



# CAMELFORD TOWN COUNCIL

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

PL32 9PD

01840 212880  
[clerk@camelford-tc.gov.uk](mailto:clerk@camelford-tc.gov.uk)  
[www.camelford-tc.gov.uk](http://www.camelford-tc.gov.uk)

## Ordinary Council Meeting – 20<sup>th</sup> December 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 4 other Councillors present: Cllrs Bond, Burgis, Coombes, Shaw. 22/505

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

Cllrs Grigg, Elford, Hewlett, Scawn - personal

It was **resolved** to

**Proposed: Cllr Shaw**                      **Seconded: Cllr Bond**                      **unan**                      **22/506**

Cllr Thomson – none received

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

Cllr Coombes Planning PA22/10440,10475 non-registerable to leave the room 22/507

Cllr Rotchell noted that he is now a Director of the Leisure Centre CIC and will need to update his register of interests.

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

Cllr Jordan noted that Council tax will go up 4.99% of which 3% is for adult social care. £85.68 for a Band D. There's 13292 second homes in Cornwall – looking into changing double to bring in an extra £23m. 722 empty houses and CC working hard to get them back into circulation – can even sell them to Cornwall Council to use. The Consultation for Mayor is online. Fire service discussion due soon. Standards committee - discussing bullying and aggression against parish and town councillors. A lot of PC/TC more protection. Expression of interest for the TROs – suggesting double white lines to stop people overtaking through towns and villages. 22/508

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

It was **resolved** to approve the Ordinary Meeting 15<sup>th</sup> November 2022

**Proposed: Cllr Bond**                      **Seconded: Cllr Burgis**                      **4-0 (1abs)**                      **22/509**

### 6. To receive Clerk's report

Matters arising from the Minutes. Lining at Fore Street car park has not been completed. CCTV system nothing else has changed. Shared Prosperity Fund – application for the Camelford Hall rebuild has been sent off – board meets on the 20<sup>th</sup> January and CTC will hear by mid-February. Clerk need to start official tendering process for the initial work in order to be ready to start as soon as CTC gets a positive response. 20mph banners to go up – not sure how they will be installed. Salt bins – had issues as people were taking salt for their own driveways; none left for the roads! All has problems accessing our reserves in Lanteglos. Churchfield EV Chargers – meeting with SWARCO; will get an offer from them in the new year. CTC will have to surrender the lease with CC in order to enter into a new one with SWARCO – two legal fees. 22/510

### 7. Planning

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

**PA22/10140. The Rectory, Trefew Road. The Truro Diocesan Board of Finance.** Application for tree works in a Conservation Area (CA): to remove two adjacent Ash Trees. Cllr Shaw noted that the

Chair's Signature..........

1

Dated...17/1/23

application had already been decided and that an extra ordinary meeting should have been called to discuss this application. Clerk noted that CTC are not consultees on tree works, CTC only get notified; but CTC had previously instructed that these types of application still go on the agenda for information. Cllr Shaw reiterated that an extra meeting should be called in future. Cllr Shaw noted that the tree should be replaced with 3 in a similar location as per Council policy. 22/511

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

Next two applications taken together.

**PA22/10440. Villa View, Slaughterbridge. Mr W Kingdon.** Erection of extension building to an existing agricultural building to provide cover over an existing open dung store. Cllr Shaw noted he'd like to know where is the water concentration going. What will happen with the volume of water from these sheds?

**PA22/10475. Land North of Villa View, Slaughterbridge. Mr W Kingdon.** Erection of an agricultural building to provide cover over existing cattle loafing area.

It was **resolved** to Support

**Proposed: Cllr Shaw                      Seconded: Cllr Bond                      unan                      22/512**

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

**PA22/10681. Springside. Tregoodwell. Mr & Mrs John.** Proposed remodelling, landscaping and associated works. Cllr Shaw noted in cul-de-sac of its own. Large proposal – but not overlooking anyone.

