



CAMELFORD TOWN COUNCIL

Meeting of the Full Council		Tuesday 16 th September			Min Ref
1. Note Councillors Present		Cllr Smeeth, Cllr Bond, Cllr Scawn, Cllr Coombes, Cllr Robins <i>CL Shaw</i>			25/430
2. Receive Apologies for absence, with reasons.		Cllr Thomson, Cllr Rotchell, Cllr Grigg, Cllr Gilbert- Personal			25/431
Proposed	Cllr Coombes	Seconded	Cllr Smeeth	Unan	25/432
3. Receive Declarations of Interest & Approve Dispensations		None Received			25/433
4. Public question time (15 minutes allowed for this)		<i>Cllr Burnett- Council currently formulating 2026-2027 budget, and a 3 year future budget plan. Issues with Adult social care and SEND spending. CIL funding is about to open. Camelford resident raised issues with bus from Boscastle to Truro college which has been scrapped, meaning any students from this area cannot get to Truro by public transport- Cllr Burnett will take this to Truro college principle to raise the issue. Strategic planning committee Thursday 25th September with the geothermal. Cornwall Council have a Survey running on Footpaths/right of way.</i> To hear statements from potential Councillors co-option. <i>No candidates present at the meeting- Prospective Councillor Tina Callcut submitted a statement as to why she would like to be Co-opted onto Camelford Town Council, this was read aloud by Cllr Smeeth on Tina's behalf.</i>			25/434
5. Co- option		Cllrs to select a new candidate via anonymous ballot. <i>Unanimous vote in favour of co-opting Tina Callcut onto the Town Council.</i>			25/435
6.		To receive and approve the Minutes of: Ordinary meeting 29th July 2025 Cllr Shaw Proposed to accept the minutes.			25/436
Proposed	Cllr Shaw	Seconded	Cllr Scawn	4 in Favour 2 Abs	25/437

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7.	To receive Clerk's report: Large branch fell in Enfield Park, blocking and damaging the bridge. Emergency call out to Arborcare who have cleared the area. Replacement Bannisters ordered from Bridge contractor for Grounds team to fit. Reports of car park users carrying out maintenance on cars received- reminder published online that this is prohibited as per the Parking order. New bench installed outside of toilets, looking great- positive feedback received. Contacted Cornwall council and asked them to review their bins in Churchfield Car park following conversation at the last meeting. Contacted Highways department regarding signage by the narrows- asked for this to be reviewed to remind drivers they have the right of way unless oncoming traffic has already entered the single lane area. Received phone call from resident to raise concerns over the surface water on Highstreet after rainfall, making it difficult to leave the house without getting splashed by the traffic- reported to Cornwall Council and encouraged the resident to do the same. Completed all staff appraisals. Met with "our only world" who are installing a water bottle refill station at OCM free of charge. Community Orchard open to the public, apples are ready to be picked. – Cllr Robins suggested Camelford Town Council write to our only world expressing thanks for their generous donation.	25/438
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8. Planning					25/439
To Note					
PA25/05083					25/440
S52/S106 and discharge of condition apps					
Location: Unit 2 Highfield Road Industrial Estate Camelford PL32 9RA					
Proposal: Submission of details to discharge Condition numbers 3, 5, 6 and 8 in respect of Decision Notice PA19/03239 dated 05/02/20					
Ward: Camelford And Boscastle					
Parish: CAMELFORD					
To Resolve					
PA25/05898					25/441
Proposal: Proposed ground & first floor extension.					
Location: 9 Valley Truckle Camelford Cornwall PL32 9RU					
<i>Cllr Shaw proposed to support the application</i>					
Proposed	Cllr Shaw	Seconded	Cllr Scawn	Unan	25/442
To Resolve					
PA25/06583					25/443
Proposal: Non-material Amendment in relation to Decision Notice PA13/10532: To replace the C&F 100kW as stated turbine in the original planning consent with a Vestas V27					
Location: Land Adjacent Wind Turbine Station					
<i>Cllr Smeeth proposed to support the Non-Material Amendment</i>					
Proposed	Cllr Smeeth	Seconded	Cllr Coombes	Unan	25/444
To Note					
PA25/04842					25/445
EIA Not Required					
Location:- Land South Of Victoria Road (West Of Roughtor Road) Camelford					
Proposal EIA Screening Opinion request for the erection of Class E(a) food store and petrol filling station (including jet wash), together with access from Victoria Road, car parking and access road, regrading site levels (including retaining walls), hard					

