



CAMELFORD TOWN COUNCIL

Town Clerk: Laura Murphy
Town Hall
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Camelford
Cornwall

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Meeting of the Full Council	21st April 2026	26/210
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1. To note Councillors present	Cllr Bond, Cllr Coombes, Cllr Calcut, Cllr Rotchell, Cllr Robins, Cllr Shaw, Cllr Smeeth, Cllr Thomson	26/211
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2. To receive Apologies for absence with reasons		Cllr Gilbert, Cllr Grigg, Cllr Scawn			
Proposed	Cllr Rotchell	Seconded	Cllr Thomson	Unan	26/212

3. To receive Declarations of Interest & Approve Dispensations	Cllr Shaw- Payments Item 11b Cllr Robins – Payments Item 11b	26/213
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4. Public question time (15 minutes allowed for this)	<i>Cllr Burnett reported that a new party has joined Cornwall Council, Restore Britain. He gave an update on the recent traffic survey, just under 250 responses received. Cllrs Coombes, Shaw and Burnett met with residents on Trefrew Road, subsequently a meeting under the Highways Improvement Programme took place, where it was suggested that a Traffic Regulation Order may be possible, although this is likely to take around a year. Funding has been secured for a feasibility study on the Camel Trail, with an update expected shortly. Cllr Burnett also reported that at County Hall today Cornwall Council passed a motion to cease plans to reintroduce glyphosate weed killing, recognising that the three-week response period for town and parish councils was inadequate. In response to a question from Cllr Shaw, Cllr Burnett confirmed that Sustrans are involved in the cycle trail feasibility study, although it is not the same route as Sustrans latest public consultation. Cllr Robins asked Cllr Burnett to confirm that the traffic survey was not officially linked to Camelford Town Council or Cornwall Council and requested the response rate. Cllr Burnett confirmed the survey was carried out by himself and MP Ben Maguire, with approximately 1,000 surveys issued and a response rate of around 25%.</i>	26/214
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	<i>Feedback will be provided to residents once collated. Cllr Rotchell noted that a 25% response rate was good and felt the information would be useful to the Town Council in helping to adopt a position going forward.</i> <i>Resident Hugh Huntly addressed the Council, expressing appreciation for the time the councillors give to Camelford. He raised concerns regarding the proposed relocation of the Library and Town Council offices, particularly the practical impact of moving the library closer to the school, stating that he felt the current location is more accessible. He also expressed concerns about the financial implications and questioned why Camelford funds the library when surrounding parishes do not. He asked whether the Council would consider the petition currently being circulated by a resident.</i> <i>James Quartly, a resident of Helstone, raised concerns regarding proposals to replace a recently damaged Council-owned notice board fixed to a property he has recently purchased. He stated he understood the replacement would be a plastic notice board. The Clerk clarified that the replacement noticeboards are powder-coated aluminium and advised that alternative locations are being considered following his expressed dissatisfaction with the notice board being on his property.</i> <i>Rebecca Shearing and Melissa Northy reiterated the Old Bank's offer of use of a meeting room or confidential space should the Council require it, including provision of the access code.</i> <i>A planning representative, on behalf of the applicant at Newhall Green PA26/01696, advised that permission had previously been granted for conversion of a stable; however, following a review of costs, the proposal has changed to a new build with a reduced ridge height, and confirmed that there will not be two dwellings.</i> <i>Resident Dianne Taylor questioned should the Library relocation proceed, does the Council have plans as to what would happen if the lease at the new location were to end.</i> <i>James Symons reported that he had reviewed the costings published on the website and felt there was confusion regarding what was being offered by the Town Trust under the current lease compared with a</i>	
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	<i>repair and replace option, and queried the figures. He advised that he has already spoken with the Deputy Clerk and a meeting has been arranged to review the matter.</i> <i>Felicity Dunn queried whether the Town Hall is the official information centre for Camelford. She noted that the library hosts several funded groups and, after attending during a Knit and Natter session, felt the space was overcrowded, suggesting such groups should use the Pop-In Room instead. She also raised concerns about the library being relocated away from the town centre.</i> <i>Graham Adams raised concerns regarding the proposed relocation of the Library, advising that he had written to the Clerk and Councillors and reviewed previous minutes but felt there was insufficient information available on the proposals. He also questioned whether the Council had approached the Town Trust about making changes to the existing building.</i> <i>Anna Mindrescu spoke in opposition to the proposed relocation of the Library, confirming she had started a petition. She shared that in her opinion the Town Hall was sufficiently accessible, raised concerns about removing the Library from its central location and about the proposed expenditure, questioned the school site as a neutral location, and suggested promoting library usage instead. She requested that a public consultation be undertaken.</i> <i>Felicity Dunn handed in the Petition to the Town Clerk.</i>	
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5. To receive and approve the Minutes of:		A. Ordinary meeting 17 th March 2026			
Proposed	Cllr Smeeth	Seconded	Cllr Callcut	7 in favour 1 abs	26/215

