



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig, BA (Hons) CILCA
 Town Hall
 Market Place
 Camelford
 Cornwall

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Ordinary Council Meeting – 27th September 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 9 other Councillors present: Cllrs Bond, Burgis, Coombes, Elford, Grigg, Hewlett, Scawn, Shaw, Thomson. 22/406

2. To receive Apologies for absence with reasons

Cllrs Ackroyd-Johnson - personal

Proposed: Cllr Coombes Seconded: Cllr Bond unan 22/407

3. To receive Declarations of Interest & Approve Dispensations

Cllr Hewlett 10d. Old Bank grant pecuniary to leave the room 22/408

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

John Andrews spoke regarding A39 Bypass. He quoted Cornwall live, Helen Morris. Complete incompetence causing overall cost increases due to time delays. Suggested that both parties in breach of CDM regulations 2015 - communication and cooperation elements. All the pre-construction information may have to be done again. Residents adversely impacted by the project – compulsory purchase of their land and property. Damage to our mental health, blight on property sales, loss of forward planning, endemic communications issues - CC refuses to speak to the land agent and Scott Mann refuses to speak to him. Unacceptable. What is CTC doing to expediate this impasse, residents should be supported by CTC. Whole life moving forward has been damaged, maybe irreparably. According to the CAAV – the Camelford bypass not listed in the top 80 priory projects by this new government.

Cllr Rotchell noted that every time CTC are approached to supply information – it has. Asked for more information in 2021. Treasury and Department of transport have had all the information they need for a year. Regularly meet Ward councillor and MP to chase – we're always told 'soon' – which is becoming meaningless. Meetings with our MP within next 3 weeks – it is on the agenda for that. Cllr Jordan sent his apologies.

Cllr Rotchell noted the official period of mourning for the late Queen is over 22/409

5. To receive and approve the Minutes:

It was **resolved** to approve the Ordinary Meeting 16th August 2022

Proposed: Cllr Bond Seconded: Cllr Coombes 8-0 (2 abs) 22/410

6. To receive Clerk's report

Matters arising from the Minutes. Staff payroll/pension webinar details will be submitted online monthly. Internal Auditor visiting October. Living wage has increased – will cost up for next agenda – CTC has committed to this previously. Police update on youth shelter vandalism over the summer – identification issues but will be interviewing someone this week. Estate and Properties Committee has instructed contractor to bury the mains cable in Churchfield CP. 22/411

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. Cllr Shaw noted all traffic through Oakwood drive could be up to 500 vehicle movements a day. 10 spaces for Oakwood drive residents allowing better access to single track road. 25 or 55 residences? Whole area SWW DG5 hydro overload area – liable to flood – could be local flooding as the climate change. SUDS systems to mitigate run off. welcome employment, but there is a desperate shortage of care staff. If the nursing home not built, would it turn into another estate? another public consultation needed. Cllr Burgis understood houses were for the carers – confused. Cllr Shaw of the 25 60% affordable for local. Cllr Hewlett noted amount proposed employees – amazing – 75 FT, 25 PT but where is parking for employees? 25 housing mix 10 x 4+ bedrooms market led housing, social affordable intermediate rent 6 x 3, 9 x 4 beds, needs nailing down. Cllr Hewlett’s concerns traffic, parking, designing out crime – lack of security fences around the dementia unit. Cllr Coombes queried the access at the consultation; noted that highways wouldn’t let them have an access further up. Cllr Rotchell asked about 20 of his questions at the consultation - didn’t get answers. An application should outside space is critical – garden space for people with dementia on the roof! Staffing - there are no nurses about – they would be working at local hospitals. In principle employment opportunities is welcome, but unrealistic. Doesn’t like indicative designs – can’t make a decision on it. People in and out 24 hours a day and that bend in dangerous for pedestrians. If they are for staff they are not for locals – ill conceived.

It was **resolved to Object** - location of car parking areas, access to site, clarity of number of houses required, number of journeys through a housing estate, housing for locals or staff – can’t necessarily comply with the local resident clause if for staff, potential flood risk, outside the NDP area

Proposed: Cllr Shaw Seconded: Cllr Hewlett unan 22/412

For Information

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

PA22/03795. Land Adj to Pastures cottage. Mark Benettar. Reserved matters **Approved**. 22/413

8. Portfolio Reports

a. Mayor’s Report – Cllr Rotchell noted busy month. 19th August had a meeting with Scott Mann, Barry Jordan and Carl McCartney (Undersecretary of State for Transport) visited town with a view to hastening the bypass decision with transport; new to the job and didn’t know the full details. Was fully briefed - was going to go to do what he could; an announcement soon. St.Julitta flower festival – impressive; Kirst Ferguson created the display for CTC. Successful music on the bandstand season. Lighting committee meeting. Teams meeting about warm banks – driven by library service. Only really applicable to full-time libraries. Smaller part-time library – not appropriate. Other CTC meetings. 11th September Proclamation regarding accession of King Charles II – 90 people attended. 14th Memory café – grant from CTC for sculpture workshop, participated and created a head! Meeting with Cllr Fairman to get clarity for extending cycle rail. Civil memorial ceremony at St.Julitta church; Visitor had bag pipes with him. Met with potential café tenant at OCM. Joint meeting with Cllrs Jordan and Gardener, CIC and Council – more information on the Shared Prosperity and Levelling up fund. Substantial £127m coming to Cornwall. Cllr Gardener noted that previous European funding, following a geographical audit – 83% of funds went west of Truro... Initial budget discussion with Cllr Coombes. Meeting with Cornish Guardian reporter doing a piece on Camelford. Walk about to reflect Camelford today. Josie Bayliss died - was Mayor from 1995-1997 Cllr Rotchell will represent CTC at her funeral. 22/414

