



FULL COUNCIL MEETING

Council Chambers

25th July 2023

Minutes

PRESENT: BROOKS (SB), COAKLEY (MC), GOLD (KG), LONG (AL), POUND (SP), SMITH (MS), STENTIFORD (TS),TOLMAN (ST), VALDEBOUZE (EV), WATSON (PVW)(PORTREEVE AND MAYOR.)

OFFICERS: TOWN CLERK, ASSISTANT TOWN CLERK.

8 X MEMBERS OF THE PUBLIC/PRESS

		Action
1.	APOLOGIES –Cllr Mayer & Cllr Ward	
2.	MINUTES - Approval of the minutes of 27 th June 2023. RESOLVED. It was proposed by Cllr Brooks seconded by Cllr Long and unanimously agreed to accept the minutes as a correct record of the proceedings.	
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 Long and seconded by Cllr Brooks and unanimously agreed to ratify all decisions made since the last meeting.	
7.	PUBLIC SESSION. - An opportunity for any parishioner of any age to ask questions or to raise concerns. Mr Howe raised the following points to the Cllrs. He asked if any decisions that have been made during meetings would affect the Parishioners. The Clerk explained that these decisions are made within the ratification part of the Full Council meeting. He expressed his concern over the money that is paid out on a monthly basis to Cornwall Council for the parking enforcement within the Pannier Market. The Clerk informed Mr Howe that this will be under review in February 2024 before the agreement term ends. NOTED	

8.	<p>FINANCE</p> <p>a) Approval for expenditure as listed, and note the payments made since the last meeting (see addendum 1.0 below) RESOLVED. Proposed by Cllr Long and seconded by Cllr Pound and unanimously agreed to approve payments as listed</p> <p>b) Preparing the Precept for 2024/2025 Prior to the meeting the RFO had circulated details regarding the budget setting process for 24/25, including a template for new projects (statement of works, SOWs). The Clerk made reference to the information that had been circulated by the RFO. Cllrs were reminded to complete their SOWs and return to the respective Chairs and RFO by the end of August. The SOWs will be discussed at each relevant Committee in September with recommendations to Full Council. The final precept will be agreed and submitted to Cornwall Council in December. NOTED.</p>	
9.	<p>TOWN FORUM – To receive any updates from the group.</p> <p>Paul Hackworth (PH) delivered his previously circulated report to the room. He briefly covered the Town Forum CIC accounts also stating that the annual accounts were submitted to Dawe, Hawken and Dodd which have been received back along with the CIC34 report. This has been posted to Companies House on the 15th June 2023. The online accounts were completed on 22nd June 2023; they have been received and accepted by Companies House on 28th June.</p> <p>There have been no Community Grants applied for. Paul Hackworth thanked the Cllrs for the approval of the £2000 grant which the Town Forum had applied for and received.</p> <p>(PH) explained that their AGM was held on 5th July with minutes now distributed; these are still waiting for a formal signature for compliance. During the AGM there was a concern raised regarding the Callington Youth Co-ordination group and a clear distinction is required to separate the two groups. The future Town Forum meetings will include a detailed list of invitees and a list of those who do not send apologies. Time slots of ten minutes shall be allocated for each agenda item with speakers needing to prepare a brief to allow issues to be addressed as efficiently as possible. The Town Forum will be holding their next meeting on 9th August at Calli-Pizza starting at 6pm. NOTED</p>	
10	<p>KELLY-BRAY RESIDENTS ASSOCIATION MATTERS – To receive any updates from the group.</p> <p>Susie Iannantuoni delivered a short report to the room. She explained that they are currently dealing with a Police matter which cannot be discussed. She is hoping that the KBRA will be able to feedback on this at the next Full Council Meeting. The KBRA will be holding their next meeting on 26th July at 7:30pm held in the Swingletree Free House. Susie extended her invitation to the room.</p>	