6. To receive Clerk's report:	<i>Grounds Assistant vacancies now closed and shortlisting has taken place. Over 100 applications received in total. Bus shelter on Clease road repairs have been completed. AGAR (Annual Governance and Accountability Return) has been started. Received request from police for CCTV footage of an assault on Clease Rd. New signage for Orchard has arrived and will be put up shortly.</i>	26/216
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7. Planning					
To resolve			PA26/01841		26/217
Works to trees subject to a Tree Preservation Order (TPO), works include reduce the height of 2 Beech trees and 1 Sycamore tree (G1) Location Applicant Grid Ref Eversley Garth 6 Warrens Field Camelford Cornwall <i>Cllr Shaw has reviewed the application and felt it would not cause significant damage to the tree, as the works involve a reduction in height only. Cllr Thomson queried whether less than one third of the tree was being removed, which Cllr Shaw confirmed.</i> <i>Cllr Shaw proposed to support the application.</i>					
Proposed	Cllr Shaw	Seconded	Cllr Thomson	Unan	26/218
To note			PA26/01923		26/219
Proposal Your ref: My ref: Date: PA26/01923 25 March 2026 Works to Trees within a Conservation Area (TCA) - Sycamore x 3 - Crown reduction by 4m off height and 2m off the spread. Sycamore - Remove the tree. Conifer - Remove this tree As this application is for works to trees in a Conservation Area, it will be decided under delegated authority.					26/220
To resolve			PA26/01696		26/221
Erection of self build/custom build single storey dwelling together with partial demolition of stable building and removal of sectional building from site Location Applicant Grid Ref Land North Of Stable Cottage Newhall Green Delabole Cornwall <i>Cllr Shaw stated that he and Cllr Scawn visited the site and discussed the pros and cons with the resident, comparing barn conversion with a new build, and agreed the new build was the better option. Concerns were raised regarding the height, which has since been reduced.</i> <i>Councillor Shaw proposed to support the application, subject to the roof pitch being lowered as stated.</i>					26/222
Proposed	Cllr Shaw	Seconded	Cllr Rotchell	Unan	26/223

8. Portfolio Reports					26/224
Mayor- Cllr Bond reported that on 24 March he visited the riverbank to discuss damage to the gabions and is awaiting costings and design plans. He attended the E&P meeting, completed a walkaround of the park, and suggested a Councillors' volunteer day to carry out light works. He confirmed that the golden pebbles had been hidden for a hunt around the town, attended an Events meeting, and assisted with placing the Easter egg hunt egg posters around the town. On 20 April he shortlisted candidates for the Grounds Assistant vacancy. The Mayor congratulated Cllr Rotchell on receiving a Cornwall Council 60 Over 60 Award.					26/225

9. Correspondence		A- To note petition regarding the relocation of the Library and Council Offices. <i>The Council noted the petition regarding the relocation of the Library and Council Offices. Cllr Shaw stated that he had not received any correspondence from Mr Adams and had not received a copy of the petition. Cllr Bond advised that the petition had been circulated to all councillors and queried whether Cllr Shaw was still experiencing email issues, which he confirmed. Cllr Coombes asked how the Council would respond to the petition, and Cllr Bond clarified that Council had resolved</i>			26/226
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	<i>to enter into lease negotiations with the intent of relocating and that, unless four councillors submit a written request to revisit the matter, the resolution will stand.</i>				
	B- To note CTC has been invited to submit a full application for the – Camelford Accessible Play Project (Enfield Park). <i>The Council noted the invite.</i>				26/227
	C- To review and resolve on Cornwall Council's Public realm improvements and weed treatment. <i>Cllr Rotchell suggested leaving this on the table due to the update from Cornwall council, wait for Cornwall councils position then refer to E&P.</i> <i>Cllr Bond Proposed to wait and see Cornwall Council's position.</i>				26/228
	Proposed	Cllr Bond	Seconded	Cllr Shaw	Unan
	D- To discuss and resolve on date, venues and contact for future Cornwall Local Plan event. <i>Cllr Rotchell proposed to book the first available date-15th September- 1st available date.</i>				26/229
	Proposed	Cllr Rotchell	Seconded	Cllr Thomson	Unan

