



CAMELFORD TOWN COUNCIL

Town Clerk: Laura Murphy
Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

01840 212880
clerk@camelford-tc.gov.uk
www.camelford-tc.gov.uk

The minutes of the estates and properties committee held on 12th July 2024

1. **To appoint Chair of committee** – Appointed at previous meeting EP/24/036
2. **To note Councillors present:** Cllrs Rotchell, Hewlett, Shaw, Grigg
Staff: L Murphy (Town Clerk), Neil Pearce (Maintenance and Grounds Manager). EP/24/037
3. **To receive Apologies for absence with reasons;** Cllr Elford- personal EP/24/038
4. **To receive Declarations of Interest & Approve Dispensations-** None EP/24/039
5. **Public question time** (15 minutes allowed for this) – No members of public EP/24/040
6. **To receive and approve the Minutes of 25th June 2024:**
Proposed to accept: Cllr Rotchell **Seconded:** Cllr Grigg 1abs **EP/24/041**
7. **To receive Clerk's report**
Line painting was completed on 11th July in Churchfield Car Park. The EV Chargers and Ticket machine are due to be connected to the mains and powered up in the next couple of weeks following the signing of the Wayleave document included in this meeting. Clease Road car park line painting was completed on 8th July- new signage and permits have been ordered. Permits will be available to purchase in the Library from Monday 22nd July- one permit per household available for residents of Fore Street, High Street and Chapel Street. Awaiting quotes for Broadwood bridge repairs but so far indications are that costs will be above £30,000, clerk to investigate different funding options. Regarding the Road closure on the A39- Clerk went out to talk to local businesses, concerns were raised around Mill Lane and Back Street due to dangerous driving- Clerk passed these concerns on to Highways to investigate- no further news from Cornwall Council regarding the progress on the unstable building. Incident in Enfield park- child got knees stuck through railings on play equipment- member of public cut them free, a temporary fix has been put in place to make it safe- Clerk to check ROSPA report.
EP/24/042
8. **To receive Grounds Manager's report (MGM)**
Broadwood bridge- A discussion took place around whether or not to remove the slats on the bridge to prevent members of public accessing the bridge- The committee agreed that blocking the bridge with fixed timber barricade along with the signage we have put up is sufficient.
Himalayan Bolsum is coming into the park- Groundsmen trying to stay on top of this but more letters will need to be sent to the properties on Mill Lane as it is present in some of the gardens. MGM has enquired around quotes for self-binding gravel for the path around the pond- A discussion took place around the urgency for this as it has not been budgeted for in this financial year. It was agreed to move this discussion for budget chats in September. Weed killer has been ordered for Gravel at Cemetery and the Cobbles on market place - This prompted a lengthy discussion around weed killer usage which new clerk had not been privy to previously. Weed killer is to only be used as a last resort- Cllr Hewlett to send MGM information on salt & Vinegar mix to try first. The rail at Clease Road car park has been temporarily fixed, MGM purchasing necessary parts to complete the work. Cemetery – MGM now has PPE to wear to enable strimming near Bee Hives. A lengthy discussion took place regarding the mowing required in the Orchard. It requires a full cut, but resources and time management are an issue.
EP/24/043

Signed

Date

23-8-24

9. Agenda items

- a. To **resolve** on location for 2 x Radar Signs
After a lengthy discussion of various potential locations, it was agreed that the Clerk will speak to the highways manager to seek their recommendations on the most suitable location.
- b. To **resolve** on plaque for donated hanging baskets
It was resolved to publicly thank the donor for the hanging baskets via our social media channels.
Proposed: Cllr Rotchell **Seconded: Cllr Grigg** **Unan** EP/24/044
- c. To **note** letter sent to properties on Trefrew Road regarding Himalayan Bolsum
Clerk to send copies the same letter to properties on Mill Lane whose Gardens' neighbour the Park as Himalayan Bolsum has also been identified on that side of the path. EP/24/045
- d. To **note** letter sent regarding overgrowth onto pavement near Churchfield Car Park. EP/24/046
- e. To **note** discussions with Pulse regarding Smart Hub for Camelford- A discussion took place which resulted in an action for the Clerk to clarify the potential locations for the Smart Hubs- with CTC deeming Churchfield car park as the most suitable place. EP/24/047
- f. To **Resolve** on Planning application **PA24/04662** – Land south of Skye Slaughterbridge- Retrospective application for formation of an agricultural yard/ hard standing with screen bunding.
It was resolve to Object to this planning application due to it being retrospective and the lack of information provided.
Proposed: Cllr Rotchell **Seconded: Cllr Shaw** **Unan** EP/24/048
- g. To **resolve** on cemetery chickens
It was resolved to Object to Chickens being kept at the Cemetery:
Proposed: Cllr Rotchell **Seconded: Cllr Shaw** **Unan** EP/24/049
- h. To **resolve** on Wayleave document for Churchfield Car Park EV chargers.
It was resolved to sign the Wayleave
Proposed: Cllr Rotchell **Seconded: Cllr Grigg** **Unan** EP/24/050
- i. To **discuss** CCTV Churchfield car park. A discussion took place in which it was decided to use the existing location of the CCTV and install a higher pole in order to reposition the camera to cover the new ticket machine. EP/24/051
- j. To **resolve** on required equipment list for Groundsmen,
A lengthy discussion took place regarding the replacement of faulty equipment. It was resolved that when existing petrol-powered equipment breaks, CTC will seek to replace with more environmentally friendly electric equipment where possible. MGM to purchase electric Hedge Trimmer.
Proposed: Cllr Rotchell **Seconded: Cllr Grigg** **1 Objection.** EP/24/052

10. To receive portfolio holder reports

Play Areas/OCM. – Discussed in Clerk Report EP/24/053
Enfield Park – Discussed in MGM Report EP/24/054
Car Parks – Discussed in Clerk Report EP/24/055
Cemetery & Orchard – orchard update – Discussed in MGM report EP/24/056
Allotments & Footpaths - Letter to be sent to allotment tenants reminding them they are responsible for maintaining the paths leading up to the allotments. EP/24/057
Town Hall – Nothing to report. EP/24/058

10. Date & Items for next meeting.

Meeting moved to 23rd August at Clerks request.

Signed



Date

23-8-24