



CAMELFORD TOWN COUNCIL

Town Clerk: Laura Murphy
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Cornwall

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Meeting of the Full Council	21 st July 2026	26/
TO MEMBERS OF THE COUNCIL: Councillors: S Bond (Mayor), M Coombes, J Gilbert, E Grigg, M Robins, R Rotchell, A Scawn, A Shaw, K Smeeth, J Thomson, T Callcut Dear Members I hereby give you notice that an Ordinary Meeting of Camelford Town Council will be held on 21st July 2026 at <u>The Old Bank, Camelford.</u> All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder. Yours sincerely, <i>Laura Murphy</i> Laura Murphy, Town Clerk. Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.		

1. To note Councillors present		
2. To receive Apologies for absence with reasons		
3. To receive Declarations of Interest & Approve Dispersations		
4. Public question time (15 minutes allowed for this)		

5. To receive and approve the Minutes of:	Tuesday 16 th June 2026	

6. To receive Clerk's report:	Zip wire repairs have been completed and the drainage issues at OCM have been resolved. Ongoing issues have been reported at Churchfield Car Park with people defecating on site and leaving waste and used tissues behind. A new bin has been ordered for the Enfield Park play area. Repairs have been carried out to the ride-on mower following incorrect fuel being added, and colour-coded fuel cans have been purchased to prevent a repeat occurrence. Footbridge repairs are due to be completed by 17 July. Dog fouling remains an issue within Enfield Park. A complaint was received from an allotment holder regarding dog mess on their plot, and a reminder of tenancy agreement responsibilities has been issued to all allotment tenants. On 13 July, CTC staff visited Camelford Primary School to consult with the School Council on the proposed designs for the Enfield Park play area improvements. Public consultation planned in the Library on Wednesday 15th 4.30pm – 6.30pm. Work Experience completed in the library for one SJS student.	
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7. Planning					
A. To resolve			PA26/04194		
22 June 2026 Application for Permission in Principle for the construction of a dwelling (minimum 1 dwelling, maximum 1 dwelling) Location Applicant Grid Ref Land East Of Villa Farm Trevia Lane Camelford PL32 9UX					
B. To resolve (SEE BELOW)			PA26/04190		
19 June 2026 Hedgerow Removal Notice to remove to entirely remove a 25m section of hedge. Location Applicant Grid Ref Sir James Smiths Community School Dark Lane Camelford Cornwall Mr Peter Dorrer Tiptree Timbers					
C. To note			PA26/04190		
07/07/2026 Applicant: Location: Proposal Parish: Ward: PA26/04190 Mr Peter Dorrer Sir James Smiths Community School Dark Lane Camelford Cornwall PL32 9UJ Hedgerow Removal Notice to remove to entirely remove a 25m section of hedge. CAMELFORD Camelford And Boscastle WITHDRAWN					
D. To Resolve			PA21/11920		
Application Proposal PA21/11920 Your ref: My ref: Date: PA21/11920 24 June 2026 Change of use of land and the siting of 1no. tepee for camping use, together with a new toilet/shower/amenity building and the provision of ancillary works (including timber decking and below ground service connections). Location Applicant Grid Ref Land East Of Culloden Dairy College Road Camelford Cornwall					
E. To Note			PA26/04288		

Application PA26/04288 Proposal Your ref: My ref: Date: PA26/04288 23 June 2026 Application for tree works in a Conservation Area (CA): Felling of 4 Cypress trees Location Applicant 4 Chapel Street Camelford Cornwall PL32 9PJ <i>As this application is for works to trees in a Conservation Area, it will be decided under delegated authority.</i>		
F. To Resolve	PA26/04705	
04705 7 July 2026 Application for Permission in Principle for the construction of up to 3 dwellings (minimum of 1, maximum of 3) Location Applicant Grid Ref Moor View Starapark Camelford Cornwall 213115 / 86077		

8. Portfolio Reports	
Mayor-	
OCM-	

9. Correspondence	A. To note Davidstow Creamery: New Permit Issued	
	B. To note feedback- Library relocation.	
	C. To note citizens advice statistics April 2025- March 2026 Camelford.	
	D. To review and resolve on banking hub request from resident.	
	E. To note correspondence received from resident.	

10. Agenda Items	A- To resolve on CTC taking on administration for CHAT website in its current form.	
	B- To review and resolve on Equality and Diversity Policy	
	C- To review and resolve on Health and Safety Policy & Procedures	
	D- To review and resolve on Accessibility Policy 2026	
	E- Recommendation from the Staffing and Finance committee, to resolve to adopt NALC updated policies- Bereavement, Paternity Leave and Pay, Sickness Absence, Whistleblowing and Complaints Policy. – This will involve reworking the Employee Handbook.	
	F- To note Town Hall Rent Increase and Backdated. New monthly rent from 1 st April 2026 £592.03 (£17.24 increase) Backdated to 1 st April.	
	G- To discuss and resolve on holding a further public consultation regarding the relocation of the Library.	

