



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

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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 **27th September 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 16th August 2022 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. Staff payroll/pension details will be submitted online.

7. Planning

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

PA22/05099. Lane End Farm, Victoria Road. Mr S Brown, Cheldon Barton Ltd. Outline application with some matters reserved for development of up to 25 (market and affordable housing) together with nursing home with dementia unit, including access, parking, landscaping, infrastructure and ancillary works.

For Information

PA22/05682. Tor Cottage. Mr & Mrs Millward. Extension/re-model. **Approved**

PA22/03795. Land Adj to Pastures cottage. Mark Benettar. Reserved matters for one dwelling. **Approved**

8. Portfolio Reports

a. Mayor's Report – Cllr Rotchell

b. Christmas Lights Report – Cllr Bond

9. Correspondence

- a. Email from resident. Request for traffic calming or 20mph zone at Newhall Green & Clerk's response.
- b. Letter from National Association of Local Councils. Quality award achievement.
- c. Consultation request from Cornwall Council. Statement of Principles under the Gambling Act.
- d. Letter of thanks from Lanteglos Flower Festival – raised £2,880.
- e. Email from Defra – confirming registration as user of professional plant protection products.
- f. Letter from Mr Gonian – noting online issues for Elderly.
- g. Clerks and Councils Direct magazine.

10. Agenda Items

- a. To **note** minutes of Events Committee Meeting 7th September
 - i. To **resolve** on bandstand events budget £1000 and bands for summer 2023
 - ii. To **resolve** on amendments to advertising banners £55 + VAT. Unbudgeted item.
 - iii. To **resolve** to approve in principle to organise Lotus Race Davidstow in 2024, subject to budget details
 - iv. To **resolve** on Brass Band for Winter Festival
- b. To **resolve** to clear the leat in Enfeld Park £2,688.00 + VAT. Unbudgeted item.
- c. To **discuss** and **resolve** on CTC official responses to negative social media posts by individuals.
- d. To **discuss** and **resolve** on grant application from The Old bank Camelford. £439.92 for folding tables for community larder.
- e. To **discuss** warm banks.
- f. To **note** minutes of Strategic Committee Meeting 5th September
 - i. To **resolve** to **approve** in principle the recruitment of a BID manager, subject to funding.
- g. To **resolve** to approve follow up leaf workshop. £150 match funding. Unbudgeted item.

11. Accounts

- a. To **note** Balances at 20th September 2022

Current Account	£165,181.41
Tracker Account	£51,432.37
NS&I	£42,487.74
CCLA	£80,000.00

- b. To **resolve** to authorise the payments of Accounts Outstanding 14th September 2022

Staff	September Wages & expenses	BACS	£8,888.93
HMRC	September Tax & NI	BACS	£2,204.27
Cornwall Pensions	September Pension contributions	BACS	£2,676.34
Cornwall Council	Parking Enforcement - July	BACS	£150.60
Cornwall Council	Parking Enforcement - August	BACS	£123.00
SWW	Allotments – water	DD	£96.32
EDF Energy	OCM electricity	BACS	£125.48
Amazon	Library - Duct Tape	Debit	£6.45
Duchy Defibrillators	Annual monitoring – Con club	BACS	£228.00
Old Bank	Room Hire – Events – dance	BACS	£80.00
Barclays	Bank Charges	DD	£8.08
D & C exterior cleaning	Town Hall – windows	BACS	£25.00
H3G	Youth worker mobile	DD	£18.00
UK Debt management office	PWLB – Churchfield car park	DD	£4,862.42
Positive Energy	Town Hall Electricity	BACS	£168.77
Positive Energy	Town Hall Electricity	BACS	£129.77
Broxap	Blackburn bench – Enfield Park	Debit	£898.80
Bunzl cleaning and hygiene	Public toilet supplies	BACS	£199.65
Bunzl cleaning and hygiene	Public toilet supplies	BACS	£55.09
Amazon	Town Hall – Blackout blind	Debit	£46.05
Yesss Electrical	CCTV – replacement camera Churchfield	BACS	£182.38
Yesss Electrical	CCTV – wall mounts	BACS	£139.54
Amazon	YW supplies - whiteboard	Debit	£64.00
Amazon	YW supplies – Tag Rugby set	Debit	£85.00
Amazon	YW supplies – wrist pads and Guards	Debit	£138.95
Amazon	YW supplies – Dodgeball set	Debit	£52.99
Amazon	YW supplies – knee pads	Debit	£49.98
Amazon	YW supplies – whiteboard markers	Debit	£7.76
Seadog IT	Website Hosting	DD	£29.95
Pickle design	YW supplies – membership cards	BACS	£33.60
Thrusells	Completion of artwork and installation	BACS	£2,500.00
SW Hygiene	Town Hall – Sanitary unit rental/service	BACS	£119.42
British Gas	OCM Electricity	DD	£87.38