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

**Proposed: Cllr Shaw                      Seconded: Cllr Burgis                      unan                      22/513**

**PA22/10691. 6 Daws Meadow. Jeremy Sharp.** Works to a tree subject to a Tree Preservation Order for Ash (T1) – fell due to Ash dieback. Being going on for years – replace 3 for 1

It was **resolved** to Support

**Proposed: Cllr Shaw                      Seconded: Cllr Burgis                      unan                      22/514**

#### **For Information**

PA22/09260. Little Treforda, Trewalder. Ms Danka Napiorkowska. **Discharge of a planning obligation.** 22/515

### **8. Portfolio Reports**

a. Mayor's Report – Cllr Rotchell noted sadness on receiving Cllr Ackroyd-Johnson's resignation. Sad to lose a younger member of the team. Cllr Rotchell reported attending various functions. Mayor's meeting talked about the Mayor for Cornwall - unanimous view that there should be referendum. Leisure Centre AGM – elected a director of the CIC. Lots of meetings about Shared Prosperity funds/levelling up applications – demand for information was significant. Strategy Committee, Christmas tree festival – 29/30 trees looked very good. Winter festival – the wettest on record. Lantern parade into town – not many people in town at 6pm – but there were quite a few people later on. Well done to the lights – low cloud base so fireworks slightly compromised. St.Petrocs carol service with Cllr Bond and wives - touching stories from ex-homeless people. Senior citizens lunch – thank you to the primary school choir. Dorothy Lee – 100<sup>th</sup> birthday – fascinating lady. Internal audit, big breakfast in the old bank. As alter ego attended Santa's story time in the library and the Methodist Church. 22/516

b. Camelford Network Panel - Cllr Hewlett – next agenda. 22/517

### **9. Correspondence**

a. Email from CALC regarding community led housing schemes. **Noted** 22/518

b. CC – letter regarding Local Maintenance Partnership 2023. **Noted** 22/519

c. Letter from resident regarding parking at Clease CP. 50% of those expecting to attend Memory Café Christmas lunch couldn't park so had to go home. **Noted** 22/520

d. Letter from resident thanking CTC for road closure training. **Noted** 22/521

e. Letter from Cornwall Council regarding complaint on planning process PA22/01083. **Noted** 22/522

f. Letter from Cllr Ackroyd-Johnson noting her resignation from CTC. **Noted** 22/523

g. Cornwall Pension fund – actuarial valuation 2022. **Noted** 22/524

### **10. Agenda Items**

a. The minutes of Estates and Properties Committee Meeting 9th December were **noted**. 22/525

i. It was **resolved** to sell the mowing machine. Wait to the start of the new season.

**Proposed: Cllr Shaw                      Seconded: Cllr Coombes                      unan                      22/526**

Chair's Signature..........

ii. The use of bird scarers at Armistice Day was **discussed**. Cllr Rotchell noted that the Head of Maintenance has advised against it for the wildlife in the park and CTC has had a bugler attend. Cllr Shaw noted that it informs the town at 1100 something has happened. Most of the birds have migrated, he wants to keep the tradition alive. Cllr Bond noted that one bang is not detrimental to bird life. Need a signal 1100. Cllr Burgis haven't used for last few years; doesn't seem necessary. It was **resolved** to reintroduce bird scarer at the event

**Proposed: Cllr Shaw                      Seconded: Cllr Bond                      3-1 (1 abs) dec carried 22/527**

iii The removal of the overgrown hedges and replace with two specimen trees at the entrance to Enfield Park was **noted**. 22/528

b. The election process and timings for a replacement Councillor was **noted**. It was **resolved** to nominate Cllr Rotchell to chair the Events committee for the remainder of the administrative year.

**Proposed: Cllr Bond                      Seconded: Cllr Coombes                      unan                      22/529**

c. Internal Audit Q2 was **noted** 22/530

d. The minutes of Strategic Committee Meeting 25<sup>th</sup> November were **noted** 22/531

i. It was **resolved** to split the Town Centre SPF bid into 2 applications.

**Proposed: Cllr Coombes                      Seconded: Cllr Bond                      unan                      22/532**

e. The budget/precept report 2023-24 and 3-year budget forecast was **noted** 22/533

f. It was **resolved** to precept £316,759 in 2023-24. CTC has come in under inflation. It was a tough task. Band D increase £287.96,

**Proposed: Cllr Bond                      Seconded: Cllr Shaw                      unan                      22/534**

g. It was **resolved** to contract with Scribe (accounts package) for 3 years

**Proposed: Cllr Bond                      Seconded: Cllr Coombes                      unan                      22/535**

h. It was **resolved** that the standard size for a polytunnel on the allotments is 7m x 3m x 2m.

Proposed size is too big - Can't be commercial size

**Proposed: Cllr Coombes                      Seconded: Cllr Shaw                      unan                      22/536**

i. It was **resolved** to repair lift as recommended. £950 + VAT.

