



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 **21st June 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

Cllr Rotchell – personal

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 17th May 2022 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. Café lease fallen through. Update on Opeways.

7. Planning

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

PA22/04907. 3 The Close Sunnyside Meadow. Mr Phil Albon. New Build, flat roof conservatory 4850mm wide x 3350mm projection to front elevation, removing existing porch. Copying materials of the house. [Weblink](#)

For Information

PA22/02673. Tregath Business Park, Demolition of buildings. **Approved**

8. Portfolio Reports

a. Deputy Mayor's Report – Cllr Bond

9. Correspondence

a. Lanteglos by Fowey PC – Email letter regarding allocation of social housing

b. Town Trust – Email confirmation of 4% increase on Town Hall rent.

- c. The Pensions regulator – Acknowledgement of updated re-declaration of compliance
- d. Cornwall Council - Confirmation of 20mph roll out – no changes to Camelford proposals

10. Agenda Items

- a. To **resolve** to advertise the café opportunity on Rightmove £350 (two months).
- b. To **resolve** on grant application from Top Town Memory Café £350
- c. To **resolve** on Litter Bin Management of Clease car park. (CC offering £442.50pa)
- d. To **resolve** to continue contract with Biffa for Churchfield and OCM £1942.50 for 2022. (Last reviewed 2020).
- e. To **note** draft Souvenir programme for the centenary
- f. To **resolve** to approve use of Enfield Park for dog show fundraiser 16th July
- g. To **resolve** to approve use of Enfield Park for memory café rickshaw tours 31st July.
- h. To **note** Estates and Properties Committee minutes.
 - i. To **resolve** not to continue with SSE streetlight contract.
- i. To **note** the internal audit procedure form.

11. Accounts

a.	To note Balances at 15 th June 2022			
	Current Account	£107,075.62		
	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	June Wages & expenses	BACS	£9,556.81	
HMRC	June Tax & NI	BACS	£2,684.28	
Cornwall Pensions	June Pension contributions	BACS	£2,857.02	
North Cornwall Glazing	Patio doors for Youth Shelter	BACS	£5,820.00	
Kernow Training	Brushcutter, Mower, hedgecutter	BACS	£620.00	
Bunzl Cleaning Supplies	Public Toilet supplies	BACS	£42.55	
R Sleep Ltd	Maintenance Supplies April	BACS	£59.94	
Jag Signs	Cleave car park signs	BACS	£679.42	
Staples	Office supplies	Debit	£249.51	
Good Old Fashioned Lover Boys	Music in the park	BACS	£702.00	
Positive Energy	Town Hall Electricity	BACS	£121.17	
Positive Energy	Town Hall Electricity	BACS	£266.92	
Badgemaster	Name badge	BACS	£13.90	
Thrussels	Metal sculpture and workshops deposit	BACS	£1,500.00	
SSE	Electricity – Cleave car park	DD	£74.35	
Spar	Office supplies April	Debit	£14.22	
Amazon	Wrist bands – slip and slide	Debit	£3.69	
Amazon	Disposable vinyl gloves (4x10.99)	Debit	£43.96	
Amazon	Weedkiller	Debit	£43.00	
Staples	Office supplies	Debit	£44.00	
PPL PRS Ltd	Annual Music Licence (Bandstand/Park)	Debit	£288.04	
Event Tech SW Ltd	Equipment and staff music in park	BACS	£1687.50	
Spar	Office supplies March	Debit	£8.94	
Urban Gypset	Mural touch up and repair	Debit	£550.00	
Barclays	Bank Charges	DD	£9.10	
South West Water	Allotments – water	DD	£84.75	
The Unfortunate Ones	Music in the park	BACS	£375.00	
Initial Washroom hygiene	Annual contract (Rentokil)	BACS	£84.60	
Cllr R Rotchell	Mayor's afternoon tea	BACS	£23.02	
M H Hart & Son Ltd	Generator Hire	BACS	£534.00	
Seadog IT	Technical support	DD	£30.00	
Kestrel Guards	Annual Key Holding Town Hall	BACS	£78.00	
Smart Window Cleaning	May invoice – Town Hall	BACS	£25.00	
BHIB	Annual Town Council Insurance	BACS	£1955.45	
Kirsty Ferguson	Mayor's afternoon tea	BACS	£33.16	
H3G	Youth worker mobile	DD	£18.00	
Seadog IT	Website Hosting	DD	£29.95	
JRB Enterprise Ltd	Dog Bags	BACS	£76.38	
Jag Signs	Replacement Fore Street Sign	BACS	£106.24	
R Sleep Ltd	Maintenance Supplies May	BACS	£159.39	

CLlr R Rotchell	Beacon and tug of war trophies	BACS	£81.00
Adam Cornford Music	Music in the Park	BACS	£150.00
ESS K9 Security	Music in Park/Jubilee	BACS	£1536.00
Camelot Garage	Fuel for maintenance	BACS	£93.16
EDF	Electricity OCM – final bill	BACS	£125.48
B Martlew	Public toilets EICR and Minor repairs	BACS	£984.66
B Martlew	OCM Lighting – Final Bill	BACS	£1,031.80
B Martlew	Bandstand EICR and Minor repairs	BACS	£542.26
Spar	Office supplies May	Debit	£18.03
Glasdon	6 x cycle racks	BACS	£331.20
Plusnet	office broadband	DD	£27.55
Cornwall Council	Churchfield – Business Rates	DD	£444.00
Cornwall Council	Town Hall – Business Rates	DD	£319.00
Cornwall Council	Business rates – Park Store	DD	£51.00
Pennon	Town Hall Water	DD	£22.50
Pennon	Public Toilets Water	DD	£42.50
Voiphone	Office Telephone system	BACS	£9.60
Camelford Town Trust	Town Hall/Library Rent	BACS	£507.81
Staples	Laminator	BACS	£85.73
Tesco Mobile	Grounds Manager Mobile	DD	£7.50
	TOTAL		£37,964.04
To note Income			
Street Games	Cancelled course	AC	£200.00
Western Power distribution	Wayleave	chq	£3.48
National lottery Community Fund	Revenue grant – youth worker	AC	£5,000.00
Cornwall Council	Community chest grant – bus	AC	£400.00
Trophies plus medals	Refund duplicate payment	AC	£356.00
Post Office deposit	Churchfield CP tickets	cash	£220.00
Post Office deposit	Churchfield CP tickets	cash	£30.00
Bank Deposit	Donations/dog show/cup sales	cash	£945.00
Bank deposit	Library takings	cash	£76.80
Various businesses	Fun week stalls	AC	£100.00
Various businesses	Parking permit	AC	£10.00
Post Office deposit	Churchfield CP tickets/permits	cash	£365.00
Post Office deposit	Allotment rent	cash	£198.00
Post Office deposit	Allotment rent	cash	£176.00
Worldteam Ltd	Public toilet advertising	AC	£360.00
Bank interest	2 nd account	AC	£3.87
	TOTAL		£8,444.15

12. To note items for 18th July 2022 Agenda.