

FULL COUNCIL MEETING

Callington Town Hall

23rd May 2023 at 7.40pm

Minutes

PRESENT: CLLRS BROOKS (SB), COAKLEY (MC), GOLD (KG), LONG (AL), MAYER (KM), POUND (SP), SMITH (MS), STENTIFORD (TS), TOLMAN (ST) VALDEBOUZE (EV) WARD (PW) & WATSON (PVW) (CHAIR),

OFFICERS: TOWN CLERK (TC) RESPONSIBLE FINANCE OFFICER (RFO) & ASSISTANT TOWN CLERK (ATC)

	Minutes	Action
1.	APOLOGIES – Cllr Ward	
2.	MINUTES Approval of the minutes of 25 th April 2023. RESOLVED. It was proposed by Cllr Brooks seconded by Cllr Tolman and agreed to accept the minutes as a correct record of the proceedings. Votes in favour – unanimous.	
3.	MATTERS ARISING None	
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 None	
5.	DISPENSATIONS None	
6.	RATIFICATION OF ANY DECISIONS MADE SINCE THE LAST MEETING RESOLVED. It was proposed by Cllr Tolman and seconded by Cllr Long and agreed to ratify all decisions made since the last meeting. Agreed	
7.	PUBLIC SESSION. - Mr Howe commended Cllr Tagg and Cllr Tolman for their previous work, commitment and dedication to the Town Council. He sent the incoming Portreeve his well wishes for the forth coming year. NOTED	
8.	TOWN FORUM – To receive any updates from the group. Kelvin Spinks updated the Cllrs on their financial situation. Their treasurer will be sourcing further grant opportunities in due course. Kelvin informed the Cllrs of their Project Plan going forward. Ideas included a Town Discount Scheme and a bi-weekly Market. Noted	

9.	<p>TOWN TEAM – To receive any updates from the group. Cllr Smith has met with the Clerk and C. Thompson to discuss the way forward. There will be a full update at the next Full Council Meeting.</p> <p>Noted</p>	
10.	<p>KELLY BRAY RESIDENTS ASSOCIATION MATTERS – Susie Iannantuoni congratulated the New Portreeve along with the Deputy Portreeve and wished them all the best for the forth coming year. She informed the room that the next Kelly Bray Residents Association meeting will be Wednesday 25th May starting at 7:30pm. Susie praised the hard work put in from the ladies who recently completed the King’s Coronation Tapestry that now hangs in the main Town Hall area.</p> <p>Noted</p>	
11	<p>POLICE MATTERS - None</p>	
12	<p>FIRE MATTERS - Cllr Long reported that the recruitment drive continues for new Firefighters. He applauded the work that the Fire Service provides.</p> <p>Noted</p>	
13	<p>CARADON NEIGHBOURHOOD NETWORK UPDATE – Cllr Long confirmed the Caradon Neighbourhood Network panel will cease to exist at the end of May 2023. Its new name is Community Area Partnership. The Community Chest has been retained with the budget now reset for the next Financial year.</p> <p>Noted</p>	
14	<p>REPORTS</p> <ul style="list-style-type: none"> a) Planning Committee. To receive the approved minutes from the meeting held on 4th April 2023. Proposed by Cllr Long and seconded by Cllr Pound to receive the minutes. Votes in favour – unanimous. RESOLVED b) Town Hall & Premises Committee. To receive the approved minutes from the meeting held on 4th April 2023. Proposed by Cllr Pound and seconded by Cllr Smith to receive the minutes. Votes in favour – unanimous. RESOLVED c) Outside Services Committee. To receive the approved minutes from the meeting held on 18th April 2023. Proposed by Cllr Gold and seconded by Cllr Coakley to receive the minutes. Votes in favour – unanimous. RESOLVED d) Finance & General Purposes Committee. – To receive the approved minutes from the meeting held on 25th April 2023. Proposed by Cllr Tolman and seconded by Cllr Brooks to receive the minutes. Votes in favour – unanimous. RESOLVED e) Any other reports [not for decision] from Councillor’s. None 	

