



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
www.camelford-tc.gov.uk

Ordinary Council Meeting – 3rd February 2022

Minutes of the Ordinary Meeting of the Council, held at St. Thomas Church.

1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 8 other Councillors present: Cllrs Ackroyd-Johnson, Bond, Burgis, Coombes, Grigg, Hewlett, Shaw, Thomson. 22/035

2. To receive Apologies for absence with reasons

Cllrs Eiford, Hewlett – personal.

It was **resolved** to accept the apologies

Proposed: Cllr Bond **Seconded: Cllr Coombes** **unan** **22/036**
Cllr Scawn – none received.

3. To receive Declarations of Interest & Approve Dispensations

None 22/037

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

Cllr Barry Jordan attended. He feels lucky to have this division, other members have behavioural issues in theirs. Everyone here is polite to each other. Repairing schools in on CC agenda, had an invite from SJS to look at the estate – needs some work. We need to push for them to have some money. Cllr Rotchell noted he'd met with chief exec of the academy, capacity is ok, state of buildings is an issue. Cllr Jordan noted housing in dark lane, empty for 6 months. Cc housing had noted to him at that it takes about 3 months to get a house back in action, minimum of 40 houses over the county are empty at the same time, which Cllr Jordan feels is not good enough. Has spoken to Ocean – state of the houses at Tor view – glazing scheduled for June 2022. In 2020 properties had heating replaced. Cllr Shaw noted from his experience that empty housing from survey to completion of repairs, takes about 6 weeks. Cllr Rotchell noted years of complaints to the housing associations, for example electric bills that were several hundred pounds a week; so, tenants were choosing not to have the heating on, plastic air bricks that rats were chewing through and creating infestations. Frightful getting the housing associations to act. 22/038

5. To receive and approve the Minutes of:

It was resolved to approve the Ordinary Meeting 18th January 2022

Proposed: Cllr Shaw **Seconded: Cllr Coombes** **6-0 (2abs)** **22/039**

6. To receive Clerk's report

Matters arising from the Minutes. OCM phase 2. EDF meter at the Scout hut. Duchy defibrillators have confirmed that BHF have details of CTC services defibs. Big Conversation update; 341 people have completed the online form plus other contacts; getting a good representative sample. CC has replied that uncontested election fee of £100 is standard cost. Motorcycle bays at Cleave CP was not part of revised plan to E&P working group for further discussion. MGM pressure washes market place

Chair's Signature.....

1

Dated..15/2/22

annually in spring. Researching slate replacement around bandstand area; wholesalers are not interested. Ticket machine in Churchfield CP is struggling with battery recharge with all the cloudy weather, will need to consider mains connection. Disabled access picnic bench has been installed.
22/040

7. Planning

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

PA22/00192. 28 Market Place. Mr & Mrs Lovelock. Change of use from shop to restaurant. No changes to the frontage – no parking but no one has parking outside of the, no other external escape route, extractors, single storey.

It was **resolved** to Support

Proposed: Cllr Shaw Seconded: Cllr Bond unan 22/041

PA22/00553. Lands End Cottage St Teath. Mr Matthew Hardiman. Conversion of existing single storey garage to one bedroom annexe for dependent parent, create new driveway and construction of new garage to south west of existing dwelling. (Resubmission of PA21/09481). Good idea for an elderly residence.

It was **resolved** to Support; to remain with the main residence, used for relatives only, not to be rented out as holiday accommodation, or sold separately.

Proposed: Cllr Shaw Seconded: Cllr Ackroyd-Johnson unan 22/042

EN19/01448. Land NW of Trewen Bridge, Lanteglos. Daniel Edwards. Appeal against enforcement notice – change of use of land from agriculture to a mixed residential and business use.

It was **resolved** to agree with the Enforcement process

Proposed: Cllr Shaw Seconded: Cllr Thomson unan 22/043

For information

PA21/09481. Lands End Cottage, St. Teath. Mr Mathew Hardiman. Conversion of garage. Withdrawn

8. Portfolio Reports

a. Mayor's Report – Cllr Rotchell noted he has spent more time on the bypass recently meetings around providing more information in support of the bypass. A3 infographic has been produced but that document is confidential. Attended Mayors meeting – mainly discussing leisure centres. Finance meeting, feasibility study meeting – critique on the draft.
22/044

b. Camelford Network Panel report – next meeting.
22/045

9. Correspondence

a. Letter from resident – regarding Action Against Foxhunting. **Noted** 22/046

b. CC - intention to engage with landowners regarding the A39 Improvement. **Noted** 22/047

c. Letter from resident – complaint regarding Co-option of a Councillor process and Clerk response. **Noted.** 22/048

10. Agenda Items

a. The Finance Working Group minutes. Cllr Shaw not there. **Noted** 22/049

i. Q3 income and expenditure budget. **Noted** 22/050

ii. It was **resolved** to approve Café tender changes – summary attached.

Proposed: Cllr Bond Seconded: Cllr Ackroyd-Johnson 5-0 (3abs) 22/051

iii. It was **resolved** that fees remain the same for 2022-23 as recommended

Proposed: Cllr Bond Seconded: Cllr Coombes unan 22/052

b. To **note** Staffing Working Group minutes

i. It was **resolved** to **approve** the on Grounds Person contract details

Proposed: Cllr Bond Seconded: Cllr Burgis unan 22/053

ii. It was **resolved** to **delegate** appointment of Grounds Person to Cllrs Rotchell, Grigg and Clerk.

