



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig, BA (Hons) CiLCA
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Ordinary Council Meeting – 18th July 2023

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

1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 9 other Councillors present: Cllrs Bond, Burgis, Coombes, Elford, Ginger, Grigg, Hewlett, Shaw, Thomson
23/214

2. To receive Apologies for absence with reasons

Cllr Scawn - personal

Proposed: Cllr Bond

Seconded: Cllr Coombes

unan

23/215

3. To receive Declarations of Interest & Approve Dispensations

None

23/216

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

3 members of the public attended.

Cllr Jordan reported attended training session on Community Capacity funds for planning disappointed in the way CC is dealing with it – 61 attended with a few negative attitudes. David Pearce – asking for CTC's introduction thoughts – he noted that only a few people at the public meetings. Bring to CTC attention a few points from 2011 application – the Chamber of commerce objected on traffic pinch points – which has quadrupled, nothing has changed and the traffic is considerably worse. A bypass would have alleviated all of these problems. He wouldn't have objected if the bypass was in place. Would there be a post office in the Tesco's? – hardware shop will lose trade. Highways object to bypass because of the cost. Please hold a public meeting. He had less than a weeks' notice for this consultation – not enough notice to gather his thoughts. Cllr Rotchell noted the position is that CTC has not received an application to consult on. Council has seen the same sketches as the public. It has not seen a detailed planning application. Various surveys etc. to be done. As soon as CTC does, it will be on the agenda for discussion. Geothermal Engineering Ltd (GEL) - Jane Charman, Community Engagement Officer – GEL is the developer and operator of deep geothermal power projects in Cornwall. This is a new type of renewable energy in the UK. GEL is now in the early stages of planning a geothermal power project close to the northern boundary of Camelford, just east of Tregath Business Park. GEL will be holding an exhibition style pre-planning public consultation on Tuesday 12th September from 2:30pm till 7pm at Camelford Hall for this prospective development (full comment attached). Cllr Rotchell noted potentially exciting development for Camelford.
23/217

5. To receive and approve the Minutes:

It was **resolved** to approve the Ordinary Meeting 20th June 2023.

Proposed: Cllr Tomson

Seconded: Cllr Grigg

unan

23/218

6. To receive Clerk's report

Matters arising from the Minutes. Community Hub update – furniture and coffee machine ordered, library footfall increased, some events have been very successful (report attached). Churchfield CP ticket machine -not economical to repair; waiting for replacement quote. Energy and Trade intensive industries scheme grant application – eligible because CTC run a library – decision based on electricity bills and floor area. Camelford in bloom – applications by 27th. Recruiting replacement administration/library assistant. Friday night bandstand events start 21st July.
23/219

Chair's Signature.....

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Dated...19/9/23

7. Planning

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

PA23/04573. Trealwin. Station Road. Mrs Christine Sleep. Erection of a farm workers bungalow without compliance with condition 2 of decision notice 21889/E dated 08.12.69. Cllr Shaw this was discussed a few months – because of non-compliance should stay as an agricultural tie. It was **resolved** to Object

Proposed: Cllr Shaw **Seconded: Cllr Grigg** **7-0 (3 abs)** **23/220**

PA23/04673. Artshack, Kings Acre, Station Road. Mr Lloyd Powney. Application for a lawful development certificate for an existing use: Conversion and change of use of existing building into one-bedroom residential property and use as C3 dwelling. Cllr Shaw noted only issue entrance/exit on a highway.

It was **resolved** to No objection

Proposed: Cllr Shaw **Seconded: Cllr Burgis** **unan** **23/221**

PA21/03910. Land to the East of Higher Cross Lane. Jacksons Barn Ltd. Reserved Matters application for the construction of 39 dwellings (including affordable housing). Details following application no. PA17/04617 dated 20/04/18. (Revised application form and plans). Cllr Shaw – read all the documents – better than the original application – more room around the site and a public area. No longer self-build. Only issue - the access will remove a lot of hedgerows. 7 acres for 39 houses. Cllr Hewlett liked contemporary design, central area – protecting the bat roost. The pavilion will be staying.

