

RESKAMMEL



CAMELFORD TOWN COUNCIL

Town Clerk: Laura Murphy
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Cornwall

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Meeting of the Full Council		19 th May 2026				26/267
1. To Elect Mayor		Cllr Bond received a nomination from Cllr Callcut which was seconded by Cllr Rotchell. There were no other nominations for Mayor. Cllr Bond accepted the nomination.				26/268
		Proposed	Cllr Callcut	Seconded	Cllr Rotchell	Unan
2. To Elect Deputy Mayor		Cllr Grigg was Nominated by Cllr Bond which was Seconded by Cllr Gilbert. Cllr Thomson was nominated by Cllr Rotchell which was seconded by Cllr Callcut. A written ballot took place- Cllr Grigg received the majority vote and accepted the nomination.				26/269
		Proposed	Cllr Bond	Seconded	Cllr Gilbert	Unan
3. To note Councillors present		S Bond (Mayor), M Coombes, J Gilbert, E Grigg, M Robins, R Rotchell, A Scawn, A Shaw, K Smeeth, J Thomson, T Callcut				26/270
4. To receive Apologies for absence with reasons		Cllr Scawn, Cllr Robins				26/271
Proposed		Cllr Grigg	Seconded	Cllr Thomson	Unan	
5. To receive Declarations of Interest & Approve Dispensations		None received.				26/272
5. Public question time (15 minutes allowed for this)		Cllr Burnett- Cap meeting 8 th June- topic emergency planning- Cormac undertaking touring workshops- one 11 th June in Bodmin, 30 th June in Bude, opportunity to go and talk to them. Loca plan being put together- Homes Cornwall- working with homes England, deliver 7000 houses, on land own by Cornwall council. Plan to extend Railway lines are being discussed. Cornish language strategy on Cornwall council website, about bringing it into schools expanding and developing. Graham Adams voiced concerns regarding the proposed library relocation, stating that he felt questions raised by members of the public had not been adequately answered. He advised that he had submitted questions for consideration by the Council and had been informed that these would be read at the next Council meeting; however, as the questions were received after the publication of the				26/273

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	agenda, they will instead be included for consideration at the June meeting.	
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6. To receive and approve the Minutes of:		A. Ordinary meeting Tuesday 21 st April B. Single Item Agenda- Tuesday 5 th May. <i>Agenda item 6a referred incorrectly to 17 March; this was corrected to 21 April & 5th May.</i> The minutes of the meeting held on 21 April and 5 th May were approved and signed. Proposal to approve the minutes of 21 st April 2026			26/274
Proposed	Cllr Thomson	Seconded	Cllr Coombes	7 in favour 2 abs	26/275
Proposal to approve the minutes of 5 th May 2026					
Proposed	Cllr Shaw	Seconded	Cllr Smeeth	7 in favour 2 abs	26/276

7. To receive Clerk's report:	<i>AGAR is ready for sign off and submission- End of year audit report received- only one issue identified which was the transparency code wasn't up to date on the website- this has now been rectified. Met with Kompan playground supplier to discuss equipment chosen by the youth group and agree some designs to take to public consultation in preparation for advancing the CIL funding bid. Update from Bridge Engineering regarding the riverbank- They have consulted with the Environment Agency, who want to consult Natural England before providing response.</i>				26/277
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8. Planning		26/278
To note	PA26/00851- Refused	26/279
Location: Land West Of Camelford Football Club Camelford Cornwall PL32 9TS REFUSED Application for a Lawful Development Certificate for Proposed use of field for 'Outdoor Sport and Recreation' as a footgolf course Parish: Ward: CAMELFORD Camelford And Boscastle		26/280
To note	PA26/00739- Refused	26/281
Applicant: Location: Proposal REFUSED Application for a Lawful Development Certificate for Proposed use of field for 'Outdoor Sport and Recreation' as a footgolf course Parish: Ward: CAMELFORD Camelford And Boscastle		
To note	PA26/01923- Decided not to make a TPO	26/282
17/04/2026 Applicant: Location: Proposal Parish: Ward: Miss Ellen Caldwell The Annexe 9 Chapel Street Camelford Cornwall PL32 9PJ Decided not to make a TPO (TCA apps) Works to Trees within a Conservation Area (TCA) - T1 - Sycamore x 3 - Crown reduction by 4m off height and 2m off the spread. T2 - Sycamore - Remove the tree. T3 - Conifer - Remove this tree CAMELFORD Camelford And Boscastle		
To note	PA26/01841- Approved	26/283
Location: 6 Warrens Field Camelford Cornwall PL32 9YS APPROVED Works to trees subject to a Tree Preservation Order (TPO), works include reduce the height of 2 Beech trees and 1 Sycamore tree (G1) CAMELFORD		

9. Portfolio Reports					26/284
Mayor- Cllr Bond reported that on 28th April, himself and the Clerk attended an informative meeting with the Headmaster of the secondary school. Interviews were held for new grounds staff, resulting in the appointment of two new members of staff. On 2nd May, Cllr Bond opened the fête in support of the MS Society, which was well attended and successfully raised a good amount of money. Cllr Bond also attended the Annual Parish Meeting and an Events Meeting.					

