



# FULL COUNCIL MEETING

Council Chambers

25<sup>th</sup> October 2022 at 6.30pm

## Minutes

**PRESENT: CLLRS COAKLEY (MC), GOLD (KG), TOLMAN (CHAIR) (ST), MOORE (MM), SMITH (MS), TAGG (MT) & WATSON (PW)**

**OFFICERS:** TOWN CLERK, ASSISTANT TOWN CLERK, RESPONSIBLE FINANCIAL OFFICER

5 MEMBERS OF THE PUBLIC, 1 MEMBER OF PRESS

	<b>Minutes</b>	<b>Action</b>
	<p>EXEMPT REPORT: MATTERS OF A SENSITIVE NATURE</p> <p><b>That 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 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.</b></p> <p>Update from the Staffing Committee</p> <p><b>Proposed by Cllr Coakley seconded by Cllr Gold and unanimously agreed to move into a Part Two Session at 6.30pm</b></p> <p>The Clerk updated the Council on the resignation of the Cleaner and the Staffing Committee's proposals for this role moving forward.</p> <p>Discussions took place.</p> <p><b>RESOLVED.</b> It was proposed by Cllr Gold seconded by Cllr Moore and agreed to approve the Staffing Committee's recommendation (6 support, 1 abstention)</p> <p><b>Cllr Stentiford joined the meeting</b></p> <p>The Clerk then went on to explain that the Staffing Committee would like all staff take part in a 'time and activity' exercise. Discussions took place as to the benefit of the exercise and its effectiveness.</p> <p><b>RESOLVED.</b> Proposed by Cllr Moore seconded by Cllr Tolman and agreed to approve the Staffing Committee's recommendations (7 support, 1 against)</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p><b>TC</b></p> <p></p> <p><b>TC</b></p>

	<p>The Clerk reported that a request had been received from a member of staff for a change to their working hours. The Staffing Committee recommends that this be agreed.</p> <p><b>RESOLVED.</b> Proposed by Cllr Tolman seconded by Cllr Moore and unanimously agreed to approve the Staffing Committee's recommendations.</p> <p><b>The Part Two session was closed at 6.53pm with the main meeting to start at 7pm</b></p>	
1.	<b>APOLOGIES</b> – Cllrs Brooks, Long & Pound	
2.	<p><b>MINUTES</b> Approval of the minutes of 27<sup>th</sup> September 2022</p> <p><b>RESOLVED.</b> It was proposed by Cllr Coakley seconded by Cllr Moore and unanimously agreed to accept the minutes as a correct record of the proceedings.</p>	
3.	<p><b>MATTERS ARISING</b> None</p>	
4.	<p><b>DISCLOSURES OF INTEREST</b> 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</p> <p><b>Cllr Gold for item 15a</b></p>	
5.	<p><b>DISPENSATIONS</b> None</p>	
6.	<p><b>RATIFICATION OF ANY DECISIONS MADE SINCE THE LAST MEETING</b> <b>RESOLVED.</b> It was proposed by Cllr Tagg and seconded by Cllr Tolman and unanimously agreed to ratify all decisions made since the last meeting.</p>	
7.	<p><b>PUBLIC SESSION. - An opportunity for any parishioner of any age to ask questions or raise concerns. None</b></p>	
8.	<p><b>TOWN FORUM</b> –Kelvin Spinks gave an update and reported that the Town Forum were looking forward to arranging events for the Kings Coronation next year. <b>Noted</b></p>	
9.	<p><b>TOWN TEAM</b> – To receive any updates from the group. Cllr Moore reported that he had hoped that that the Council would be in a position to vote on whether to move forward with the Shared Prosperity Bid. However, a re-evaluation has had to take place; the full proposal to pedestrianize the Town Centre could cost millions with the Town Council's 20% contribution being in the region of £500k or more, a figure unattainable by the Town Council. The bid is being reconfigured and it had been hoped to have a draft proposal to bring to the meeting, unfortunately the bid writer was unable to complete in time for the meeting. On speaking in depth with the RFO, she and Cllr Moore had put together a formula to look at several potentially affordable projects, within the realms of the Shared</p>	

