



CAMELFORD TOWN COUNCIL

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Estates and Properties Committee		Friday 27 th March				Min Ref
The Meeting started at 10.42am due to the members reviewing Enfield Park prior to the meeting.						26/035
1. To note Councillors present		Cllr Shaw, Cllr Bond, Cllr Gilbert, Cllr Scawn, Cllr Coombes.				26/036
2. To receive Apologies for absence with reasons		None received.				26/037
3. To receive Declarations of Interest & Approve Dispensations		Non received.				26/038
4. Public question time (15 minutes allowed for this)		Non present				26/039
5. To receive and approve the Minutes of:		23 rd January 2026 Proposal to accept the minutes				26/040
		Proposed	Cllr Bond	Seconded	Cllr Gilbert	unan
6. To receive Clerk's report:		Another tree down in Enfield park- all sorted. Update on Budget position at the end of the financial year. Water fountain now installed at OCM – donated by Our Only World.				26/042
7. Agenda Items	a. To resolve on quote for replacement panels for Bus Shelter. Proposal to accept the quote					26/043
	Proposed	Cllr Scawn	Seconded	Cllr Bond	Unan	26/044
	b. To resolve on quote from Aborcure for works to tree at Helstone. <i>The Committee considered quotes from Arborcare and TipTree Timbers for works to the Sycamore tree at Helstone Green, following a request from a neighbouring resident who state that the tree is restricting light to their solar panels. Concern was raised that branches overhang the resident's garden and it was suggested the resident contribute to costs. It was proposed to contact the resident to seek a contribution, failing which the TipTree Timbers quote of £540.00 would be revisited. The conversation continued an one Member opposed any works in order to preserve the tree, other Members expressed</i>					26/045

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Date:

8/5/26

<i>reluctance to reduce the canopy. The Clerk advised a canopy reduction; however, the Committee agreed they should not fund works solely to increase light to the resident's solar panels, noting the tree pre-dates the installation. It was proposed to inform the resident that they may arrange a minimal canopy reduction at their own expense.</i> <i>Seconded by Cllr Shaw, 3 for 2 against.</i>					
Proposed	Cllr Bond	Seconded	Cllr Shaw		3 in favour, 2 against.
c. To review and resolve on quotes for stone wall repair in park. <i>Cllr Shaw proposed using the leftover wood and let it become a natural wall/feature in the park.</i>					26/046
Proposed	Cllr Shaw	Seconded	Cllr Coombes	Unan	
d. To discuss recent storm damage and resolve whether to claim on Insurance. <i>The committee discussed the benefits of claiming vs paying out of council reserves.</i> <i>Proposed to proceed with an insurance claim to cover the removal of the 3 fallen trees. (Two cleared by Arborcare, one pending).</i>					26/047
Proposed	Cllr Coombes	Seconded	Cllr Shaw	Unan	
e. To review and resolve on quotes for replacement notice boards- noting that the Tregoodwell notice board was damaged beyond repair during the storms. <i>The Committee considered the noticeboards and noted an additional board at Newhall Green. Members agreed they liked the proposed design, being aluminium, black powder coated with gold lettering displaying "Camelford Town Council." It was proposed to contact Greenbarns.co.uk to confirm delivery costs and include an additional noticeboard for Newhall Green, with the matter to be referred to Full Council for approval.</i>					26/048
Proposed	Cllr Shaw	Seconded	Cllr Bond	Unan	
f. To review request from allotment holder for fence adjustments and previous request to plant fruit trees. <i>The Committee considered a request for a 4ft pallet fence with an additional 3ft of mesh (total height 7ft), and the planting of three fruit trees. Members noted that the plot holder already has a 6ft fence at the entrance to the plot. It was proposed to approve the request for the 4ft pallet fence and 3ft mesh, with the request to plant fruit trees held under review pending potential amendments to the tenancy agreement. It was further suggested that a deposit be required for tree planting to cover potential removal costs should the Council vacate the site, and the Clerk was instructed to amend the tenancy agreement accordingly.</i>					26/049
Proposed	Cllr Bond	Seconded	Cllr Gilbert	Unan	
G. To resolve on request to plant Snowdrops, Crocus's and Bluebells around memorial tree.					26/050

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<i>Proposal to allow request- and note that Council appreciate them taking the time to ask.</i>						
Proposed	Cllr Coombes	Seconded	Cllr Bond	Unan		
H. To discuss and resolve on quote for removal of trees flagged on risk assessment- Enfield Park. <i>The Committee discussed their general reluctance to remove trees unless absolutely necessary and noted that one tree had been assessed as high risk in the 2025 risk assessment. It was agreed that the Clerk would obtain quotes and professional advice from Arborcare and TipTree Timbers regarding the appropriate works required to this tree. It was suggested that signage be installed at the time of any works to explain the reasons to the public.</i> <i>The Committee resolved to seek quotes and advice in respect of the high-risk tree only, and that no works be undertaken to other trees unless identified in future surveys or reports.</i>					26/051	
Proposed	Cllr Coombes	Seconded	Cllr Shaw	Unan		
I, To review design for cemetery signage <i>Cllr Shaw raised concerns regarding the design, considering it too informal. Other Members expressed their support for the design and confirmed they were in favour.</i> <i>Proposal to accept designs and order the signage.</i>					26/052	
Proposed	Cllr Gilbert	Seconded	Cllr Bond	Unan		
J- To review and resolve on van and ride on mower insurance policy renewal. <i>Proposal to approve Gallagher renewal quote.</i>					26/053	
Proposed	Cllr Bond	Seconded	Cllr Gilbert	Unan		
K- To discuss and resolve on three quotes for electric hand dryer in disabled toilet. <i>Proposed to purchase the armadillo eco hand dryer £149.99, Clerk to seek quote for installation then refer to full council</i>					26/054	
Proposed	Cllr Bond	Seconded	Cllr Coombes	Unan		
L- To resolve on SLA with Cornwall Council for Parking Enforcement. <i>Committee discussed the current SLA, suggesting that enforcement moves to 1 visit a week as apposed to 2. In future council consider employing someone to enforce parking.</i> <i>Proposal for clerk to contact CC and request one visit per week rather than two, and renew for another year. Council to review options before the next renewal.</i>					26/055	
	Proposed	Cllr Coombes	Seconded	Cllr Bond	Unan	26/056

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8. Portfolio Holders	Play Area/OCM	OCM looking ok, needs weeding and jetwashing. New Water fountain is in and working- donated from our only world.	26/057
	Enfield Park	Willow arch over park. Brambles behind big bench on footpath behind pond- needs doing end of August. Benches need pressure washing, bins, gym equipment. Concrete hole over leat. Move wood chippings onto path by rope bridge, Bird hide needs pressure washing. Rail over bridge, Cllr Bond Proposed a Councillors working day.	26/058
	Car Parks	Look at getting armco barriers in churchfield.	26/059
	Cemetery & Orchard	Signs need washing, Fences are down, car park and park full of weeds. Issue with Rabbits.	26/060
	Allotments & Footpaths	Wet underfoot, recent inspections, two plot holders will not be renewed due to not being work. Letters have been sent asking intentions.	26/061
	Town Hall	The lift is working and the Town Council has a Loler report.	26/062

9. 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: A. Staffing Matter- Vacancy discussed. Proposed hours agreed.					26/063
Proposed	Cllr Coombes	Seconded	Cllr Bond	Unan	26/063

Items for next meeting: 30th June 2026	26/064
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Meeting Closed:	13.07	26/065
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