10. Agenda Items	A - To discuss and resolve on advertising on Car Park tickets. Cllr Rotchell suggested CTC investigate interested parties, with the view of proceeding if there is interest.				26/230
	Proposed	Cllr Rotchell	Seconded	Cllr Coombes	Unan
	B - To resolve on LGPS Employers Disrections Policy Proposed to accept Cllr Rotchell, Seconded Cllr Bond. Unan				26/232
	Proposed	Cllr Rotchell	Seconded	Cllr Bond	Unan
	C - To discuss and resolve on residents of Anvil court requesting Clease Rd car park permits. <i>Clerk Explained that residents previously requested permits which went to E&P and the request was denied.</i> <i>Cllr Shaw proposed to deny the request and keep the requirement for permits the same.</i>				26/233
	Proposed	Cllr Shaw	Seconded	Cllr Thomson	7 in favour 1abs
	D - To resolve on allotment agreement amendments, Annual premium and Tree planting. <i>Increase the annual premium from £25 to £30.</i> <i>Introduce a deposit for tenants who wish to plant trees.</i> <i>Cllr Rotchell questioned non fruit bearing trees,</i> <i>Cllr Bond proposed to accept the rent increase, deposit per tree</i> <i>Cllr Rotchell counter proposed to specify fruit bearing tree and reduce the amount to £50.</i> <i>This was seconded by Cllr Thomson,</i> <i>Cllr Robins Counter proposed £75 for the Tree deposit, No seconder,</i>				26/234

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	The council returned to Cllr Rotchell's proposal to specify fruit trees, with a tree deposit of £50 and accept the rental increase to £30. The council voted unanimously					
	Proposed	Cllr Rotchell	Seconded	Cllr Thomson	Unan	
	E - To review and resolve on recommendation from Estates and Properties Committee to purchase 6x noticeboards. Given the residents feelings from Helstone Cllr bond suggested reviewing the recommendation. Send a letter to the residents of Helstone, and Newhall green asking if they would like a notice board. Cllr Rotchell clarified we have had this conversation before, and it was felt a noticeboard should be in Helstone and Newhall green. Cllr Shaw expressed that people use the internet and might not necessarily use the noticeboards. Cllr Coombes proposed purchasing all 6 noticeboards Cllr Smeeth raised concerns that the Town hall and potentially The Masons Arms are listed, and changing from wood to metal may not be approved by planning. Council revisited Cllr Coombes proposal to purchase all 6 replacement noticeboards.					26/235
	Proposed	Cllr Coombes	Seconded	Cllr Rotchell	Unan	
	F - To review and resolve on recommendation from Estates and Properties Committee to fit electric hand dryer to disabled toilet. Cllr Shaw Questioned the amount on the quote, Cllr Coombes Suggested seeking another quote Cllr Rotchell proposed to approve in principle, seeking another quote and going with new quote if more cost effective.					26/236
	Proposed	Cllr Rotchell	Seconded	Cllr Coombes	7 in favour 1abs	
	G - To discuss and resolve on request for the Town Council to take on the CHAT (camelfordhistory.co.uk) website. Cllr Bond questioned whether CTC take over this website or incorporate it into the town councils existing websites. Cllr Rotchell voiced the importance of the information of the CHAT website and suggested the council needs to do this. Cllr Shaw suggested contacted Seadog to ask the visibility of merging the websites. Cllr Rotchell proposed CTC take responsibility for the CHAT website and contact Seadog IT to ask the best way to do this, then refer to Staffing and Finance.					26/237
	Proposed	Cllr Rotchell	Seconded	Cllr Bond	Unan	
	H - To resolve to transfer funds surplus to the precept to the higher interest savings account.					26/238
	Proposed	Cllr Rotchell	Seconded	Cllr Thomson	Unan	

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	J - To review and resolve on Public Wifi update. <i>Cllr Thomson Proposed to proceed with plans to put a router in an agreed location closer to the bandstand to enable the Council to supply public wifi to the area.</i>				26/239
	Proposed	Cllr Thomson	Seconded	Cllr Smeeth	Unan

11. A. Accounts	To Note Balances as of: 15 th April 2026	26/240
Current Account	£228,206.49	26/241
Tracker Account	£208,503.06	26/242
CCLA Property Fund	£50,000.00	26/243
CCLA Deposit Account	£80,000.00	26/244