	Prosperity Bid, that would not fully pedestrianize but would go towards the desire to improve the Town Centre. Cllr Moore was hoping to report back to the next meeting. <b>Noted</b>	
10.	<b>KELLY BRAY RESIDENTS ASSOCIATION MATTERS –</b> <b>None</b>	
11	<b>POLICE MATTERS –</b> Cllr Tagg reported that he had been informed by the Police Crime Commissioners Office that the burglary at a business premises earlier in the year was still being investigated.	
12	<b>FIRE MATTERS -</b> <b>None</b>	
13	<b>CARADON COMMUNITY NETWORK PANEL –</b> To receive any updates <b>None</b>	
14	<p><b>REPORTS</b></p> <p>a) <b>Planning Committee.</b> To receive the approved minutes from the meeting held on 20<sup>th</sup> September 2022. <b>RESOLVED.</b> Proposed by Cllr Watson and seconded by Cllr Gold and unanimously agreed to receive the minutes.</p> <p>b) <b>Town Hall &amp; Premises Committee.</b> To receive the approved minutes from the meeting held on 11<sup>th</sup> October 2022. <b>RESOLVED.</b> Proposed by Cllr Moore and seconded by Cllr Coakley and unanimously agreed to receive the minutes.</p> <p>c) <b>Outside Services Committee.</b> To receive the approved minutes from the meeting held on 20<sup>th</sup> September 2022. <b>RESOLVED.</b> Proposed by Cllr Gold and seconded by Cllr Moore and unanimously agreed to receive the minutes.</p> <p>d) <b>Finance &amp; General Purposes Committee.</b> – To receive the approved minutes from the meeting held on 27<sup>th</sup> September 2022. <b>RESOLVED.</b> Proposed by Cllr Tolman and seconded by Cllr Tagg and unanimously agreed to receive the minutes.</p> <p>e) <b>Any other reports [not for decision] from Councillors.</b> Cllr Gold reminded all Councillors of the Halloween Disco being held on 31<sup>st</sup> October and the Christmas event taking place on 3<sup>rd</sup> December, again she asked for volunteers to help run the events.</p> <p>Cllr Smith reported on the recent mining Public Consultations that took place in the Town Hall. The purpose of the event was to raise the mining profile again after a brief hiatus. Approximately 50 members of the public attended and some very good questions had been raised and no negativity. To raise awareness they had been in touch with other Cornwall Councillors from around the County. The MPs for North Cornwall and South East Cornwall were in support, aiding any funding</p>	

	<p>opportunities from Cornwall Council.</p> <p><b>f) Report from Cornwall Councillor</b> – Cllr Long had previously circulated his report. <b>Noted</b></p>	
<b>15</b>	<p><b>FINANCE</b></p> <p><b>a) approval of payments (see addendum 1.0 below)</b> <b>RESOLVED.</b> Proposed by Cllr Moore and seconded by Cllr Tagg and unanimously agreed to approve payments as listed.</p> <p><b>b) Precept</b> – Update from the RFO . The RFO reported that there was a duty to keep the precept as low as possible with the cost of living crisis and inflation rates rocketing. To do this, sacrifices will need to be made. No Statement of Works were brought forward at the September meetings, with no new projects proposed that would have required funding. The RFO has worked with the Chairs of all committees to see where savings could be made to address current expenditures. Before any budget is set, the tax base figures will need to be seen. These should arrive from Cornwall Council in November. In summary, the Town Council will be trying to find a precept increase of around 2%.</p> <p><b>c) Shared Prosperity Bid</b> – to agree how this could be financed. As updated by Cllr Moore in item 9</p>	<b>RFO</b>
<b>16</b>	<p><b>FOR NOTING - Youth Monies update</b></p> <p>The Clerk gave an update. The Youth Transfer Agreement had been received, signed by the Town Clerk and RFO and returned to Cornwall Council. As soon as it had received Director approval the monies would be transferred to the Town Council bank account. The Youth Grant Application form, previously approved by Full Council, would be made available on the Town Council website.</p>	
<b>17</b>	<p><b>FOR DISCUSSION – Mural Update</b></p> <p>Cllr Tagg reported that the mural on the Town Hall was progressing well.</p>	
<b>18</b>	<p><b>FOR DISCUSSION – Neighbourhood Plan update</b></p> <p>The Town Clerk reported that she and Cllr Long had been in discussion with Mr Summerfield. He would be trying to ascertain where the plan was with Cornwall Council after he had left his previous employer. LRM Planning had been contacted to request this information but no response had been received. Mr Summerfield would contact Cornwall Council to see at what stage the plan is currently at. He would also be putting a proposal together for the Town Council.</p> <p><b>Noted</b></p>	
<b>19</b>	<p><b>FOR DISCUSSION/DECISION</b> – King’s Coronation planning</p>	