	NOTED.	
11	Twinning Association Report – Apologies received from Mrs Sue Lumley. No report received. NOTED	
12	Police Matters No report received.	
13	Fire Matters No Report received. Cllr Smith informed everyone that Callington Firefighter Hewitson (Hewie) has given his notice after serving 30 years within Callington Fire Bridge. RESOLVED. Proposed Cllr Long seconded Cllr Pound and unanimously agreed to send our sincere thanks in a form of a letter to him.	
14	Caradon Area Partnership – Tamar to Moor – Cllr Watson reported the CAP (Caradon Area Partnership) had received notification of a funding application by SHARE. This well-structured bid received approval by CAP members. They are meeting again in September. NOTED	
15	REPORTS <ul style="list-style-type: none"> a) Planning Committee. To receive the approved minutes from the meeting held on 20th June 2023. RESOLVED. Proposed by Cllr Long seconded by Cllr Tolman and unanimously agreed to receive the minutes. b) Town Hall & Premises Committee. To receive the approved minutes from the meeting held on 6th June 2023. RESOLVED. Proposed by Cllr Pound seconded by Cllr Brooks and unanimously agreed to receive the minutes. c) Outside Services Committee. To receive the approved minutes from the meeting held on 20th June 2023. RESOLVED. Proposed by Cllr Gold seconded by Cllr Pound and unanimously agreed to receive the minutes. d) Finance & General Purposes Committee. – To receive the approved minutes from the meeting held on 27th June 2023. RESOLVED. Proposed by Cllr Brooks seconded by Cllr Valdebouze and unanimously agreed to receive the minutes. e) Any other reports (not for decision) from Councillor’s. Cllr Smith enlightened the room explaining how he had met with the mining company, John Peters, Peter Ware and Dennis Rowland. Jeff Harrison has now retired. The Company is trying to source funding for the latest round of bidding. However there have been some delays. The current bid that had gone in came back asking them to scale it down. The Company were somewhat deflected when this was rejected. They were 	

	<p>given just three weeks to write another bid. They have found two new potential investors who may help fund the project. There is a presentation due sometime in September/October which could be held in the Town Hall. NOTED.</p> <p>Cllr Gold invited everyone to the Christmas meeting to be held in the Council Chamber on 3rd August. Cllr Gold also requested children's raffle prizes for Halloween. NOTED.</p> <p>f) Report from Cornwall Councillor –</p> <p>Cllr Long presented an in-depth report covering the following topics; Transport For Cornwall increase the bus access to Hazelwood Road, the on-going saga of the Tamar Bridge charges, New Road Car Park fees, Lloyds Bank have announced the closure of the Bank in Callington. Cllr Long has met with Highways regarding the cycle path at Dupath. He briefly updated the room regarding the Mining Project Bid along with warning people of the delays along the A30 due to continued works. He finished by expressing his deep concerns over the last Outside Services meeting. Cllr Long has since written to our MP Sheryll Murray to query her involvement in the issue of a potential Dog Exercise area in the Launceston Road play area. Cllr Long raised the points regarding the current situation and also that under GDPR regulations they should not be sharing information with another parish. Her answer failed to reply to any of the questions but did admit the error and confirmed the leaflet would be recalled and reprinted.</p> <p>Further information on the monthly update from Cllr Long can be found by following this link - https://callington-tc.gov.uk/wp-content/uploads/2023/07/Callington-Newsletter-August-2023.pdf</p> <p>Cllr Long completed his report by informing the room of his next Cornwall Councillor Surgeries which will be held on Saturday 9th September and Saturday 23rd September at Callington Town Hall Pannier Market from 10am until 12 Noon.</p> <p>NOTED</p>	
16	<p>FOR DISCUSSION/DECISION- to review the current Cemetery fees.</p> <p>Item deferred to the next Outside Services meeting.</p> <p>RESOLVED. Proposed Cllr Gold seconded Cllr Smith and unanimously agreed to add this item to the next OS meeting in September.</p>	
17	<p>FOR DISCUSSION/DECISION – Mural Update – Clerk to give an update on the Fire Station mural and to discuss the status of the Mural Committee.</p> <p>Sam Jackman would like a few more helpers and has asked Cllrs to help out at the Callington Fire Station Open Day being held in August. They would be supporting the local children to paint the three Fire fighter mural boards with paint by numbers theme. Alternatively, there is a small budget of £150 put aside which could be used to fund the local artists who can come for the day to assist the children. A short discussion was had.</p> <p>RESOLVED. Proposed Cllr Pound seconded Cllr Gold and unanimously agreed to</p>	

