



CAMELFORD TOWN COUNCIL

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Ordinary Council Meeting – 17th October 2023

Minutes of the Ordinary Meeting of the Council, held at Town Hall.

1. To note Councillors present

Cllr Coombes (Deputy Mayor) opened the meeting at 7.00pm with 7 other Councillors present: Cllrs, Burgis, Coombes, Elford, Ginger, Hewlett, Scawn, Shaw, 23/286

2. To receive Apologies for absence with reasons

It was resolved to accept apologies from Cllrs Grigg, Rotchell - personal

Proposed: Cllr Scawn **Seconded: Cllr Elford** **unan** **23/287**
Cllr Thomson – none received.

3. To receive Declarations of Interest & Approve Dispersations

Cllr Shaw 11b accounts pecuniary to leave the room 23/288

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

2 members of the public attended regarding planning application. Agent - Lisa Solly – 4 Glamping pods at Glen Mead – Grade 2 listed property, site is paddock surrounded by houses but not overlooked. Site is accessible by public transport – concept unique to the area – good accessibility to walking and cycling routes. Bowood/Lanteglos walkable – restaurants. Location is discreet. Doesn't require access via country lanes – in a hamlet of 100 houses. Propose connecting to mains for sewage but also includes wetland offer. Mitigation for neutrality. No objections on line. Applicant spoke regarding context for application. From this area and current job allows some working from home, but bought site in 2020. To actively stop working away family bought the house with the field. Focus of development low environment impact – unique setting – hotel style but in the middle of field – great view over fields and planted has several trees – some of the field is now a wildflower meadow – keeping bees. Don't want to drive 500 miles a week for work.

Cllr Jordan attended – noted he'd contacted the planning officer about this application. Trying to organise speed watch locally - involved with Police and Safer Cornwall Partnership trying to Police out to enforce speed limit. Discussion at CC are about A30/A38 – it forgets about the A39! Housing lot of confusion about houses – only got small builders in this area. CC has not got a large developer available to build. News about the bypass is that government will pay £6 to £12m to get a revised business plan. Need to take all traffic out of town and off surrounding lanes in summer. Sarah Bull CAP – emergency plans; Bude wants to copy Camelford's plan. Cllr Hewlett question the need for business plan as one was done recently! £12m for business plan?? D of Transport want it revamped to cover other things... 23/289

5. To receive and approve the Minutes:

It was **resolved** to approve the Ordinary Meeting 19th September 2023 after one amendment.

Proposed: Cllr Burgis **Seconded: Cllr Scawn** **4-0 (4 abs)** **23/290**

6. To receive Clerk's report

Matters arising. Collisions in Churchfield CP 2 hand brake fails – wall and old donations point.. Ticket machine serviced, PoGo EV chargers Churchfield CP – no new update. New mains electric ticket machine is ready for installation – waiting for the electrical connection. Town Hall front door and window replaced and side door repaired. 30th October - Architects at Camelford Hall; workshops. Lift light has been repaired, floor in disabled toilet mended. Noticeboard at OCM up. Getting quotes for the various

electrical repairs, door handle on container shelter being fixed. 2022 Highways EOI – have just amended it to only cover the four Opeways; seems CC might adopt them. CLUP application has been amended. Reaching Communities visit. Internal auditor due end of October. Successful community events – MacMillan coffee afternoon particularly well attended. Local Area Energy Plan Engagement session in Bodmin. CALC larger Councils meetings – regarding ASB throughout the County. Librarian has entered walking float in the Carnival. Halloween event on 30th. Poppy wave will be going up on the Bandstand for Remembrance Day. MGM is officially retiring this month. 23/291

7. Planning

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

PA23/06780. Land NE of Glen Mead, Helstone. Mr J Watts. Proposal for small scale holiday accommodation purposes (4 pods) including new access. Cllr Coombes noted attendance at the site, Cllr Shaw noted pleasant site, concerned about cutting new access at the bottom of the hill – drain under the road – possible a lot of water will go into the properties opposite. Adjust access – get a vehicle in. Cllr Burgis not able to access the plans. Cllr Scawn lovely proposal. NDP – area no more development.

It was **resolved** to support but highlight issues with new access and the CTC NDP

Proposed: Cllr Shaw **Seconded: Cllr Bond** **7-0 (1 abs)** **23/292**

PA23/07088. 2 Roughtor Drove, Valley Truckle. Cornwall Housing Ltd. Single storey side extension to provide disabled adaptations including additional bedrooms and internal alterations.

It was **resolved** to reply with No Objection

Proposed: Cllr Elford **Seconded: Cllr Ginger** **unan** **23/293**

PA23/07530. Beech House, Victoria Road. Mr Taylor. Resubmission of PA23/02449 for the 'Construction of two-storey extension with rear terrace, construction of detached garage with store above and associated works,' with the addition of revised external finishes and external wall insulation.