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10. Correspondence	a. To note rational for Sir James Smiths School.	26/285
	b. To note correspondence from James Symons regarding Town Hall Lease.	26/286
	c. To note correspondence received regarding the relocation of the library and council office.	26/287

11. To Appoint Committee Members & Members to outside bodies. Note: Mayor is automatically an additional member to each group.		26/288
A. Estates & Properties	Cllr Coombes, Cllr Scawn, Cllr Gilbert, Cllr Shaw, Cllr Bond.	26/289
B. Staffing & Finance	Cllr Callcut, Cllr Coombes, Cllr Rotchell, Cllr Grigg, Cllr Bond	26/290
C. Strategic & Economic Development	Cllr Smeeth, Cllr Rotchell, Cllr Grigg, Cllr Robins, Cllr Bond	26/291
D. Events	Cllr Callcut, Cllr Smeeth, Cllr Thomson, Cllr Robins, Cllr Bond	26/292
E. Outside Bodies	To appoint a representative to: Camelford Hall – Cllr Bond Leisure Centre- Cllr Rotchell Network Panel (CAP) – Cllr Shaw	26/293
	Proposed Cllr Thomson Seconded Cllr Gribb Unan	26/294

11. Agenda Items	a. To note 2025/2026 CIL report.	26/295
	b. To resolve to adopt Financial Regulations 2026, Code of Conduct 2026, Standing Orders 2026, Pay Policy Statement 2026, Annual Transparency Code Statement 2026	26/296
	Proposed Cllr Shaw Seconded Cllr Grigg Unan	26/297
	c. To resolve to use online banking to pay accounts where possible	26/298
	Proposed Cllr Thomson Seconded Cllr Grigg Unan	26/299
	d. To resolve to use direct debit for variable utility and monthly payments.	26/300
	Proposed Cllr Coombes Seconded Cllr Smeeth Unan	26/301
	e. To note Q4 2025-2026 Budgeting report	26/302
	f. To discuss and resolve on litter picking initiative. Cllr Smeeth noted that CTC previously had a litter picking group, and it would be nice to start it up again. Cllr Smeeth offered to lead the group but wouldn't be able to until September. Cllr Bond offered to take the lead and work with Cllr Smeeth Proposed Cllr Coombes Seconded Cllr Smeeth unan Cllr Smeeth also added that she spoke to dan smith Cornwall vacuum services, he has offered to clean them all. Clerk to contact Cormac to check the logistics.	26/303

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g. To discuss and resolve on holding an Information Evening regarding the relocation of the Library and Town Hall Offices. <i>Cllr Bond suggested to hold an information evening where public can ask questions and get answers, and asked for Councillors opinions. Cllr Smeeth voiced it was the absolute minimum at the moment as some members of the public feel the council aren't listening. Cllr Thomson is more than happy to see that CTC's responses are on the website, and would be happy to relay this information. Cllr Coombes felt it was right given the number of people who have signed the petition. Cllr Shaw felt it was essential the council have this period to try and put the petitioners at ease. Cllr Callcut felt it was important to hold the evening so council can present the factual reasons why the council are looking to move.</i>					26/304
Proposed	Cllr Shaw	Seconded	Cllr Coombes	7 in favour, 2 abs	26/305
h. To confirm no conflict of interest with BDO LLP <i>Councillors confirmed no conflict of interest exists.</i>					26/306
Proposed	Cllr Grigg	Seconded	Cllr Thomson	Unan	26/307
i. To confirm no conflict of interest with new internal auditor JT AUDIT AND ACCOUNTANCY. (Jamie Thomas) <i>Council confirmed no conflict of interest exists.</i>					26/308
	Thomson		Shaw	Unan	26/309
j. To approve Annual Accounting Statements 2025/2026 (AGAR) <i>Cllrs resolved to approve the Annual Accounting Statements 2025/2026</i>					26/310
Proposed	Cllr Thomson	Seconded	Cllr Gilbert	Unan	26/311
k. To approve Annual Governance Statements 2025/2026 (AGAR) <i>Cllrs resolved to approve the Annual Governance Statements 2025/2026</i>					26/312
Proposed	Cllr Coombes	Seconded	Cllr Callcut	Unan	26/313
l. To note internal audit end of year report.					26/314
m. To review and resolve on increase to cloudy IT monthly payment due to additional staff email address being required. <i>Cllrs resolved to approve the monthly payment increase to gain an additional email address for the new staff member.</i>					26/315
Proposed	Cllr Shaw	Seconded	Cllr Thomson	Unan	26/316