	allocate £150 to employ an artist(s) to support completion of the murals at the Fire Station Open Day.	
18	<p>FOR DISCUSSION/DECISION – Youth Steering Group – to review the current structure of the Youth Steering Group.</p> <p>Cllr Watson explained that the Grant application form and its policy are both on the Town Council Website. A discussion was had with the Councillors regarding the way forward. A draft Terms of Reference (ToR) was circulated around the table with the intent of forming a Town Council Working group which would fulfil the purpose of a Youth Steering Group to make recommendations on any grant submissions. Cllr Watson explained that the Working Group would be made up of Town Councillors who will scrutinise each grant application and involve third parties as they saw fit. Recommendations from the working party would go to Full Council for their approval. The ToR would be reviewed annually.</p> <p>RESOLVED. Proposed Cllr Brooks seconded Cllr Gold and unanimously agreed to Proposed Cllr Brooks seconded Cllr Gold and unanimously agreed to adopt the Terms of Reference. Cllr Watson will contact the Town Forum in due course to inform them of the changes.</p> <p>NOTED.</p>	
19	<p>FOR DISCUSSION/DECISION – Grant Sourcing Working Party – to agree the Terms of Reference and aims and objectives.</p> <p>Cllr Watson and Cllr Long both thanked the Clerk for her time in producing the Terms of Reference. Cllr Watson communicated with the room that he would like to form a working party of three Councillors who will search and apply for any grants on behalf of the Town Council. Cllr Long suggested that the quorum of this working party would be three members with a maximum of five members for voting purposes. The working party will pursue any grant applications that will help the TC and fulfil them to the best of their knowledge. The Clerk briefly explained that working parties cannot make any formal decisions and that any recommendations must come to Full Council for scrutinising.</p> <p>RESOLVED. Proposed Cllr Pound seconded Cllr Gold and unanimously agreed to adopt the terms of Reference for the Working group with an amendment to include five councillors, and a quorum of three.</p>	
22	<p>Any Urgent Items for decision at the Chair’s discretion –</p> <p>Cllr Long asked the Cllrs to consider the following planning application –</p> <p>a) PA23/05542 28 Florence Park Callington Cornwall PL17 8FJ. Construction of a single storey side extension.</p> <p>PA23/05542 Construction of a single storey side extension. 28 Florence Park Callington Cornwall PL17 8FJ</p> <p>RESOLVED Proposed Cllr Pound seconded Cllr Tolman to recommend the application for approval subject to consultation with the neighbours. Votes – 8 votes in favour, against 0, abstention 1 APPROVED</p>	
23	<p>Resolved. It was proposed by Cllr Long seconded by Cllr Gold and unanimously agreed to move to a Part Two session at 7:58pm</p>	

	<p>PART TWO SESSION</p> <p>Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers will be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.</p> <p>a) To discuss matters sent within an email to a Councillor.</p>	
	<p>Date of next meeting: Tuesday 26th September 2023</p>	
	<p>There being no further business the meeting was closed at 8.19pm.</p>	

Addendum 1.0

Payments for approval 28th June 2023						
To be minuted at July Full Council						
				Net	VAT	Gross
OS	BACS	AB Pest Solutions	Haye Road Allotment - pest control	£130.00	£0.00	£130.00
OS	BACS	AB Pest Solutions	Heritage Centre - pest control	£110.00	£0.00	£110.00
OS	BACS	AB Pest Solutions	Heritage Centre - wasps/bees	£50.00	£0.00	£50.00
OS	BACS	AB Pest Solutions	Workshop - pest control	£65.00	£0.00	£65.00
F&GP	BACS	Bingo Blooms	100th Birthday Civic Flowers	£30.00	£0.00	£30.00
OS	BACS	EE	Alloment CCTV	£44.61	£8.92	£53.53
All	BACS	HMRC	June PAYE/NI	£4,040.20	£0.00	£4,040.20
TH&P	BACS	Just Fans Ltd	Additional Vents in Calli Pizza	£112.59	£22.52	£135.11
F&GP	BACS	Sea Dog IT	Website Support	£15.00	£0.00	£15.00
F&GP	BACS	P Watson	Mileage to Civic Events	£50.00	£0.00	£50.00
			BACS Payments	£4,647.40	£31.44	£4,678.84
F&GP	DD	SeaDog IT	Domain Renewal	£155.00	£0.00	£155.00
OS	DD	Ram Tracking	July Vehicle Tracking	£27.95	£5.59	£33.54
			DD Payments	£182.95	£5.59	£188.54
			Total Payments	£4,830.35	£37.03	£4,867.38