b. Christmas Lights Report – Cllr Bond reported 8th September – formally form a committee for Christmas lights. Becoming more structured and organised. 12 committee members. Talked about finances going forward; fundraising. Charity status or CIC. Procurement – last year lamps £2 each lamp in the festoon. Ordered 2000 new lamp at 60p, much more energy efficient – lights change colour at the same time. Install plan – to get everything to work as it should – reanimated. Meeting next week to finalise the dates for putting the up. Considering contactless payments for donations – some people don’t carry cash. Prize bingo, darts competitions. Mark chapman in charge of road closures. Competition with schools to design a logo for Christmas lights. 22/415

9. Correspondence

a. Email from resident. Request for traffic calming or 20mph zone at Newhall Green & Clerk’s response. **Noted** 22/416

b. Letter from National Association of Local Councils. Quality award achievement. **Noted** 22/417

c. Consultation request from Cornwall Council. Statement of Principles under the Gambling Act. **Noted**. 22/418

- d. Letter of thanks from Lanteglos Flower Festival – raised £2,880. **Noted** 22/419
- e. Email from Defra – confirming registration as user of professional plant protection products. **Noted.** 22/420
- f. Letter from Mr Gonian – noting online issues for Elderly. Cllr Thomson noted that from the letter that every 40 seconds an older person got scammed. Gave his learners/class a remit to make a smaller leaflet for their information. To forward on CTC platforms and to advertise in house. 22/421
- g. Clerks and Councils Direct magazine. **Noted.** 22/422

10. Agenda Items

- a. The minutes of Events Committee Meeting 7th September were **noted** 22/423
 - i. Bandstand events - this year had to pay for a couple and there were. Cllr Shaw noted the original idea was to have open mike session on a Friday night was the idea; they could put a bucket out. What benefit does the town get? Cllr Rotchell noted up to 250 people attend in town benefit businesses. Response from locals and visitors is positive. Cllr Bond noted a lot of the bands that had previously played for free, giving them back something. People praising the town, us trying to do something. Cllr Coombes suggested putting out a bucket every time. Some did perform for nothing, some money for sponsorship was collected. Collected donations. Tried to support new talent/bands and have competitions – but hasn't been successful. To do it every Friday. In principle supportive to it. It was **resolved** to discuss bandstand events budget £1000 and bands for summer 2023 at budget discussions

Proposed: Cllr Rotchell Seconded: Cllr Coombes unan 22/424

- ii. It was **resolve** on amendments to advertising banners £55 + VAT. Unbudgeted item.

Proposed: Cllr Burgis Seconded: Cllr Thomson unan 22/425

- iii. Cllr Rotchell noted will be 70 years since 1954 2 x Formula One grand prix races won by Lotus Connaught have written to them about doing a – 10k run. No idea about costing/hosting a 10k run – out of Parish – Cllr Hewlett noted land not in Camelford Parish. Spoke to Camelford aeroclub - supportive. Running events – need to have the all the plans in place by spring next year for the following summer as the calendar books.

It was **resolved** to approve in principle to organise Lotus Race at Davidstow in 2024, subject to budget details

Proposed: Cllr Bond Seconded: Cllr Shaw unan 22/426

- iv. Cllr Rotchell noted sadly Camelford don't have a town band. Quotes from St.Gennys, St.Breward, and Bodmin

It was **resolved** to instruct Bodmin Brass Band for Winter Festival.

Proposed: Cllr Bond Seconded: Cllr Thomson 9-0 (1abs) 22/427

- b. Clearing the leat in Enfield Park £2,688.00 + VAT. Unbudgeted item was discussed at Estates and properties committee meeting. For next year's budget discussion. 22/428

- c. The CTC official responses to negative social media posts by individuals was **discussed**. Can report to the Police – take screenshots, lesser issues – not breaking the law; how or whether to respond. Cllr Shaw - if you react you've done what they want to do; if you ignore them, they may go away. Cllr Hewlett noted today's news is tomorrow chip wrappers. The other approach is if it's libellous send to the Police. Cllr Thomson noted that all data stays for ever on the internet. Two choices - ignore it or action it. Cllr Grigg noted finding it increasingly difficult to keep quiet and not react when its aimed at members of staff and Councillors. Councillors work voluntarily, staff don't deserve abuse. Cllr Rotchell noted previous example where member of public was given two choices – apologise and withdraw it or be taken to court. How do officers decide in the office – as Clerk has to use her judgement; where is the line? Cllr Grigg - close to resigning – sick tired of being treated like this. Cllr Scawn - expanding staffing committee into councillor welfare – and produce a blanket template reply to invite commentators to further justify their accusations. Lots of people use social media - other people's opinions do influence others. Cllr Shaw noted incident prior to social media, member of public sent letter from a solicitor and then publicly apologised in the paper. Cllr Bond getting more and more stand uniformly on this. Standard response, Councillor support - set of proposals for another agenda. Cllr Grigg – noted thanks for taking the issue so seriously. 22/429

****Cllr Hewlett left the room****

- d. The grant application from The Old Bank, Camelford was **discussed** - £439.92 for 8 folding tables for community larder. Remaining budget in grants - £517. Cllr Shaw noted still 6 months left of

this financial year and may get other requests. Cllr Scawn – noted some now and balance later? Cllr Grigg asked whether CTC could lend them some?