It was **resolved** to No objection – minimise loss of hedgerow

Proposed: Cllr Shaw **Seconded: Cllr Coombes** **unan** **23/222**

PA23/05040. Trewen Cottage Trewen Lanteglos. Mr & Mrs King. Non material amendment in relation to decision notice PA22/07115 dated 21/09/22: Removal of flat roof link between existing and proposed buildings, render to west and east ground floor elevations, reduction in window size to first floor east elevation, removal of bedroom roof windows. Cllr Shaw it's a small pitched roof extension, but they want to replicate what they have. Better option than the flat in – in keeping

It was **resolved** to No Objection

Proposed: Cllr Shaw **Seconded: Cllr Grigg** **unan** **23/223**

PA23/04991. 28 Mill Lane. Mr & Mrs Duncan and Kate Hughes. Proposed extensions and alterations and replacement detached garage. Cllr Shaw noted

It was **resolved** to delegate decision to Strategic committee on 4th August

Proposed: Cllr Bond **Seconded: Cllr Coombes** **unan** **23/224**

For Information

PA23/02998. 15 High Street. Mr & Mrs Sparrow. Rear extensions. Approved **23/225**

8. Portfolio Reports

a. Mayor's report – Cllr Rotchell noted visited GEL site at Redruth - very interesting. Meeting with community capacity fund officers for the Camelford Hall £25k bid - went well. Attended High Sheriff's Garden party. Garden safari – folk travelled quite a distance to take part – grateful to the Lights Committee. Old grammar school site had 100 visitors through her garden on the Saturday. Attended committee meetings, speed watch and held surgery with Cllr Coombes with the public in the library. Planning application site visit at housing development. Attended Tesco consultation and did poetry workshop.

23/226

9. Correspondence

None

23/227

10. Agenda Items

a. It was **resolved** to authorise the Clerk and Chair of Finance Committee to pay August staff wages & accounts payable.

Proposed: Cllr Hewlett **Seconded: Cllr Shaw** **unan** **23/228**

b. The CTC Action Plan 2021-25 was **reviewed**.

It was **resolved** to adopt

Proposed: Cllr Burgis **Seconded: Cllr Grigg** **9-0 (1bs)** **23/229**

c. The CTC Annual Report 2022-23 was **reviewed**

It was **resolved** to publish

Chair's Signature.....

Dated.....19/9/23

Proposed: Cllr Shaw **Seconded: Cllr Grigg** **unan** **23/230**

d. The Estates and Properties Committee minutes were **noted**.

i. It was **resolved** that the 1 extra charging point at Churchfield CP to be located adjacent to the donation point.

Proposed: Cllr Burgis **Seconded: Cllr Thomson** **unan** **23/231**

h. Changes to the enforcement contracts were discussed. Clerk noted that the wardens would stay in Camelford for 1.5-2 hours twice a week; CTC would be charged only for the time spent in CTC car parks. The remainder of the time would be spent enforcing on-street parking issues. The current CTC budget would not be exceeded. CTC could discuss how much enforcement it required for next year in the budget discussions in the Autumn.

It was **resolved** to approve amendments to CC Enforcement SLA to include Clease CP for this financial year.

Proposed: Cllr Hewlett **Seconded: Cllr Thomson** **7-0 (3 abs)** **23/232**

ii. Clease car parking was discussed. Discussion took place about difficulties with parking, with Cllrs Ginger and Grigg noting the needs of local residents who do not have parking with their houses, and hall users, cost of living, and pushing the excess cars onto the adjacent roads and estates. Cllr Rotchell noted that there isn't enough parking in Camelford in general but CTC needs to manage Clease CP better – its busy all the time. Cllr Hewlett noted it would be fairer if car parks should be on the same basis and car parks are not 'free'; they are paid for somehow. Parking is easier in the evening; same as Churchfield. Free parking after 5pm. Cllr Burgis noted CTC pays tax/business rates on Clease CP. Clerk noted consultation is a statutory process, public consultation is for 6 weeks, then the responses are reviewed by CTC before any changes are made to the car parking order.

