

Notes from the recording made at the CTC meeting held on 5th June 2008.

Present: Mayor B Lush (BL), Dep. Mayor J Pearce (JP), R Rotchell (RR), P Lessels (PL), A Shaw (AS), B Ireland (BI), E McCormick (EM).

Minutes: B Groves (BG).

Public Participation – None.

Presentation by Mrs. J Raymond-Barker – “Camelford Charter and its Anniversary” – Mrs Raymond-Barker is unable to attend and will make her presentation at the next CTC meeting. (Other items relating to the Anniversary appear elsewhere in these notes).

1 – Apologies – M Baber (ill), A Hearnden (having resigned), P Clark (family commitment), D Elliott (may arrive late).

2 – To adopt Standing Orders – RR proposed adoption, seconded by AS, all in favour.

3 – Declarations of Interest – BL, 12g, personal, member; BI, 13a, prejudicial, applicant; EM, 13a & 18c (CAR), personal, AS, 13a & d, personal.

4 – Minutes –

(a) Minutes of 1st May 2008 – RR commented on Item 7d, asked the Clerk if there was a report back because some trees desperately need attention. BI commented on Item 20, saying he could not have co-proposed that item at that time as he had left the meeting after Item 11 (i.e. at 8.20pm). BI is happy for the minutes to show that he did propose the item just before he left the meeting. Subject to these amendments being made PL proposed acceptance, sec by JP, a.i.f.

(b) Minutes of 20th May 2008 – BL commented that Item 18(e) should read ‘2013’ not ‘2011’. AS stated that he had not received a copy of these minutes. BG directed member’s attention to the revised copy issued immediately prior to the opening of tonight’s meeting. Subject to this amendment being made BL prop acceptance, sec by BI, a.i.f.

5 – Items carried forward –

(a) Co-op to be asked to re-site – BG reported that a senior manager from Co-op HQ in Truro was to have been in touch but has not yet done so. AS reminded members of the additional problem, previously mentioned at Council, in respect of safety issues and pedestrian access. BG will follow this up.

(b) Rights of way update (opeways) – BG reported that County Council have now stated that they have ‘no knowledge’ of this application in spite of several letters and phone calls. BG suggested that he write to Chief Officer of CCC.

(c) CCC sign-cleaning partnership – BG to once again write to CEO of CCC.

(d) Letter to ‘Flames’ re purchase and installation of litter bin – occupants have contacted Ron Hart and will also call to see BG to discuss purchase of a suitable bin – ‘follow-up’ letter to go to occupants of ‘Flames’ fast-food shop.

(e) Affordable Housing (from PL) – BL stated that he and PL had attended a meeting. PL asked that this item be postponed until the next meeting to allow him to prepare and circulate information beforehand.

(f) Affordable Housing for local people re Poltair Homes (from BL) – BL reported with reference to the land that fronts onto Victoria Road and previously designated for a hotel. He had been informed by a neighbour that Poltair don’t actually own the land. He asked that BG write requesting an update and

further information from Poltair Homes as the agreement related to 'affordable housing'. He asked that the letter specifically refer to the homes being for local people. AS stated that he had seen earlier plans which cited 27 homes. RR asked what the original plan had stipulated (i.e. was it affordable housing for local people) – BL believes that it was. AS added that it was originally for 'purchase and social renting' but it didn't stipulate that it was for local people. AS also commented on the development at Delabole and the involvement of the Community Land Trust, PL mentioned the development at Inns Park and asked about the commitments that had involved affordable housing for local people. BI commented that the issue had arisen due to comments made at the recent NCALC (North Cornwall Assoc. of Local Councils) meeting. PL seconded BL's proposal, a.i.f.