It was **resolved** to offer 4, come back towards end of year for balance if there is a budget remaining. To note on the tables that they were contributed by CTC

Proposed: Cllr Coombes Seconded: Cllr Shaw unan 22/430

** Cllr Hewlett returned**

e. The warm banks idea – whether people can sit in the warm - was **discussed**. Cllr Rotchell attended a Teams meeting. Clerk noted had discussed the idea with the librarian a few months ago when CC first flagged the idea. They were signposted to Camelford Hall and Old Bank – Cllr Hewlett noted the trustees have replied to CC noting help with costs required heating etc. They can't staff the building on current volunteer levels and it's not that warm. Cllr Rotchell noted that town hall doesn't tick the boxes for the facilities required. Cllr Shaw noted that perhaps the pop-in centre suit? Signposted to them? Might struggle to get volunteers to man it. 22/431

f. The minutes of Strategic Committee Meeting 5th September were **noted**. 22/432

i. The recruitment of a BID manager, further to discussion with CC, is not required, CTC were concerned about writing bids but CC will take the lead on that. 22/433

g. A follow up leaf workshop was discussed. Enfield Park centenary tree. Cllr Shaw noted that everybody thought it was magnificent – continuation of the work. £150 in to match fund. To be scheduled with fun week 2023.

It was **resolved** to approve and apply for funding

Proposed: Cllr Thomson Seconded: Cllr Coombes unan 22/434

11. Accounts

a. Balances at 20th September 2022 were **noted**

Current Account	£165,181.41		
Tracker Account	£51,432.37		
NS&I	£42,487.74		
CCLA	£80,000.00		22/435

b. It was **resolved** to authorise the payments of Accounts Outstanding

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

Thrussells	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 OCM	DD	£30.84
R Sleep Ltd	Maintenance supplies – screws/bolts	BACS	£177.51
Beiran Martlew	Electrics – upgrade park submain	BACS	£870.90
Beiran Martlew	Electrics – OCM toilet connection	BACS	£350.00
Beiran Martlew	Electrics – OCM cafe submain	BACS	£1,950.00
	TOTAL		£35,149.25
Proposed: Cllr Bond	Seconded: Cllr Thomson	unan	22/436
Income was noted			
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
			22/437

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 Burgis Seconded: Cllr Coombes unan 22/438

a. It was resolved to approve upon heads of terms for Café at OCM and to apply for planning amendment to café opening hours from 7am (breakfast service) £234.

Proposed: Cllr Scawn Seconded: Cllr Thomson unan 22/439

b. It was **resolved** to **complete** expressions of interest for projects identified through place-shaping.

Proposed: Cllr Bond Seconded: Cllr Grigg unan 22/440

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

The Mayor closed the meeting at 20:55 pm

Esther Greig

From: Angela Angela <a[REDACTED]>
Sent: 10 October 2022 15:01
To: Esther Greig
Cc: Andy Shaw; John Gilbert
Subject: Re: Dogs on leads in Enfield Park

..... thankyou for writing, and I am feeling alot calmer now. When I saw 2 dogs running towards mine, they seemed quite menacing. I shouted out straight away about where is the owner, as they frightened me momentarily. As I mentioned before I had been told dogs on leads at all times, so was upset to have 2 dogs racing towards me. Small children and elderly people walk down to the wooded area, and I have seen dogs off lead jump up etc. which isn't appreciated by some as they dirty their clothes or nearly knock them over. Not all dogs are friendly and dog owners should respect a park that is family oriented. Also dogs run through the longer grass to do their business, by the pond that children love to visit. Anyway I feel I have put my point across, I know it will be ignored but wanted to say all the same

Yours sincerely
Mrs Beasley.

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From: Esther Greig <clerk@camelford-tc.gov.uk>
Sent: Monday, October 10, 2022 12:04:44 PM
To: angela[REDACTED]
Cc: Andy Shaw <andy.shaw@camelford-tc.gov.uk>; John Gilbert <john.gilbert@camelford-tc.gov.uk>
Subject: Dogs on leads in Enfield Park

Dear Angela,

I hope you have had time to regain your composure. I appreciate that you found your experience with the other dog walker upsetting and unacceptable. I would advise that you contact the police on 101 by phone or email: <https://www.police.uk/pu/contact-the-police/>

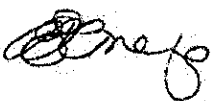
Having spoken with CTC grounds staff: I have checked CCTV and CTC has the alleged person on one of its cameras, exiting the park. CTC staff do not recognise the individual; so therefore conclude that they might not from the local area.