It was **resolved** to Support

Proposed: Cllr Scawn **Seconded: Cllr Burgis** **unan** **23/294**

PA23/07563. The Jaspers, Mill Lane. Mr D Thayne. Single storey front extension and store shed.

It was **resolved** to reply with No Objection

Proposed: Cllr Shaw **Seconded: Cllr Scawn** **unan** **23/295**

PA23/07926. Villa View, Slaughterbridge. Mr W Kingdom. Erection of an agricultural livestock building. Cllr Coombes noted covered, no run off, collecting water to be used on site.

It was **resolved** to Support

Proposed: Cllr Shaw **Seconded: Cllr Burgis** **unan** **23/296**

For Information

PA23/05579. Greylake House, Roughtor Road. New store shed. **Approved**

PA23/06608. The Museum, Cleas Road. Non-material amendment. **Approved**

23/297

8. Portfolio Reports

a. Deputy Mayor's report – Cllr Coombes noted attended CLAC training on dignity at work, planning visits and a zoom emergency plan meeting organised by Launceston Town Council. He noted that LTC would like to share resources if there is a larger emergency. Cllr Bond noted bigger issues than CTC EP could cope with if affects regionally! 23/298

9. Correspondence

a. Cornwall Council – Public Consultation – Licensing Act Policy Review 23/299

b. Cornwall Council – Public Consultation – Polling Districts and Polling Places Review 23/300

10. Agenda Items

a. The Estates and Properties Committee minutes 15th September 2023 was **noted**. 23/301

i. It was **resolved** to purchase maroon for Remembrance Day £80.

Proposed: Cllr Bond **Seconded: Cllr Shaw** **5-3 dec. carried** **23/302**

ii. Discussion on permits and pay and display at Cleas CP. Cllr Shaw noted he was against as issuing 120 permits would not solve the problem and the CP would be full anyway. Clerk noted that Cllr Shaw might have a pecuniary interest in this agenda item. Cllr Hewlett clarified that it would bring charging into line with Churchfield. Cllr Ginger clarified that it was on the same terms and conditions as Churchfield CP. Clerk noted that Cllrs who use Cleas CP to park their vehicles need to leave the room. Clerk noted various options including pushing recommendation back to Estates and Properties

Committee, not doing anything. Cllr Hewlett noted that Hall is complaining and it is losing business. If the answer is to find more land for parking – that will take years to sort out. Cllr Elford noted residences are installing driveways in Clease Meadows. Cllr Ginger noted it could all be pay and display. Churchfield and Clease will be in line with each other.

****Cllrs Ginger and Shaw left the room****

Cllr Burgis says try it for twelve months to see how it goes. Clerk clarified that this decision needs to go out to public consultation – so the discussion is not finished. Cllr Scawn noted review after 12 months essential.

It was **resolved** on to go out to consultation on 15 pay and display spaces and permit area as per map for Clease CP.

Proposed: Cllr Burgis Seconded: Cllr Hewlett 4-1 (1 abs) dec carried 23/303

****Cllrs Ginger and Shaw returned****

b. Clerk **noted** two queries, but no comments received, regarding existing Clease car park consultation publication. Clerk needs to be resent out with £50/£150 as per min ref: 23/304. 23/304

c. It was **resolved** to hand deliver consultation request to include resolutions from 10aii.

Proposed: Cllr Hewlett Seconded: Cllr Bond unan 23/305

d. It was **resolved** to approve Dignity at Work Policy.

Proposed: Cllr Bond Seconded: Cllr Burgis 7-0 (1abs) 23/306

e. It was **resolved** to approve clearing of leat at Enfield Park £2500. (Quote dated 14/2/22 £2288 +VAT)

Proposed: Cllr Bond Seconded: Cllr Elford unan 23/307

f. Cllr Hewlett noted business case for the bypass has already been done. Cllr Scawn - farcical; going on for generations need to include a plan b. Party politics aside – need an alternative that will happen! It was **resolved** to write to Cornwall Council and Central Government regarding an update on the bypass.