Payments for approval 4th July 2023						
To be minuted at July Full Council						
				Net	VAT	Gross
TH&P/OS	BACS	Biffa	Recycling	£31.06	£6.21	£37.27
TH&P/OS	BACS	Biffa	General Waste	£155.96	£31.19	£187.15
OS	BACS	Full Stop	Annual Maintenance Charge for Fire Extinguishers at Workshop	£95.00	£19.00	£114.00
OS	BACS	Sparling Recycling Ltd	Mixed Waste from Allotments	£38.00	£7.60	£45.60
OS	BACS	Sparling Recycling Ltd	Mixed Waste from Allotments	£98.80	£19.76	£118.56
F&GP	BACS	Tony Stentiford	Full Council 27.6.23. Item 12 - Town Crier Competition	£250.00	£0.00	£250.00
F&GP	BACS	Jo Taylor	Travel Expenses - SLCC Branch Meeting	£14.72	£0.00	£14.72
F&GP	BACS	Kelliwic Golowi	F&GP 27.6.23 Item 13 - Grant	£150.00	£0.00	£150.00
F&GP	BACS	Town Forum	F&GP 27.6.23 Item 14 - Grant	£2,000.00	£0.00	£2,000.00
F&GP	BACS	Lions Club	F&GP 27.6.23 Item 15 - Grant	£1,524.00	£0.00	£1,524.00
			BACS Payments	£4,357.54	£83.76	£4,441.30
F&GP	DD	Google	June Google Workspace	£310.50	£0.00	£310.50
						£0.00
			DD Payments	£310.50	£0.00	£310.50
			Total Payments	£4,668.04	£83.76	£4,751.80

Payments for approval 12th July 2023						
To be minuted at July Full Council						
				Net	VAT	Gross
OS	BACS	Direct Water Tanks	1,000 Litre Water Tank	£270.40	£54.08	£324.48
OS	BACS	GB Tool Hire	Leaf Blower Hire	£55.04	£11.01	£66.05
OS	BACS	GB Tool Hire	Fench Panel Hire	£22.20	£4.44	£26.64
OS	BACS	GB Tool Hire	Leaf Blower	£254.17	£50.83	£305.00
TH&P	BACS	GB Tool Hire	Hand Towel, Toilet Roll, Blue Roll	£210.35	£42.07	£252.42
OS	BACS	GB Tool Hire	Forestry Helmet & 2 Pairs of Boots	£199.85	£39.97	£239.82
OS	BACS	GB Tool Hire	Barrier Tape	£7.16	£1.43	£8.59
OS	BACS	GB Tool Hire	3 Pairs of Work Trousers	£59.85	£11.97	£71.82
TH&P	BACS	GB Tool Hire	Toilet Roll, Hand Towel, Black Bags, T Shirts and HandWash	£450.05	£90.01	£540.06
F&GP	BACS	S Jackman	Bid Writing and Materials for Mural	£284.00	£16.80	£300.80
F&GP	BACS	More Creative	Mural Boards for Fire Station Project	£295.89	£59.18	£355.07
TH&P	BACS	Nisbets	Water Jugs	£89.96	£17.99	£107.95
TH&P	BACS	SWAAT	EAL Portable Appliance Testing - Course for SH	£275.00	£55.00	£330.00
TH&P	BACS	SW Beans	Cups and Sugar for Coffee Machine	£70.99	£12.00	£82.99
OS	BACS	Screwfix	Extension Nozzle Blowgun, Adaptor Plugs	£14.98	£2.99	£17.97
OS	BACS	Travis Perkins	Fence Panels, Postcrete for Allotments	£225.20	£45.04	£270.24
F&GP	BACS	P Watson	Mileage for Civic Events	£37.00	£0.00	£37.00
			BACS Payments	£2,822.09	£514.81	£3,336.90