



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 Thursday 4th February **at 7.00pm** via Zoom - meeting ID. 840 7175 4632

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 3rd 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 19th January 2021 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. OCM Lease. Localism Strategy Launch. EV car chargers. Finance WG to consider/review the tenders for the Enfield Park project on 12th Feb – decision at FC on 16th Feb. Burst pipe in Enfield Park play area. Localism Strategy launched. Hedgerow/wildflower meadow meeting – considering a test site first.

7. Planning

Any late applications will be discussed under this section.

PA21/00148. 1 and 1A Fore Street. Mr J Bridgway. Convert main dwelling into 2 flats and internal alterations to change existing dwelling linked to the shop to one self-contained dwelling to rear with elevation changes. [weblink](#)

For Information

PA20/10138. Anneth Lowen, Newhall Green. Mr Ian Fischer. **Approved**

8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell

9. Correspondence

- a. Request for donation from Camelford show.

10. Agenda Items

- a. To **note** the minutes of Estates and Properties Working Group.
 - i. To **resolve** to create additional allotments - £640.00.
 - ii. To **resolve** to cut strip into Ivy on 6 trees as per recommendations in decay inspection and main inspection reports, to mulch and bury cut cord wood.
 - iii. To **resolve** to purchase new 'turfcrete' for entrance path to play area. £400.
 - iv. To **resolve** on allotment tenancy agreement 2021-22
 - v. To **resolve** on 75m new hedgerow trees/shrubs and guards for cemetery – up to £400.
- b. To **note** the minutes of Finance Working Group.
 - i. To **review** Q3 expenditure to budget report
 - ii. To **resolve** to keep burial and allotments fees the same.
 - iii. To **resolve** to set website advertising fee at £10 for first year – reviewable annually.
 - iv. To **resolve** that the Christmas Lights Committee will need to produce full, independently reviewed, accounts noting all transactions and 3-year's bank statements with its grant application for 2021.
- c. To **note** the minutes of Family Hub Working Group.
- d. To **resolve** that Librarian attend virtual cemetery management and compliance workshop £135.00
- e. To **resolve** on meeting dates 2021, noting in particular 6th May – annual meeting moved to 13th (election).
- f. To **resolve** to cancel all events during spring and summer (Music in the Park, Honoured Citizens, St.Pirans, Easter), and to task Events Working Group to look at 'virtual' or 'social distanced' alternatives.
- g. To **resolve** to purchase a replacement salt bin at Warren's field £148.19
- h. To **resolve** to seek VAT advice for OCM and electric charging points from the Parkinson Partnership (recommended by CALC).

11. Accounts

a.	To note Balances at 26 th January 2021			
	Current Account	£91,694.62		
	Tracker Account	£51,422.10		
	NS&I	£42,483.49		
	CCLA	£80,000.00		
b.	To resolve to authorise the payments of Accounts Outstanding			
	Voiphone	Telephone calls group	DD	£50.00
	SeaDog IT	Site security services	BACS	£85.00
	ICCM	Cemetery course	BACS	£162.00
	Cormac Solutions Ltd	Dumpy Bag Salt	BACS	£193.06
	Positive Energy	Town Hall Electricity	DD	£204.82
	Positive Energy	Town Hall Electricity	DD	£168.21
	SeaDog IT	Tech Support	BCAS	£13.75
	Microsoft Onedrive	Cloud backup	DD	£1.99
	Barclays	Bank charges	DD	£6.55
		TOTAL		£885.38
	To note Income			
	NS&I	Annual Interest	AC	£303.67
	Cornwall Council	Library VAT only payment Q2 and 3	AC	£16.39
		TOTAL		£320.06

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. Staff.

- a. To **note** staff expenditure to budget.
- b. To **receive** update from Clerk on OCM.

13. To note items for 15th February 2021 Agenda.