I have reiterated CTC policy with CTC grounds staff.

I have attached the minutes from the last meeting at which dogs on lead in the park was discussed (item 10.i min ref:21/115) and the poster that was produced. Extra signage was produced for clarity and installed at the time.

Please do not hesitate to contact me if you require anything further.

Best regards



Esther Greig. PSLCC
Camelford Town Clerk and Responsible Financial Officer
Town Hall
Market Place
Camelford

Esther Greig

From: Gemma Arthur <Gemma.Arthur@cornwall.gov.uk>
Sent: 05 October 2022 13:50
To: Esther Greig
Subject: CIL Neighbourhood payment

Information Classification: CONTROLLED

Hello Esther

Further to my previous emails in relation to the above, I'm afraid I have an apology to make.

When we agreed to backdate CIL Neighbourhood payments to ensure that Parishes, whose NDP's were held up due to the Covid pandemic, did not miss out on their additional 10%, we followed government guidance on working out what that backdate should be. The guidance is that we should use, what would have been, the original implementation date and then add 6 weeks to allow for formal sign off that results in the plan becoming officially made. The original implementation date for the Camelford NDP was 2 November 2020, and with the 6 weeks added, this gives us a date of 23 December 2020 to use for backdating neighbourhood payments. The extra 10% Neighbourhood payment is applied to any planning permissions which are granted after the NDP adoption date – so in the case of Camelford, we are using 23 December 2020 as the adoption date (even though it actually became made on 11 April 2022).

The permission which has previously generated your Neighbourhood payments, and against which I was looking to process the additional 10%, was approved on 9 October 2020. This is before the backdated adoption date that we are able to use, and so I am afraid we are not able to give you the additional 10% as I originally told you. This only came to light this morning when I went into the monitoring system to process the payment and realised the mix up. I can only apologise for this mistake, and hope that the Town Council will not be too disappointed. For your reference, and in case you want to check anything, the planning permission in question is PA20/05739.

I can confirm that the backdated adoption date of 23 December 2020 is now in our system, and when any permissions granted after this date make a CIL payment, you will now automatically get 25% of that amount.

If you have any queries about any of the above, please do not hesitate to contact me, and apologies again for previously advising you incorrectly.

Kind regards
Gemma

Please note my current working hours are 7am to 3pm, Monday to Friday.

Gemma Arthur | Infrastructure Group Leader
Cornwall Council | Planning and Housing Service
gemma.arthur@cornwall.gov.uk | Tel: 01872 322222 and ask for Gemma Arthur | Mobile: 07483 123201
www.cornwall.gov.uk | 'Onen hag oll'

Important Notice that may affect your planning application: Cornwall Council is a Community Infrastructure Levy (CIL) Charging Authority, and any new development could be liable to pay a CIL. Visit www.cornwall.gov.uk/cil now to find out how CIL may affect your development.

To keep up to date with changes in the Planning & Sustainable Development Service, please check www.cornwall.gov.uk/planningnews.

There is no additional payment to be made this month as no developments have made a CIL payment to us since 1 April. For future reference, I have pulled the below table together to show what we currently have in our CIL system:

Development Reference	Application Date	Site Name	Completion Date	NCIL Amount	NCIL Date	NCIL %	NCIL Value
PA19/05093	23/07/2019	Camelford	13/12/2019	0.00		15%	£0.00
PA20/05739	09/10/2020	Camelford	26/10/2020	24,209.75	25/11/2020	15%	£3,631.46
PA20/06342	22/10/2020	Camelford	03/11/2020	0.00		15%	£0.00
PA20/09622	16/12/2020	Camelford	10/02/2021	0.00		15%	£0.00
PA20/11346	11/02/2021	Camelford	26/02/2021	0.00		25%	£0.00
PA21/02176	26/04/2021	Camelford	27/04/2021	0.00		25%	£0.00
PA21/02635	29/06/2022	Camelford	09/08/2022	9,922.98		25%	£2,480.75
PA22/03795	20/09/2022	Camelford	21/09/2022	13,885.53		25%	£3,471.38

Where the Liability Notice Amount is 0, there is no CIL charge – this could be because there is no new floorspace being created or because the applicant has claimed CIL relief. You will see I have entered the appropriate Neighbourhood CIL portion against each permission (NCIL %) so you can see which ones are impacted by the backdating of the NDP adoption.

The only development to have commenced – PA20/05739 – generated a NCIL payment to Camelford Town Council of £3,631.46, and this was paid to you in two instalments of £1,815.73 in October 2021 and April 2022. There are no other developments that have commenced (which is the trigger for payment of CIL).

You will see that the last two permissions on the list do have a CIL charge against them, but please note that as these have only relatively recently received planning permission, they may claim relief before they start work – they both appear to be for single dwellings, so may well be eligible for Self-Build Relief.