**Proposed: Cllr Burgis                      Seconded: Cllr Bond                      unan                      22/537**

## 11. Accounts

a. Balances at 15<sup>th</sup> December 2022 were **noted**

Current Account	£149,696.86		
Tracker Account	£51,476.90		
NS&I	£42,487.74		
CCLA	£80,000.00		22/538

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

Staff	December Wages & expenses	BACS	£9895.35
HMRC	December Tax & NI	BACS	£2,556.12
Cornwall Pensions	December Pension contributions	BACS	£3001.36
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
JRB Enterprise Ltd	Dog Gloves	BACS	£76.68
Viking	Ink cartridges and paper	BACS	£129.03
Rightmove	OCM – advertising for café opportunity	BACS	£379.36
Wallgate	Public toilets – soap	BACS	£90.89
Jason Ryan	Town Hall – window cleaning	BACS	£25.00
Pickle Design	Visit Camelford domain renewal	BACS	£62.35
Pickle Design	YW supplies - OCM – card design	BACS	£24.00
H3G	Youth worker mobile	DD	£18.00
Cllr Rotchell	Mayor's all. Lunch supplies	BACS	£25.00
Gallagher	Tractor insurance part year	BACS	£68.38
Jag Signs	YW supplies – uniform	BACS	£171.00
SWW	Allotments – water	DD	£131.14
Peggy Ellison	Senior citizens lunch supplies	BACS	£117.20
Aquatics South West	Enfield park pond clearance	BACS	£1027.92
Spar	Office supplies	Debit	£16.88

Chair's Signature..........

Dated...17/01/23

Barclays	Bank Charges	DD	£12.41
Kirsty Ferguson	Senior citizens lunch supplies	BACS	£10.00
Amazon	Library supplies – Yacht varnish	Debit	£12.99
Amazon	OCM electric water heater (café)	Debit	£133.49
Amazon	OCM kitchen sink (café) Debit	Debit	£238.55
Amazon	Offices supplies - Kettle	Debit	£29.98
Amazon	Public Toilets - Gloves	Debit	£27.96
Amazon	Library supplies – Christmas decorations	Debit	£31.94
Amazon	Maintenance supplies – copper nails	Debit	£5.88
North Cornwall Glazing	OCM refit locking mechanism door	BACS	£144.00
Corseiv	Traffic Management training – 3 people	BACS	£162.00
Viking	Ink cartridges and envelopes	BACS	£127.66
Boots	Office supplies – Covid tests	Debit	£19.70
NALC	Training – community outreach	Debit	£38.93
R Sleep Ltd	Maintenance supplies – paint/bolts	BACS	£36.90
Western Supply	Maintenance supplies – saw/cement	BACS	£95.53
British Gas	OCM Electricity	DD	£118.26
Camelford Hardware Store	Maintenance supplies – varnish/keys	BACS	£145.67
CALC	Being a good employer – training	BACS	£120.00
CALC	Procurement – training	BACS	£36.00
CALC	planning refresher – training	BACS	£36.00
Yesss Electrical	Batteries and key tags	BACS	£119.74
Cornwall Council	Parking Enforcement – October	BACS	£200.40
Bunzl	Public Toilets – air fresheners	BACS	£7.73
Camelot Garage	Fuel for van	BACS	£126.79
Tesco	Mobile – MGM	DD	£7.50
Octopus Energy	Cleas CP EV chargers	DD	£120.46
Voiphone	Office Telephone system	DD	£11.40
Voiphone	Office Telephone system - calls	DD	£50.00
Mailchimp	Marketing – visitcamelford	DD	£11.00
Bruallen	Events – winter festival – flowers	Debit	£30.00
Plusnet	office broadband	DD	£28.16
D Ralph	Town Maintenance – tractor	BACS	£571.00
D Ralph	Town Maintenance – tractor	BACS	£19,429.00
		<b>TOTAL</b>	<b>£41,779.45</b>
<b>Proposed: Cllr Shaw</b>	<b>Seconded: Cllr Bond</b>	<b>unan</b>	<b>22/539</b>

Income was <b>noted</b>			
Post Office deposit	Churchfield CP tickets/permits	cash	£110.00
Hanger Management	Donation – winter festival	AC	£35.00
HMRC	VAT reclaim	AC	£74,327.55
HMRC	VAT reclaim	AC	£1,208.79
Resident	Parking permit	AC	£10
Barclays	Interest savings account	AC	£28.68
		<b>TOTAL</b>	<b>£75,720.02</b>
			22/540

**12. To note items for 17<sup>th</sup> January 2022 Agenda.**  
Councillor vacancy.

**The Mayor closed the meeting at 19.45 pm**

Chair's Signature.....

Dated 17/01/23