Proposed: Cllr Bond Seconded: Cllr Hewlett unan 23/308

g. The OCM Skate: Create schedule for autumn and winter was **noted**. 23/309

11. Accounts

****Cllr Shaw left the room****

a. Balances at 9th October 2023 were **noted**

Current Account	£258,184.75	
Tracker Account	£51,786.64	
NS&I	£42,527.28	
CCLA	£80,000.00	23/309

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

Staff	October Wages & expenses	BACS	£9844.35
HMRC	October Tax & NI	BACS	£2536.90
Cornwall Pensions	October Pension contributions	BACS	£3278.71
Ness	Community Outreach September	BACS	£964.47
Andrew Syms	Skate coaching September	BACS	£305.50
Cllr A Shaw	Mileage and maintenance supplies	BACS	£59.62
Cornwall Council	Enforcement Churchfield CP (aug)	BACS	£196.00
Cornwall Council	Enforcement Churchfield CP (sept)	BACS	£223.33
Glasdon	Buffer Bollards x2 Churchfield CP	BACS	£698.04
Bodmin Nursery	Town Maintenance - Bedding Plants	BACS	£76.00
Bodmin Nursery	Town Maintenance – Shrubs	BACS	£52.50
Metric Group Ltd	Balance ticket machine Churchfield CP	BACS	£2970.00
Lavazza	Coffee machine and supplies – hub	BACS	£5663.20
Barclays	Bank Charges	DD	£14.91
3 for business	CTC mobiles	DD	£30.00
Biffa Environmental	Town maintenance – black sacks	BACS	£99.00
SLCC	Training – 2 x books VAT/minutes	Debit	£52.85
Tindle Newspapers	Advert Cornish and Devon Post	BACS	£249.60
BDO LLP	External Audit	BACS	£1008.00
Seadog IT	Website Hosting	DD	£29.95
Plusnet	Office broadband	DD	£27.55
The Shoe Boy	Town Hall – door keys x6	Debit	£33.00

Yesss Electrical	CCTV – camera	BACS	£282.12
Jason Ryan	Window Cleaning	BACS	£25
Post Office Ltd	Recorded delivery/postage	Debit	£6.15
Endsleigh Gardens Nursery	Trees	BACS	£53.25
Spar	Office supplies	Debit	£10.44
Camelot Garage	Fuel for van	BACS	£109.19
Octopus	Electricity – Clease CP	DD	£159.12
Octopus	Electricity – Public conveniences	DD	£171.68
SSE/SWALEC	Electricity – Public conveniences	DD	£3.94
British Gas	Electricity – OCM	DD	£273.71
Positive Energy	Town Hall Electricity – August	DD	£154.80
Source for Business	Water – Public Conveniences (final)	Debit	£409.89
Everflow	Water – 3 x meters	DD	£165.31
Amazon	Youth supplies – table tennis balls	Debit	£7.49
Amazon	Office supplies – cleansing wipes	Debit	£7.65
Amazon	Youth supplies – reusable cups	Debit	£9.99
Voiphone	Office phone system	DD	£11.40
Camelford Town Trust	Town Hall Rent	DD	£528.12
Mailchimp	Marketing – visitcamelford	DD	£12.50
Cornwall Council	Rates – Churchfield CP	DD	£466.00
Cornwall Council	Rates – Town Hall/Library	DD	£269.00
Cornwall Council	Rates – Clease CP	DD	£269.00
Cornwall Council	Rates – Enfield Park Store	DD	£51.00
Postermyswall	Events – poster IT system	DD	£85.33
Amazon	Mayor's Allowance – chocolates/festival	Debit	£24.95
Amazon	Maintenance supplies - whiteboard	Debit	£24.97
Amazon	Library supplies – Felt tip pens	Debit	£20.75
Amazon	Office supplies – Guillotine	Debit	£24.99
South West Hygiene	Commercial waste	BACS	£126.59
Cove Ecological Survey Ecology	Assessment and Bat survey	BACS	£3157.20
Play safety Ltd	ROSPA – staff playground course	BACS	£881.00
Proposed: Cllr Hewlett		TOTAL	£36,216.01
Seconded: Cllr Elford		unan	23/310
Cllr Shaw returned			

Emergency item: within delegated authority levels but Chair of Estates and Properties requested FC decision.

It was **resolved** to fix/replace LED lighting system at bandstand - £972.58 + VAT

Proposed: Cllr Hewlett **Seconded: Cllr Bond** **unan** **23/311**

c. Income was **noted**

Post Office deposit	Churchfield CP tickets/permits	cash	£735.00
Residents/businesses	Churchfield CP permits	AC	£35
Resident	Donation for shrub	AC	£52.50
TOTAL			£822.50
			23/312

12. Public Bodies (Admission to Meetings) Act 1960.

It was **resolved** 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.

Proposed: Cllr Bond **Seconded: Cllr Shaw** **unan** **23/313**

a. It was **resolved** to approve new contracts for existing staff members

Proposed: Cllr Bond **Seconded: Cllr Elford** **unan** **23/314**

13. To note items for 21st November 2023 Agenda.

Cllr Bond - Apologies

The Deputy Mayor closed the meeting at 20.10pm