Esther Greig

From: Davina Pritchard <Davina.Pritchard@cornwall.gov.uk>
Sent: 10 October 2022 12:30
To: Esther Greig; Cllr Barry Jordan
Cc: Andy Shaw; Helen Blacklock; Sarah Stevens
Subject: FW: PA22/01083 Culloden Cottage LUCe - POTENTIAL ISSUE THAT NEEDS URGENT ATTENTION

Information Classification: PUBLIC

Dear Esther, Barry,

I can confirm that a decision was made to approve PA22/01083 and the decision was duly issued on the 5th October 2022.

The Case Officer Sarah Stevens had discussed the case with me at various times during the determination period and therefore, I have a good understanding of the application.

The application sought a Certificate of Lawfulness for an existing use for a self-contained residential annexe.

The application was made on the grounds that the building and the use identified began more than 10 years before the date of the application and is now immune from enforcement action. Uses which are immune from enforcement action are lawful by virtue of Section 191 (2) of the Town and Country Planning Act 1990.

In considering this application the LPA needed to be satisfied that, on the balance of probability, the use and development has operated on the same piece of land without significant interruption or material change in scale, nature or intensity for 10 years prior to the date of the application, and is thus now immune from enforcement proceedings.

In considering applications for lawful development certificates, the government's planning practice guidance sets out the following:

'The applicant is responsible for providing sufficient information to support an application, although a local planning authority always needs to co-operate with an applicant who is seeking information that the authority may hold about the planning status of the land. A local planning authority is entitled to canvass evidence if it so wishes before determining an application. If a local planning authority obtains evidence, this needs to be shared with the applicant who needs to have the opportunity to comment on it and possibly produce counter-evidence.'

'In the case of applications for existing use, if a local planning authority has no evidence itself, nor any from others, to contradict or otherwise make the applicant's version of events less than probable, there is no good reason to refuse the application, provided the applicant's evidence alone is sufficiently precise and unambiguous to justify the grant of a certificate on the balance of probability.'

It should be noted that the 'balance of probability' test required in these cases, is set at a much lower bar than the test typically seen within the courts of 'beyond reasonable doubt'.

In this particular case, the applicant submitted evidence in the form of two sworn statutory declarations from people with direct knowledge of the site history, together with photographs. The submitted evidence made a suitably strong case, when judged on the balance of probabilities that the building had been on site and in use as a self-contained residential annexe serving the parent property known as Culloden Cottage for a period in excess of 10 years.

Representations were received from a neighbour, objecting to the application and indicating that the building was in a different location to its original position. The neighbour also submitted sworn statements alongside their objections, however, no actual evidence to disprove the applicant's version of events was provided.

The Officer report for the application sets out a full consideration and response to the objections received and can be viewed on the online planning register.

The Town Council's objection was noted, but due to the lack of actual evidence to support the suggestion that the summerhouse was not sited in its original position, no significant weight could be given to the Town Council's comments.

In terms of the Town Council's position, Sarah issued the 5 day protocol email in light of the Town Council's initial objection. This was issued on the 30th September and on the 5th October, the Town Council confirmed they decided to maintain their objection and would attend a committee hearing if required.

Barry – hopefully you recall that we discussed the case last Monday after the Planning Committee, whereby I advised that due to the fact the application was an 'other' application type and not a major or minor application type, unfortunately you as the Local Divisional Member were not able to call the application in to committee for a decision. At that point, you confirmed that you did not intend to intervene in respect of this application.

As per the Local Council Protocol, I was then required (on behalf of the Head of Service) to exercise my discretion on whether or not the application goes to the planning committee for decision. Please note that there is no automatic right for a Parish Council to 'call an application to committee'. Where a Local Council requests a committee decision, the onus of responsibility on deciding the next course of action rests with the Head of Service or their nominated officer. The criteria for me to consider in reaching this decision (as nominated officer) is set out in the Protocol and states that the application cannot go to planning committee if it would be unreasonable to make any other decision to the one being recommended. In this regard, I considered that based on the evidence, it would be unreasonable to make any other decision than that of approval. This was because, there was no actual evidence to counter the applicants evidence and therefore, it was probable that the applicant's version of events were true.

The application therefore preceded to be approved under delegated authority.

In terms of timings, the application was not 'rushed through'. The 5 day protocol was issued, the Town Council responded and therefore it was open to us to progress determination. If we have received the Local Council comments to the 5 day protocol, there is no obligation to wait for the 5 day period to expire.

Notwithstanding the above, I accept that it would have been helpful if we had contacted you Esther to let you know how we intended to proceed with the application in order that you could have managed expectations, so as per our telephone conversation earlier, please accept my apologies that we did not do this and my assurances that if similar circumstances occur in the future, we will endeavour to keep you better updated.

I hope the above is of assistance, but if you have any further queries, please do not hesitate to contact me.

Kind regards

Davina Pritchard
Group Leader Area Teams 7 and 8
Development Management – Regulatory Services
Cornwall Council
Tel: 01872 322222
Davina.Pritchard@cornwall.gov.uk

Briefing note

Cornwall's Home Library Service

The contract with the current service provider of Cornwall's Home Library Service, The Royal Voluntary Society (RVS), will be terminated from 1st January 2023. The primary reason for Cornwall Council taking this decision is due to budget pressures. We also recognise that the service will be more efficiently managed locally where partners and our retained libraries understand and work with their communities. Some of our library partners have already been delivering the service successfully and the majority of partners are positive about the local delivery.