11. A. Accounts	To Note Balances as of: 09/06/2026	
Current Account	£128,619.72	
Tracker Account	£238,713.83	
CCLA Property Fund	£50,000.00	

CCLA Deposit Account	£80,000.00	
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B. Payments		To resolve to authorise the payments of Accounts Outstanding for June/July:	
Staff	June/July wages	BACS	£10,559.01
HMRC	Jun/July NI/TAX	BACS	£3,044.47
Pension	Jun/July Pensions	BACS	£3,238.16
OCM Staff	Community Outreach Work & Skate Coach	BACS	£1,245.96
Barclays	Bank Charges	DD	£8.50
Cornwall Council	Enfield Park Store	DD	£51.00
Cornwall Council	Churchfield Car Park	DD	£550.00
Cornwall Council	Cleaze Road Car Park	DD	£283.00
Cornwall Council	Town Hall/Library	DD	£243.00
Camelford Town Trust	Town Hall/Library rent	DD	£592.03
Camelford Town Trust	Town Hall rent back payment	BACS	£51.72
British Gas	Electricity- Town Hall	DD	£122.01
British Gas	Electricity- OCM	DD	£64.94
EDF	Electricity- Public Conveniences	DD	£193.06
EDF	Electricity- Cleaze Rd	DD	£76.66
Seadog IT	Website Hosting	DD	£42.00
Voipfone	Office Telephone – Top-up	DD	£
Voipfone	Office Telephone – Line renewal	DD	£
Everflow	Market Place	DD	£415.02
Everflow	Market Place (account in credit)	DD	£-456.25
BT	Internet	DD	£47.89
EE	Maintenance Phone	DD	£24.66
Peninsula	HR & Health and Safety	DD	£376.72
Peninsula	Bright payroll services	DD	£25.20
Mailchimp	CTC Website Emailing	DD	£11.76
Allstar	Fuel for van	BACS	£104.67
Jason Ryan	Window Cleaning	BACS	£25.00
Camelford & District Agr.	Camelford Show Stand & Passes	BACS	£150.00
Boscastle CIC	Minibus Hire	Debit	£50.00
CALC	Conference tickets	BACS	£90.00
ICO	Data protection fee	DD	£47.00
South West Water	Allotment water bill	DD	£241.51
Keith Clemes line marking service	Churchfield Car park relining.	BACS	£3901.20
Cornwall council	Emptying the litter bins	BACS	£3,228.96
Aqua Rod	Clear the block drain at OCM (first visit)	BACS	£480.00
Kernow Fire consultancy	Provision of fire risk assessment	BACS	£130.00
Camelot garage	Milk	Debit	£2.40
Find park pay	Software fee	BACS	£75.06
S P Bawden	Bandstand Music	BACS	£260.00
Kernow Training	Staff Training – Ride on mowers	BACS	£225.00
JRB Enterprises	Dog waste bags	BACS	£77.22
Londis Camelford	Office Supplies	Debit	£4.79
Cornwall Council	SLA Patrols	BACS	£188.78
Amazon	Craft Explorer Kit x 2 – Reading Challenge	Debit	£27.40
Amazon	4ft Bamboo Canes x 20 – Lantern Workshop	Debit	£12.98
Amazon	Luggage Tags x 50 – Lantern Workshop	Debit	£3.49
Amazon	2g Sugar Sachets x 1000	Debit	£8.49
Amazon	Drawing Paper & Markers – Reading Challenge	Debit	£15.97
Pickle Design	Website Hosting	BACS	£108.00
Aquarod	Clear the block drain at OCM (second visit)	BACS	£480.00
PathandPatio-co-uk	Telescopic Hooked Patio Weeder x 2	Debit	£20.97
R.Sleep Ltd.	Maintenance supplies	BACS	£241.34
Andy Shaw	Councillor Mileage	BACS	£55.53
Bodmin Nursery	Bedding plants and compost	BACS	£41.99
YESSS electrical	Electrical supplies	BACS	£968.70
Torch fire protection	Maintenance of fire extinguishers x9	BACS	£108.16
Duchy defibrillators	Annual monitoring fee	BACS	£246.00
Piran services	Enfield park zip line replacement	BACS	£1,122.90

Amazon	Door handle for Town Hall	Debit	£16.28	
Western supply	Maintenance supplies	BACS	£49.90	
S Solomon	Bandstand music	BACS	£300.00	
Highfield Motors	CTC Van Maintenance	BACS	£177.03	
Cornish Cobbler	Allotments Padlock & Key Cutting	Debit	£38.45	
Totals:		£34,135.69		

C. To note income				
Post Office	Various (donations, car parks, allotments, etc.)	CC	£1,380.00	
Post Office	Allotments	Cheque	£60.00	
Post Office	National Grid Wayleave	Cheque	£29.95	
Post Office	Various (permits, car parking tickets & library)	CC	£360.00	
Post Office	Parking Permits	BACS	£100.00	
Totals:		£1,869.95		

12. 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. Footpaths. Resolution required. B. Clease Car Park access.					

Items for next meeting		
Meetings Closed:		