



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig, BA (Hons) CiLCA
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Ordinary Council Meeting – 21st November 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 8 other Councillors present: Cllrs; Burgis, Coombes, Elford, Ginger, Hewlett, Scawn, Shaw, Thomson 23/315

2. To receive Apologies for absence with reasons

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

Proposed: Cllr Coombes

Seconded: Cllr Thomson

unan

23/316

3. To receive Declarations of Interest & Approve Dispensations

Cllr Elford 7b planning PA23/07597 pecuniary to leave the room 23/317

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

Cllr Jordan. Surgery at Cleave Hall with Scott Mann and met the new Police sector inspector. Nourish Kernow visit. Attended the economic development meeting regarding the airport and the mid Cornwall metro. Big discussion regarding parking charges. Callington lost all the shops, Launceston going the same way. Boscastle - shop takings down 20%. Never listened to the consultation. 35% down in takings. Parking charges lost income is in the £millions.

Alan Dale - architect spoke regarding design for new house in the rear 19 Fore Street – scheme for rear garden and associated parking. Mr Dale showed pictures and spoke about the design. Cllr Shaw asked for clarity on the staircase.

Mr Wannacott spoke regarding Higher Mead house. 2019 proposed demolition of building and for erection of 6 dwellings planning approved in 2021. This application for refurbishment; mixed use – managers accommodation and up to approximately 13 letting rooms. Improved entrance hall. And cover for passage way to amenity building. Application for change of use to mixed and commercial lettings. Not a commercial gym. Principle within settlement plan. Reusing building. Benefit to reusing brown field site. Good car parking facilities 30 spaces. Not a bare site – has lawful use as a residential home; 21 rooms and staff accommodation. Or permission for 6 residential houses. Reduction in its traffic movements compared to previous. Amenity impacts reduced. Investment into the site. Sustainable to reuse the building. Economic benefit of year-round letting rooms.

Juliot Wells - expand the park – big investment adding to what has already be achieved. Well has been cleared and is accessible – not getting any closer to the well. 23/318

5. To receive and approve the Minutes:

It was **resolved** to approve the Ordinary Meeting 17th October 2023 after one amendment.

Proposed: Cllr Coombes

Seconded: Cllr Bugis

7-0 (2 abs)

23/319

6. To receive Clerk's report

Matters arising. PoGo EV chargers Churchfield CP – heads of terms agreed – lease to be agreed at a later date. 6 responses received to Cleave car park consultation - ends next week. Bypass update – not spending money on a new business plan – adding addendums as required by Westminster. Town Accelerator Fund – eligible for additional £12k for projects started in Covid, attended presentation on Martyn's Law – new anti-terrorism regulations for events. Halloween/Scarecrows competition. 23/320

Chair's Signature.....

1

Dated 19/12/23

7. Planning

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

PA23/03461. Land East Of Suncrest Helstone, P & A Mitchell Ltd. Construction of affordable-led housing. Cllr Shaw nothing has changed – not in fill, not sustainable site in open location. No shops. Cllr Ginger noted 2 parking spaces per house – 3 or 4 bed houses. No overspill for cars. It was **resolved** to Object

Proposed: Cllr Shaw

Seconded: Cllr Thomson

8-0 (1 abs)

23/321

****Cllr Elford left the room****

PA23/07597. Highermead House College Road. Mr & Mrs Smeeth. Change of use from house for residential care to a mixed use comprising short term holiday letting rooms with managers accommodation and conference room use, together with associated works. Cllr Rotchell read out comments from Cllr Bond. Good idea – turning into a useable property. Traffic would be no more than when there was a care home. Plenty of parking on site. Cllr Shaw noted traffic has increased to Culloden Farm, Nursery. Concerned that there are no paths or street lighting. Cllr Thomson noted Highways would comment on the traffic.

It was **resolved** to Support

Proposed: Cllr Thomson

Seconded: Cllr Rotchell

6-0 (2 abs)

23/322

****Cllr Elford returned****

PA23/08345. Juliots Well Holiday Park Lanteglos Road, Mr J Donald South West Holiday Parks. Stationing of static caravans for holiday use together with associated works, infrastructure and landscaping. 160 units existing. Another 125 proposed – up to 600 new traffic movements. Sewage system – overflow into the Allen – pollution could be disaster. Cllr Scawn – support the application. Cllr Hewlett not a small expansion – almost doubling the size of the park – deliveries, amount of traffic significantly increased – it is a single lane road, very few passing spaces. Losing green field site. Feels very suburban in a rural location.