The core service is to deliver books to housebound clients. There is no obligation to deliver an enhanced offer such as befriending. It will be up to the partner how they deliver the service.

Following a meeting with our library partners on 5th October 2022, LIS agree to:

- Meet with sites and present a map which plots clients.
- Look at current RVS site specific fuel claim costs, if available.
- Support partner sites during the transition. This will include working up a delivery model that suits the partner. Various options were presented at the meeting, only as a guidance, and we are open to work through any delivery models with partners.
- Support partner sites from January 2023, establishing working groups for volunteers and establishing a more supported service across the county.
- Contact RVS volunteers to ensure they are happy to transfer to partners.
- Cover all DBS costs for the transferring volunteers (if necessary).
- Share client and volunteer data as soon as it is made available from RVS.

CC view the change in the delivery of the home library service as a positive move to support our vulnerable residents. RVS have been delivering an adequate service for many years, but there is room for improvement and development.

LIS will meet directly with partner sites to discuss their next steps moving forward.

Prepared by:
Elly Hammersley
Project Manager
Culture, Leisure & Libraries
10 October 2022



RESKAMMEL



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig

Town Hall
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Camelford
Cornwall
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01840 212880
clerk@camelford-tc.gov.uk
www.camelford-tc.gov.uk

Minutes of the Estates and Properties Committee Meeting – 23rd September 2022

1. To note Councillors present

Cllr Shaw opened the meeting at 10am with 3 other Councillors present: Cllrs Burgis, Hewlett, Rotchell and Clerk, MGM. EP/22/062

2. To receive Apologies for absence with reasons

Cllr Elford – personal. EP/22/063

3. To receive Declarations of Interest & Approve Dispensations

None EP/22/064

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

None EP/22/065

5. To receive and approve the Minutes of:

The Meeting minutes of 5th August 2022 were noted EP/22/066

6. To receive Clerk's report

Car Park lining – arrows and parent/child symbols completed in Churchfield CP, but not Fore Street. Library window not done – will chase contractor, Outdoor gym equipment not installed yet – will chase contractor. Replacement fingers for town centre signs completed. Rotary bench in Enfield Park – delivery delayed until October. Charge EV Chargers working but not communication with Pod Point head office – new wifi connections are needed. Public benches – maintenance work in hand. Bracken cut has been done. Wildflowers have been planted at the cemetery. Rats – no complaints will wait for a full update following the next inspection, allotment gate chain hasn't been replaced yet – to chase. EP/22/067

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

OCM and bandstand benches to be installed. Gravel edging at skatepark – has the concrete to fill in, Broadwood bridge – on plaque left to install. Wet pour removal hasn't happened yet – Cllr Hewlett requested that CTC ensure that it receives a consignment notice stating the detritus has been properly disposed of. Gift of yellow plants have been collected – will probably replace the floppy plants in front of the mural. Tree inspections nothing major to be undertaken; MGM working through the list. CCTV camera has been repaired in Churchfield car park. Bike racks have been installed by Town Hall. Picnic bench under lime tree has been cleaned – it is well used so doesn't need to be moved – just cleaned off occasionally. Swings in play area have been repaired. EP/22/067

8. To receive portfolio holder reports

Play Areas/OCM. All OK – new CCTV still not been installed – hoping by the end of next week. Police have reviewed the CCTV and are interviewing a child next week. EP/22/068

Enfield Park. Cllr Shaw noted benches – remove bench by the bridge, refurbish and locate elsewhere as there are 2 in that location. Bridge looks nice. Regarding woodland walk has assessed with MGM. MGM noted that

slate and stone have been added but they sink – turns into a bog in the wet weather. Has dug a channel but not installed pipe. Committee noted that all is ok if the correct footwear is worn. Some brambles need cutting back near black willow to allow it to flourish. 2 commemorative trees could be planted in that area. No program of planting per se – just replacing like for like. EP/22/069

Car Parks. Cllr Burgis noted surgery complaining about the path up the side – Clerk noted they should report issues to Highways via Cornwall Council website. Also with the Opeway. EP/22/070

Cemetery & Orchard. Cllr Shaw and Coombes have been fitting new frames around existing trees. Bracken has been cut by Cormac – looks brilliant. 300 wildflower plug plants are in – could do with some next year and the year after. Apples look amazing. Grass ned cutting for winter. To advertise that community can collect the fruit.

Allotments & Footpaths – Allotments looking alright, another inspection due soon. 1 or 2 that Office is aware of. Last cut due on the footpaths. MGM will complete paperwork for the LMP claim EP/22/071

Town Hall. With the funding opportunities becoming available then will not need to focus on Town Hall for expanding services at this time EP/22/072

9. Agenda items

a. The Aquatics South West quote to clear the Leat £2668 +VAT was discussed. Not an emergency – to be budgeted for next year. EP/22/073

b. It was **resolved** to bury the electrical cable in Churchfield car park £760 + VAT, specifying to be placed in a conduit.