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and soft landscaping, click and collect facility, service area (including delivery van parking) and associated work. Ward: Camelford And Boscastle	
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9. Portfolio Reports	25/446
a. Mayor's report – Cllr Bond Events meeting, Music on the band stand, Extra ordinary meeting regarding the Bypass, Camelford Show, Cllr Bond extended congratulations to the event organisers, attended VJ ceremony at Lanteglos. Did an interview with BBC radio Cornwall to discuss the community orchard, Cllr bond gave thanks to Cllr Shaw for helping prep him with the information required. Attended Wadebridge town mayors civic service- which was a great event, and very interesting to see what they do.	25/447
b. Cllr Shaw attended the Cap Meeting in the Old Bank, the focus of the meeting was Water, concerns were raised about future water supply with the increase of need for housing in Cornwall. <i>There was a Power cut at this time so the lights when out on the video.</i>	25/448

10. Correspondence	25/449
a. To note and discuss response from Ben Maguire regarding the Bypass. A discussion took place where Cllr Bond proposed to give support looking into a plan B. <i>Concerns were raised with the suggested route of plan B. Propose to support exploring other options,</i>	25/450
Proposal Cllr Bond Seconded Cllr Smeeth 4 in favour 2 abs	25/451
b. To note complaint received from resident regarding memorial signage leading to Roughtor- Forwarded to National trust, Cornwall Council and Forestry England who are dealing with the issue.	25/452

11. Agenda Items	25/453
a. To note agreed national pay scales with effect from 1 st April 2025.	25/454
b. To discuss youth council – Cllr Bond deferred this matter to the next full Council meeting as Cllr Rotchell (who attended the large council where Cornwall Council's Youth council did a presentation) meeting isn't present.	25/455
c. To note Clerk has acquired the CILCA qualification, Council to resolve to adopt the GPC. <i>Cllr Shaw Proposed the Council adopt the General Power of Competence</i>	25/456
Proposal Cllr Shaw Seconded Cllr Coombes Unan	25/457
d. To resolve on request for additional permit at Clease Road CP, and delegation of decisions to Estates and Properties committee. <i>A conversation took place where concerns were raised with allowing one person an additional means it wouldn't be fair to not be able to do that for everyone. Cllr Smeeth suggested a monthly permit so that capacity can be regularly reviewed. Cllr Bond Proposed to keep to one permit per household for Clease RD</i>	25/458
Proposal Cllr Bond Seconded Cllr Smeeth Unan	25/459

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e. To Nominate Camelford Hall Trustee. Cllr Bond offered the position to the Cllrs, Cllr Scawn Proposed Cllr Bond as the Camelford Hall Trustee, Cllr Bond accepted.					25/460
Proposed	Cllr Scawn	Seconded	Cllr Coombes	Unan	25/461
f. To resolve to move surplus to the precept into the Tracker account.					25/462
Proposed	Cllr Shaw	Seconded	Cllr Coombes	Unan	25/463
g. To note , internal Auditor has given notice that he is stepping back from some duties and therefore unable to continue the contract past the end of this year.					25/464
h. To discuss OCM and council involvement with the Youth Café Cllr Bond deferred this item to the next meeting due to multiple Cllrs not being present.					25/465
i. To note , Parking permits in both Churchfield Car Park and Clease road extended until 1 st January. Both permits with run in line with the calendar year going forwards to simplify the process.					25/466

12a. Accounts – To Note balances as of 09/09/2025		25/467
Current Account	£267589.83	25/468
Tracker Account	£157396.08	25/469
CCLA Property Fund	£80000.00	25/470
CCLA Deposit Account	£50500.48	25/471
c. Payments		25/472
To Resolve to authorise the payments of accounts outstanding for August & September.		25/473

August Payments:

