



# CALLINGTON TOWN COUNCIL

## FULL COUNCIL MEETING

**Date:** 24<sup>th</sup> May 2022  
**Time:** to follow Portreeve Choosing Ceremony  
**Venue:** 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](mailto:enquiries@callington-tc.gov.uk) by **5pm on Mon 23<sup>rd</sup> May 2022**

## AGENDA

1. **APOLOGIES**
2. **MINUTES**  
Approval of the Minutes of the meeting of 26<sup>th</sup> April 2022
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. CARADON NEIGHBOURHOOD NETWORK UPDATE**

**14. REPORTS**

**a) Planning Committee.** To receive the approved minutes from the meeting held on 19<sup>th</sup> April 2022 5<sup>th</sup> and 3<sup>rd</sup> May 2022

**b) Town Hall & Premises Committee.** To receive the approved minutes from the meeting held on 5<sup>th</sup> April 2022

**c) Outside Services Committee.** To receive the approved minutes from the meeting held on 19<sup>th</sup> April 2022

**d) Finance & General Purposes Committee.** – To receive the approved minutes from the meeting held on 26<sup>th</sup> April 2022

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

**f) Reports from Cornwall Councillors.**

**15. FINANCE**

a) Approval for expenditure as listed, and note the payments made since the last meeting. **(Addendum 1.0 below)**

b) To review the internal controls and/or appropriate use of insurance cover, and risk management arrangements.

c) To receive any comments or recommendations from the Internal Audit.

d) Annual Governance Statement

e) Annual Return

**16. FOR DECISION – Jubilee update**

**17. FOR DECISION – SELECTION OF REPRESENTATIVES & COMMITTEES Recommendation**

That the Council approves the councillor membership of committees and outside bodies for 2022/2023 Civic Year.

**a) Re-election of all Committees –**

Finance & General Purposes (12 members)

(Min 8 – Quorum 4)

All Councillors

To meet on the 4<sup>th</sup> Tuesday at 6.30pm before Full Council at 7.00pm

Outside Services (12 members)

(Min 8 – Quorum 4)

All Councillors.

To meet on the 3<sup>rd</sup> Tuesday after Planning

Planning (12 members)

(Min 8 – Quorum 4)

All Councillors

To meet on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 6.30pm

Town Hall & Premises (12 members)

(Min 8 – Quorum 4)

All Councillors

To meet on the 1<sup>st</sup> Tuesday after Planning

Staffing Committee (3 members)

(Portreeve, Relevant Committee Chair and Senior Councillor)

**b) Appointment of representatives to external groups**

<b>GROUP/OUTSIDE BODIES</b>	<b>COUNCILLOR REPRESENTATIVE FOR 2021/2022</b>	<b>EXPRESSION OF INTEREST FOR 2022/2023</b>
Mining	Cllr Long, Cllr Smith and Cllr Moore	
Police	Cllr Tagg	Cllr Tagg is happy to continue
Fire	Cllr Long	
Tamar Valley Association		
Tamar AONB Management		
CALC	Clerk, Cllr Coakley and a representative from the Staffing Committee	Cllr Coakley is happy to continue
Kit Hill Countryside meetings	Cllr Tagg and Cllr Coakley	Cllr Tagg and Cllr Coakley are happy to continue
Heritage Centre	Cllr Gold and Cllr Tolman	
Callington Town Forum/One Callington	Cllr Tagg, Cllr Coakley and Cllr Morgan	Cllr Moore and Cllr Coakley are happy to continue
Trustees for Labouring Poor	Cllr Gold and Cllr Coakley	Cllr Coakley is happy to continue <b>VACANCIES</b>
Brendon & Huggins Trust	Cllr Coakley and Cllr Morgan	Cllr Coakley is happy to continue <b>VACANCIES</b>
Callington Community Network Panel	Cllr Morgan and Cllr Moore	Cllr Moore is happy to continue
Festival Committee	Cllr Coakley	Cllr Coakley is happy to continue Cllr Brooks has expressed an interest
Callington Primary School		Cllr Pound has expressed an interest
Kelly Bray Residents Association	Cllr Morgan, Cllr Smith and Cllr Coakley	Cllr Morgan is happy to continue
Neighbourhood Plan	Cllr Long and Cllr Gold	Cllr Moore has expressed an interest

<b>Mural Committee</b>	<b>Cllr Coakley, Cllr Gold, Cllr Tagg and Cllr Tolman</b>	<b>Cllr Pound has expressed an interest, Cllr Coakley is happy to continue</b>
<b>Town Team</b>	<b>Cllr Moore, Cllr Gold and Cllr Tagg</b>	<b>Cllr Tagg and Cllr Moore are happy to continue</b>
<b>Town Market</b>	<b>Cllr Coakley and Cllr Smith</b>	<b>Cllr Coakley is happy to continue</b>
<b>Environmental Led</b>	<b>Cllr Stentiford and Cllr Long</b>	<b>Cllr Moore has expressed an interest</b>
<b>Cornwall Community Flood Forum</b>	<b>Morgan, Moore (Trustee and member of Executive Board)</b>	<b>Cllr Moore is happy to continue</b>

