



CAMELFORD TOWN COUNCIL

Town Clerk: Laura Murphy
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Minutes of the Estates and Properties Committee	26 th September 2025	

1. To note Councillors present	Cllr Shaw, Cllr Gilbert, Cllr Scawn, Cllr Coombes – Cllr Smeeth present but not on committee)	EP25119
2. To receive Apologies for absence with reasons	Cllr Bond Coombes, Shaw - Unan	EP25120
3. To receive Declarations of Interest & Approve Dispensations	None	EP25121
4. Public question time (15 minutes allowed for this)	None Present	EP25122
5. To receive and approve the Minutes of:	15th August 2025 Coombes, Scawn Unan	EP25123
6. To receive Clerk's report:	Large branch fell from Tree in Enfield Park, hit and damaged the footbridge. Requested two replacement banister pieces from Piran Services. Complaint received from allotment tenants. Bench slats have arrived for the repair of two benches in the park. Had meeting with Tina from Our only world regarding the installation of a water bottle refill station at the Skate Park- location identified. Strimming around the lectern at Clease Rd was added to the schedule. Seesaw stoppers ordered.	EP25124
7. To receive Grounds report	Enfield Park- Bench slats replaced on bench by Park- once by play park next on the list. Graffiti on the bird hide, needs staining in darker colour. Tree came down next to the bridge by the pond, trimmed branches to help prevent further damage. Market place- Bench plinth extended and new bench put in by the toilets. Back street has been weeded top to bottom. Piran services repairing bridge. OCM- Anti slip paint applied, hand prints on container suggesting it is having an effect already. Cemetery- Lots of residents in and out collecting the apples. Valley Truckle has been mowed and the bush around the memorial trimmed back- memorial needs a clean- Wasn't sure on whos responsibility this is- Cllr Gilbert confirmed the grounds team is responsible for cleaning.	EP25125

Signed:

Date: 14-11-25

8. Planning	To Resolve					
	We have received an Application trading as Hanger Management to trade from Layby on A39 heading towards Camelford (see maps attached). Application to trade from a White Mercedes Sprinter – Registration: YJ13 MVK (photograph attached) Where the vehicle, stall or container will be stored when not in use:- Private Car Park Proposed Trading months – From Grant of any Consent to 31 December 2026 Proposed trading days of the week – Tuesday – Saturday (5 days) Proposed trading times – 08:30 – 13:00 Hours Articles applied for – Breakfast Baps, Hash Browns, Burgers, Tater Tots, Hot and Cold Drinks Cllr Shaw proposed no objection.				EP25126	
	Proposed	Cllr Shaw	Seconded	Cllr Coombes	Unan	EP25127
	To Resolve			PA25/05838		
	Proposal Listed building consent for erection of illuminated and non-illuminated signs to the exterior of building and redecoration of the exterior of the building Location Masons Arms 9 - 11 Market Place Camelford Cornwall Applicant ST AUSTELL BREWERY ST AUSTELL BREWERY <i>A conversation took place where concerns were raised around the illuminated lights proposed for the building, and the change in colour as the building is listed. A previous business in town was requested to take down their illuminated sign.</i> <i>Cllr Shaw raised concerns with "ONE X NEW FASCIA WITH APPLIED LETTERS. NEW TROUGH LIGHT" concerned that its not in keeping with the building.</i> <i>Cllr Shaw Proposed that the Through light is not illuminated from inside, no issues with the traditional double sided pictorials. No objection providing the colour stays the same and there is no illuminated light box.</i> <i>Cllr Scawn counter proposed no objection providing the illuminated box light is turned off business is closed.</i>				EP25128	
	Proposed	Cllr Scawn	Seconded	Cllr Gilbert	1abs	EP25129
68. Agenda Items	A. To note complaint from allotment holders. Discuss and resolve on remedial actions. A discussion took place, Clerk confirmed these issues has not been raised previously. Cllr Shaw suggested replacing the posts and repairing the gate. Purchase a coded lock and give tenants the code. Cllr Gilbert discussed the old community shed at the allotments- and looking into the reinstating this using a shed left on a vacated plot. Proposal to buy new posts, rehang the current gates whilst the lease is being discussed- when/if the lease renewal is agreed look into replacing gates. Purchase a coded lock and give tenants the code. Chase Plumbers for the repair.				EP25130	
	Proposed	Cllr Gilbert	Seconded	Cllr Coombes	Unan	EP25131
	B. To note- Response from Oliver Jones regarding the priority signage at the narrows.				EP25132	
	C. To resolve on Quote for Zip wire repairs Proposed to accept quote from Piran Services.				EP25133	
	Proposed	Cllr Shaw	Seconded	Cllr Grigg	Unan	EP25134

Signed: 

Date: 14.11.25

	D. To resolve on quote from replacement internal auditor <i>Propose to accept recommendation from previous auditor, and instruct JT Audit and Accountancy.</i>					EP25135
	Proposed	Cllr Shaw	Seconded	Cllr Coombes	Unan	EP25136
	E. To note complaint received around parking on Clease Road. <i>It was noted that had Cornwall Council retained ownership of the car park, they would likely have implemented parking charges. The Town Council acquired the car park with the intention of keeping parking rates affordable, especially in comparison to Cornwall Council's pricing. Additionally, the issue of an overgrown hedge was raised. It was clarified that this hedge does not fall under Camelford Town Council's jurisdiction. The Clerk will contact Highways to report and address the matter.</i>					EP25137
	F. To note , letter of support sent to support footpath linking Camelford 9 and Camelford 24					EP25138
	G. To review quotes for replacement container at OCM <i>Proposal to Purchase replacement container as per quote.</i>					EP25139
	Proposed	Cllr Scawn	Seconded	Cllr Coombe	1 abs	EP25140
9. Portfolio Holders	Play Area/OCM	Cllr Gilbert- Play areas looking as good as it can, still tired but grounds team are looking after it.				
	Enfield Park	Cllr Gilbert- No concerns- Cllr Shaw walked round the park this week and commented its looking great- concerns with one bench, and a beech tree covered in toadstools.				
	Car Parks	Cllr Shaw noted that behind the bus shelter the top bank needs a tidy up.				
	Cemetery & Orchard	Cllr Shaw- Looking nice and tidy				
	Allotment & Footpaths	Cllr Gilbert- Discussed in agenda items. Footpaths all strimmed and looking good.				
	Town Hall	Cllr Scawn- Issues with the lifts- looking into a new lift management firm as Town Trust and Council getting mixed messages.				
Meeting closed:		11.36				

Neil to send Laura pictures from Clease road banks- Contact CC to see if they wish to transfer verge.

St Josephs school bus- contact school, new blocking patient spaces.

Signed: *OSA*

Date: *14-11-25*

Heather Beds- Ash Tree- Ash die back.

Signed: 

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