



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 Burgis, M Coombes, S Elford, M Ginger, 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 March 2023** 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 21st February 2023 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. Reaching communities application – top up on the existing application due to the cost-of-living crisis and post-Covid situation – 22%. OCM café hoping to open for Easter. Youth club sessions going well. Easter activities in Library. Police report little crime – nobody reporting behaviour or vandalism. Home Library service. Mayoral chain has been sent to Fattornini for engraving and repair.

7. Planning

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

PA23/00406. 3 Trefew Road. Sunnie Jarvis. Internal alterations, ground floor rear extensions and the conversion/change of use of an existing outbuilding into living accommodation for personal and business use.

PA23/01133. 11 High Street. Miss Becky Spencer. The proposals are for a roof space conversion with a rear dormer

Proposed Upgrade of CS123730_22) the existing base station site at land at castle Goff Farm, Helstone.
For Information only.

PA22/10961. Old Museum. J Morton. Details to discharge condition 4 to decision notice PA15/09161.

8. Portfolio Reports

none

9. Correspondence

- a. Email from Friends of Lanteglos Church – update from APM.
- b. Email from NHS Primary Care – update on future of Churchfield Practice.
- c. Letter from Cornwall Council – Notification on consultation 2023 Off-Street Parking Order
- d. Email from Cornwall Council – updated Protocol for local councils and Chief Planning officer advice note.
- e. Email from Cornwall Council – response to application for Good Growth Fund for Camelford Hall Project.

10. Agenda Items

- a. To **resolve** to apply for £25k from the SPF community Capacity Fund with £10k match funding from CTC (already identified).
- b.
- c. To **note Minutes** of Estates and Properties Committee 20th January 2023.
 - i. To **resolve** to contract with Cornwall Council SLA agreement for Churchfield CP enforcement.
 - ii. To **note** that the West Country Rivers Trust Information board would go adjacent to the path (not on the terrace) at the entrance to Enfield Park.
- d. To **note Minutes** of Events Committee 8th March 2023
 - i. To **resolve** on banners being placed on the bollards by the bandstand.
- e. To **resolve** to appoint Councillors for shortlisting 24th March (2) and interviews 28th March (2) for Grounds Person position.

11. Accounts

a.	To note Balances at 15 th March 2023			
	Current Account	£		
	Tracker Account	£51,476.90		
	NS&I	£42,527.28		
	CCLA	£80,000.00		
b.	To resolve to authorise the payments of Accounts Outstanding			
Staff	March Wages & expenses	BACS	£10,909.83	
HMRC	March Tax & NI	BACS	£3,379.86	
Cornwall Pensions	March Pension contributions	BACS	£3,376.06	
Pennon	Water	DD	£19.00	
Pennon	Public Toilets Water	Debit	£100.91	
Camelford Town Trust	Town Hall/Library Rent	DD	£507.81	
Positive Energy	Town Hall Electricity – March	DD	£317.94	
Positive Energy	Town Hall Electricity – March	DD	£131.37	
British Gas	OCM Electricity	DD	£103.73	
Octopus Energy	Cleese CP EV chargers	DD	£119.16	
Barclays	Bank Charges	DD	£10.60	
Plusnet	office broadband January	DD	£27.55	
Mailchimp	Marketing – visitcamelford	DD	£13.15	
Voiphone	Office Telephone system	DD	£11.40	
H3G	CTC mobiles	DD	£40.64	
Highfield Motors	Replacement van battery	BACS	£227.29	
Cloudy Group	Annual services	BACS	£2,766.93	
Post Office	Special delivery – Fattorini	Debit	£11.95	
In Safe Hands	Staff First Aid training balance	BACS	£27.00	
Bunzl	public toilets – air freshener	BACS	£55.82	
Cornwall Council	Event Notification	Debit	£21.00	
Everflow	Enfield Park Water	DD	£53.28	
JRN Enterprises	Dog gloves	BACS	£76.68	
DVLA	Van fleet vehicle tax	DD	£290.00	
UKDMO	PWLB Churchfield CP	DD	£4,862.42	
All in One building SW Ltd	Level cemetery compound (container)	BACS	£432.00	
All in One building SW Ltd	Replacement water pipe OCM	BACS	£144.00	
All in One building SW Ltd	OCM Café fit out	BACS	£1,656.00	
All in One building SW Ltd	Replacement lock Enfield Store	BACS	£156.00	
All in One building SW Ltd	Churchfield CP – Signage	BACS	£2,088.00	
Jason Ryan	Town Hall – window cleaning February	BACS	£25.00	
Ritherdon	Electrical cabinet OCM	BACS	£2,001.95	
Vanessa Harrison	community outreach and OCM	BACS	£415.89	
Next Level Lifts	Town Hall lift repair	BACS	£1,140.00	
Corserv	Public toilets x2 keys	BACS	£21.89	

Spar	Office supplies	Debit	£10.56
Camelot Garage	Fuel for van	BACS	£90.04
Jag Signs	Tree Planting Plaque	BACS	£93.54
Washware essentials	OCM Café – hand wash basin	Debit	£150.00
ECatering	OCM Café – stainless steel wall table	Debit	£171.59
Cornwall Council	Parking Enforcement – February	BACS	£167.40
Amazon	Memory card for Mevo	Debit	£11.59
Amazon	Steel Jack for tractor	Debit	£26.94
Amazon	2 x steel jacks for tractor	Debit	£53.88
Scrapstore	Annual access to materials	Debit	£45.00
Cormac Solutions	1 tonne salt	BACS	£211.20
Amazon	Disposable gloves	BACS	£13.98
	TOTAL		£36,376.63
To note Income			
Barclays	Interest	AC	£63.89
Post Office deposit	Churchfield CP tickets/permits	cash	£165.00
Post Office deposit	Churchfield CP tickets/permits	cash	£95.00
CLlr B Jordan	Youth Work donation	AC	£200.00
	TOTAL		£523.89

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 **receive** update on staffing matters from Clerk
- b. To **resolve** to vire £5k from staff EMR into main staff and OCM budget

13. To note items for 18th April 2023 Agenda.

Complaint from Mr Smeeth

Correspondence regarding Farriers Green.