



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

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TO MEMBERS OF THE COUNCIL:

Councillors: R Rotchell (Mayor), S Bond (Deputy Mayor), A Ackroyd-Johnson, A Burgis, M Coombes, S Elford, 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 August 2022 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 19th July 2022 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. Café advert – notice given to Rightmove. Highways have an extensive snagging list for 20mph scheme – working through it. It is considering double white lines to stop overtaking on Victoria Road – speed monitoring data collection data will be passed onto the police. Scouts have confirmed they are happy with the railings. Welcome back funding is due to be paid end of August. Emergency plan has been reviewed and the telephone tree updated. Attended meeting regarding Davidstow unlicensed music event.

7. Planning

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

PA22/05682. Tor Cottage, Starapark. Mr & Mrs Millward. Proposed extensions and re-model. [weblink](#)

PA22/07115. Trewen Cottage Trewen Lanteglos. Mr And Mrs King. Rear two storey extension. [weblink](#)

For Information

PA22/04344. 3 The Close. Conservatory. **Approved**

PA22/02440. Beech house, Victoria Road. **Approved**

PA22/02159. Anneth Lowen, Newhall Green. Listed building consent – solar panels. **Withdrawn**

8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell

- b. Camelford Hall AGM – Cllr Rotchell

9. Correspondence

- a. CC email regarding pollution levels
- b. NALC – request for consultation regarding short-term lets
- c. Top Town Memory Café – thank you letter for £350 grant.
- d. CPRE – magazine summer 2022
- e. CC – request for consultation on schedule of modifications to the Climate Emergency Development Plan document.

10. Agenda Items

- a. To **note** lift service report and **resolve** upon LRV valve control unit (£tbc)
- b. To **note** Estates and Properties Committee meeting minutes.
 - i. To **resolve** on oak or plastic slats for each of the 6 benches identified for immediate attention
 - ii. To **resolve** on using £320 of town maintenance budget for cemetery fencing
- c. To **note** Finance and Staffing Committee meeting minutes.
 - i. To **resolve** on Civility and Respect pledge from National Association of Local Councils
 - ii. To **resolve** to adopt the Investment Strategy 2022
 - iii. To **resolve** to put 21-22 £7k staffing budget underspend into EMR for 22-23 pay rise.
- d. To **note** Events committee meeting minutes.
 - i. To **resolve** upon road closure signs £1,328.72 + VAT
 - ii. To **resolve** on purchase of 8 radios
- e. To **resolve** to upgrade Clease Hall defibrillator for £500. Unbudgeted item.
- f. To **note** completion of External audit
- g. To **resolve** to allow polytunnel 5x3m on Allotment plot Milhouse 2.
- h. To **resolve** on wording for Centenary time capsule cover.
- i. To **nominate** a Councillor to attend meeting with Cllrs Jordan and Gardener (Portfolio Holder for Economy) for Shared Prosperity Funding discussion. 2nd September 10am.
- j. To **resolve** whether to pay for damage repair to residents' vehicle. £550.
- k. To **resolve** on wording to send to CC regarding potential Mayor for Cornwall – 'who decides?'
- l. To **resolve** whether to allow Camelford Hall to add cameras to CTC system
- m. To **note** completed internal control audit.

11. Accounts

- a. To **note** Balances at 9th August 2022

Current Account	£46,326.60
Tracker Account	£51,432.37
NS&I	£42,483.49
CCLA	£80,000.00
- b. To **resolve** to authorise the payments of Accounts Outstanding

Staff	August Wages & expenses	BACS	£8,627.93
HMRC	August Tax & NI	BACS	£2,244.63
Cornwall Pensions	August Pension contributions	BACS	£2,624.91
Cornwall Council	Parking Enforcement - June	BACS	£150.60
EDF Energy	OCM electricity	BACS	£125.48
Torch Fire Protection	Fire extinguishers	BACS	£125.75
Premier Inn	Travel Expenses – training YW	Debit	£70.50
Cornwall ALC	Chairmanship training Cllr Coombes	BACS	£24.00
Kernow Training	Herbicides/Pesticides Training	BACS	£435.00
Hurdy Gurdies	Live music – Bandstand 5 th August	BACS	£400.00
Cleansing Service Group Ltd	Interceptor Churchfield CP	BACS	£978.00
SSE	Electricity – Clease car park	DD	£15.92
Barclays	Bank Charges	DD	£22.01
Cllr Rotchell	Mileage to training	BACS	£42.75
British Gas	OCM Electricity	DD	£66.10
Amazon	Maintenance supplies	Debit	£80.43
Amazon	Time Capsule	Debit	£40.99
Amazon	Maintenance supplies	Debit	£34.47
Amazon	Maintenance supplies	Debit	£13.31
Amazon	Maintenance supplies	Debit	£26.97
Boots	Covid tests	Debit	£11.30
Arthur W Bryant	Camelford War Memorial maintenance	BACS	£150.00

Smart Window Cleaning	July invoice – Town Hall	BACS	£25.00
PKF Littlejohn LLP	External Audit	BACS	£1,560.00
Jag Signs	Directional Pointers	BACS	£252.00
Jag Signs	Pump track signs	BACS	£114.24
Jag Signs	Tree sculpture plaque	BACS	£175.14
Camelot Garage	Fuel for maintenance	BACS	£141.22
Staples	Office supplies	BACS	£73.77
Change the Letter	Live music – Centenary	BACS	£150.00
H3G	Youth worker mobile	DD	£18.67
Positive Energy	Town Hall Electricity	BACS	£120.79
Positive Energy	Town Hall Electricity	BACS	£166.84
SSE	Electricity – Public Toilets	DD	£153.10
Smokey's King Shufflers	Live music – Centenary	BACS	£600.00
Electric Bandits	Live music – Centenary	BACS	£360.00
Launceston Voluntary First Aid	Jubilee and Centenary	BACS	£450.00
Spar	Office supplies July	Debit	£8.56
Octopus Energy	Electricity – Clease CP	Debit	£267.74
Camelford Hall	Hire of main hall – workshops	BACS	£108.00
Camelford Town Trust	Town Hall/Library Rent	DD	£507.81
Seadog IT	Website Hosting	DD	£29.95
Cornwall Council	Churchfield – Business Rates	DD	£444.00
Cornwall Council	Town Hall – Business Rates	DD	£319.00
Cornwall Council	Park Store - Business rates	DD	£51.00
Cornwall Council	Cleave – Business Rates	DD	£334.45
Pennon	Town Hall Water	DD	£22.50
Pennon	Public Toilets Water	DD	£42.50
Tesco Mobile	Grounds Manager Mobile	DD	£7.50
Plusnet	office broadband	DD	£27.55
Voiphone	Office Telephone system	BACS	£9.60
Mailchimp	Enewsletter	DD	£9.20
KBSK	Dance workshop	BACS	£262.50
	TOTAL		£23,123.68
To note Income			
CCLA	Quarterly dividend payment	AC	£725.60
Post Office deposit	Churchfield CP tickets	cash	£215.00
Revival Books	Stock	AC	£11.32
Allotment tenant	Rent	AC	£22.00
Business	Parking permit	AC	£10.00
	TOTAL		£983.92

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 **note** confidential minutes of finance and staffing committee.

13. To note items for 20th September 2022 Agenda.