



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

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TO MEMBERS OF THE COUNCIL:

Councillors: R Rotchell (Mayor), M Coombes (Deputy Mayor), S Bond, A Burgis, S Elford, M Ginger, 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 **16th May 2023 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 9th May 2023 (attached).

6. To receive Clerk's report

Matters arising from the Minutes.

7. Planning

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

PA22/05099 - At Lane End Farm Victoria Road, Camelford – **5 day protocol.**

For Information

PA23/01133. 11 High Street. Roof space conversion. **Approved**

8. Portfolio Reports

a. Mayor's report – Cllr Rotchell.

9. Correspondence

a. Clerks and Councils direct - magazines.

b. Complaint from business – regarding not being approached for catering at the Coronation.

c. Cove Ecological surveys – Bat and Bird Nesting survey - Camelford Hall

d. Metric – Pay and display equipment – maintenance contract – price increase

10. Agenda Items

- To **note** correspondence regarding office landline/broadband supply and to **resolve** on BT Business as replacement for PlusNet,
- To **discuss** and **resolve** on zip wire repair.
- To **discuss** and **resolve** on 2 events task and finish groups – Fun week and Winter festival.

11. Accounts

- To **note** Balances at 9th May 2023

Current Account	£215,841.28
Tracker Account	£51,540.79
NS&I	£42,527.28
CCLA	£80,000.00

- To **resolve** to authorise the payments of Accounts Outstanding

Staff	May Wages & expenses	BACS	£9,095.53
HMRC	May Tax & NI	BACS	£2,218.12
Cornwall Pensions	May Pension contributions	BACS	£2,854.02
R Sleep Ltd	Maintenance supplies – spade/fork	BACS	£237.70
Thrussels	Copper leaf Workshop	BACS	£400.00
Camelot Garage	Fuel for van	BACS	£135.12
Cloudy IT	New licence Microsoft 365	BACS	£51.30
Barclays	Bank Charges	DD	£13.82
Ness	Youth Outreach April	BACS	£409.95
Bodmin Nursery	Garden Supplies	BACS	£219.81
JRB Enterprise Ltd	Dog Gloves 1600	BACS	£76.68
Pickle Design	Events - Coronation print	BACS	£38.40
Positive Energy	Town Hall Electricity – April	DD	£291.20
HM DMO	PWLB repayment - River bank	DD	£4534.20
Camelford Hardware	Maintenance supplies - keys	Debit	£13.00
Cornwall Council	Churchfield CP enforcement	BACS	£188.40
Everflow	Water	DD	£61.83
Allen Valley Slates	Maintenance supplies - granite sill	Debit	£72.05
Hudson Accounting Ltd	2022/23 Internal Audit	BACS	£325.00
Clockworkaudio systems	Projector hire	Debit	£816.00
Kestrel Guards	Annual Keyholding	BACS	£78.00
3 for business	CTC mobiles	DD	£30.00
Western Supply	Maintenance supplies – sand/cement	BACS	£51.34
Seadog IT	Website Hosting	DD	£29.95
Event Tech	Events - PA system/Mics	BACS	£720.00
Spar	Office supplies April	Debit	£20.76
Spar	Office supplies March	Debit	£12.02
Jason Ryan	Town Hall – window cleaning May	BACS	£25.00
BHIB Councils Insurance	Insurance renewal – 3-year agreement	BACS	£1725.94
Reach Publishing services	Events – Cornish Guardian advert	BACS	£420.00
Bodmin Nursery	Garden Supplies – bedding plants	BACS	£61.08
Ness	Events – coronation rosette workshop	BACS	£1000.00
Mailchimp	Marketing – visitcamelford	DD	£12.61
Voiphone	Office Telephone system	DD	£11.40
Camelford Town Trust	Town Hall Rent	DD	£528.12
Bodmin Nursery	Garden Supplies	BACS	£144.29
RAC	Van – breakdown cover	Debit	£109.99
Cornwall Council	Rates – Churchfield CP	DD	£466.00
Cornwall Council	Rates – Town Hall/Library	DD	£269.00
Cornwall Council	Rates – Clease CP	DD	£269.00
Cornwall Council	Rates – Enfield Park Store	DD	£51.00
British Gas	OCM Electricity	DD	£35.62
Octopus	Electricity – Public conveniences	Debit	£413.43
SSE SWALEC	Electricity – Public conveniences	DD	£120.73
Playsafety Ltd	ROSPA annual inspection	BACS	£222.000
Cornwall Council	Churchfield CP Enforcement April	BACS	£146.00
The Prevention	Events – music in the Park	BACS	£350
		TOTAL	£29,025.41
c. To note Income			
Allotment tenants	Allotment rental	AC	£480.00

Post Office deposit	Churchfield CP tickets	cash	£110.00
Post Office deposit	Churchfield CP tickets/permits	cash	£80.00
CCLA	LA property fund – Dividend	AC	£785.07
Clockworkaudio systems	Projector hire	AC	£816.00
JLS current	Refund Lift contract	AC	£147.00
		TOTAL	£2,418.07

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: Staffing

- a. To **resolve** to offer short-term contracts for Skate Coach and Community Outreach Worker.
- b. To **note** updated contact list for Councillors and staff.
- c. To **resolve** to approve new set up for Grounds Team. 2 x full time on SCP7 from November 2023

13. To note items for 20th June 2023 Agenda.