



CAMELFORD TOWN COUNCIL

Town Clerk: Laura Murphy
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Finance and Staffing	Tuesday 27 th January	Min Ref
1. To note Councillors present	Cllr Grigg, Cllr Rotchell, Cllr Thomson	FS25/066
2. To receive Apologies for absence with reasons	Cllr Bond, Cllr Coombes- personal	FS25/067
3. To receive Declarations of Interest & Approve Dispensations	None received.	FS25/068
4. Public question time (15 minutes allowed for this)	Staff from Camelford Town Council met to provide views on the proposed relocation of the Library and Council Offices at the request of the council. Staff compared advantages and disadvantages to remaining in the current building, including maintaining satisfaction among town businesses and avoiding initial relocation costs. Disadvantages were, ongoing heating issues; the Town Hall is frequently at 12°C or below, despite 16°C being considered a comfortable working temperature. Staff also noted that the building is designated a warm space, for which funding is received, yet cannot reliably meet appropriate temperatures. The restrictive space causes issues with community groups and limits the potential to introduce new services to keep the Library sustainable. The committee discussed that concerns have been raised about potential impacts on town footfall if the Council and Library were to move. However, no evidence was presented to support claims that relocation would adversely affect businesses. The Library Manager provided a list of businesses that have closed or moved over recent years, showing turnover irrespective of the Library's location: • Hair & Beauty Room – now Indian King Lounge • Sweeneys Barbers • Ivy Lounge (above Sweeneys)	FS25/069

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- Groovy Shop x 2 (fire safety issues)
- Le Grys Properties
- Fruit & Veg Shop
- Harmony Beauty Room
- Centre Piece (bereavement)
- Community Launderette (was Wakefield Printers)
- Earl Grey Tea Room then Nom Noms
- 3 x banks
- Pet groomers
- Stylecounts
- Four Seasons then Amy's Kitchen
- Hardware shop (changed hands x 3)
- Parkway Lettings & Insurance
- Charity Shop
- Spar
- Opticians
- Needle & Thread (retirement)
- Koolios
- Abbeyfields
- Riverside Restaurant
- Animal Charity Shop (now Visions)
- Pet Shop
- Camel Tow

It was noted that most of these business closures were unrelated to the Council's presence, and several occurred while the Library was still based in the Town Hall.

Cllr Rotchell commented that high streets nationwide are in decline and that the Town Council cannot be held responsible for local business turnover. Several recent closures were attributed to high rental costs. He confirmed the Council's financial position remains strong and that the predicted underspend this financial year would be sufficient to fund the relocation.

The staff discussed the main advantages of relocating to the Adult Education Centre were discussed. These included improved accessibility, as the building is on one level with functioning disabled access, whereas the Town Hall lift is unreliable and in need of replacement. The Adult Education Centre also provides accessible public toilets, including disabled facilities; in contrast, the Town Hall's toilet is inaccessible to the public, often resulting in parents changing babies on the library floor. Staff noted opportunities to expand services, such as offering private sessions and workshops, public Wi-Fi and hot-desking, while being mindful not to duplicate existing local businesses. Dedicated parking spaces would also be available. Future

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	library footfall at the new location is expected to increase among children and teenagers, and the location within the school grounds was viewed positively. The Library Manager added that many individuals expressing concerns about the relocation are not regular users of the service.	
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5. To receive and approve the Minutes of: 14 th October 2025	Proposed to accept					FS25/070
	Proposed	Cllr Rotchell	Seconded	Cllr Thomson	Unan	FS25/071

6. To receive Clerk's report:	Q3 Update and any other business- Well within budget at the end of Q3, with a large underspend predicted for the end of the financial year.	FS25/072
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7. Agenda Items	a. To note Q3 Budget report					FS25/073
	b. To note 2026-2027 Precept application complete.					FS25/074
	c. To note Peninsula Payroll add on training booked.					FS25/075
	d. To resolve on Cloudy IT contract renewal <i>Proposed to accept renewal quote</i>					FS25/076
	Proposed	Cllr Rotchell	Seconded	Cllr Thomson	Unan	FS25/077
	e. To discuss and resolve on CIL funding application <i>Cllr Calcutt emailed in a suggestion to look into CIL funding to make improvements to the park/ green space at the Weeks Rise/Treclago – unfortunately as the Town Council do not own or manage it has no influence over plans, however clerk has contacted housing developer to ask for plans for the area. Clerk raised that the office staff have started looking into plans to create an inclusive play area in Enfield Park as it has been previously raised by the council that regenerating this area would be the next big project. Proposal to move forward with a CIL application for an inclusive playpark in Enfield Park.</i>					FS25/078
	Proposed	Cllr Thomson	Seconded	Cllr Rotchell.	Unan	FS25/079

8. Public Bodies (Admission to Meetings) Act 1960. 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: Cllr Rotchell, Cllr Thomson					FS25/080
Proposed	Cllr Rotchell	Seconded	Cllr Thomson	Unan	FS25/081
A. Payday date amendment- Move to a set payday date in line with the new payroll software.					FS25/082

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B. Staffing Matter		
Items for next meeting: 30th June 2026		
Meeting Closed:	20.48	

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