The technical specifications just need to be very clear. EP/22/056

d. The pond path was discussed. The current gravel path is unsuitable. Clerk to get 3 quotes for self-binding grit. EP/22/057

e. It was **resolved** to instruct Wicksteed to undertake swing repair. £796 +VAT

Proposed: Cllr Rotchell Seconded: Cllr Elford unan EP/22/058

f. The future of youth shelter was discussed. Clerk summarised current position. Previously, CTC decided to amalgamate youth shelter with café for additional seating; hence the installation of locakable doors so that the café could open and close as required. However, none expected the kids to kick the doors in. The café does not have a tenant at the moment. There are four options: leave as is, board it up £400, install shutter £5k or remove entirely. All were discussed; along with the behaviour of current group of teens.

It was **resolved** to leave as it and write to Police regarding lack of efficiency dealing with the vandalism issue.

Proposed: Cllr Rotchell Seconded: Cllr Elford 3-1 dec carried EP/22/059

g. Sensory garden was discussed. Nothing suitable in town, not a budgeted item. Need sound, touch, small, etc. Had thought of Churchfield CP. Next Agenda EP/22/060

h. Cllr car park electricity contract was discussed. It was **resolved** to contract over 3 years with Octopus energy.

Proposed: Cllr Rotchell Seconded: Cllr Burgis unan EP/22/059

i. It was **resolved** to renew Fore Street land lease renewal. Clerk to start process

Proposed: Cllr Rotchell Seconded: Cllr Shaw unan EP/22/060

j. It was **resolved** to instruct Aquatics South West for pond weed removal £856.60 +VAT

Proposed: Cllr Rotchell Seconded: Cllr Shaw unan EP/22/061

Clerk to get update quote for leat to be done at the same time – to go to FC as unbudgeted item.

10. Date & Items for next meeting.

16th September 2022 10am

Items for budget 2023-24

Tree Inspections.

Sensory Garden.