	<p>Kelvin Spinks reported on behalf of the Town Forum. The Forum has put together an events committee to organise events for the Coronation. A Chair has been appointed and representatives from other organisations within the town will be invited to sit on the committee. Discussions then took place with regard to how the Town Council could assist with funding. This item would be a standing item on the Full Council agenda to allow the Town Forum to update the Town Council.</p> <p><b>RESOLVED</b> Proposed by Cllr Gold seconded by Cllr Tolman and unanimously agreed to support the event with some funding from the Council Tax Support Grant, a figure which will be decided at a later date.</p>	
<b>20</b>	<p><b>FOR NOTING</b> – Wildanet update.</p> <p>Cllr Tagg reported that the Town Council now had free broadband provided by Wildanet. The system was currently running alongside the existing system to ensure that it was running effectively, with no problems. The existing provider contract would be terminated once the Town Council is satisfied with the Wildnet service.</p> <p><b>Noted</b></p>	
<b>21</b>	<p><b>FOR DECISION</b> – First meeting in January</p> <p>The Clerk reported that it was customary to have the first meeting of the year on the second Tuesday of January. Did the Town Council want to continue with this?</p> <p><b>RESOLVED</b> Proposed by Cllr Smith seconded by Cllr Tolman and unanimously agreed to hold the first meeting of 2023 on 10<sup>th</sup> January.</p>	<b>TC</b>
<b>22</b>	<p><b>FOR NOTING</b> – Casual Vacancy</p> <p>The Clerk reported that Brenig Morgan had resigned from the Council. She would be contacting Electoral Services at Cornwall Council to inform them of his resignation. She then went on to explain the process of filling the Casual Vacancy.</p>	<b>TC</b>
<b>23</b>	<p><b>FOR DISCUSSION</b> – ongoing problems with Lloyds Pharmacy and recent issues with Callington Health Centre</p> <p>Cllr Moore reported ongoing issues with obtaining prescriptions from Lloyds Pharmacy and the Health Centre. A discussion took place regarding pharmacy options. The Town Clerk would invite representatives from Lloyds Pharmacy and Callington Health Centre partners to a meeting with Town Council representatives to try reach a resolution.</p>	<b>TC</b>
<b>24</b>	<b>ANY URGENT ITEMS – for information only</b>	

	Cllr Smith gave an update on his health condition.	
	<b>Date of next meeting:</b> Tuesday 22 <sup>nd</sup> November 2022	
	There being no further business the meeting was closed at 7.52pm	

### Addendum 1.0

<b>Payments for approval 6th October 2022</b>						
<b>To be minuted at October Full Council</b>						
				Net	VAT	Gross
TH&P	BACS	Artifice Heating	Water Heater Call Out, Unit 13-14	75.00	15.00	90.00
TH&P	BACS	AWE Fireglass Flat Roofing	Remedial repairs to roof	360.00	72.00	432.00
F&GP	BACS	Bluemoon	October Newsletter Printing	1140.00	0.00	1140.00
TH&P	BACS	Biffa	Recycling	28.24	5.65	33.89
TH&P	BACS	Biffa	General Waste	140.52	28.10	168.62
TH&P	BACS	Callington Launderette	Wash & Ironing Table Cloths	44.00	0.00	44.00
TH&P	BACS	Cornwall Council	August Enforcement	282.00	0.00	282.00
F&GP	BACS	CorServ	Traffic Management Course for Community Events (HJ, RS and DP)	135.00	27.00	162.00
TH&P	BACS	DB Heating LTD	Unit 13-14 Gas Safety Check	75.00	15.00	90.00
TH&P	BACS	DB Heating LTD	Main Hall - Kitchen Ventilation	768.90	153.78	922.68
F&GP	BACS	Every Cornwall Distribution	October Newsletter Distribution	445.00	89.00	534.00
OS	BACS	GB Tool Hire	Hire of Pressure Washer	35.58	7.12	42.70
TH&P	BACS	GB Tool Hire	Blue Roll and Hand Towels	231.70	46.34	278.04
OS	BACS	GB Tool Hire	Graffiti Remover	31.80	6.36	38.16
OS	BACS	GB Tool Hire	Strim Line	39.95	7.99	47.94
TH&P	BACS	GB Tool Hire	Toilet Rolls	67.90	13.58	81.48
TH&P	BACS	GB Tool Hire	Bleach	8.08	1.62	9.70
TH&P	BACS	GB Tool Hire	Dewalt Battery Drill	49.98	10.00	59.98
TH&P	BACS	GB Tool Hire	Toilet Cleaner	28.20	5.64	33.84
F&GP	BACS	R&J Gold	Reimbursement for Bookers - Community Event Refreshments	186.51	37.30	223.81
F&GP	BACS	HR Support Consultancy	Work carried out in September	552.50	110.50	663.00
OS	BACS	John Smiths Tyres	WA15 CYE - Balance and Valve	159.90	0.00	159.90
OS	BACS	MJ Troup Plant Hire	Water pipe work at Haye Road Allotments	1776.00	355.20	2131.20
OS	BACS	Root & Branch	Launceston Road - Reduce Poplars	2793.33	558.67	3352.00
F&GP	BACS	Sea Dog IT	Operation London Bridge - Website Support	95.00	0.00	95.00
F&GP	DD	Sea Dog IT	Monthly Hosting	29.95	0.00	29.95
F&GP	DD	Three	Monthly Mobile Phones	42.50	8.50	51.00
OS	BACS	Travis Perkins	Fence Posts	300.13	60.03	360.16
F&GP	DD	Webmate	Bank Charges	36.19	0.00	36.19
OS	BACS	Wicksteed	Bearings	52.90	10.58	63.48
				<b>10011.76</b>	<b>1644.96</b>	<b>11656.72</b>

