



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

Minutes of the Estates and Properties Committee Meeting – 21st March 2023

1. To note Councillors present

Cllr Shaw opened the meeting at 10am with 1 other Councillor present: Cllrs Burgis, Elford, Hewlett, Rotchell and Clerk. EP/23/038

2. To receive Apologies for absence with reasons

MGM - personal EP/23/039

3. To receive Declarations of Interest & Approve Dispensations

None EP/23/040

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

None EP/23/041

5. To receive and approve the Minutes of:

It was **resolved** to approve the Meeting minutes of 10th March 2023

Proposed: Cllr Burgis

Seconded: Cllr Shaw

2-0 (3 abs)

EP/23/042

6. To receive Clerk's report

Allotment gate ongoing. Bollard at Town Hall – snagging to do. OCM café opening next month. The rain guard didn't work – still water getting in. Electrician has installed the electric cabinet for the electric meter and CCTV. Benches have been installed at the OCM. Need to finalise a location for a small storage cupboard for YW supplies and cleaning equipment. Clease CP EV chargers have been fixed – will see if they are communicating to the online dashboard. Grounds Team – full compliment. Have spoken with MGM regarding future set up – recommendation to go to staffing next week. Clerk to liaise with TT regarding access and terms/conditions of use for pop-in. Alarm not able to be set as the side door contact is not working – Yeti getting a new one. Yeti has also stated that he will be getting on with finishing the OCM CCTV as the Hall have still not provided clarification of what they require or when. EP/23/043

7. To receive Grounds Manager's report.

None EP/23/044

8. To receive portfolio holder reports

Play Areas/OCM. Zipwire is broken – engineer attending. EP/23/045

Enfield Park. Cllr Shaw noted in good order but the brambles need clearing at the back of the park from the narrows to the pond. Cllr Hewlett noted nesting season. Better off waiting until September. Cllr Rotchell noted that a site visit should be had to discuss future plans for that area EP/23/046

Car Parks – Cllr Burgis noted tree removed at St. Thomas. Clerk to write to Church regarding the boundary fence – it is not CTC responsibility. That fence was installed by probation service - organised by the Church. Cllr Burgis suggested old bike racks at entrance to Churchfield need removing and install the one rack that CTC has left over from the 6 purchased. Cllr Shaw suggested grey out the motorcycle paint and Cllr Burgis would like to put up notice regarding motorcycle parking at the rear of Churchfield CP. EP/23/047

Cemetery & Orchard. Cllr Shaw noted daryl oak still needs fencing – will collect the boards. Also perimeter fence needs replacing. No livestock kept on site so could remove it. Cllr Hewlett noted blackthorn would stop deer getting in. EP/23/048

Allotments & Footpaths – Cllr Shaw will inspect with officers after annual leave. Clerk noted most of the rent has been paid for this year – a couple of stragglers. Cllr Shaw noted a car on blocks outside the allotments. Clerk noted office aware. EP/23/049

Town Hall – Cllr Rotchell noted lots of interest to book sessions in the Library/pop-in on Wednesdays. A very good start. EP/23/050

9. Agenda items

- a. It was **resolved** on to replace fence at OCM/Clease boundary. £973.28 + installation (£600?) for EMR
Proposed: Cllr Rotchell Seconded: Cllr Hewlett unan EP/23/051
- b. The Town Hall lift maintenance (following LOLER report) was discussed. Clerk to get quotes to be then discussed with the TT as some may well fall under their remit. EP/23/052
- c. Replacement plants on terrace at Entrance to park was discussed. Cllr Shaw will collect from the nursery approx. £350. Clerk will provide PO number. EP/23/053
- d. A tracker system for Van and tractor was discussed. Cost approx. £8 per month. Committee felt not really necessary for the van, potentially for the tractor but maybe an immobiliser would suit better and be cheaper. Immobiliser to be costed then to FC for final decision as unbudgeted item. EP/23/054
- e. The offer of donation of an Oak tree was discussed. Cllr Shaw will liaise – will suggest St. Thomas in the first instance then he will find a location for it if the Church don't want it. EP/23/055

10. Date & Items for next meeting.

26th May 10am.

Cllr Shaw requested that Events committee consider sharing Camelford Show tent with CPRE.