It was **resolved** to Support

Proposed: Cllr Scawn

Seconded: Cllr Ginger

5-3 (1 abs) dec carried 23/323

For Information

PA23/07088. 2 Rough Tor Drive. Extension. **Approved**

PA23/07563. The Jaspers, Mill Lane. Extension. **Approved**

PA23/01547. Kings Acre, Station Road. Sub-division of building. **Approved**

PA21/07643. Villa Farm, Trevia Lane. Conversion of barns. **Approved**

PA23/01204/Pre. 16 Mill Lane. Exception notice to remove dead and dangerous trees. **Approved**

PA23/07530. Beech House, Victoria Road. Rear extension and garage. **Approved**

23/324

8. Portfolio Reports

a. Mayor's report – Cllr Rotchell noted thanks to Cllr Coombes for chairing the last meeting. Planted tree in recognition for the contribution made by Jordan Gilbert, retired Grounds Manager, to the town and reception after. Various meetings attended. Halloween - pumpkins on parade – get better every year, Leisure centre meetings. Town Trust AGM – only 2 members of public. Now a director of CALC. Christmas bingo. Winter festival – this Saturday. Senior Citizens Xmas lunch – Sunday 3rd tickets available. Temporary replacement for Cllr Grigg for Camelford Hall Trustees. Carol service - don't know the date yet. Veor surgery – still issues there; working hard to put it right, training for admin and reception staff. Patient participation group starts in January.

23/325

9. Correspondence

- a. Cornwall Council – Local Maintenance Partnership – 2024-25. **Noted** 23/326
- b. Letter from resident – regarding spend on fireworks inappropriate – noise and cost of living crisis. Topography of Camelford means that bang is needed to get height to be seen. 23/327
- c. Living wage – increase to £12phr. **Noted** 23/328
- d. Clerks and Councils Direct – magazine. **Noted** 23/329
- e. Cornwall Council – planning training 23/11/23 4pm. Cllr Shaw - apologies **Noted** 23/330
- f. Devon & Cornwall Police – letter regarding traffic collision with ticket machine in Churchfield CP. **Noted** 23/331
- g. Cornwall Council – request for comment on application to trade at layby A39 – Hanger Management. **None** 23/332

10. Agenda Items

- a. The Estates and Properties Committee minutes 3rd November 2023 were **noted**. 23/333

Chair's Signature.....



i. It was **resolved** to purchase 12 bench boards rather than 6. £936.64 +delivery/VAT. As more cost effective on delivery. Use bridge budget get extra planks.

Proposed: Cllr Burgis **Seconded: Cllr Hewlett** **unan** **23/334**

b. The Finance and Staffing Committee minutes 20th October 2023 were **noted**. 23/335

i. The Q2 income to expenditure budget was **noted**. 23/336

ii It was **resolved** to charge allotment rent of £25 for 2024-25

Proposed: Cllr Shaw **Seconded: Cllr Coombes** **unan** **23/337**

iii. The Q2 internal audit was **noted**. 23/338

c. The Interim internal audit report was **noted**. 23/339

d. The Events Committee minutes 9th October 2023 were **noted**. 23/340

i. It was **resolved** that Music in the Park be a free, ticketed event.

Proposed: Cllr Thomson **Seconded: Cllr Scawn** **unan** **23/341**

ii It was **resolved** to mark D-Day celebrations

Proposed: Cllr Thomson **Seconded: Cllr Elford** **unan** **23/342**

****Cllr Rotchell declared an interest, left the room and Cllr Coombes took the chair****

e. It was **resolved** to grant £1500 Leisure Centre for improved access to fitness suite. Cllr Shaw noted a substantial reserve at the bank account. Cllr Scawn of a great benefit to the town