	<p>f) Report from Cornwall Councillor – Cllr Long confirmed he had today attended a Full Council Meeting. Advised the requirements for replacement bus stops at Kelly Bray and Saltash Road were being considered with a schedule of works expected shortly.</p> <p>Car Parking Charges– Cllr Long informed the room that unfortunately, despite the overwhelming opposition from the people in Callington to re-introduce the one hour charge, and the unanimous opposition of the Sunday charging from Towns across Cornwall, they decided to push forward with the new parking charges, which came into effect on Monday 22nd May.</p> <p>20mph Roll Out – Cornwall Council are moving forward with the 20mph campaign across Cornwall with St Dominic being a trial area. Our phased area roll out is planned for 2026.</p> <p>Torpoint Ferry/Tamar Bridge – Following the new increased charges being rolled out to Cash and Card customers and not just tag holders, the bridge continues to work efficiently. However, this is not the same for the Ferry. With the refit of one of the ferries, this left just two in operation. Work on the ferries continues, with the hope that all three ferries will be back in operation soon. Cllr Long will be working over the next few months on a strategy to present to the committee and Cornwall Council surrounding the lack of funding and the failure of National Highways to pay for the use of the bridge which hosts their A38 highway.</p> <p>Students urged to consider a job in care this Summer – Cornwall Council are urging any students looking for work over the Summer holidays to consider a role in Cornwall’s care sector. More information on this is available on the Cornwall Council website.</p> <p>A3888 Route Review – The joint Caradon and Launceston Area Network Panels, soon to be merged, have been working with officers on a review of the A388 from Launceston to Callington following a number of fatal accidents in the last few years. The review will be looking back on issues that affected accidents and also what can be done to improve the situation.</p> <p>Cornwall Council Surgery Days – June Cllr Long confirmed he would be holding his Council Surgery Callington Pannier Market on 10 and 24th June 2023.</p> <p>New Centre for SEND approved – Bodmin will be the location for a new centre for young people with Special educational Needs and/or disabilities (SEND). This will provide much needed support for families across North and East Cornwall. It will be located close to the Glynn Valley Crematorium.</p> <p>Noted.</p>	
15	<p>FINANCE & AGAR (ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2022/2023)</p> <p>a) Approval for expenditure as listed, and note the payments made since the last meeting. (see addendum 1.0 below) Proposed by Cllr Long and seconded by Cllr Pound to approve payment. Votes in favour - unanimous. RESOLVED</p>	

	<p>b) Conflict of Interest with BDO LLP – to confirm there are no conflicts of interest with BDO LLP (External Auditor). Proposed by Cllr Long and seconded by Cllr Brooks to confirm there are no conflicts of interest with BDO LLP (External Auditor). Votes in favour - unanimous. RESOLVED</p> <p>c) To review the internal controls and/or appropriate use of insurance cover, and risk management arrangements. Proposed Cllr Brooks seconded Cllr Tolman and unanimously agreed to confirm that the review of internal controls had been completed; with appropriate use of insurance cover and other risk management arrangements. (Having been thoroughly scrutinised at the last Full Council Meeting). RESOLVED</p> <p>d) To receive and note the Annual Internal Audit Report. Proposed by Cllr Pound and seconded by Cllr Brooks to receive and note the Annual Internal Audit Report. Votes in favour - unanimous. RESOLVED</p> <p>e) To approve the Annual Government Statement (Section 1) Proposed by Cllr Brooks and seconded by Cllr Tolman to approve the Annual Government Statement (Section 1). Votes in favour - unanimous. RESOLVED</p> <p>f) To approve the Accounting Statements (Sections 2) Proposed by Cllr Pound and seconded by Cllr Gold to approve the Accounting Statements (Sections 2) Votes in favour - unanimous. RESOLVED</p> <p>g) To set the commencement date for the exercise of public rights. Proposed by Cllr Long and seconded by Cllr Tolman to set the commencement date for the exercise of public rights. Votes in favour - unanimous. RESOLVED</p>	
16	<p>General Power of Competence To reaffirm that the Council has met the eligibility criteria and is able to adopt and exercise the General Power of Competence. Proposed by Cllr Long and seconded by Cllr Brooks to reaffirm that the Council has met the eligibility criteria and is able to adopt and exercise the General Power of Competence. Votes in favour - unanimous. RESOLVED</p>	
17	<p>FOR DECISION – SELECTION OF REPRESENTATIVES & COMMITTEES Recommendation That the Council approves the councillor membership of committees and outside bodies for 2023/2024 Civic Year.</p> <p>a) Re-election of all Committees –</p>	

Finance & General Purposes (12 members)
 (Min 8 – Quorum 4)
 All Councillors
 To meet on the 4th Tuesday at 6.30pm before Full Council at 7.00pm

Proposed by Cllr Long and seconded by Cllr Brooks to approve. Votes in favour - unanimous. **RESOLVED**

