



CALLINGTON TOWN COUNCIL

FULL COUNCIL MEETING

Date: 25th January 2022
Time: **7.00pm**
Venue: Council Chamber, Town Hall
Enquiries: Tel: 01579 384039
Chairman: Portreeve & Mayor, Cllr Mike Tagg
Councillors: Sharon Brooks, Maria Coakley, Karen Gold, Andrew Long, Mike Moore, Brenig Morgan, Steve Pound, Mark Smith, Tony Stentiford, Mike Tagg, Suzan Tolman and Peter Watson.

Any member of the public wishing to express views on the agenda items below or to put questions to the Council are to email enquiries@callington-tc.gov.uk by **5pm on Mon 24th January 2022**

AGENDA

1. **APOLOGIES**
2. **MINUTES**
Approval of the Minutes of the meeting of 14th December 2021
3. **MATTERS ARISING**
4. **DISCLOSURES OF INTEREST**
To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.
5. **DISPENSATIONS** – To consider any requests for dispensations.
6. **RATIFICATION OF ANY DECISIONS MADE SINCE THE LAST MEETING**
7. **PUBLIC SESSION.** - An opportunity for any parishioner of any age to ask questions or raise concerns.
8. **TOWN FORUM** – To receive any updates from the group
9. **TOWN TEAM** - To receive any updates from the group
10. **KELLY BRAY RESIDENTS ASSOCIATION MATTERS**
11. **POLICE MATTERS**

12. FIRE MATTERS

13. REPORTS

a) Planning Committee. To receive the approved minutes from the meeting held on 16th November 2021. (approved on 18th January 2022)

b) Town Hall & Premises Committee. No approved minutes to receive as no meeting held in January.

c) Outside Services Committee. To receive the approved minutes from the meeting held on the 7th December 2021. (approved on 18th January 2022)

d) Finance & General Purposes Committee. – To receive the minutes from the meeting held on 7th December 2021. (due to be approved at the F&GP meeting held earlier this evening)

e) Any other reports [not for decision] from Councillors.

f) Reports from Cornwall Councillors.

14. FINANCE

a) approval of payments (**see appendix 1.0 below**)

b) budget monitoring

15. FOR DECISION – approval and adoption of the updated Financial Regulations. These have been updated to include the separation of the roles of the Town Clerk and Responsible Financial Officer as well as other necessary updates including Procurement procedures (Section 10). (**see attached PDF**)

16. ANY URGENT ITEMS

Jo Taylor, Town Clerk
18th January 2022

Appendix 1.0

Payments for approval 20th December 2021						
				Net	VAT	Gross
OS	12676	Cornwall Pest Management	Routine Visit	40.00	0.00	40.00
OS	12677	RG Julian	Skip Hire	215.00	0.00	215.00
F&GP	12678	Cornwall ALC Ltd	Training for Minutes, Agenda and Planning	160.00	32.00	192.00
				160.00	32.00	192.00
Payments for approval 6th January 2022						
				Net	VAT	Gross
OS/THP	DD	Allstar	Unleaded Fuel	6.68	1.33	8.01
OS/THP	12679	Helen Dowdall (Biffa)	Waste Collection - Recycling & General	157.12	31.42	188.54
THP	12680	CEF	Two Electric Radiators	599.90	119.98	719.88
THP	12681	Cornwall Council	PM Parking Enforcement December	310.80	0.00	310.80
THP	12681	Cornwall Council	Supply of Seagull Proof Sacks	96.00	0.00	96.00
F&GP	12681	Cornwall Council	May 2021 Elections	255.00	0.00	255.00
THP	DD	DRAX electricity	Staff Room	116.56	5.82	122.38
THP	DD	DRAX electricity	Rest Room	130.74	6.54	137.28
OS	DD	DRAX electricity	Museum	141.29	7.60	148.89
OS	DD	DRAX electricity	Hall	120.31	6.02	126.33
THP	DD	DRAX electricity	Workshop & Toilets	61.96	3.10	65.06
F&GP	DD	Google	Google	276.00	0.00	276.00
THP/OS	12682	GB Tool Hire	Staff Clothing	256.75	51.35	308.10
OS	12682	GB Tool Hire	Safety Boots	35.00	7.00	42.00
THP	12682	GB Tool Hire	Roll Dispenser & Hand Towel Disp.	67.73	13.55	81.28
All	12683	HR Support	Consultancy Services	30.00	6.00	36.00
OS	12684	ICCM	Memorial Management Workshop	800.00	160.00	960.00
F&GP	12685	Daniel Pollard (zoom)	Monthly Standard Pro 28Dec-27Jan	11.99	2.40	14.39
F&GP	12686	Rising Sun Nurseries	Christmas Tree	100.00	0.00	100.00
F&GP	DD	Sage	Payroll Software	54.00	10.80	64.80
F&GP	DD	Three (3)	Monthly - Mobile Phones	42.50	8.50	51.00
THP	12687	Travis Perkins	Automatic Air Vent	20.75	4.15	24.90
F&GP	DD	Webmate	SIP Trunk (VOIP)	30.47	6.09	36.56
				3557.75	418.90	3915.19

Payments for approval 13th January 2022						
				Net	VAT	Gross
THP	DD	Corona Energy	Electricity in Town Hall	276.18	55.24	331.42
THP	12688	Evan Hatch	Piano Tuner	45.00	0.00	45.00
THP	DD	ICO	Annual Data Protection Fee	40.00	0.00	40.00
THP/OS	12689	John Smith Tyres	5 Year Battery on Berlingo Van	115.00	0.00	115.00
F&GP	DD	Natwest	Autopay Fees	18.85	0.00	18.85
TH&P & OS	12690	Trewartha, Gregory & Doidge	May 2021 Elections	255.00	0.00	255.00
TH&P & OS	12691	Carpet Fayre	Heavy Tread Mat to 2 Doorways	260.00	0.00	260.00
F&GP	12692	Complete Bus. Sol. Group Ltd	Pens & Labelling	36.12	7.22	43.34
F&P	12693	WF Coombe & Son	Delivery, collection & disposal of trees	360.00	72.00	432.00
OS	12694	Fenland Leisure Products	Climbing rocks and caps for play equipment	42.00	8.40	50.40
F&GP	12695	Full Stop	Labour Charge	308.72	0.00	308.72
TH&P	12696	Lanes Group PLC	Unit 20 - attend site 04/01 to carry out blockage and clearance works	95.00	19.00	114.00
F&GP	12697	Sea Dog IT	Annual Licence (£95) and monthly hosting	120.00	0.00	120.00
OS	12698	Phil Searle	Flail Hedges (September)	455.00	0.00	455.00
OS	12699	Sparling Recycling Ltd	Mixed Waste	62.70	12.54	75.24
F&GP	DD	Worldpay	Bank Charges	13.59	2.02	15.61
OS/TH&P	DD	AMS	Vehicle Tracking for Jan & Feb	55.90	11.18	67.08
				2237.88	132.36	2370.24