It was **resolved**, in principle; subject to public consultation and budget discussions, to introduce management/enforcement to Clease CP - £50 per permit per year, no allocated or reserved spaces and limited to the geographical area delineated on the map, 1 per household or business, hourly charges to be the same as Churchfield CP. Churchfield permits to £50 per year, with £150 for second vehicles from April 2024.

Proposed: Cllr Burgis **Seconded: Cllr Thomson** **6-3 (1 abs) dec carried** **23/233**

iii. It was **resolved** to fit tracking device to tractor £350 + VAT

Proposed: Cllr Thomson **Seconded: Cllr Elford** **unan** **23/234**

e. The customer services issues at Veor surgery were discussed, Cllr Rotchell noted that CTC has received a number of concerns from residents. Cllr Ginger expressed there are a range of issues at the surgery - it's a community issue now that effects a larger number of people. One resident has highlighted the main problems of not being able to get through on the telephone, no communication between pharmacist/boots., getting meds on time. Doctors have had a meeting with this patient and they have made suggested actions to get things done. A new practice manager has been hired. Cllr Ginger wants to be involved. Cllr Grigg noted the positive news but the surgery are well aware they have problems and there is a severe underfunding of the NHS in general. Cllr Rotchell noted that pressure has increased. Phones are constantly ringing. Cllr Ginger disagrees; there is lack of professionalism about how people are spoken to. Understand that the NHS is up against it. Cllr Bond noted If concerns have been raised with CTC; then it has a responsibility to them to follow it up. Invite Veor to meet with CTC.

It was **resolved** to write to the group manager of Veor surgery to ask for a meeting to express concerns regarding service standards.

Proposed: Cllr Rotchell **Seconded: Cllr Thomson** **unan** **23/235**

f. It was **resolved** to contract with Biffa for commercial waste annual contract £2,138.69 + VAT

Proposed: Cllr Bond **Seconded: Cllr Burgis** **unan** **23/236**

g. The Events committee minutes were **noted**. **23/237**

i. It was **resolved**, in principle; subject to budget discussions, to agree draft events schedule 2024-25

Proposed: Cllr Bond **Seconded: Cllr Thomson** **unan** **23/238**

ii. It was **noted** that Music in the park may/will need be a ticketed event in future; depending on new legislation. Location may need to be reconsidered, and the hire of a stage. **23/239**

iii Whether CTC should organise large events was **discussed**. Cllr Rotchell noted that it music in the park was started for community cohesion with the hope that the community would take it on – but not had enough volunteers. Cllr Shaw noted CTC stated with the Christmas lights and decided to

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support it until the millennium. It has grown since then. Its at the right time of he and he can support that. Music in the park is getting too big. Cllr Grigg noted ways of reducing costs, but Cllr Rotchell noted that some things have been tried but not got support for Camelford introducing or much interest from Schools. Cllr Grigg noted it is our most successful event. A shame to lose it. Cllr Bond noted the administration time. It's expensive. A lot of the events calendar is at no cost. Cut back costs – take it somewhere else. Volunteers are hard to recruit and retain. Originally fun week was nothing to do with the CTC; it was run with volunteers. Clerk noted the spiralling costs, legal requirements are becoming more onerous. Can't charge for the park.

23/240

11. Accounts

a. Balances at 11th July 2023 were noted

Current Account	£160,893.28
Tracker Account	£51,648.25
NS&I	£42,527.28
CCLA	£80,000.00