Outside Services (12 members)
 (Min 8 – Quorum 4)
 All Councillors.
 To meet on the 3rd Tuesday after Planning

Proposed by Cllr Long and seconded by Cllr Brooks to approve. Votes in favour - unanimous. **RESOLVED**

Planning (11 members)
 (Min 8 – Quorum 4)

All Councillors except Cllr Stentiford
 To meet on the 1st and 3rd Tuesday at 6.30pm

Proposed by Cllr Long and seconded by Cllr Brooks to approve. Votes in favour - unanimous. **RESOLVED**

Town Hall & Premises (12 members)
 (Min 8 – Quorum 4)
 All Councillors

To meet on the 1st Tuesday after Planning

Proposed by Cllr Long and seconded by Cllr Brooks to approve. Votes in favour - unanimous. **RESOLVED**

Staffing Committee (4 members)
 (Portreeve, Committee Chairs, Senior Councillor)

Proposed by Cllr Long and seconded by Cllr Brooks to approve. Votes in favour - unanimous. **RESOLVED**

b) Appointment of representatives to external groups

GROUP/OUTSIDE BODIES	COUNCILLOR REPRESENTATIVE FOR 2022/2023	EXPRESSION OF INTEREST FOR 2023/2024	PROPOSED BY COUNCILLORS	COUNCILLOR REPRESENTATIVE FOR 2023/2024
Brendon and Huggins Charity Trust	Cllr Coakley and Cllr Pound	Cllr Coakley and Cllr Pound happy to continue	Proposed Cllr Brooks, Seconded Cllr Long - all	Cllr Coakley and Cllr Pound
Callington Primary School	Cllr Pound	Cllr Pound is happy to continue. Cllr Valdebouze has expressed an interest	Proposed Cllr Brooks and seconded Cllr Long - all	Cllr Pound and Cllr Valdebouze
CALC	Clerk, Cllr Coakley & 1 vacancy	Clerk, Cllr Coakley	Proposed Cllr Brooks and seconded Cllr Long - all	Clerk, Cllr Coakley
Callington Town Forum	Cllr Coakley & 1 vacancy	Cllr Coakley. Cllr Valdebouze has expressed an interest	Proposed Cllr Brooks and seconded Cllr Long - all	Cllr Coakley. Cllr Valdebouze
Community Area Partnership	X2 Vacancies	Cllr Watson & Cllr Mayer	Proposed Cllr Smith and Seconded Cllr Pound - all	Cllr Watson & Cllr Mayer
Fire Service	Cllr Long	Cllr Long is happy to continue	Proposed Cllr Long and Seconded Cllr Gold - all	Cllr Long
Heritage Centre	Cllr Gold and Cllr Tolman	Cllr Gold and Cllr Tolman are happy to continue	Proposed Cllr Long and Seconded Cllr Pound – all	Cllr Gold and Cllr Tolman
Kelly Bray Residents Association	X2 Vacancies	Cllr Smith and Cllr Watson expressed an interest	Proposed Cllr Long and Seconded Cllr Pound - all	Cllr Smith and Cllr Watson
Kit Hill Countryside	Cllr Coakley and x1 Vacancy	Cllr Coakley is happy to continue Cllr Brooks has expressed an	Proposed Cllr Pound and Seconded Cllr Smith - all	Cllr Coakley and Cllr Brooks

		interest		
Trustees for Labouring Poor	Cllr Gold, Cllr Brooks and Cllr Coakley	Cllr Gold, Cllr Brooks and Cllr Coakley are happy to continue	Proposed Cllr Gold and Seconded Cllr Brooks - all	Cllr Gold, Cllr Brooks and Cllr Coakley
Mining	Cllr Long, Cllr Smith and 1x Vacancy	Cllr Smith happy to continue. Cllr Pound and Cllr Stentiford expressed an interest	Proposed Cllr Gold and Seconded Cllr Brooks -all	Cllr Smith, Cllr Pound and Cllr Stentiford
Mural Committee	Cllr Coakley, Cllr Gold, Cllr Tolman and Cllr Pound	All happy to continue		Cllr Coakley, Cllr Gold, Cllr Tolman and Cllr Pound
Neighbourhood Plan	Cllr Long, Cllr Gold and 1x Vacancy	Cllr Long and Cllr Gold are happy to continue. Cllr Mayer has expressed an interest	Proposed Cllr Brooks, seconded Cllr Valdebouze - all	Cllr Long, Cllr Gold and Cllr Mayer
Police	Cllr Long and 1x Vacancy	Cllr Long happy to continue. Cllr Brooks expressed an interest		Cllr Long and Cllr Brooks
Tamar AONB Management	Cllr Watson and 1x Vacancy	Cllr Watson stood down. Cllr Mayer and Cllr Valdebouze expressed an interest	Proposed Cllr Gold and Seconded Cllr Long -all	Cllr Mayer and Cllr Valdebouze
Tamar Valley Association	Cllr Watson and 1x Vacancy	Cllr Watson wishes to step down, Cllr Mayer and Cllr Valdebouze expressed an interest	Proposed Cllr Gold and Seconded Cllr Long -all	Cllr Mayer and Valdebouze
Town Team	Cllr Smith, Cllr Gold and Cllr Ward	Cllr Smith, Cllr Gold and Cllr Ward happy to continue	Proposed Cllr Long and Seconded Cllr Brooks -all	Cllr Smith, Cllr Gold and Cllr Ward
Proposed by Cllr Pound and seconded by Cllr Smith to approve all appointments. Votes in favour – unanimous. RESOLVED				

