



# 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 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 **17<sup>th</sup> January 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.

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- 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 20<sup>th</sup> December 2022 (attached).

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

Matters arising from the Minutes. Lining at Fore Street car park. ordered dumpy bag of salt. CCTV system update. Churchfield EV Chargers – nothing from SWARCO yet. Mowing machine has been sold. SPF update - Tendering process for the professional contractors ends 3<sup>rd</sup> February. Insurance claims.

## **7. Planning**

- a. Any late applications will be discussed under this section.  
none

### **For Information**

TPO for Highfield Road – 2 groups of beech.

PA21/02345, Mr G Down. Hilltop Farm Shop. Shepherd Hut. **Withdrawn**

PA22/09343. Mr & Mrs D Nyul. Beery Park Barn. Garage conversion. **Approved**

PA22/09156. CTC. Skatepark. Variation of condition. **Approved.**

## **8. Portfolio Reports**

- a. Mayor's Report – Cllr Rotchell
- b. Camelford Network Panel - Cllr Hewlett

## 9. Correspondence

- a. Magazine – Countryside voices
- b. Magazine – Clerks and Councils Direct
- c. Email from Harrisons - no further claim will be made regarding retentions for skatepark.
- d. Email from CALC – invitation to AGM 21<sup>st</sup> February 7pm Bodmin.
- e. Email from AAF North Cornwall – boxing day meet
- f. Email from Cornwall Council – confirming no election required for Councillor vacancy.

## 10. Agenda Items

- a. To **resolve** upon timetable for filling Councillor vacancy. To **review** co-option procedure.
- b. To **resolve** whether to renew membership of CPRE - £60 or £36.
- c. To **resolve** to **approve** Risk Management Policy 2023
- d. To **resolve** on grant application for £1000 from Friends of Lanteglos Church for the restoration of medieval windows.
- e. To **resolve** to nominate 2 members to attend Leisure Centre Celebratory evening 28<sup>th</sup> Jan 6.30pm.
- f. To **resolve** to delegate responsibility to the Finance and Staffing Committee to review SPF grant terms and conditions and to manage the appointment of contractors process on behalf of CTC if application for Camelford Hall refurbishment is successful. To hold meeting on 10<sup>th</sup> February (moved from 27<sup>th</sup> Jan). To report back with proposals/resolutions, if applicable, at the next meeting on 21<sup>st</sup> February.
- g. To **resolve** on request from Allotment holder for 24 x 16ft polytunnel.
- h. To **resolve** to switch Grounds Maintenance Manager's business mobile from Tesco to Three at a cost of £12 per month.

## 11. Accounts

- a. To **note** Balances at 11<sup>th</sup> January 2022

Current Account	£130,040.12
Tracker Account	£51,476.90
NS&I	£42,487.74
CCLA	£80,000.00
- b. To **resolve** to authorise the payments of Accounts Outstanding

Staff	January Wages & expenses	BACS	£9,108.65
HMRC	January Tax & NI	BACS	£2,318.80
Cornwall Pensions	January Pension contributions	BACS	£2,783.14
Cornwall Council	Churchfield – Business Rates	DD	£444.00
Cornwall Council	Town Hall – Business Rates	DD	£319.00
Cornwall Council	Cleaze – Business Rates	DD	£334.45
Pennon	Water	DD	£19.00
Pennon	Public Toilets Water	DD	£42.50
Camelford Town Trust	Town Hall/Library Rent	DD	£507.81
Camelford Town Trust	OCM Rent	DD	£950.00
Positive Energy	Town Hall Electricity – October	DD	-£27.81
Positive Energy	Town Hall Electricity – October	DD	£250.75
Positive Energy	Town Hall Electricity – November	DD	£123.45
Positive Energy	Town Hall Electricity – December	DD	£119.84
Positive Energy	Town Hall Electricity – December	DD	£284.62
British Gas	OCM Electricity	DD	£105.57
Octopus Energy	Cleaze CP EV chargers	DD	£136.47
Seadog IT	Web hosting December	DD	£29.95
Tesco	Mobile – MGM	DD	£7.50
Voiphone	Office Telephone system	DD	£11.40
Mailchimp	Marketing – visitcamelford	DD	£11.06
Jason Ryan	Town Hall – window cleaning December	BACS	£25.00
Barclays	Bank Charges	DD	£7.19
Seadog IT	Web support	BACS	£15.00
Seadog IT	Web hosting January	DD	£29.95
Plusnet	office broadband January	DD	£27.55
Hankun EU	Library supplies – paint pens	Debit	£27.98
Amazon	Library supplies – Cellotape	Debit	£11.91
Amazon	Office supplies – face shield	Debit	£7.94
Seadog IT	.gov.uk domain registration	BACS	£155.00
Amazon	Office Supplies – sticker paper	Debit	£17.98
Western Supply	Maintenance supplies – screws/bits	BACS	£213.86

H3G	Youth worker mobile	DD	£18.00
Camelot Garage	Fuel for van	BACS	£40.00
R Sleep Ltd	Maintenance supplies – filter/plugs	BACS	£64.35
Breakthrough Communications	Respectful Social Media training	BACS	£72.00
Tintagel Skip Hire Ltd	6yd Mixed waste	BACS	£336.00
Cornwall Council	Parking Enforcement – December	BACS	£165.00
Methodist Church	Room hire – youth worker	BACS	£200
Cornwall ALC	Planning training	BACS	£36.00
SLCC	Practioners' conference (virtual)	BACS	£120.00
Amazon	Caps for Youth Club	BACS	£83.78
		<b>TOTAL</b>	<b>£19,554.64</b>
To <b>note</b> Income			
BHIB	Insurance refund	AC	£42.35
Post Office deposit	Churchfield CP tickets/permits	cash	£70.00
Post Office deposit	Churchfield CP tickets/permits	cash	£50.00
Post Office deposit	Tickets/permits/Library/Map	cash	£760.40
Post Office deposit	Wayfair/donation winter festival	cheques	£311.18
Cornwall Council	Local Maintenance payment	AC	£857.04
Carl Hamilton	Ride on Mower	AC	£1000.00
		<b>TOTAL</b>	<b>£3,090.97</b>

## 12. To note items for 21<sup>st</sup> February 2023 Agenda