(g) Amendments to CTC website (from BI) – BI reported that the subscription for this year had already been made (£130) but that he was disturbed about the restrictions this provider placed on how the site could be maintained and up-dated. EM echoed the concerns. BI wishes to allow more access by the public to items such as updating of approved yearly Accounts, Committee members and a history of the town along with historic and contemporary photographs. One of BI's concerns about developing a parallel website was compliance with DDA (Disability Discrimination) requirements. JP agreed with BI's suggestion that a parallel site be developed by BI and EM, to subsequently be linked to the 'official' site with approval of Council being necessary before the new site goes 'live'. AS asked if this would interfere with the '.gov' email addresses that Councillors had been issued. He was assured by BI that no problem would arise as email addresses are distinct from the website and that in fact a new site would provide increased security by allowing members to have individual passwords. BL asked that a brief presentation be given to Councillors once BI & EM have developed a general plan of design. AS proposed that a new flexible website be designed, sec by BI, a.i.f.

(h) Request for information re CDCDT (from BI) – BI stated that his membership of the Town Forum had provided little information on the workings of the CDCDT (Camelford & District Community Development Trust) or the Forum itself. He added that the formation of Community Networks as part of the structure of the Unitary authority will require the significant involvement of numerous local organisations and those organisations must be open to scrutiny. He said that it was not his intention to 'knock' the CDCDT or Forum but to ensure that the necessary criteria will be met. AS replied that this request had been passed to Jonathan Holt (Chairman of Town Forum) and Simon Swales and he will be asked to attend a future CTC meeting but after the next Forum meeting. RR suggested that this request be made officially through the Town Clerk to allow Councillors to get up to speed and permit the public to have an understanding of the processes involved..

6 – Answers to Public Participation of 20th May meeting – None.

7 – Questions from Councillors – None.

8 – Items requiring a decision –

(a) To get estimate for repair of damage to wall at Churchfield car park – BG has asked the contractor to look at this but the contractor had had a bad fall which required hospitalisation but this matter should be looked at next week. BL believes the cost should be covered by insurance. BI asked that this item go to the Amenities Committee to look at ideas to protect the wall. PL replied that Amenities Committee (then Car Park Committee) had looked at 'perhaps installing a wooden barrier fence'. BL prop that the Clerk contact the insurance company and that Amenities Comm. look at moving re-cycling bins instead of a new barrier, sec by RR, a.i.f.

(b) Decide classes of Camelford in Bloom – JP asked if the classes could remain as last year and PL prop this, sec by JP, a.i.f.

(c) Choose judge(s) for Cam in Bloom – PL asked if CTC would consider Mrs Pearce & Mrs Clark because of their involvement but was informed that relationship to Councillors could preclude this. AS

prop asking last year's judges (from Bruallen Nursery) to officiate again, sec by BI, a.i.f. BL then proposed that Bodmin Trophies again be contacted re supply of prizes, sec by BI, a.i.f.

(d) Accept and sign audit for 2007/8 – BL reported that this audit was a bit late but not as late as last year. BG confirmed that next year's audit must be completed by June. He also confirmed that this year's audit had been 'signed off' apart from the approval of the Council. BG circulated a copy of the audit to members. BI offered to post a 'draft' copy on the CTC website but AS felt it might be better to wait until approved by the external auditor. BI proposed acceptance of the audit as it had already been viewed and approved by the Finance Committee, sec by RR, a.i.f.

(e) To allow Mrs Groves (wife of the Clerk) to undertake filing of archive documents at the Council office – BL asked BG to explain this request. BG replied that his wife would only be filing out-of-date documentation for long-term storage and that security and confidentiality would not be compromised. JP commented that, as an experienced person, this was an 'amazing offer' from Mrs Groves. AS prop acceptance, sec by PL, a.i.f.

9 – Items for Information – (a) Resignation of Councillor A Hearnden (NCDC notified) – BG commented on the cost of the last election in May (£2,002). PL stated that 'democracy can prove to be expensive' and added that he hoped that more than one candidate would stand as he was opposed to co-option. EM agreed with PL but added that if just one candidate stood the costs could be reduced because that person would be 'elected unopposed'. BG reminded members of the amount that had been budgeted for election(s). RR prop that CTC write to Mr Hearnden thanking him for his contribution during a difficult time for the Council, sec by PL, a.i.f.

