



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 19th January at 7.00pm** via Zoom - meeting ID. 862 9954 8582

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 18th January 2021 – you will be sent the meeting password on Tuesday.

- 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 15th December 2020 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. OCM Lease. 2 speakers confirmed for APM. Water meter cover has been released and reading sent to SWW. Youth shelter lighting. Tregoodwell Lime Tree. Veor/Medical centre.

7. Planning

Any late applications will be discussed under this section.

PA20/11346. The Granary, Mutley, Trevia Lane. Mr & Mrs Mark and Laura Innes. Conversion of a Barn into C3 dwelling house with variation of condition 2 (plans) of decision notice PA18/02986 dated 18.05.2018.
[Weblink.](#)

For Information

PA20/04205. Bowood Park Hotel and Golf Club. **Refused**

PA20/08872. 3 Trevia Park Terrace, Sportsmans Road. **Approved**

PA20/10028. The Mowhay, Mill Lane. Mr & Mrs Mark and Nancy Robertson. **Approved**

8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell

9. Correspondence

- a. Copy letter from Resident to Penbode Camelford Vets – regarding removal/replacement of trees.

- b. Cornwall Council – invitation to localism strategy launch 25th January

10. Agenda Items

- a. To **review** and **resolve** upon the opening of Council services –
 - i. Public toilets
 - ii. Play areas
 - iii. OCM skatepark
 - iv. Library
 - v. Churchfield car park
- b. To **resolve** on CPRE membership £36.
- c. To **resolve** to nominate one Councillor to Camelford Family Hub task and finish group.
- d. To **note** the minutes of Camelford Place Shaping Partnership team.
- e. To **resolve** to introduce the use of sticky labels for cars overstaying in the library and mis-using disabled parking bays.
- f. To **note** the minutes of Staffing Committee/Code of Conduct consultation.
- g. To **resolve** on a response to CC's Code of Conduct review.
- h. To **resolve** to adopt the Risk assessment and Management Policy 2021
- i. To **resolve** to join the Rural Market Towns group from the Rural Services Network for the duration of the free trial.
- j. To **receive** a presentation from Cllr Burgis on the Town Team and Town Logo.
 - i. To **resolve** to invite the existing town team to the vision partnership team meetings.
 - ii. To **resolve** to use the Town Logo on all promotional material.
- k. To **resolve** to allow the Christmas Tree to remain in situ at Market Place.

11. Accounts

a.	To note Balances at 12 th January 2021		
	Current Account	£103,857.50	
	Tracker Account	£51,422.10	
	NS&I	£42,179.82	
	CCLA	£80,000.00	
b.	To resolve to authorise the payments of Accounts Outstanding		
Staff	December Wages	BACS	£7,138.20
HMRC	December Tax & NI	BACS	£2027.81
Cornwall Pensions	December Pension contributions	BACS	£2292.22
Zoom	Virtual Meetings	DD	£14.39
Voiphone	Telephone call group	DD	£9.60
Pennon Water	Library – water	DD	£39.50
Pennon Water	Public Toilets – water	DD	£106.50
Cornwall Council	Churchfield Park – Business Rates	DD	£444.00
Cornwall Council	Library/Town Hall – Business Rates	DD	£319.00
Cornwall Council	Cemetery – Business Rates	DD	£407.00
Andy Lawler	Technical services	DD	£40.00
Town Trust	Town Hall rent	DD	£481.54
Staples	Office supplies	Debit	£83.62
Barclays	Bank charges	DD	£5.50
SeaDog IT	Webhosting	DD	£25.00
SeaDog IT	Domain Registration	BACS	£145.00
SeaDog IT	Tech Support	BCAS	£13.75
Spar	Office supplies	Debit	£36.27
Amazon	Disinfectant fogger	Debit	£144.49
Amazon	Public Toilets supplies	Debit	£48.69
Positive Energy	Town Hall Electricity	DD	£198.20
Positive Energy	Town Hall Electricity	DD	£89.93
Microsoft Onedrive	Cloud backup	DD	£1.99
Cllr Rob Rotchell	Donation Christmas Lights	BACS	£50.00
Beiran Martlew	Storage heater inspection	BACS	£125.00
Cornwall Council	Car park enforcement	BACS	£12.00
SSE	Public Toilet Electricity	BACS	£111.92
Plusnet	Phone and broadband	DD	£52.20
BCHS	Public Toilets supplies	BACS	£180.59
Camelot Garage	Fuel for van	BACS	£30.00
Smart Window Cleaning	Town Hall windows	BACS	£25.00

Daniel Kavanagh Art	Video footage	BACS	£600.00
Daniel Kavanagh Art	Framed Photo	BACS	£40.00
Amazon	A3 Frame – Operation London Bridge	Debit	£14.85
Amazon	Book of condolence/black bag	Debit	£25.99
Amazon	Black table cloth	Debit	£11.19
Bunzl	Hand towels	BACS	£31.10
Stephens Home Hardware	Maintenance supplies	BACS	£16.98
Post office	Postage costs	BACS	£1.83
	TOTAL		£15,440.85

a. To **note** Income

Conservative Club	Bollards	AC	£793.86
Cornwall Council	Grant for Place shaping	AC	£7,000.00
Open Reach	Wayleave	cheque	£11.18
Resident	Permit	AC	£25
Post Office	Winter Festival donation	AC	£100.00
Cornwall Council	Local Maintenance Payment	AC	£840.00
HMRC	VAT reclaim	AC	£1785.65
	TOTAL		£10,555.69

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 receive update from Clerk and resolve on contractor for EV chargers from quotes provided

13. To note items for 4th February 2021 Agenda.