



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig, BA (Hons) CiLCA
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Ordinary Council Meeting – 16th March 2021

Minutes of the Ordinary meeting of the Council held virtually on Zoom.

1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 8 Councillors present: Cllrs Ackroyd-Johnson, Bond, Burgis, Coombes, Elford, Hewlett, Scawn & Shaw 21/094

2. To receive Apologies for absence with reasons

None. Cllr Grigg – to arrive late 21/095

3. To receive Declarations of Interest & Approve Dispensations

Cllr Hewlett Correspondence 9b&c Non-registerable to leave the room 21/096

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

Cllr Jordan attended 21/097

5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the Ordinary Meeting 4th March 2021 after amendment to wording of 8.c.

Proposed: Cllr Shaw Seconded: Cllr Coombes unan 21/098

6. To receive Clerk's report

Matters arising from the Minutes. OCM Lease, now have an issue with the way the land has been registered – Charity commission rather than Town Trust. Elections; some nomination/candidate packs are available from the office. Enfield park project had meeting with Bridge and Environment Agency. They agree that hard engineering in most sections is appropriate. Revised SWW bill for public toilets – have requested refund. Lift was fixed following a breakdown. Car parking reminder stickers have worked well, spaces are regularly available for shoppers and disabled badge holders. 21/099

7. Planning

PA21/01161. Nos 1-18 Highfield Road. Mr Mike Briggs, Cornwall Housing. Replacing PVCU windows and decorative panels below to front and rear facades. Cllr Shaw noted that the works are due.

It was **resolved** to **Support**

Proposed: Cllr Shaw Seconded: Cllr Ackroyd-Johnson unan 21/100

For Information

PA20/11346. The Granary, Mutley, Treva. Mr & Mrs Innes. **Approved** 21/101

8. Portfolio Reports

a. Mayor's Report – Cllr Rotchell noted he'd had a meeting Veor; asked them to change the signage at the medical centre. Noted that former Councillor, Ken Harris, has passed away. Urged residents to consider standing for Council, and to contact the Clerk for further information 21/102

b. Camelford Network Panel – Cllr Hewlett noted it was the last meeting of the administration. Police report that reported crimes have gone up slightly – an increase in malicious communications and social media offenses, and figures for the whole Camelford network are up. Responding to many Covid calls. Speedwatch will be running again after restrictions are lifted. Presentation from CC Economic Growth officer – figures for whole of North Cornwall. Census due on Sunday, updates from both surgery – vaccine rollouts, Veor have a new website. A39 bypass – technical and environmental work ongoing, no news about the funding until the Autumn statements, planning will be applied for in the Autumn.

21/103

9. Correspondence

a. Cornwall Council – A39 improvement, Engagement with Landowners. Noted 21/104

Cllr Hewlett left the meeting

Cllr Grigg arrived

b. Greening Camelford Group – request to plant wild flowers at Valley Truckle. Clerk noted that Highways have no objections, but need to maintain the visibility splay, and regarding the 3 trees to be placed behind the memorial – need Highway's permission to plant the preferred varieties as they need to check underground service cables. Cllr Shaw suggested cutting back the hedge behind the memorial – create more space. Cllr Rotchell noted CTC supportive but need the group to identify exact area to be planted and be mindful of the daffodils.

It was **resolved** to allow the planting of wild flowers in a defined area.

Proposed: Cllr Shaw **Seconded: Cllr Elford** **unan** **21/105**

c. The Old Bank – request to use Camelford Council's van. Clerk confirmed that as long as CTC undertakes due diligence and doesn't charge for hire; then CTC insurers will cover use.

It was **resolved** to allow the Community Larder to borrow CTC van once a week, with a designated driver and to ask for donation to diesel.

Proposed: Cllr Bond **Seconded: Cllr Burgis** **unan** **21/106**

Cllr Hewlett returned

10. Agenda Items

a. The minutes of Annual Parish Meeting were **noted** – checking for accuracy only. 21/107

b. It was **resolved** to transfer remaining balance in budget lines to earmarked reserves (events – suggest £3.5k to IT and £3.5k to park centenary celebrations, Churchfield resurfacing, OCM, town hall window Allotments, lift).

Proposed: Cllr Shaw **Seconded: Cllr Grigg** **Unan** **21/108**

c. It was **resolved** to book 'Being a Good Councillor' training with CALC – Friday 18th June 10am - £350.

Proposed: Cllr Hewlett **Seconded: Cllr Grigg** **Unan** **21/109**

d. It was **resolved** to bulk order 6 flags from Jag Signs - £450.

Proposed: Cllr Elford **Seconded: Cllr Grigg** **Unan** **21/110**

e. It was **resolved** to accept Parkinson Partnership quotes for VAT advice for OCM; if phase 2 starts. £600.

Proposed: Cllr Hewlett **Seconded: Cllr Bond** **8-0 (2 abs)** **21/111**

f. It was **resolved** to instruct Richard Green Ecology to undertake surveys and screenings for the Enfield Park Riverbank project – for no more than £2295.

Proposed: Cllr Hewlett **Seconded: Cllr Burgis** **unan** **21/112**

g. It was **resolved** to accept Tree planting scheme Enfield Park 2021

Proposed: Cllr Shaw **Seconded: Cllr Hewlett** **unan** **21/113**

h. It was **resolved** to apply for the balance, £43k of TCRF grant.

Proposed: Cllr Burgis **Seconded: Cllr Bond** **unan** **21/114**

i. The ongoing problem of dogs off leads in Enfield Park was discussed. Cllr Bond spoke regarding problem of dogs off leads in the park. It was noted that the bylaw is clear – dogs should be under proper control at all times, but definitely on a lead in the playingfield area. Cllr Elford noted that dogs can be let off the lead on the Fenteroon side. Cllr Grigg noted that most dogs are on the lead and are picked up after.