12. A. Accounts	To Note Balances as of: 12/05/2026	26/317
Current Account	£177453.54	26/318
Tracker Account	£238084.06	26/319
CCLA Property Fund	£50,000.00	26/320
CCLA Deposit Account	£80,000.00	26/321

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B. Payments		To resolve to authorise the payments of Accounts Outstanding for May:		26/322
Staff	Apr/May	Debit	£8694.85	
HMRC	Apr/May	Debit	£2806.24	
Pensions	Apr/May	Debit	£2769.57	
OCM Staff	Community Outreach Worker & Skate Coach	BACS	£1,115.79	
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 Rent	SO	£574.79	
Ultimate one limited	Plastic garden mesh	Debit	£95.40	
Amazon	Laminating pouches	Debit	£6.64	
Amazon	Coffee cups	Debit	£25.99	
Jordan James	Investigate and fix heater in the library	Debit	£67.50	
Mailchimp	CTC email plan	DD	£11.60	
Amazon	Photo frames	Debit	£37.60	
Amazon	Bird house kits	Debit	£60.44	
Find park pay	Software fee	Bacs	£74.99	
Arrow lifts	Inspect and repair the library lift	Bacs	£978.00	
Everflow	Water for public toilets	DD	£87.58	
Peninsula	Payroll services	DD	£25.20	
Peninsula	HR services	DD	£376.72	
Heat outside	Hand dryer	Debit	£179.99	
Skate Warehouse	Safety Helmets	Debit	£124.65	
Post office	Postage stamps	Debit	£14.56	
Prepare Robo	Robotics workshop	BACS	£149.00	
Barclays	Bank charges	DD	£13.34	
PWLB	Riverbank loan repayment	DD	£4534.20	
Jason Ryan	Window cleaning	BACS	£25.00	
North Cornwall Glazing	Bus shelter panels	BACS	£366.00	
British Gas	Electricity for the Skate park	DD	£142.89	
EE Limited	Mobile phone bill	DD	£24.66	
R Sleeps Ltd	Maintenance Supplies (March)	BACS	£139.99	
Post office	Leaving gift for Carl	Debit	£28.85	
Post office	Leaving card for Carl	Debit	£2.40	
Cornish Maids	Lunch for interview meeting	Debit	£19.20	
EDF	Electric for public toilets	DD	£360.97	
EDF	Car Park supply	DD	£87.17	
PPL PRS	Music licence	BACS	£374.57	
Amazon	Office Supplies - Lego for four days of fun	Debit	£10.00	
Amazon	Office Supplies - Prizes for four days of fun	Debit	£35.53	
Dyslexia shop	Items for OCM	Debit	£35.95	
Mailchimp	CTC website emailing	DD	£11.60	
British Gas	Electric for the library	DD	£295.52	
British Gas	Electric for the library	DD	£169.62	
Indeed	Job advert on indeed	Debit	£309.33	
Findparkpay	Software fee	BACS	£91.44	
Seadog it	Website hosting & maintenance	DD	£42.00	
All star	Fuel for the van	BACS	£37.32	
BT	Broadband	DD	£47.89	
Cornwall council	SLA patrols	BACS	£226.50	

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ROSPA	Annual Inspection	BACS	£271.20	
Gallagher	Van and Mower insurance	BACS	£1088.55	
Amazon	Office supplies	Debit	£10.99	
Amazon	Maintenance supplies	Debit	£26.24	
Amazon	Events supplies	Debit	£30.98	
R.Sleeps	Maintenance supplies.	BACS	£94.18	
Hudson Accounting	Internal Audit	BACS	£325.00	
Voipfone	Office phones	DD	£13.20	
Amazon	OCM Supplies – Crafts	Debit	£17.83	
Amazon	Office Supplies – Laminating Pouches	Debit	£19.98	
eBay	OCM Supplies – Crafts	Debit	£21.91	
Total:			£28,298.11	
Proposed	Cllr Gilbert	Seconded	Cllr Smeeth	Unan
				26/323

C. To note income				26/324
Post Office	Cleas Permt, Churchfield Tickets & Donation	CC	£560.00	
Barclays	Cleas car park permit	CC	£150.00	
CCLA	CCLA investment	CC	£882.26	
Revival books	Sale of old library books	CC	£16.84	
CCLA	CCLA interest	CC	£156.05	
Findparkpay	Car park tickets	CC	£452.81	
Various	Allotment rent	CC	£450	
Total:			£2667.95	26/325

13. Public Bodies (Admission to Meetings) Act 1960.					26/326
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 gave an update on the relief road- A. Staffing update- Grounds assistant vacancies.					26/327
Proposed	Cllr Thomson	Seconded	Cllr Callcut	Unan	26/328

Items for next meeting		26/329
Meetings Closed:	19.52	26/330

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