Proposed: Cllr Rotchell Seconded: Cllr Hewlett unan EP/22/074

c. The sensory garden was discussed. Various locations in Churchfield CP or at the raised beds – replacing heather etc. Cllrs Rotchell and Hewlett to work up a proposal for a future meeting. EP/22/075

d. Items for budget 2023-24 were discussed – standing items to remain. EMR for cemetery buildings to be used – re-cost buildings as previously proposed; but also, to consider a container with screening for a second secure building. Cllr Rotchell to bring back recommendation. Additional items to consider – Wallgate for ladies' public toilet as past due for replacement £3.5k. Ride on mower reaching end of life – Cllrs Coombes and Shaw to cost up replacement vehicle(s). Churchfield EV chargers will come to the end of their lease agreement in 24-25 - £2.5k in 23-24 towards match funding for new chargers, but new ticket machine, solar lighting and line painting to be pushed forward to 24-25. Playarea – Camelford towers and fencing reaching end of life, basket swing seesaw and roundabout required: to cost up for grant funding opportunities with CIL money EMR to be used as match funding. Town Hall rent – Clerk has started discussion with TT regarding 23-24. Pond path needs attention – on next agenda and car park noticeboard needs replacing – at this time can't justify electronic boards due to high capital and revenue costs and potential damage.

10. Date & Items for next meeting.

28th October 10am

Pond path quotes

FEAST Open Smaller Grants Application Form

Title of project: FOUR DAYS OF FUN

Applicant: Amanda Lash
(this is the person with whom we will correspond)

Organisation: Camelford Town Council

Job title: Deputy Town Clerk

Email: admin@camelford-tc.gov.uk

Telephone: 01840212880

Address: Town Hall, Market Place, Camelford

Postcode: PL32 9PD

In line with data protection legislation we need you to confirm that you wish to be part of our network to receive updates and news of opportunities. Please tick here to be added to our mailing list: x

Please tick all that apply:

- A professional artist/ arts organisation
- A representative of a community group
- Applying to FEAST for the first time
- A previous recipient of FEAST funding
- Someone who has never received any form of arts funding before

(This information will not affect the success of your application)

Q1 Please describe your project. Which activities are you asking FEAST to fund?

Follow-up copper leaf workshop to complete Tree Sculpture in Enfield Park
Enhancement to Music in the Park Festival – The Harry Peanut Show

FEAST Open Smaller Grants Application Form

Q2 Who will this appeal to? Do you have any evidence of community support? How will you include people who might not usually take part in cultural activities?

With regards to the copper leaf workshop, we had a great response to the tree sculpture and people who could not make it or didn't know about it, have asked if another workshop can be organised. We have 35 interested parties on the list so far.

Last year, we managed to secure, with extra external funding, a headline music act that brought in larger numbers. The Harry Peanut Show (whilst quite a strange name) are a local band with quite a following. It is expected that they will bring in more people to Camelford and raise the profile of Camelford and this annual event, which will be of economic benefit to the town.

Q3 Please provide an estimate of the numbers of audience / participants that you expect to engage.

35 at the Copper Leaf Workshop
1600 for the Music in the Park.

Q4 FEAST brings together professional artists and communities. Which artist(s) do you plan to work with? Please provide evidence of their experience or links to their work if possible.

Thrussells <https://thrussells.com/>
The Harry Peanut Show
<https://www.reverbnation.com/theharrypeanutshow/song/13711951-the-harry-peanut-show-mercy>

Q5 Will there be any longer term impact / legacy of your project? Can the work carry on in any way after the project is finished?

It is hoped to extend the tree sculpture to a leaf trail around the park. If all the leaves on the tree are completed, this could happen as part of this request for funding, depending upon the number of leaves that each participant is able to make..

Q6 Having read the FEAST criteria (available on our website), is there anything else you want to tell us about your project?

This provides a chance for the people of Camelford to come together and listen to live quality music. It also provides a high-quality creative workshop in a rural, deprived area of North Cornwall.

Q7 You are legally responsible for your project. How will you ensure that young people and the general public are safe?

CTC has a Safeguarding policy, Event Management Plan, Risk Assessments and applies for a Temporary Event Notice from Cornwall Council which is circulated to blue light services. Thrussells have their own risk assessment.

FEAST Open Smaller Grants Application Form

Q8 Where will your project take place? Please provide the first 3-4 digit postcode for the locations. E.g. PL26, TR4

PL32 9PB

Q9 When will your project take place?

Copper leaf workshop – 27 May 2023

Music in the Park – 3 June 2023

Q10 How much are you asking us for? (Up to £1,000)

£800

Q11 How will you market your project and the work of FEAST?

The FEAST logo will be put on all marketing material and any press releases.

Q12 How will you evaluate your project?

Feedback from the general public and completion of the Tree Sculpture with a possible extension to a leaf trail around the park.

Please complete your application with the following one page budget for your project.