10 – Approval of Payments – list available in Clerk's office – RR prop acceptance, sec by PL, a.i.f. BL asked BI to present the minutes of the Finance Committee and BI asked that they be left until later so that he could explain the Bank Reconciliation documents (copies to members). BI wants to take up some issues with Barkers (auditors) for clarification and information. PL asked for information on 'vire-ing' (transfer of amounts between accounts) and for confirmation that any 'vired' amounts be approved by full Council.. BI explained the high-lighted items and how reconciliation had been achieved.

11 – Resolutions or recommendations from Councillors – None.

12 – Correspondence –

(a) Email from Cllr McCormick requesting Council involvement in the 750th Anniversary celebrations – EM asked that this item be deferred due to the presentation by Ms Raymond-Barker not taking place this evening.

(b) Email from Cllr McCormick re complaint he had received re dog-foul on footpath Roughtor Drive to Highfield. BL added that the problem goes further afield, right through to Clease Road.. AS has also received a complaint of dog-foul in the Fore St. area. RR asked that all future developments be required to install dog bins for use by responsible dog owners. BL also asked that the press provide some publicity in an effort to diminish the problem. BL prop that the district's Dog Wardens be approached to spend more time policing the Camelford area, in particular this walk-way, to ensure compliance and/or to issue fixed penalty fines, sec by JP, a.i.f.

(c) Camelford Hall income & expenditure of Management Committee – BL handed account to BG. BL then stated that the Hall currently has no Chairman and was seeking to co-opt.

(d) Email from Cllr McCormick recommending changes to computer filing system used at CTC office – EM provided members with examples to show how the system could be improved to allow file organisation and retrieval to be simplified. JP commented on difficulties he had experienced while attempting to retrieve numerous Council files recently, he added that this suggestion did seem like a good idea. AS asked for confirmation that security would not be breached by implementation of these changes

and was assured that password protection would remain in place. BL prop acceptance and implementation with immediate effect, sec by JP, a.i.f.

(e) Consultation on Parish elections – discussed at previous CTC meeting and letter had been sent to the Chief Executive.

(f) Standards Committee annual Plan – copies to each Councillor.

(g) Royal British Legion application re fund-raising – 10th anniversary celebration on 20th June 2009 – BL recommends that BG writes to R.B.L. asking them to co-ordinate their celebration with the 750th Anniversary in June next year. He asked that this request be deferred until after the presentation by Ms Raymond-Barker.

(h) Health & Safety report re asbestos assessment at NCDC Offices.

(i) Archaeology Alive – CCC review handed to BI for study.

(j) Sustainable Community Strategy – details available on :-
www.cornwallstrategicpartnership.gov.uk

(k) Burrows Guide – PL prop that this go to Publicity Committee, sec by JP, a.i.f. PL also wanted this item deferred until after the presentation by Ms J Raymond-Barker.

(l) ‘Signpost’ newsletter.

(m) Road-works 15/09/08 for 1 week, 9.30 – 4.30 every day, High St. (Co-op) to Valley Truckle, for work to storm drains.

(n) Road-works 22/09/08 for 1 week, Slaughterbridge to Trefrew Rd.

(o) One Cornwall update – update and timetable for going forward - Martin Eddy appointed.

BG stated that a letter from CAR re the 750th Anniversary celebrations is to be dealt with during the CAR report (see Item 18(c) below).

13 – Planning Applications –

(a) Timberlines, Dark Lane. BI and AS left the room for this discussion. RR spoke on the protocol of this item stating that it should be deemed as an ‘appropriate application’ having visited the site and spoken to neighbours, and that CTC should record ‘no view’ as the applicant is a Town Councillor. RR proposed this, sec by PL, 4 in favour, 1 abstention (EM).

(b) Worthy Acre Farm, Valley Truckle. AS prop no objection, sec by RR, a.i.f.