Payments for approval 13th October 2022						
To be minuted at October Full Council						
				Net	VAT	Gross
F&GP	BACS	Ancient & Honorable Guild of Town Criers	Annual Membership	35.00	0.00	35.00
F&GP	BACS	Callington Arts & Produce Show	Grant to support the show (As agreed at Sept F&GP)	300.00	0.00	300.00
F&GP	BACS	H Dowdall	Reimbursement for Stamps	90.80	0.00	90.80
TH&P	DD	Drax	Staff Room	107.61	5.38	112.99
			New Offices	70.92	3.54	74.46
			Heritage Centre	102.80	5.14	107.94
			Public Toilets	52.48	2.63	55.11
			Workshop & Toilets	58.36	2.92	61.28
F&GP	BACS	DTS Computers	IT Works/Monthly Checks July-Oct	810.00	0.00	810.00
F&P	BACS	Filmbank	Addams Family 2	133.00	26.60	159.60
TH&P	BACS	C Harrison	Booking refund	42.50	0.00	42.50
All	BACS	HMRC	Septmber PAYE and NI	3731.00	0.00	3731.00
F&GP	BACS	Lions Club of Callington	Support at Community Events (As agreed at Sept F&GP)	760.00	0.00	760.00
F&GP	BACS	Lloyds Bank (Callington Town Council Account)	To keep account open - a transfer to our own account .	10.00	0.00	10.00
OS	BACS	Metal Head Fabrication	Zip wire mounting bracket	75.00	0.00	75.00
TH&P	BAS	Ryan Skews	Call out - Electrics in kitchen	54.94	0.00	54.94
F&GP	BACS	Trewartha's	TH&P consumables	92.97	18.59	111.56
			OS consumables	173.04	34.61	207.65
				<b>6700.42</b>	<b>99.41</b>	<b>6799.83</b>



<b>Payments for approval 19th October 2022</b>						
<b>To be minuted at October Full Council</b>						
				Net	VAT	Gross
TH&P	DD	Corona Energy	Gas Usage	110.61	5.53	116.14
TH&P	DD	Corona Energy	Electricity Usage	239.74	47.94	287.68
TH&P	BACS	AMS	Hoist and Changing Bed Service Charge (Changing Places Inspection)	70.00	14.00	84.00
TH&P	BACS	Artifice Heating	Water Heater for Red Panda (materials only, as installation will be completed after remedial works)	525.00	105.00	630.00
TH&P	BACS	AWE	Crystic - roofing sealer materials	110.00	22.00	132.00
TH&P	BACS	AWE	Crystic - roofing sealer materials	350.00	70.00	420.00
OS	BACS	Helen Dowdall (Reimbursement)	Allotment Charge - in order to give change to tenant	5.34	0.00	5.34
F&GP	BACS	Every Corner Distribution	Newsletter Delivery (28th-29th Oct)	445.00	89.00	534.00
F&GP	BACS	Full Stop	Annual Maintenance Charge for CCTV as per Maintenance Contract	710.79	142.16	852.95
OS	BACS	R G Julian	Skip Hire	225.00	0.00	225.00
F&GP	DD	NatWest	Bank Charges for Autopay	18.85	0.00	18.85
F&GP	DD	Sea Dog IT	Website - Monthly Hosting & Maintenance	29.95	0.00	29.95
F&GP	BACS	E Taundry	State Funeral Flowers	251.88	0.00	251.88
OS/TH&P	BACS	Helen Dowdall (Reimbursement)	DVLA - Tax for 12 months on LG64 YDD Citroen Van	290.00	0.00	290.00
F&GP	BACS	Ricoh	July-Sept Photocopier Charges	102.71	20.54	123.25
F&GP	DD	Lloyds Bank	Bank Charges	7.00	0.00	7.00
F&GP	DD	Three	Mobile Phones	42.50	8.50	51.00
TH&P	BACS	Cornwall Council	September PM Enforcement	332.40	0.00	332.40
TH&P	BACS	Paintnprint	Safety Stickers (Danger Contaminated Sharps Only)	1.25	0.25	1.50
F&GP	BACS	RB & KM Gold (Reimbursement)	Kardwell Hobbs - Santa's Grottos Expenses	494.01	98.82	592.83
F&GP	BACS	RBS Rialtas	Annual Support Fee for Making Tax Digital	59.00	11.80	70.80
OS	BACS	Wicksteed	Scramble Net Costs and Carriage	687.89	137.58	825.47
				<b>5108.92</b>	<b>773.12</b>	<b>5882.04</b>