It was resolved to put reminder in A frames for 2 months and review thereafter

Proposed: Cllr Bond **Seconded: Cllr Shaw** **unan** **21/115**

j. The Library Service is reopening 12th April - **noted** with social distancing, masks etc. 21/116

k. It was resolved to open the skatepark on 17th March, Churchfield parking charging to resume 12th April, Full opening of the toilets in May (when everything else opens).

Proposed: Cllr Rotchell **Seconded: Cllr Grigg** **9-0 (1 abs)** **21/117**

l. It was **resolved** to book Camelford Hall for 18th May 2021; Annual meeting of CTC - £30 (contingency)

Proposed: Cllr Burgis **Seconded: Cllr Shaw** **unan** **21/118**

m. It was **resolved** to schedule a CTC council meeting for end of April (contingency) depending on the extension of legislation to hold virtual meetings and to approve a scheme of delegation to the Proper Office of the Council from 10th May 2021 if physical meetings cannot be held.

Proposed: Cllr Shaw **Seconded: Cllr Coombes** **unan** **21/119**

n. It was **resolved** on WPD electricity connection works at OCM (floodlights/CCTV/Café) £1861.88 inc. VAT

Proposed: Cllr Burgis **Seconded: Cllr Elford** **8-0 (2bs)** **21/120**

11. Accounts

a. Balances at 10th March 2021 were **noted**

Current Account	£75,091.86	
Tracker Account	£51,423.38	
NS&I	£42,483.49	
CCLA	£80,000.00	21/121

b. It was **resolved** to authorise the payments of Accounts Outstanding

Staff	March Wages & expenses	BACS	£6,961.66
HMRC	March Tax & NI	BACS	£1,934.82
Cornwall Pensions	March Pension contributions	BACS	£2,162.21
DVLA	Van tax	DD	£265.00
Positive Electricity	Town Hall Electricity	DD	£73.97
Positive Electricity	Town Hall Electricity	DD	£226.81
Jag Signs	Car windscreen stickers	BACS	£175.14
Glasdon	Grit bin	BACS	£177.83
Online Playgrounds	Safagrass mats	BACS	£523.20
Barclays	Account charges	DD	£5.50
B Martlew	Town Hall Heaters and supply	BACS	£1190.72
Cornwall ALC	Elections training	BACS	£24.00
Urban Gypset	Mural restorations	BACS	£550.00
SeaDog IT	Webhosting	DD	£25.00
R Sleep	Chainsaw and lawnmower	BACS	£936.00
R Sleep	Maintenance Supplies	BACS	£54.13
R Sleep	Maintenance Supplies	BACS	£62.30
Cornwall ALC	Year-end training	BACS	£36.00
PWLB	Churchfield car park loan repayment	DD	£4862.42
Staples	Office supplies	Debit	£10.67
Staples	Office supplies	Debit	£28.07
Amazon	Frames x 5 – certificates	Debit	£20.98
Spar	Office supplies	Debit	£5.86
Hedges Direct	Cemetery hedge trees	Debit	£351.93
Rise Associates	Partnership team / vision document	BACS	£7000.00
Cllr R Rotchell	Honoured Citizens Hampers – MA	BACS	£119.70
Camelot Garage	Fuel for van	BACS	£30.00
Amazon	Maintenance supplies – Gloves/masks	Debit	£83.92
Bark UK Online	Play bark	BACS	£442.50
Western Supply	Maintenance supplies	BACS	£90.07
C F Garden services	Lawnmower service/welding axle	BACS	£380.00
All in One Building SW Ltd	Clearing 5 new allotments	BACS	£768.00
All in One Building SW Ltd	Enfield park entrance bollard installation	BACS	£504.00
SLCC	Practitioners Conference	BACS	£90.00
Voiphone	Telephone call group	DD	£9.60
Smart window cleaning	Town Hall	BACS	£25.00
Pennon Water	Library – water	DD	£39.50
Pennon Water	Public Toilets – water	DD	£106.50

Zoom	Virtual Meetings	DD	£14.39
Cornwall Council	Cemetery – Business Rates	DD	£407.00
Andy Lawler	Technical services	DD	£40.00
Town Trust	Town Hall rent	DD	£481.54
Plusnet	Broadband	DD	£52.20
Microsoft	One drive	DD	£1.99
Amazon	Fogger	Debit	£159.99
Yetiserve	CCTV – park and car park	BACS	£660.00
Yesss Electrical	CCTV supplies	BACS	£399.50
Jackson Lifts	Maintenance contract 9/3 – 31/3	BACS	£95.42
SSE	Electric public toilets	BACS	£278.30
Camelford Town Trust	OCM rent 2021	BACS	£1.00
YESSS electrical	CCTV camera replacement	BACS	£123.84
		TOTAL	£33,068.18
Proposed: Cllr Grigg	Seconded: Cllr Elford	unan	21/122
Income was noted			
Open reach	Wayleave	cheque	£11.18
Website advertising	various businesses	AC	£96.00
PO Counter	Grant return & Wayleave	cheqs	£1161.18
PO Counter	Permits and printing Oct-Mar	cash	£141.22
Barclays	Interest on savings account	AC	£1.28
		TOTAL	£1,410.86
			21/123

12. To note items for 1st April 2021 Agenda.

Invite neighbourhood inspector the speak at the next meeting regarding women issues and the police approach. Alarms available to use? Recommendations?

Later agendas

Town Trust correspondence.

The Mayor closed the meeting at 20:01.