



# 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 20<sup>th</sup> April at **7.00pm** via Zoom - meeting ID. **857 3739 1074**

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 19<sup>th</sup> April 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 1<sup>st</sup> April 2021 (attached).

**6. To receive Clerk's report**

Matters arising from the Minutes. OCM Lease. Elections. Enfield park project. OCM Café – withdrawal of contractor

**7. Planning**

Any late applications will be discussed under this section.

**PA21/02549. Glen Mead, Helstone. Jon Watts.** Listed building consent for renovations to improve historic legibility of the heritage asset, prevent further water ingress and subsequent damage and to improve the buildings thermal efficiency. [weblink](#)

**PA21/02635. Land North of Polstraul, Trewalder. Mr S Saffron.** Reserved matters pertaining to access, appearance, landscaping, layout and scale, following Outline approval PA19/03897 (for proposed live/work unit). [weblink](#)

**For Information**

PA19/08691. Highermead Residential Home, College Road. Ark Care Ltd. **Approved**

PA21/01161. Nos 1-18 Highfield Road. Mr Mike Briggs. **Approved**

PA21/00415. A39 Atlantic Highway. Christian Murley. **Scoping Opinion Decision**

PA20/08944. 28 Fore Street. Mr Michael Stockwood. **Approved**

## 8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell

## 9. Correspondence

- a. Cornwall Council – A39 improvement, Land Entry
- b. Cornwall Council – Consultation – European sites supplementary planning document
- c. Ministry of Housing, Communities & Local Government. Letter regarding Local Authority Meetings.
- d. Cornwall Council Highways. Letter regarding weed removal in Camelford.
- e. Bodmin Town Council. Copy letter sent to MHCLG regarding CC's lack of NPPF due diligence

## 10. Agenda Items

- a. To **note** minutes of Events Working Group Meeting.
- b. To **resolve to approve** the Annual Accounting Statement.
- c. To **note** PWLB annual statement 31<sup>st</sup> March 2021.
- d. To **resolve to accept** grant offer letter – onstreet residential chargepoint scheme - Clease.
- e. To **resolve to approve** allotment tenant requests:
  - i. 12ft x 10ft greenhouse – Plot 3
  - ii. Quail – Plot 55
  - iii. Polytunnel 6m x 3m – Plot 57

## 11. Accounts

|                        |                                                                     |             |                   |
|------------------------|---------------------------------------------------------------------|-------------|-------------------|
| a.                     | To <b>note</b> Balances at 14 <sup>th</sup> April 2021              |             |                   |
|                        | Current Account                                                     | £176,382.55 |                   |
|                        | Tracker Account                                                     | £51,423.38  |                   |
|                        | NS&I                                                                | £42,483.49  |                   |
|                        | CCLA                                                                | £80,000.00  |                   |
| b.                     | To <b>resolve</b> to authorise the payments of Accounts Outstanding |             |                   |
| Staff                  | March Wages                                                         | BACS        | £7,595.17         |
| HMRC                   | March Tax & NI                                                      | BACS        | £2,172.19         |
| Cornwall Pensions      | March Pension contributions                                         | BACS        | £2,392.91         |
| Voiphone               | Telephone calls                                                     | DD          | £50.00            |
| Voiphone               | Telephone virtual PBX                                               | DD          | £9.60             |
| Barclays               | Account charges                                                     | DD          | £8.80             |
| Zurich                 | CTC insurance                                                       | BACS        | £2382.93          |
| Cornwall ALC Ltd       | CALC/NALC subscription                                              | BACS        | £1006.48          |
| CloudyIT Ltd           | Office 365                                                          | BACS        | £214.02           |
| SeaDog IT              | Webhosting                                                          | DD          | £25.00            |
| Bin Shop               | Churchfield car park litter bin                                     | Debit       | £155.17           |
| Plusnet                | Broadband                                                           | DD          | £52.20            |
| SeaDog IT              | Migration of services assist                                        | BACS        | £55.00            |
| Cormac                 | Salt/Grit                                                           | BACS        | £193.06           |
| Smart window cleaning  | Town Hall                                                           | BACS        | £25.00            |
| Western Supply         | Maintenance supplies                                                | BACS        | £59.38            |
| Jackson Lift Services  | Annual service and maintenance                                      | BACS        | £1591.20          |
| Camelot Garage         | Fuel for van                                                        | BACS        | £30.00            |
| Spar                   | Office supplies                                                     | Debit       | £10.24            |
| Jag Signs              | 6 x flags                                                           | BACS        | £554.34           |
| ICCM                   | Corporate membership                                                | BACS        | £95.00            |
| Stephens Home Hardware | Maintenance supplies (x3)                                           | BACS        | £47.79            |
| Pennon Water           | Public Toilets – water                                              | DD          | £106.50           |
| Zoom                   | Virtual Meetings                                                    | DD          | £14.39            |
| Cornwall Council       | Churchfield – Business Rates                                        | DD          | £445.10           |
| Cornwall Council       | Office – Business Rates                                             | DD          | £322.60           |
| Cornwall Council       | Cemetery – Business Rates                                           | DD          | £293.20           |
| Cornwall Council       | Enfield Park Store – Business Rates                                 | DD          | £53.28            |
| Town Trust             | Town Hall rent                                                      | DD          | £481.54           |
| Town Trust             | Market Place rent                                                   | DD          | £20.00            |
| CPA Horticulture       | Play bark                                                           | Debit       | £628.39           |
|                        | <b>TOTAL</b>                                                        |             | <b>£21,090.48</b> |
| To <b>note</b> Income  |                                                                     |             |                   |
| HMRC                   | Q4 VAT reclaim                                                      | AC          | £1,974.05         |
| Website advertising    | Various businesses                                                  | AC          | £12.00            |
| Allotments             | Annual rent – various                                               | AC          | £506.00           |

|                     |                       |              |                    |
|---------------------|-----------------------|--------------|--------------------|
| Car parking permits | Various               | AC           | £160.00            |
| Cornwall Council    | Precept and CTS grant | AC           | £136,830.60        |
|                     |                       | <b>TOTAL</b> | <b>£139,482.65</b> |

**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: vandalism.

- a. To **note** letters of apology for vandalism from local children

**13. To note items for 4<sup>th</sup> May 2021 Agenda.**