B. Payments		To resolve to authorise the payments of Accounts Outstanding for April:		26/245
				26/24626
Staff	Mar/Apr wages	BACS	£8,273.93	
HMRC	Mar/Apr NI/TAX	BACS	£2,646.87	
Pension	Mar/Apr Pensions	BACS	£2,649.44	
OCM Staff	Community Outreach Work & Skate Coach	BACS	£854.11	
Barclays	Bank Charges	DD	£11.89	
Cornwall Council	Enfield Park Store	DD	£47.60	
Cornwall Council	Churchfield Car Park	DD	£551.47	
Cornwall Council	Cleaze Road Car Park	DD	£282.33	
Cornwall Council	Town Hall/Library	DD	£243.40	
Camelford Town Trust	Town Hall/Library rent	DD	£574.79	
British Gas	Town Hall Electricity	DD	£174.72	
British Gas	Town Hall Electricity	DD	£394.71	
British Gas	OCM Electricity	DD	£104.43	
EDF	Electricity- Public Conveniences	DD	£267.02	
EDF	Electricity- Cleaze Rd (March)	DD	£98.28	
EDF	Electricity- Cleaze Rd (April)	DD	£103.23	
Seadog IT	Website Hosting	DD	£42.00	
Voipfone	Office Telephone – Top-up	DD	£50.00	
Voipfone	Office Telephone – Line renewal	DD	£13.20	
Everflow	Market Place	DD	£85.84	
BT	Internet	DD	£44.63	
EE	Maintenance Phone	DD	£22.98	
Peninsula	HR & Health and Safety	DD	£376.72	
Mailchimp	CTC Website Emailing (amended from agenda)	DD	£11.83	
Allstar	Fuel for van	BACS	£111.71	
Jason Ryan	Window Cleaning	BACS	£25.00	
M&M Plumbing	Work to replace Cisterns in Public Toilets	BACS	£950.12	
M&M Plumbing	Work to fix fountain and finish Public Toilets	BACS	£223.55	
SLCC	Duplicated LM membership payment	BACS	£316.00	
Molinos	St Piran's Food Payment – Mayor's Allowance	Debit	£44.00	
Arborcare	Cut and clear tree - Enfield Park	BACS	£1,896.00	
Arborcare	Cut and clear tree – neighbouring garden	BACS	£2,340.00	
Lavazza	Coffee machine supplies	BACS	£376.12	
Paragon ID	Car Parking Tickets x 80,000	BACS	£857.04	
Starboard Systems Ltd.	Scribe Allotments Renewal	BACS	£253.20	
GCL Products	Rubber Grass Mats	BACS	£484.80	
Peninsula	Bright Payroll	DD	£25.20	
M Robins	Easter Supplies	BACS	£19.13	
M Robins	Easter Eggs	BACS	£31.80	
VOUNOT UK	3m x 3m White Gazebo (x5)	Debit	£449.95	
A Shaw	Mileage & Expense- orchard maintenance	Debit	£217.48	
Cornwall Council	Enforcement SLA	Debit	£231.00	
Skate warehouse	Skateboard bearings	Debit	£56.70	
DVLA	Council van Road Tax (Removed- On March Agenda)	DD	£0.00	

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Bodmin Nursery	Bedding Deal	BACS	£30.00	
Pickle Design	Orchard Map – Map Design & Manufacture + posts	BACS	£474.00	
Findparkpay	Software fee	BACS	£74.99	
Parnalls Solicitors Ltd.	Legal services	BACS	£360.00	
Totals:		£29,113.90 (Amended from Agenda)		
Proposed	Cllr Rotchell	Seconded	Cllr Thomson	7 in favour, 2 abs 26/247

C. To note income				26/248
Cornwall Council	Precept	CC	£198,625	26/249
SLCC	Duplicated LM membership payment – refund	CC	£316.00	
Buzzpay	Car Parking Tickets	CC	£393.37	
Buzzpay	Car Parking Tickets	CC	£371.36	
Western Supply	Refund	CC	£56.52	
Post Office	Car park tickets & permits	CC	£305.00	
Post Office	Car park tickets & permits	CC	£220.00	
Post Office	Library takings & donations	CC	£281.00	
CCLA	CCLA Interest	CC	£160.58	
Totals:		£200,728.83		26/250

12. Public Bodies (Admission to Meetings) Act 1960.				26/251
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: A. To Discuss confidential correspondence received. <i>A discussion took place in which the Council reviewed the request for CTC to start an investigation into the Water poisoning, Council felt this did not need bringing up again as it would not benefit Camelford.</i> <i>Propose to not follow up,</i> <i>Cllr Bond, Seconded Cllr Coombes. Unan</i>				26/252
Proposed	Cllr Rotchell	Seconded	Cllr Thomson	Unan 26/253

Items for next meeting	Update on the progress of the relocation Litter picking & Cleaning road Signage- add as an agenda item Talk to the school- duke of Edinburgh? Ramblers? Take pride in Camelford campaign – Some local authorities bought about residents taking responsibilities for different streets. Get some prices on customised high vis's for the litter picking.	26/254
Meetings Closed:	20.29	26/255

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