



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

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TO MEMBERS OF THE COUNCIL:

Councillors: R Rotchell (Mayor), A Shaw (Deputy Mayor), A Ackroyd-Johnson, S Bond, A Burgis, M Coombes, S Elford, E Grigg, C Hewlett, A Scawn

Dear Members

I hereby give you notice that an Ordinary Meeting of Camelford Town Council will be held on Tuesday 16th February **at 7.00pm** via Zoom - meeting ID. 819 1129 2847

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 watch online via Facebook <https://www.facebook.com/camelfordtc> Members of the public who wish to address Council during public participation regarding items on the agenda are requested to email the Clerk by 5pm 15th February 2021 – you will be sent the meeting password on Thursday.

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 4th February 2021 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. OCM Lease. Elections. VAT advice.

7. Planning

Any late applications will be discussed under this section.

None

8. Portfolio Reports

a. Mayor's Report – Cllr Rotchell

9. Correspondence

none

10. Agenda Items

- a. To **note** the minutes of Events Working Group and note recommendations:
(i) To cancel Music in the Park/Four Days of Fun 2021 and instead enhance Winter Festival.
- b. To **resolve** to lobby government to retain the option to hold virtual meetings after May 2021.
- c. To **resolve** to adopt amended guidelines for keeping poultry on allotments

- d. To **note** lift service report
- e. To **resolve** to **approve** page layout/design of 'visitcamelford' website
- f. To **note** minutes of place-shaping group.
- g. To **resolve** to accept future maintenance liabilities for the 9 trees planted in Enfield Park by the environment agency

11. Accounts

- a. To **note** Balances at 10th February 2021

Current Account	£90,611.41
Tracker Account	£51,422.10
NS&I	£42,483.49
CCLA	£80,000.00

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

Staff	February Wages	BACS	£7,091.95
HMRC	February Tax & NI	BACS	£1,975.85
Cornwall Pensions	February Pension contributions	BACS	£2,203.76
Pickle design	Domain names for visitcamelford	BACS	£27.59
Pickle design	Christmas card design	BACS	£27.00
Zoom	Virtual Meetings	DD	£14.39
David Ogilvie Engineering	3 x lecterns, 1 x cabinet	BACS	£2,124.00
Seadog IT	Technical support	BACS	£13.75
SeaDog IT	Webhosting	DD	£25.00
Spar	Office supplies	Debit	£13.17
Staples	Office supplies	Debit	£29.40
Aquatics South West	Pond Management	BACS	£834.00
Western Supply	Maintenance supplies	BACS	£17.70
Smart window cleaning	Town Hall	BACS	£25.00
Voiphone	Telephone call group	DD	£9.60
Pennon Water	Library – water	DD	£39.50
Pennon Water	Public Toilets – water	DD	£106.50
Cornwall Council	Cemetery – Business Rates	DD	£407.00
Andy Lawler	Technical services	DD	£40.00
Town Trust	Town Hall rent	DD	£481.54
Plusnet	Broadband	DD	£52.74
Staples	Keyboard and mouse	Debit	£29.98
Post Office	Postage for book Matt Baker	Debit	£3.23
Highfield Motors	Van MOT	Debit	£54.85
R Sleep Ltd	Maintenance supplies	BACS	£41.24
Camelot Garage	Fuel for van	BACS	£30.00
Camelot Garage	Fuel for van/petrol for tools	BACS	£53.18
	TOTAL		£15,771.92
To note Income			
CCLA	Quarterly dividend payment	AC	£951.98
	TOTAL		£951.98

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; Contracts.

- a. To **note** the minutes of the finance working group
 - i. To **resolve** upon a contractor for the Enfield projects from the 8 quotes provided
 - ii. To **resolve** to apply for a public works loans board loan of £X dependent on quote chosen in 12a., consultations and environmental surveys required.
- b. To **resolve** to accept the grant offer letter from OZEV for Churchfield EV Charger project.

13. To note items for 16th March 2021 Agenda.