(Please note that the income and expenditure totals should balance)

Expenditure

Item or activity	Cost
Music in the Park Total Cost (other bands, first aid, stewards, licencing, sound engineers etc)	£4,306
Circus skills workshop	£350
DJ Set	£200
Copper leaf workshop	£400

FEAST Open Smaller Grants Application Form

Total	£5,256

Income (under 'Awaiting confirmation' or 'successful', please tick one box)

Other sources	Amount	Awaiting confirmation	Successful
CTC	£4456		Yes
Requested from FEAST	£800		
TOTAL	£5256		

Esther Greig

From: [REDACTED]
Sent: 06 October 2022 09:58
To: Esther Greig
Subject: Chickens

Hello

I've been told to email you so you can ask the council permission for me to keep more chickens on my plot. At the moment I currently have 9. There's someone up the allotments who are getting rid of their birds. I've said that I wouldn't mind taking on one of their set ups along with the birds. I believe there are about 8-10 chickens in there. Would this be ok? The birds are already living up the allotments so would just be moving plots. I know there's a 10 bird rule but was hoping it would be ok as the birds are already up there and my plot is a lot larger than a typical plot with lots of space.

Thanks, Tim

Esther Greig

From: Beiran Martlew <beiran@hotmail.co.uk>
Sent: 06 October 2022 13:58
To: Esther Greig
Cc: Amanda Lash
Subject: Re: Invoices for OCM distribution and OCM Toilet supply

Hi Esther and Amanda,

The cost to alter the existing wiring and connect the bandstand to the toilet block supply at enfield park will be.

£640.00

Kind regards

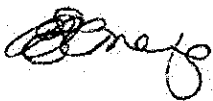
Beiran Martlew

Get [Outlook for Android](#)

From: Esther Greig <clerk@camelford-tc.gov.uk>
Sent: Wednesday, October 5, 2022 10:21:37 AM
To: Beiran Martlew <Beiran@hotmail.co.uk>
Cc: Amanda Lash <admin@camelford-tc.gov.uk>
Subject: RE: Invoices for OCM distribution and OCM Toilet supply

Hi Beiran – the quote for splitting the supply at the bandstand wasn't with the invoices. Amanda hasn't had them either - please can you send on?

Best regards



Esther Greig. PSLCC
Camelford Town Clerk and Responsible Financial Officer
Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

Tel: 01840 212880
Email: clerk@camelford-tc.gov.uk
Website: www.camelford-tc.gov.uk





CAMELFORD TOWN COUNCIL

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Minutes of the Strategic and Economic Development Committee Meeting – 7th October 2022

1. To note Councillors present

Cllr Shaw opened the meeting at 10am with 3 other Councillors present: Cllrs Burgis, Coombes, Hewlett. Clerk: Esther Greig. SED22/032

2. To receive Apologies for absence with reasons

Cllr Rotchell – personal

It was **resolved** to accept the apologies

Proposed: Cllr Hewlett **Seconded: Cllr Burgis** **unan** **SED22/033**

3. To receive Declarations of Interest & Approve Dispensations

None

SED22/034

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

None

SED22/035

5. The Minutes of 27 June 2022 were received

It was **resolved** to approve the minutes of 27th June 2022

Proposed: Cllr Coombes **Seconded: Cllr Burgis** **unan** **SED22/036**

6. To receive Clerk's report

Camel trail cycle route – EOI sent to shared prosperity fund. OCM Café lease is with the solicitor – Clerk confirmed that it was a 1-year free rental agreement. Deputy Clerk working on designs/quotes for play area phase 3. Clerk also noted that the bandstand electrics are connect to the Christmas lights supply – not metered. Needs to be disconnected and attached to public toilet supply - £640. SED22/037

7. Agenda Items

a. Shared prosperity fund (SPF) projects were discussed. Identified two main funds – Community Skills Hub COM005 (which closed on the 16th September) and Town, Rural and Coastal high street development BUS006. Clerk noted expiration of deadline of the COM005 fund. But lots of other pots coming on board in the next few months. Cllr Shaw reported Hall Trustees minded to ask for a replacement building. Old Bank regeneration might fit into the BUS006 – but the max award limit isn't high enough to knock down and rebuild behind the façade. Would be an idea for the interested parties at the Old Bank site to have a conversation about the future of the building anyway. Regarding Camelford Hall - to put an EOI as the project might fit another pot. Discussed other smaller projects; Town Trail, Market Place lighting and seating, planters through high street, TIC info point (including staff time to set up), art and culture events, and EV chargers, fit into BUS006 – min. award is £30k so could make a package of projects for regeneration in one proposal. It was **resolved** to complete 2 x EOI forms – Camelford Hall and Town Regeneration.

Proposed: Cllr Coombes **Seconded: Cllr Hewlett** **unan** **SED22/038**

b. EV chargers were discussed. Cllr Burgis noted that the infrastructure is not working consistently. During the summer; both locations were down. Clerk confirmed Clease has been fixed. Lease agreement for Churchfield ends in 2024. Lessee will need to decide whether it gives up the location or would want to have the option to extend lease. Discussion continued around timescales for replacement vehicles being electric, what CTC should or could provide regarding extra points, locations of points, electrical supplies in the vicinity. It was **resolved** to put into Town regeneration EOI– 2 x EV connections at Fore Street, 2 x EV connections at Churchfield. Electric to run to current ticket machine area for the info point and EV charger – 2 bays in the nearest blue bays to the ticket machine.

Proposed: Cllr Coombes **Seconded: Cllr Shaw** **unan** **SED22/039**

8. Items, time and date for next meeting.

Riverside Walk

4th November 2022, 10am Town Hall