



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig (BA Hons) CiLCA

Town Hall
Market Place
Camelford
PL32 9PD

01840 212880

clerk@camelford-tc.gov.uk
www.camelford-tc.gov.uk

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 the Annual Meeting of Camelford Town Council will be held on **Thursday 5th May 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 Elect Mayor & Deputy Mayor.

Nominations for Mayor: Cllr Rotchell

Nominations for Deputy Mayor: Cllr Bond

To **complete** Acceptance of Office.

2. To receive Apologies for absence with reasons

3. To note Councillors present

4. To receive Declarations of Interest & Approve Dispensations

5. Public question time (15 minutes allowed for this)

6. To receive and approve the Minutes of:

Ordinary Meeting 19th April 2022 (attached)

7. To receive Clerk's report

Matters arising from the Minutes.

8. Planning

Any late applications will be discussed under this section.

a. To **discuss** and **make a consultee comment** on the following applications:

PA22/03806. Crowgy Cottage, Road from the A39 to Broadlea, Helstone. Mr & Mrs Dimmock. Proposed single-storey rear extension. [Weblink](#)

b. To **resolve** whether further comments are required to go to the planning inspectorate under APP/D0840/X/22/3295895, regarding **PA21/10725** breach agricultural occupancy condition at Trelwin, Station Road.

For Information

PA22/00192. 28 Market Place. Mr & Mrs P Lovelock. Change of Use to restaurant. **Approved**

9. Portfolio Reports

- a. Mayor's Report

10. Correspondence

- a. Letter from Resident regarding parking on College Road.
- b. NALC – consultation on issues and services
- c. CPRE – Countryside voices magazine

11. To Elect committee & members to outside bodies

- a. To **note** Mayor is automatically an additional member to each group.
- b. To **appoint** 4 members to the Estate and Properties Committee, and appoint the chair from those members
- c. To **appoint** 4 members to the Strategic, Economic & Planning Committee, and appoint the chair from those members.
- d. To **appoint** 4 members to the Events Committee, and appoint the chair from those members
- e. To **appoint** 4 members to the Finance & Staffing Committee, and appoint the chair from those members
- g. To **appoint** 1 member to board of Camelford Hall Trustees
- h. To **appoint** 1 member to represent CTC at Camelford Leisure Centre Meetings
- g. To **appoint** 1 member to represent CTC at Camelford Network Panel Meetings

12. Agenda Items

- a. To **resolve** to have the General Power Competence; having a suitably qualified Clerk and at least 2/3rds elected members
- b. To **resolve** to set the dates and times of Ordinary Council Meetings & Committees for 2022-23 – review November.
- c. To **resolve** to adopt Financial Regulations 2022, Code of Conduct 2022, Standing Orders 2022, Pay Policy Statement 2022, Annual Transparency Code Statement 2022
- d. To **resolve** to **approve** the Annual Governance Statement 2021/22
- e. To **resolve** to **approve** the Annual Accounting statements 2021/22
- f. To **resolve** whether to subscribe to the Rural Market Town Group - £72
- g. To **resolve** to share internet and related expense of broadband for CTC OCM CCTV and Wi-Fi provision with Camelford Hall.
- h. To **note** minutes of Finance Working Group
- i. To **note** Q4 Expenditure to budget report.
- j. To **resolve** on Ear-Marked Reserves as at 1.4.22
- k. To **note** year end Internal Auditor report.

13. Accounts

- a. To **note** Balances at 26th April 2022
 - Current Account £127,368.99
 - Tracker Account £51,423.50
 - NS&I £42,483.49
 - CCLA £80,000.00
 - b. To **resolve** to use direct debit for variable utility and monthly payments
 - c. To **resolve** to online banking to pay accounts outstanding where possible
 - d. To **resolve** to authorise the payments of Accounts Outstanding
- | | | | |
|---------------------------|--|-------|-----------|
| H3G | Youth worker mobile | DD | £18.00 |
| SeaDog IT | Webhosting | DD | £29.95 |
| Positive Energy | Town Hall Electricity | DD | £320.33 |
| Cornwall Council | Temporary event notification | DD | £21.00 |
| Staples | Office supplies | Debit | £249.51 |
| KCS Print | Permits for Churchfield car park | BACS | £264.00 |
| Cornwall Council | Churchfield CP enforcement | BACS | £109.20 |
| Amazon | Library craft supplies | Debit | £20.98 |
| SSE | Electricity – Public Toilets | DD | £50.06 |
| PWLB | Enfield Park loan repayment | DD | £4,534.20 |
| Enervo | Street light quarterly payment | BACS | £64.80 |
| EDF | Electricity – OCM | BACS | £131.75 |
| High speed training | Food hygiene for Youth Worker | Debit | £20.00 |
| Green Flag | Van - national recovery with home call | BACS | £115.00 |
| SSE | Electricity – Clease CP EV chargers | DD | £50.09 |
| Elite industrial supplies | PPE – high vis vests for events | BACS | £105.59 |

Hudson Accounting	Year End Audit	BACS	£325
		TOTAL	£6,429.46
Income			
Residents	Allotments	AC	£572.00
Residents	Car parking permits	AC	£25
Reaching Communities	OCM Phase 2 grant final balance	AC	£2,864.83
Hall for Cornwall	Welcome Back fund - sheet	AC	£21.66
		TOTAL	£3,483.49

14. To note items for 17th May 2022 Agenda.