Proposed: Cllr Hewlett **Seconded: Cllr Scawn** **7-0 (1abs)** **23/343**

****Cllr Rotchell returned and took the chair****

11. Accounts

a. Balances at 14th November 2023 were **noted**

Current Account £233,008.23

Tracker Account £51,786.64

NS&I £42,527.28

CCLA £80,000.00

23/344

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

Staff	November Wages & expenses	BACS	£13,436.86
HMRC	November Tax & NI	BACS	£4,518.04
Cornwall Pensions	November Pension contributions	BACS	£4,448.91
Ness	Community Outreach October	BACS	£1026.09
Andrew Syms	Skate coaching October	BACS	£234.00
Cllr R Rotchell	Mileage and events supplies	BACS	£66.98
Tintagel Skip Hire	Skip Hire	BACS	£408.00
Cornwall Council	Enforcement Churchfield CP (Oct)	BACS	£174.67
Arrow Lifts	emergency light repair	BAC	£359.99
Camelot Garage	Fuel for van	BACS	£143.07
Spar	Office supplies	Debit	£13.83
CALC	Training session 2 x delegates	BACS	£72.00
Hudson Accounting	Interim Internal Audit	BACS	£325.00
Viking	Office Supplies -paper/laminating pouch	BACS	£74.96
3 for business	CTC mobiles	DD	£30.00
Mailchimp	Marketing – visitcamelford	DD	£12.96
Jo Wickett	Conservative club – lunch for 30	BACS	£150.00
JWE	Installation of LED Tape for bandstand	BACS	£1167.10
TM Chemicals	Algae remover	Debit	£46.79
Voiphone	Office phone system	DD	£11.40
Cloudy IT	1 x licence 8.5 months	BACS	£43.61
Viking	Office Supplies-paper/coffee/key cabinet	BACS	£199.56
Viking	Office Supplies - Envelopes / stamps	BACS	£62.06
Seadog IT	Website Hosting	DD	£29.95
JRB Enterprise Ltd	Dog waste bags	BACS	£104.34
North Cornwall Glazing	Patio door repairs/new handle	BACS	£108.00
In Safe Hands	Paediatric first aid training	Debit	£132.00
Jason Ryan	Window Cleaning	BACS	£25.00
Bunzl Cleaning & Hygiene	Public toilets – urinal blocks	BACS	£43.56
Bunzl Cleaning & Hygiene	Public toilets – toilet Paper	BACS	£58.16
Barclays	Bank Charges	DD	£12.50
Jag Signs	Mayor's allowance – recognition plate	BACS	£116.34
Paragon ID UK	Churchfield CP – 40,000 tickets	BACS	£414.00

Chair's Signature.....

Dated..... 9/12/21

UK DMO	PWLB Loan repayment – Enfield Park	BACS	£4534.20
Camelford Hardware Store	Yale Key (cut)	Debit	£4.75
Metric Group Ltd	ticket machine Churchfield CP +mains	BACS	£540.00
Wordons Needens	OCM supplies – screen printing T-shirts	Debit	£75.99
Celebration Pyrotechnics	Firework display - balance	BACS	£2000.00
Western Supply	Bench supplies – paint and stain	BACS	£179.09
Western Supply	Maintenance supplies – postmix and stakes	BACS	£90.70
Western Supply	Maintenance supplies – post hole digger	BACS	£39.96
RBL	2 x Poppy Wreaths	BACS	£50.00
Post Office	Recorded delivery Barclays mandate	Debit	£3.45
Amazon	Maintenance supplies –/ink	Debit	£43.49
Amazon	Churchfield CP supplies – dehumidifier	Debit	£13.56
Amazon	Maintenance supplies – 4 way key	Debit	£3.59
Amazon	Maintenance supplies – OCM	Debit	£26.97
Amazon	Maintenance supplies – Broom	Debit	£23.99
Amazon	Library supplies – paint/glue	Debit	£42.73
Positive Energy	Town Hall Electricity – September	DD	£120.53
Positive Energy	Town Hall Electricity – September	DD	£174.48
Everflow	Water – 3 x meters	DD	£107.19
Octopus	Electricity – Clease CP	DD	£175.30
British Gas	Electricity – OCM	DD	£281.64
Octopus	Electricity – Public conveniences	DD	£83.24
Everflow	Water – 3 x meters	DD	£98.46
Positive Energy	Town Hall Electricity – October	DD	£136.42
Positive Energy	Town Hall Electricity – October	DD	£250.75
Camelford Town Trust	Town Hall Rent	DD	£528.12
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
Plusnet	Office broadband	DD	£27.55
Proposed: Cllr Coombes	Seconded: Cllr Thomson	TOTAL	£38,729.88
		unan	23/345

c. Income was **noted**

Amazon refund	Maintenance supplies – magnets	AC	£12.75
Post Office deposit	Churchfield CP tickets/permits	cash	£295.00
Post Office deposit	Churchfield CP permits	chq	£25.00
CCLA	Investment Dividend	AC	£952.52
PodPoint	Remittance 26.6.23	AC	£378.00
HMRC	VAT refund	AC	£4990.85
DAC Beachcroft	Excess on Signpost (insurance)	AC	£125.00
Stall holder	Craft Fair	AC	£5.00
	TOTAL		£6,784.12
			23/346

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, Contracts.

Proposed: Cllr Burgis **Seconded: Cllr Coombes** **unan** **23/347**

a. It was **resolved** to approve new fee £21,946 +VAT/design options with architects for Camelford Hall.

Proposed: Cllr Hewlett **Seconded: Cllr Thomson** **unan** **23/348**

b. The NALC pay increase 2023-24 for staff (backdated to April 2023) was **noted**. 23/349

13. To note items for 19th December 2023 Agenda.

Budget/Precept

The Mayor closed the meeting at 20.20pm

Chair's Signature.....



Dated 19/12/23