

**CALLINGTON TOWN COUNCIL**  
**Full Council**  
**Minutes**  
**24<sup>th</sup> April 2018 at 7.45pm**  
**COUNCIL CHAMBERS**

**Public Session**

Nothing, as items had been raised at the Annual Parish Meeting earlier that evening.

**1. APOLOGIES:**

CLLRS JAMIE DOWDALL, GRAHAM FOX AND MIKE TAGG

**Present:** Portreeve & Mayor: Councillor Mark Smith

Councillors: Madi Burrows, Maria Coakley, Karen Gold, Andrew Long, Brenig Morgan, Debbie Smith, Suzan Tolman and Peter Watson

**Officer:** Helen Dowdall, Town Clerk **Members of the Public:** 1

**2. MINUTES**

It was proposed by Cllr D Smith seconded by Cllr Gold and agreed unanimously that the minutes of the meeting of 27<sup>th</sup> March 2018 be received as a correct record of proceedings.

**3. MATTERS ARISING** - Cllr Watson asked for an update on the #SaferCallington, there was nothing to report. Cllr Watson also asked for an update on the highway matters, Cllr Long explained that these items would be covered in his Cornwall Councillor's report.

**4. DISCLOSURES OF INTEREST –**  
None.

**5. POLICE MATTERS.**  
Discussed at the Annual Parish Meeting.

**6. FIRE MATTERS.**  
Discussed at the Annual Parish Meeting.

## 7. REPORTS

**a) Planning Committee.** It was proposed by Cllr Tolman seconded by Cllr Long and agreed to receive the minutes of the 10<sup>th</sup> April 2018 (pages 216-217). (1 abstention)

**b) Town Hall & Premises Committee.** It was proposed by Cllr M Smith seconded by Cllr Coakley and agreed to receive the minutes of the 10<sup>th</sup> April 2018 (pages 218-221, 222 being exempt). (1 abstention)

**c) Outside Services Committee.** Meeting had been cancelled.

**d) Finance & General Purposes Committee.** It was proposed by Cllr D Smith seconded by Cllr Tolman and agreed to receive the minutes of the meeting on the 27<sup>th</sup> March 2018 (pages 208-210) (1 abstention).

**e) Staffing Committee** – No meetings held but Cllr M Smith reported that appraisals will be held soon.

**f) Health & Safety Update** – No items had been reported.

**g) Any other reports** [not for decision] from Councillors. Cllr Long gave an update on the meeting held with our Area Highways Manager on the 31<sup>st</sup> January 2018. The responses have been circulated to Members today from Cllr Long. A further meeting has been held to discuss the recommendations regarding Fore Street and we await the report from the Area Highways Manager.

Cllr M Smith gave an update on the mining and explained that a public exhibition will be held in the main hall on Thursday 3<sup>rd</sup>, Friday 4<sup>th</sup> (both 5pm-8pm) and Saturday 5<sup>th</sup> (2pm-5pm).

**h) Reports from Cornwall Councillors.** Cllr Long had circulated his report earlier today. Cllr Long reported that Mickie Raphael has been nominated for a Community Award following his tremendous efforts with the litter picks. At the last litter pick over 30 volunteers attended and 56 bags of rubbish were collected.

**i) Reports for Kelly Bray.** Nothing to report.

## 8. FINANCE

**a) Approval of payments.** It was proposed by Cllr Long seconded by Cllr D Smith and agreed to approve the following payments:

FGP	10835	British Telecom	Cemetery CCTV	116.70	23.34	140.04
FGP	10837	Microshade	GDPR & DPO service	995.00	199.00	1,194.00
FGP	10838	Inland Revenue	PAYE & NI	3,126.79		3,126.79
			Units 7,8&9 Council			
TH	10839	Cornwall Council	Tax	233.40		233.40
TH	10840	South Hams Building	PM Re-Roofing	8,263.03	1,652.61	9,915.64

		Co				
OS	10841	RPB Motors Callington	Repair to van door	80.27	16.05	96.32
TH	10842	Launderette	Tea towel wash	5.00		5.00
TH	10843	M & V Jago	Boiler service x 2	100.00		100.00
OS	10845	Beares	Tractor	24,900.00	4,980.00	29,880.00
				<b>37,820.19</b>	<b>6,871.00</b>	<b>44,691.19</b>

b) **To receive any concerns regarding the finances, in order to decide on a suitable course of action, namely a position statement on the arrears. None.**

**c) Annual Governance Statement** – The Clerk took Members through the Statement and explained the provisions and procedures which are in place, there being no further queries, it was agreed that the Portreeve signed off the Annual Governance Statement for 2017/2018.

**d) Annual Return**– Prior to the meeting the Clerk had circulated the final outturn for the accounts and the appropriations to and from reserves, inviting Members to come in and inspect the figures. There being no further queries it was agreed that the Portreeve could sign off the Annual Return for 2017/2018.

9. **FOR DECISION – To receive an update on the GDPR Audit (15<sup>th</sup> April) –** Microshade have completed their audit and provided recommendations (namely awareness training). Their report and recommended policies and procedures are available for inspection by Members.

**Resolved.** It was proposed by Cllr Long seconded by Cllr D Smith and agreed unanimously to proceed with the recommendations and documentation as proposed and prepared by Microshade.

## 10. ANY URGENT ITEMS

**a)** A Carnival Meeting is scheduled at the Bull's Head on Tuesday 1<sup>st</sup> May, Cllr Coakley kindly agreed to attend on behalf of the Council. The request for help from the Festival Committee, at the carnival would be put as an agenda item at the next F&GP meeting.

**b)** A Universal Credit Training session is being held at Link into Learning on the 8<sup>th</sup> May, and further training has been discussed in collaboration with the Primary School, Church and Foodbank.

c) Cllr Long reported that the Callington Ladies Football Team are playing for the Cornwall Cup this Friday.

d) Cllr Long explained that he now has a part-time job and a change in family circumstances.

e) Cllr Watson requested that the Town Council put forward an 'Expression of Interest' to the Big Lottery grant fund, there is no commitment from the Town Council at this stage. He would write a bid based on the idea of a community hub with a focus on youth.

**Resolved.** It was proposed by Cllr Long seconded by Cllr Tolman and agreed unanimously that Cllr Watson could put forward an 'Expression of Interest' to the Big Lottery on behalf on the Town Council based on the idea of a community hub with a youth focus, and no commitment at this stage from the Town Council.

It was proposed by Cllr D Smith seconded by Cllr Tolman and agreed to move to a Part Two Session.

11. **FOR DECISION – To receive the nominations for the Citizen of the Year Awards.** Cllr M Smith went through the applications received and his proposals for the Awards. Noted.

**There being no further business the meeting was closed at 8.40pm**