



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig

Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

01840 212880

clerk@camelford-tc.gov.uk
www.camelford-tc.gov.uk

TO MEMBERS OF THE ESTATES AND PROPERTIES COMMITTEE:
Councillors: Cllrs Rotchell, Burgis, Hewlett, Elford, Shaw
Staff: E Greig (Town Clerk), John Gilbert (Maintenance and Grounds Manager).

Dear Members

I hereby give you notice that Estates and Properties Committee will meet on **Friday 7th July 2023 – Town Hall at 10am.**

All Members of the Committee 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 receive Apologies for absence with reasons**
- 2. To note Councillors present**
- 3. To receive Declarations of Interest & Approve Dispensations**
- 4. Public question time** (15 minutes allowed for this)
Invitation to allotment plot holders to address the Committee
- 5. To receive and approve the Minutes of 26th May 2023:**
- 6. 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: Appeal against officer decision regarding boundary between Allotment Plot 29 & 30. Hall project update.
- 7. To receive Clerk's report**
OCM cafe. Clease EV chargers (income). Ticket machine insurance claim –scheduled service on hold!
Community hub update. Allotment gate/fences. Riverside walk – can't contact landlord. Solar panels on toilet.
CCTV.
- 8. To receive Grounds Manager's report**
- 9. To receive portfolio holder reports**
Play Areas/OCM. - Enfield Park phase 3
Enfield Park – benches, pond path
Car Parks
Cemetery & Orchard

Allotments & Footpaths – paths and boundaries (strimming/weeding), and willow screening. Fencing and numbering.

Town Hall

9. Agenda items

- a. To **discuss** offer of land (leasehold) for allotments - adj. to Castle Goff.
- b. To **discuss** parking at Clease CP and enforcement. To **review** Clease parking survey.
- c. To **resolve** on timing for the replacement fence at OCM, to resolve on noticeboard.
- d. To **discuss** extra charging points location at Churchfield CP
- e. To **resolve** on coffee machine and tables for Library
- f. To **discuss** tourist information point – leaflets in library foyer
- g. To **discuss** rusty garage at Clease CP and asset of community value
- h. To **discuss** use of bench budget for this year.
- i. To **discuss** war memorials for fixed asset register.
- j. To **discuss** defibrillator at Tregoodwell
- k. To **discuss** the public charging devices in library

11. Date & Items for next meeting.

11th August 2023