(c) Hodge’s Ground, Mill Lane. RR prop no objection, sec by AS, a.i.f.

(d) 2 High St. AS commented on the previous application 4 or 5 years ago. He added that since that time the road had been narrowed and visibility reduced. RR commented on over-development and poor access – he proposed objection on those grounds, sec by AS, a.i.f.

14 – Planning Approvals –

(a) 19 Fore St. (b) 19a Fore St. (c) Fairway View, Helstone, (d) Caravan Club, Valley Truckle, (e) Renewal of permission for Youth Club temporary premises.

15 – Planning Refusals – None.

16 – Planning Applications withdrawn – None.

BL then commented on the brightly illuminated sign at Lloyds Bank which he didn’t recall having received approval. RR found it incongruous that a sign at the Physiotherapists shop had been refused.

17 – Committee Reports – BI asked if the Finance Committee report had been put forward. BG replied that it hadn’t and BI stated that it must be available for the next meeting.

18 – Reports from outside bodies –

(a) Town Forum – meeting held on Wednesday 21st May.

(b) CDCDT – meeting next week at NCDC offices, 6pm.

(c) Youth Club – no report.

(d) CAR – BG read a letter from the Secretary of CAR (Mrs Clare Ireland) re their proposals for various events to celebrate the 750th anniversary of Camelford receiving its Charter. 12th June 2009 has been booked, as has Camelford Hall for a medieval banquet. Included was a request for a letter of support and any financial support CTC could permit. BL suggested this be deferred until after the presentation by Ms Raymond-Barker and for the item to go on the next CTC agenda.

(e) Chamber of Commerce – no meeting therefore no report.

(f) Mayor's report – BL commented on various functions he had attended and is looking forward to the event at Davidstow on 14th June. He expressed his displeasure at the 'scruffy' appearance of some of the grass verges around town and asked that BG write to District and County Councils to rectify where necessary- PL felt this should be treated as a matter of urgency. JP added further comments about the scruffy appearance of the camellia beds. AS asked if John Gilbert had completed his strimmer course, this was confirmed and it is felt that this will allow improved maintenance.

(g) Other reports:-

(i) BG reported an email from Dist. Councillor B Ellison about the lack of town maintenance. RR stated that instructions to John Gilbert must go through the Clerk and not from individual Councillors.

(ii) PL reported on the Welfare Mini-bus AGM held at the Pop-Inn – a new bus (Renault 14-seater) has been ordered due to a bequest by Mrs Dorothy Merritt, 6 volunteer drivers are registered but more being sought, request for CTC to allow the new bus to go on display at Enfield Park on 21st August.

(iii) AS reported on the need for a waste bin at the bus stop in Clease Rd – this to go on next agenda.

(iv) BI reported on the seminar he had attended with Cllr Clark re One Cornwall – he spoke about Community Networks, their management and structure – he offered copies to members. Topics discussed included possible transfer of assets such as Clease car park, the Primary School site and NCDC offices at College Road from the Unitary authority to Town Council. This to go on next agenda for discussion. Documentation was passed to the Clerk for circulation.

(v) BI & BL reported on the CALC meeting and terminology to be used when discussing future planning proposals i.e. 'support' or 'no support' rather than 'object' or 'no objection'.

(h) Clerk's report – BG assumed that members would have no objection to EM being included on the next bank mandate. He then provided copies of the estimate for replacement of the bus shelter at Clease Road, the previously agreed replacement had become subject to additional costs and the terms of reference had changed. RR prop acceptance of the Clerk's suggested alternative option, sec by EM, a.i.f.

19 – Newsletters & Circulars – None.

20 – Items for next agenda – In addition to the items mentioned above:-

(a) BI gave apologies in advance as he will be on holiday.

(b) From PL – investigate requirements to confer 'Freedom of the Town' as an accolade to suitably nominated individuals. RR wanted to ensure that any such presentation was treated with appropriate respect.

----- End of Notes -----