18	ANY URGENT ITEMS None	
	Date of next meeting Tuesday 27 th June 2023	
	There being no further business the meeting was closed at 8:21pm.	

Addendum 1.0

Payments for approval 21st April 2023						
To be minuted at May Full Council						
				Net	VAT	Gross
OS	BACS	EE	Allotment Camera	£44.61	£8.92	£53.53
OS/TH&P	BACS	Blackline Safety	23/24 Service Renewal for 5 devices	£2,580.00	£516.00	£3,096.00
F&GP	BACS	Filmbank Media	Do Little - Children's Filmshow	£145.00	£29.00	£174.00
OS	BACS	Helping Hands	10 Little Pickers	£204.80	£40.96	£245.76
			BACS Payments	£2,974.41	£594.88	£3,569.29
TH&P/OS	DD	Allstar	Diesel & Unleaded	£175.04	£35.00	£210.04
F&GP	DD	Sea Dog IT	Monthly hosting of website	£29.95	£0.00	£29.95
F&GP	DD	Webmate	SIP Trunk Unlimited - May	£16.04	£3.21	£19.25
F&GP	DD	Three	Mobile phone useage	£42.50	£8.50	£51.00
			DD Payments	£263.53	£46.71	£310.24
			Total Payments	£3,237.94	£641.59	£3,879.53

Payments for approval 3rd May 2023						
To be minuted at May Full Council						
				Net	VAT	Gross
OS/TH&P	BACS	Biffa	Recycling	£31.06	£6.21	£37.27
OS/TH&P	BACS	Biffa	General Waste	£194.95	£38.99	£233.94
TH&P	BACS	Citron	Medical Waste/Sanitary Disposal	£202.53	£40.51	£243.04
TH&P	BACS	AWE	Fibreglass roof and felt roof	£16,600.00	£3,320.00	£19,920.00
F&GP	BACS	Town Forum	Grant for Community Coronation Events	£2,000.00	£0.00	£2,000.00
OS	BACS	MH Hart & Son	Workshop & Toilets - electrical works	£1,585.17	£317.03	£1,902.20
OS	BACS	MH Hart & Son	Workshop & Toilets - electrical works - extra works	£510.40	£102.08	£612.48
OS	BACS	MH Hart & Son	Chapel - electrical works	£1,870.96	£374.19	£2,245.15
TH&P	BACS	MH Hart & Son	Units 1 & 2 - electrical works	£1,028.39	£0.00	£1,028.39
TH&P	BACS	MH Hart & Son	Units 4 & 5 - electrical works	£687.48	£0.00	£687.48
TH&P	BACS	MH Hart & Son	Unit 20 - electrical works	£1,211.78	£0.00	£1,211.78
TH&P	BACS	Liquidline	Filter for Eco boiler - Main Kitchen	£285.80	£57.16	£342.96
TH&P	BACS	Liquidline	Filter for Eco boiler - Council Chamber	£103.03	£20.61	£123.64
TH&P	BACS	Tarki Technology	Avalon Diary Web Hosting	£60.00	£0.00	£60.00
			BACS Payments	£26,371.55	£4,276.78	£30,648.33
F&GP	DD	Google	Monthly - google workspace	£310.50	£0.00	£310.50
OS/TH&P	DD	RAM	May - vehicle tracking	£27.95	£5.59	£33.54
			DD Payments	£338.45	£5.59	£344.04
			Total Payments	£26,710.00	£4,282.37	£30,992.37