**19. ANY URGENT ITEMS**

Jo Taylor, Town Clerk  
18<sup>th</sup> May 2022

## Addendum 1.0

Payments for approval 21st April 2022						
To be minuted at May Full Council						
				Net	VAT	Gross
TH&P	BACS	Cornwall Council	March Parking Enforcement	290.40	0.00	290.40
F&GP	BACS	Callington Methodist Church	Pasties for Civic Service (over Jubilee Weekend)	24.00	0.00	24.00
OS	BACS	East Cornwall Property Care	Fit new bollard at Free Carpark	880.00	176.00	1056.00
F&GP	BACS	Cornish Property Practice	Reinstatement Valuations (for Insurance Purposes)	2500.00	500.00	3000.00
All	BACS	HMRC	PAYE & NI for April	3938.65	0.00	3938.65
TH&P	BACS	R&K Gold	Kitchen Utensil	4.00	0.00	4.00
All	BACS	Blackline Safety	Monitoring & Servicing for Year	3840.00	768.00	4608.00
OS/TH&P	DD	Allstar	Fuel	206.92	41.38	248.30
OS	BACS	John Smith Tyres	Vehicle repairs	29.95	0.00	29.95
OS/TH&P	BACS	RG Julian	Skip Hire	215.00	0.00	215.00
F&GP	DD	Three	Mobile Phones - monthly	42.50	8.50	51.00
OS	BACS	AFE Surfacing	Tarmac reinstatement on the land at Cemetery	1160.00	232.00	1392.00
TH&P	BACS	Filmbank	Public Video Screening Licence 2022/23	124.17	24.83	149.00
F&GP	BACS	Every Corner Distribution	May Newsletter Distribution	408.00	81.60	489.60
				<b>13663.59</b>	<b>1832.31</b>	<b>15006.30</b>

<b>Payments for approval 28th April 2022</b>						
<b>To be minuted at May Full Council</b>						
				Net	VAT	Gross
F&GP	BACS	Bluemoon	May Newsletter Printing	985.00	0.00	985.00
F&GP	BACS	Cornwall ALC	CiLCA - AH & TM	864.00	144.00	1008.00
F&GP	BACS	Cornwall ALC	Working With Your Council - AH	175.00	35.00	210.00
TH&P	BACS	Majestic Coffee	Vending Machines supplies	154.15	0.00	154.15
TH&P	BACS	DB Heating	Call out charge	52.00	10.40	62.40
OS	BACS	Radland	Gate Post Replacement Yard Gate	44.57	8.91	53.48
F&GP	BACS	Ricoh	Photocopier	292.83	58.56	351.39
F&GP	BACS	J Taylor	Temporary Event Notice Fee - Jubilee	21.00	0.00	21.00
F&GP	BACS	The Snack Shop	Cream Teas for Jubilee	575.00	0.00	575.00
OS	BACS	Travis Perkins	Timber for Kelly Bray bench	110.04	22.01	132.05
				<b>3273.59</b>	<b>278.88</b>	<b>3552.47</b>

<b>Payments for approval 5th May 2022</b>						
<b>To be minuted at May Full Council</b>						
				Net	VAT	Gross
OS/TH&P	DD	AMS	Vehicle Tracking	27.95	5.59	33.54
OS/TH&P	BACS	Biffa	Waste Collection	140.52	28.10	168.62
OS/TH&P	BACS	Biffa	Recycling	42.36	8.47	50.83
TH&P	Cheque	Callington Launderette	Wash/iron of table cloths	41.00	0.00	41.00
TH&P	BACS	GB Tool Hire	Cleaning projects and refuse sacks	316.84	63.36	380.20
F&GP	DD	Google	April Google Workspace	295.24	0.00	295.24
F&GP	BACS	George Du Plessis	Reimbursement for Town Hall Router	286.98	57.40	344.38
TH&P	BACS	HR Support Consultancy	Recruitment for seasonal worker/cleaner	62.00	12.40	74.40
F&GP	BACS	RBS Rialtas	Software Support & Maintenance	121.00	24.20	145.20

			Agreement			
TH&P	BACS	Tarki Technology Ltd	Avalon Diary Web Hosting	60.00	0.00	60.00
				<b>1393.89</b>	<b>199.52</b>	<b>1593.41</b>

<b>Payments for approval 12th May 2022</b>						
<b>To be minuted at May Full Council</b>						
				Net	VAT	Gross
TH&P	BACS	Adexa Direct	Replacement Dishwasher	1557.14	311.43	1868.57
TH&P	BACS	Antony Barker	Zoning of Heating	1507.00	0.00	1507.00
TH&P	BACS	Citron	Medical Waste Service & Sanitary Disposal Unit	189.78	37.96	227.74
OS	BACS	Cormac Solutions	Carry Out Service on Various Plant	1775.71	355.14	2130.85
OS/TH&P	DD	Drax	Heritage Centre	153.84	7.69	161.53
			Workshop & Toilets	54.08	2.70	56.78
			Public Toilets	-85.74	-4.29	-90.03
			Public Toilets	-90.15	-4.51	-94.66
			Public Toilets	54.21	2.70	56.91
			Public Toilets	229.00	45.79	274.79
			Public Toilets	176.67	8.84	185.51
			New Offices	130.46	6.52	136.98
			Welfare Room	98.41	4.92	103.33
F&GP	BACS	Filmbank	Sing 2 - Rental and Advertising Charges	133.00	26.60	159.60
F&GP	DD	Natwest	Autopay	18.50	0.00	18.50
OS/TH&P	BACS	Trewartha's	OS Consumables	61.77	12.35	74.12
			TH&P Consumables	58.89	11.78	70.67
OS	BACS	Radland Building Supplies	Finance Sand	36.04	7.21	43.25
				<b>6058.61</b>	<b>832.83</b>	<b>6891.44</b>

## **Addendum 2.0**