Camelford carnival	Carnival programme advertisement	BACS	£60.00
Wynnstays	Cemetery – fence posts and rails	Debit	£223.00
Dave Bass	Polishing and repairing paintwork	BACS	£550.00
Cormac Solutions	Bracken removal 1 st Cut	BACS	£636.00
Camelot Garage	Fuel for van	BACS	£30.00
Agent Print	Office supplies 500 compliment slips	BACS	£48.00
Agent print	Office supplies letterheaded paper 1000	BACS	£126.00
Etsy	YW supplies – wrist bands	Debit	£18.35
Kirsty Ferguson	Flower festival arrangement	BACS	£44.72
C F Services	repair ride on mower	BACS	£396.14
Green Scheme solutions	6 recycled bench boards	BACS	£661.92
Hooke Highways	Events – road signs	BACS	£1778.79
Staples	Office supplies – rubber bands/storage	BACS	£91.70
Staples	Office supplies – ink cartridges	BACS	£35.06
Landlife wildflowers	Wildflowers - 300 plug plants	Debit	£288.99
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
Camelford Town Trust	Town Hall/Library Rent	DD	£507.81
Pennon	Town Hall Water	DD	£22.50
Pennon	Public Toilets Water	DD	£42.50
Tesco Mobile	Grounds Manager Mobile	DD	£7.50
Voiphone	Office Telephone system	DD	£9.60
Voiphone	Office Telephone system	DD	£50.00
Plusnet	office broadband	DD	£27.55
Mailchimp	Enewsletter	DD	£9.20
Spar	Office supplies	Debit	£14.53
Post Office	10 x large 2 nd class stamps	Debits	£10.50
Kernow Training	Control rats & mice course	BACS	£120.00
Bruallen	Wreath HM the Queen	Debit	£56.00
Positive Energy	Town Hall Electricity	BACS	£154.80
Positive Energy	Town Hall Electricity	BACS	£121.62
Source for business	Water and Sewage	DD	£30.84
R Sleep Ltd	Maintenance supplies – screws/bolts	BACS	£177.51
	TOTAL		£31,978.35
To note Income			
Post Office deposit	Churchfield CP tickets/permits	cash	£345.00
Post Office deposit	tickets/permits/cups/printing/map/events	cash	£849.60
Post Office deposit	Churchfield CP tickets/permits	cash	£500.00
Post Office deposit	Churchfield CP tickets/permits	cheques	£200.00
Residents/businesses	Churchfield CP permits	AC	£1495.00
Cornwall Council	Community chest grant	AC	£250.00
Cornwall Council	Council Tax Support grant	AC	£2566.16
Cornwall Council	Precept	AC	£143,127.50
Cornwall Council	Welcome back grant	AC	£16,079.02
FEAST	Tree sculpture grant	AC	£2000.00
Podpoint	EV Chargers revenue Dec-May	AC	£81.60
Post Office deposit	Churchfield CP tickets/permits	cash	£330.00
	TOTAL		£167,823.88

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 **discuss** and **resolve** upon heads of terms for Café at OCM.
- b. To **resolve** to **complete** expressions of interest for projects identified through place-shaping.

13. To note items for 18th October 2022 Agenda.