Staff	Jul/Aug wages	BACS	£10,684.23
HMRC	Jul/Aug NI/TAX	BACS	£3,748.66
Pension	Jul/Aug pensions	BACS	£3,502.09
OCM	COW&Skate Coach Jul/Aug	BACS	£1,291.98
Barclays	Bank Charges	DD	£18.25
Cornwall Council	Enfield Park Store	DD	£51.00
Cornwall Council	Churchfield Car Park	DD	£524.00
Cornwall Council	Cleaze Road Car Park	DD	£269.00
Cornwall Council	Town Hall/Library	DD	£269.00
Camelford Town Trust	Town Hall/Library rent	DD	£550.04
British Gas	Town Hall Electricity	DD	£135.85
British Gas	Town Hall Electricity	DD	£123.33
British Gas	OCM Electricity	DD	£68.28
Octopus	Electricity- Public Conveniences	DD	£77.77
Octopus	Electricity- Cleaze Road CP	DD	£152.22
Seadog IT	Website Hosting	DD	£34.95
Voipfone	Office Telephone	Debit	£11.40
Everflow	Market Place	DD	
BT	Internet	DD	£44.63
EE	Maintenance Phone	DD	£22.98

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Peninsula	HR & Health and Safety	DD	£376.72
Mailchimp	CTC Website Emailing	DD	£11.70
Jason Ryan	Window Cleaning	BACS	£25.00
Jordan Jameson	Callout fee (OCM)	BACS	£72.00
Apollo Janitorial Supply	Grounds Supplies – Public Toilets	BACS	£116.10
BES	Toilet Flapper Valves	BACS	£76.60
Paragon ID	Parking Machine Tickets	BACS	£440.88
TSSC	Public Toilet Supplies	BACS	£37.50
Jag signs	OCM signage	BACS	£117.42
Broxap Ltd	Anti vandal seat	Debit	£1053.60
SLCC	CiLCA training	BACS	£12.50
Bunzl	Public toilet supplies	BACS	£90.18
Bunzl	Public toilet supplies	BACS	£92.52
Metric	Ticket machine, removal, installation & disposal	BACS	£503.40
Back on nights	Music on the bandstand	BACS	£170.00
Mr & Mrs Blue Skies	Music on the bandstand	BACS	£250.00
Spar	Office supplies – June	Debit	£15.50
Spar	Office supplies – July	Debit	£2.10
Jordan Jameson	Replacement lighting for OCM café	BACS	£174.00
Jumping out	Music on the bandstand	BACS	£100.00
NBB	Picnic bench for the bandstand.	Debit	£843.00
Cornwall ALC	Chairmanship Training	BACS	£90.00
Cornwall ALC	Code of conduct Training	BACS	£66.00
Boots	Insect repellent	Debit	£11.55
Paints 4 Trade	Anti climb paint	Debit	£64.96
Cutmy.co.uk	Plywood for Enfield park repairs	Debit	£669.10
Steve Bond	Expenses for Afternoon Tea	BACS	£14.60
John Gilbert	Mileage for councillor training and Judging.	BACS	£44.64
Vista Print	OCM flyers and leaflets	Debit	£51.69
ICO	ICO renewal	DD	£47.00
Western supply	Small bag of sand	BACS	£3.54
Metric	Churchfield C.P maintenance agreement	BACS	£561.89
All star fuel card	Fuel for the van and mower	BACS	£146.88
Topan fencing	Fencing for the skatepark	BACS	£1627.52
Seadog IT	Website support	BACS	£32.50
Jordan Jameson	Cleese car park electrical supply	BACS	£608.16
Amazon	Draughts set for the library	Debit	£9.07
Amazon	Prizes for the SRC	Debit	£11.38
Amazon	Wooden fence post caps	Debit	£14.75
Amazon	Kids rock climbing holds	Debit	£29.98
Amazon	Plant protectors with stakes	Debit	£19.88
Amazon	Wire mesh fence	Debit	£88.99
Amazon	Wireless Phone Charger	Debit	£14.43
R. Sleep Ltd	Maintenance supplies	BACS	£576.56

Total: £30965.45

c. To note Income:

Churchfield Car park	Car park tickets	Credit	£470.00
HMRC	HMRC VAT	Credit	£3802.71
CCLA	CCLA investment	Credit	£802.04
CCLA	CCLA interest	Credit	£181.32
Cleese Road Car Park	Car park permit	Credit	£10.00
Community Chest	Camelford Show Bus	Credit	£230.00
Allotments	Allotment rent	Credit	£50.00
Cutmy.co.uk	Refund	Credit	£669.10
Findparkpay	App payments	Credit	£458.20
CCLA	CCLA interest	Credit	£175.95

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Ecclesiastical	Insurance payout	Credit	£825.00
Cornwall Council	Precept	Credit	£189251.75
Churchfield car park	Car park permit	Credit	£10.00
Total:			£196936.07

September Payments:

Staff	Jul/Aug wages	BACS	£9927.51
HMRC	Jul/Aug NI/TAX	BACS	£3328.07
Pension	Jul/Aug pensions	BACS	£3189.35
OCM	COW&Skate Coach Jul/Aug	BACS	£1081.77
Barclays	Bank Charges	DD	£11.32
Cornwall Council	Enfield Park Store	DD	£51.00
Cornwall Council	Churchfield Car Park	DD	£524.00
Cornwall Council	Cleaze Road Car Park	DD	£269.00
Cornwall Council	Town Hall/Library	DD	£269.00
Camelford Town Trust	Town Hall/Library rent	DD	£550.04
British Gas	OCM electric bill	DD	£65.62
British Gas	Town hall electric bill	DD	£168.15
British Gas	Town hall electric bill	DD	£156.00
Octopus	Cleaze car park	DD	£146.25
Octopus	Public toilets	DD	£80.37
Seadog IT	Website hosting	DD	£34.95
Voipfone	Office telephone	Debit	£50.00
Everflow			
BT			
EE	Mobile phone	DD	£22.98
Peninsula	HR & Health & Safety	DD	£376.72
Mailchimp	CTC website emailing	DD	£11.61
Jason Ryan	Window cleaning	BACS	£25.00
In safe hands health & safety training	First aid training	Debit	£228.00
In safe hands health & safety training	First aid training	Debit	£144.00
Amazon	Microwave for the grounds team	Debit	£54.98
Ebay	Lego for OCM	Debit	£5.00
Camelford hardware	Maintenance supplies	Debit	£106.90
Cornwall Council	SLA Patrol	BACS	£182.25
Tilley's Coaches	Camelford Show Bus	BACS	£465.00
The Barmaid	Music at the Bandstand	BACS	£160.00
Duchy Defibrillators	Annual monitoring fee	BACS	£246.00
Southwest Water	Allotment water bill	DD	£49.73
Findparkpay	Buzz pay convenience fee	BACS	£56.02
Public works Loan	PWLB loan repayment	DD	£4862.42
Cornwall council	SLA patrols	BACS	£211.50
Evolve Tree Consultants	Tree risk assessments for Enfield Park	BACS	£432.00
Checks direct	DBS check	Debit	£13.80
All Star	Fuel for van and mower	BACS	£129.34
Kedel	Mixed plastic boards	Debit	£306.64
Western supply	Maintenance supplies	BACS	£52.46
Viking	Stationery order	BACS	£66.89
Cornish Cobbler	Cup for Camelford in Bloom (Rear garden)	BACS	£25.00
Findparkpay	Churchfield app tickets	BACS	£56.78
Vincent's	Mower repair	BACS	£661.27

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Paragon ID	Tickets for ticket machine	BACS	£440.88
TOTAL:£29,295.57			

<i>Proposal to accept accounts</i>					25/474
Proposed	Cllr Shaw	Seconded	Cllr Bond	Unan	25/475

13. Public Bodies (Admission to Meetings) Act 1960.					25/476
To resolve 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 Matter- Library Manager – Proposed accept Recommendation from Staffing and Finance Committee Proposed Cllr Bond, Seconded Cllr Scawn, Unan. - Adult Education Centre- Proposed to Mandate Office staff to explore options. Cllr Shaw, Seconded Cllr Robins Unan					25/477
Proposed	Cllr Shaw	Seconded	Cllr Coombes	Unan	25/478
Items for next meeting: OCM Café Youth Council Data Gathering of Email addresses and Telephone numbers for Events.					
Meeting Closed	20.15				

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