



# CAMELFORD TOWN COUNCIL

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

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## Ordinary Council Meeting – 17<sup>th</sup> January 2023

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 8 other Councillors present: Cllrs Bond, Burgis, Coombes, Elford, Hewlett, Scawn, Shaw, Thomson 23/001

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

None received  
Cllr Elfors noted that Cllr Grigg was indisposed.

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

None 23/003

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

Cllr Jordan noted last week he went for CAPS meeting; Cllr Fairman's ward might be joined with the Wadebridge network. Speaking with David Rodder at an economic meeting – Camelford seems to have been put on the back burner; CC need to focus on the Camel trail and bypass – not been written in; it's all about Bude. Today at Full Council – agreed from April next year to apply 200% Council Tax increase on second homes and CC will be writing to government to request 300% potentially raising between £27 & £46m. 23/004

\*\*Cllr Jordan left\*\*

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

It was resolved to approve the Ordinary Meeting 20<sup>th</sup> December 2022

Proposed: Cllr Burgis      Seconded: Cllr Bond      5-0 (3abs)      23/005

### 6. To receive Clerk's report

Matters arising from the Minutes. Lining at Fore Street car park not done. dumpy bag of salt delivered – replenished reserve. CCTV system update – still not completed. Churchfield EV Chargers – nothing from SWARCO. Mowing machine has been sold. SPF update - Tendering process for the professional contractors ends 3<sup>rd</sup> February. Insurance claims settled but works not done yet. 23/006

Water Utilities – suggested change to Everflow from SSW for 3 meters by broker as prices are set to rise in April. Recommended to fix for 3 years.

It was resolved to change providers to Everflow

Proposed: Cllr Scawn      Seconded: Cllr Thomson      unan      23/007

### 7. Planning

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

**PA23/00207. Land North of Polstraul, Trewalder. Mr S Saffron.** Reserved matters pertaining to access, appearance, landscaping, layout and scale, following Outline approval PA19/03897 (for a proposed live/work unit) without compliance with condition 1 of decision notice PA21/02635. Cllr Shaw noted the history of the site and can't see what had changed. Clerk noted perhaps minor amendment but CC Officer was unavailable to check – these plans aren't controversial.

It was resolved to reply with No Objection (unless notified otherwise)

\*\*Cllr Hewlett arrived\*\*

Proposed: Cllr Shaw      Seconded: Cllr Coombes      8-0 (1abs)      23/008

Chair's Signature.......... 1

Dated... 21/2/23

## 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.**

23/009

## 8. Portfolio Reports

a. Mayor's Report – Cllr Rotchell noted no meetings or events over festive period. Cllr Jordan has given him some speed data for the pilot 20mph zones, including Camelford/Slaughterbridge. Cllr Rotchell notes that Speedwatch hasn't met recently. Looks like the 20mph has reduced the mean speed by 0.6mph...

23/010

b. Camelford Network Panel - Cllr Hewlett noted the October meeting discussed merging of network areas and the price tag of the bypass - increased dramatically. Next meeting tomorrow in St. Teath 7pm. Cllr Shaw will attend. Both neighbouring towns are bigger and have more influence – won't make that much of a difference which Camelford is merged with. Cllr Burgis noted there was request for air pollution statistics and the impact 20mph – has it made any difference? Clerk noted that 2021 figures have been published on CC website; 2022 figures will not be available until summer 2023.

23/011

## 9. Correspondence

- a. Magazine – Countryside voices. **Noted** 23/012
- b. Magazine – Clerks and Councils Direct. **Noted** 23/013
- c. Email from Harrisons - no further claim will be made regarding retentions for skatepark. **Noted** 23/014
- d. Email from CALC – invitation to AGM 21<sup>st</sup> February 7pm Bodmin. **Noted** 23/015
- e. Email from AAF North Cornwall – boxing day meet. **Noted** 23/016
- f. Email from Cornwall Council – confirming no election required for Councillor vacancy. **Noted** 23/017

## 10. Agenda Items

a. The co-option procedure was **reviewed**. Invite expressions of interest over next 3 weeks and to invite anyone interested speak to the Clerk/Cllrs with any questions and details of the commitment expected.

It was **resolved** that co-option for Councillor vacancy will be held at the next FC meeting 21<sup>st</sup> February

**Proposed: Cllr Rotchell**      **Seconded: Cllr Bond**      **unan**      23/018

b. It was **resolved** to renew membership of CPRE - £36.

**Proposed: Cllr Shaw**      **Seconded: Cllr Coombes**      **unan**      23/019

c. It was **resolved** to **approve** Risk Management Policy 2023

**Proposed: Cllr Shaw**      **Seconded: Cllr Thomson**      **unan**      23/020

d. The restoration of medieval windows at Lanteglos was **discussed**. Cllr Shaw noted that a lot of money in this project; the windows are priceless. Clerk noted that £380 remains in the budget for grants. Invite an application for the balance next year.

It was **resolved** to grant £350 to Friends of Lanteglos Church.

**Proposed: Cllr Rotchell**      **Seconded: Cllr Scawn**      **unan**      23/021

e. The Leisure Centre Celebratory evening 28<sup>th</sup> Jan 6.30pm was **discussed**. Cllr Rotchell can't believe its 10 years already. Cllr Shaw, Coombes and Thomson are interested in attending. To email the clerk. 23/022

f. SPF funding decision was **discussed**. Cllr Rotchell noted that the SPF Board meeting is on the 20<sup>th</sup> January – time frame for action and project is very tight. Potential for a big project – CTC role will be to manage the finances.

It was **resolved** 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.

**Proposed: Cllr Bond**      **Seconded: Cllr Burgis**      **unan**      23/023

Chair's Signature.....

Dated 21/2/23

g. The request from Allotment holder for 24 x 16ft polytunnel was **discussed**. Cllr Shaw noted concerned about the width – nearly industrial size. Cllr Rotchell noted that it's a double plot – could add a rider in the contract as its larger than CTC standard size. Cllr Scawn noted the water saving idea – encourage them to tell CTC about. Defer to the next meeting and invite them to attend. Clerk noted that tenant was made aware they could attend the meeting. Cllrs also concerned about a precedence starting – need to be consistent with our approach. 23/024

h. It was **resolved** to switch Grounds Maintenance Manager's business mobile from Tesco to Three at a cost of £12 per month.

**Proposed: Cllr Bond                      Seconded: Cllr Elford                      unan                      23/025**

## 11. Accounts

a. Balances at 11<sup>th</sup> January 2023 were **noted**

Current Account	£130,040.12		
Tracker Account	£51,476.90		
NS&I	£42,487.74		
CCLA	£80,000.00		23/025

b. It was **resolved** 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
Tintage! 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

Chair's Signature.....




Dated. 21/2/23

<b>Proposed: Cllr Bond</b>	<b>Secoded: Cllr Thomson</b>	<b>TOTAL unan</b>	<b>£19,554.64 23/026</b>
Income was noted			
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 23/027</b>

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

Councillor vacancy.  
 Polytunnel  
 Youth club attendance figures  
 Café update  
 SPF update  
 Network panel report.

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

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

Dated 21/2/23