23/241

1b. It was **resolved** to authorise the payments of Accounts Outstanding

Staff	July Wages & expenses	BACS	£9,276.32
HMRC	July Tax & NI	BACS	£2,335.52
Cornwall Pensions	July Pension contributions	BACS	£2,895.36
Cornwall Pensions	June Pension contributions	BACS	£8.08
Arrow Lifts	Town Hall – Lift service	BACS	£91.20
Office Boffins	Library – 3 x bistro tables	Debit	£406.62
Cloudy IT	Annual service licence x 1	BACS	£43.61
Celebration Pyrotechnics	Deposit for winter fireworks	BACS	£640.00
Rhino Play	Playarea – zip wire repair	BACS	£2,565.60
Barclays	Bank Charges	DD	£17.48
Information Commissioners	Data Protection fee	DD	£35.00
Jag Signs	Town Hall – revised opening hours sign	BACS	£91.20
Camelford Hall	Hall hire – Bingo	BACS	£32.00
Mailchimp	Marketing – visitcamelford	DD	£12.60
Mailchimp	Marketing – visitcamelford	DD	£12.35
3 for business	CTC mobiles	DD	£30.02
Jason Ryan	Town Hall – window cleaning June	BACS	£25.00
Voiphone	Office phone calls	DD	£11.40
Seadog IT	Website Hosting	DD	£29.95
Seadog IT	Website support new cllr	BACS	£30.00
Biffa	Waster services – black sacks	BACS	£208.20
Plusnet	Office broadband	DD	£27.55
O'LearyGoss Architects	Camelford Hall	BACS	£7,200.00
Metric	Annual Contract	BACS	£561.89
Western Supply	Maintenance Supplies -Tarmac, pales	BACS	£109.22
Back on Nights	Events – bandstand	BACS	£150.00
Launceston First Aid	Events – first aid services	BACS	£150.00
Cllr Rotchell	Expenses – mileage and events	BACS	£152.11
Nisbets	4 x bistro tables OCM café	Debit	£319.63
Duchy Defibrillators	Annual monitoring Camelford Hall	BACS	£228.00
Amazon	Office supplies – Ink cartridges	Debit	£61.36
Amazon	Maintenance supplies – weed killer	Debit	£39.48
Amazon	Maintenance supplies – gloves	Debit	£13.98
Amazon	OCM Café supplies - oven	Debit	£151.97
Amazon	Office supplies - fan	Debit	£24.99
The Bootlace Duo	Events – bandstand	BACS	£225.00
Bunzl Cleaning and Hygiene	Public Toilets – paper and cleaner	BACS	£100.44
R Sleep Ltd	Maintenance supplies –various	BACS	£530.33
Cornwall ALC	Training Cllr Ginger - chair	BACS	£36.00
Cornwall Council	Churchfield CP Enforcement June	BACS	£175.33
Spar	Office supplies & prizes	Debit	£25.55
Camelot Garage	Fuel for van	BACS	£168.65
Geosphere Ltd	Allotment mapping	BACS	£163.20

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Kirkleavington Property	Playarea – Rubber Eco Chippings	BACS	£360.00
Cllr Ginger	Mileage – training	BACS	£21.60
Ness	Youth Outreach June	BACS	£999.72
Skateboard England	Skate coach training x2	Debit	£400.00
Skateboard England	Safeguard training x2	Debit	£50.00
Skatehut	Mayor's allowance – scooter/boards	Debit	£180.30
Positive Energy	Town Hall Electricity – June	DD	£114.32
Positive Energy	Town Hall Electricity – June	DD	£181.51
SSE	Public conveniences – Electricity	DD	£29.34
Octopus	Electricity – Public conveniences	Debit	£171.50
British Gas	Electricity – OCM	DD	£207.55
Octopus	Electricity – Clease CP	Debit	£159.70
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
Camelford Town Trust	Town Hall Rent	DD	£528.12
	TOTAL		£33,870.83
Proposed: Cllr Grigg	Seconded: Cllr Hewlett	unan	23/242
Income was noted			
Revival Books	Dead stock x2 payments	AC	£21.74
Camelford Leisure	Community hub Grant – 1 st instalment	AC	£4,000.00
HMRC	VAT reclaim	AC	£2,188.68
Post Office deposit	Churchfield CP tickets	cash	£70.00
Post Office deposit	Churchfield CP tickets	cash	£90.00
Post Office deposit	Churchfield CP tickets/permits	cash	£175.00
	TOTAL		£6,545.42
			23/243

12. To note items for 19th September 2023 Agenda.

None

The Mayor closed the meeting at 20.23pm

Chair's Signature.....



Dated...19/9/23