Proposed: Cllr Ackroyd-Johnson Seconded: Cllr Thomson unan 22/054

iii. 2021-22 pay rise of 2% as per budget. It was **resolved** to move to next agenda

Proposed: Cllr Rotchell Seconded: Cllr Thomson unan 22/055

****Cllr Grigg noted an interest and left the room****

iv. It was **resolved** that MGM can take 10 days holiday over into 2022-23.

Proposed: Cllr Shaw Seconded: Cllr Coombes unan 22/056

**** Cllr Grigg returned****

c. The correction to EDF electricity account at OCM was **noted** 22/057

Chair's Signature.....



Dated..15/2/22

d. It was **resolved** to install broadband via Plusnet at OCM for CCTV coverage - £17 installation then £17pcm

Proposed: Cllr Bond **Seconded: Cllr Burgis** **6-0 (2 abs)** **22/058**

e. The heads of terms for Clease car park transfer were **noted**. **22/059**

f. It was **resolved** to agree draft CTC Car Parking order 2022 following some amendments: Cllr Shaw request removal of conditions referring to telephone mobile system, multiway of paying, reference to eating food in car park.

Proposed: Cllr Burgis **Seconded: Cllr Grigg** **unan** **22/060**

g. It was **resolved** to consult electorate on draft CTC Car Parking Order 2022

Proposed: Cllr Ackroyd-Johnson **Seconded: Cllr Grigg** **unan** **22/061**

h. It was **resolved** to advertise in Camelford and Delabole post at £184.50 +VAT for the draft order and subsequently £184.50 +VAT for the made order.

Proposed: Cllr Ackroyd-Johnson **Seconded: Cllr Burgis** **unan** **22/062**

i. The order of 40,000 car parking tickets - £259.20 +VAT was **noted** **22/063**

j. The Structural Engineers report on Broadwood bridge and that an emergency repair was authorised by Clerk & Mayor £780.00 +VAT was **noted** **22/064**

k. The price to sell slate or to store slate was discussed. Clerk noted an offer of £200 for all of it. Cllr Grigg proposed and Cllr Ackroyd-Johnson seconded a motion to accept the offer, there was no other support.

It was **resolved** to store the slate at the cemetery

Proposed: Cllr Shaw **Seconded: Cllr Coombes** **5-2 (1 abs) dec carried** **22/065**

l. It was **resolved** to service rainwater collector at public toilets £240 + VAT.

Proposed: Cllr Rotchell **Seconded: Cllr Grigg** **unan** **22/066**

m. The appointment of a member to attend the CALC AGM, 8th March 7pm was discussed. CTC to send apologies **22/067**

11. Accounts

a. Balances at 26th January 2022 were **noted**

Current Account £106,547.51

Tracker Account £51,427.22

NS&I £42,487.74

CCLA £80,000.00

22/068

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

Cornwall Council	Election recharges	DD	£255.00
Foulkes Jackson Fewings Ltd	Structural Engineers report	BACS	£474.00
Spar	Office Supplies	BACS	£9.41
Rise Associates	Engagement and consultation	BACS	£8,889.30
SSE	Cleave car park Electric	DD	£43.82
SeaDog IT	Site security services	BACS	£95.00
SeaDog IT	Webhosting	BACS	£25.00
Scribe	Annual accounts subscription 22-23	BACS	£1,224.00
RF Yates	Picnic Table with wheelchair access	BACS	£160.00
Sea Dog IT	Webhosting	DD	£25.00
Barclays	Charges	DD	£8.53
Tesco	Mobile	DD	£7.50
H3G	Mobile	DD	£18.00
Positive Energy	Town Hall	DD	£321.54
Positive Energy	Town Hall	DD	£123.41
	TOTAL		£11,679.51

Proposed: Cllr Ackroyd-Johnson **Seconded: Cllr Bond**

unan **22/069**

Income was **noted**

Cornwall Council	Overdue charges compensation	AC	£285.58
NS&I	Annual interest	AC	£4.25
B. Jordan	OCM donation – to be transferred	AC	£100.00
	TOTAL		£389.83

21/070

12. Public Bodies (Admission to Meetings) Act 1960.

Chair's Signature.....

Dated...15/2/22

It was **resolved** 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: Vexatious complainant

Proposed: Cllr Shaw

Seconded: Cllr Bond

unan

22/071

Cllr Rotchell noted the publication of a Facebook post and receipt of two threats / general written abuse via his personal Messenger - texts threatening the Town Mayor. Needs to be taken seriously. Reported to the police and has been allocated crime reference number for malicious communication. This complainant has presented CTC with a number of challenges in the last few years. Office to set up a specific file to log communication and interaction and to take advice from the Police. Clerk noted that previous issues were reported correctly. Vandalism was reported to the Police, conduct was reported to CC Monitoring Officer. CTC's communication policy notes that Councillors shouldn't engage or escalate on social media channels. If complainant has questions or complaints; they should be directed through the proper CTC channels.

It was **resolved** to reinstate Standing Orders

Proposed: Cllr Shaw

Seconded: Cllr Bond

unan

22/072

12. To note items for 15th February 2022 Agenda.

Broadband and Electricity supplier/contracts at OCM
Representative to attend Leisure centre AGM
Staff pay rise 2021-22

The Mayor closed the meeting at 20:15 pm

Chair's Signature.....



Dated...15/2/22