



FULL COUNCIL MEETING

Council Chambers

13th December 2022 at 7.00pm

Minutes

PRESENT: CLLRS COAKLEY (MC), CLLR GOLD (KG), LONG (AL), MOORE (MM), POUND (SP), STENTIFORD (TS), TAGG (MT), TOLMAN (CHAIR) (ST) & CLLR WATSON (PW)

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

2 MEMBERS OF THE PUBLIC

		Action
1.	<p>ELECTION OF PORTREEVE FOR THE REMAINDER OF THE MUNICIPAL YEAR 2022/2023</p> <p>The Town Clerk called for any nominations for the post of Portreeve.</p> <p>Cllr Tolman was nominated by Cllr Tagg, seconded by Cllr Moore.</p> <p>There were no further nominations.</p> <p>Cllr Tolman accepted the nomination.</p> <p>The Town Clerk proposed the election of Cllr Tolman as Portreeve and Mayor of Callington Town Council for the remainder of the municipal year 2022-2023.</p> <p>RESOLVED Votes in favour – unanimous.</p>	
2.	APOLOGIES – Cllrs Brooks and Smith	
3.	<p>MINUTES</p> <p>Approval of the minutes of 22nd November 2022</p> <p>RESOLVED. It was proposed by Cllr Moore seconded by Cllr Pound and unanimously agreed to accept the minutes as a correct record of the proceedings.</p>	
4.	<p>MATTERS ARISING</p> <p>None</p>	
5.	<p>DISCLOSURES OF INTEREST</p> <p>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>Cllr Gold for item 15 – approval of payments</p>	
5.	DISPENSATIONS	

	None	
6.	RATIFICATION OF ANY DECISIONS MADE SINCE THE LAST MEETING RESOLVED. It was proposed by Cllr Long and seconded by Cllr Moore 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 raise concerns. None	
8.	TOWN FORUM – Paul Hackworth gave an update and circulated an Executive Summary including the current financial position. He gave an update on the Coronation planning. Another Coronation planning meeting was scheduled for 20 th December.	
9.	<p>TOWN TEAM – To receive any updates from the group.</p> <p>Cllr Moore reported on the Shared Prosperity Bid that had recently been submitted, he gave another summary of the proposal for improvements and greening of the Town Centre with some form of pedestrianisation. He also reported that there was a possibility of further funding which could be used to augment the funds applied for. Cllr Moore called on the Council to make a decision as to whether they wished to proceed with this project which, if successful would require the Council to put in 20%, a sum of up to £50k. Discussion took place with a query being raised about the ‘mini projects’ to which Cllr Moore responded.</p> <p>RESOLVED. Proposed by Cllr Moore seconded by Cllr Tagg and agreed to proceed with the Shared Prosperity Bid, in principle, subject to the grant being successful and the Council being consulted on the details of the projects and expenditure (8 support, 1 abstention)</p> <p>Cllr Long suggested that processes be put in place so that anything over £30k be considered and approved by the Portreeve, Clerk and RFO and the Council is informed throughout the process.</p> <p>The RFO reported that the Council’s 20% share could be found from reallocating earmarked reserves</p> <p>Cllr Moore informed the Council that negotiations with Cornwall Council will continue.</p>	
10	KELLY BRAY RESIDENTS ASSOCIATION MATTERS – Apologies had been received however, Cllr Gold reported that KBRA has given thanks to all Councillors, staff, Cllr Long and Cornwall Resources Ltd for the efforts in making the Kelly Bray Christmas event a success.	
11	POLICE MATTERS – none	
12	FIRE MATTERS - nothing to report. Cllr Long thanked the Fire Service for their support at the Remembrance Service and the Christmas event and Cllr Moore thanked them for the recent call outs to the Fire Alarm at the workshop.	

	Cllr Long reported that Callington Fire Service were still looking for new recruits but there was an issue with 'daytime cover' on a 96 hour contract.	
13	CARADON COMMUNITY NETWORK PANEL – To receive any updates. Cllr Long reported that a meeting is scheduled for next month. Cllr Moore reported that he had attended a recent CALC meeting.	
14	<p>REPORTS</p> <p>a) Planning Committee. To receive the approved minutes from the meeting held on 15th November 2022. RESOLVED. Proposed by Cllr Long and seconded by Cllr Coakely and unanimously agreed to receive the minutes.</p> <p>Cllr Long reported that there have been two or three planning reconsiderations that the Town Council are dealing with and stressed that, as they are still active planning applications and going through planning regulations, comments should be kept within Council. Any Councillor comments can be made to the Town Clerk under the five day protocol.</p> <p>b) Town Hall & Premises Committee. To receive the approved minutes from the meeting held on 1st November 2022. RESOLVED. Proposed by Cllr Moore and seconded by Cllr Pound and unanimously agreed to receive the minutes.</p> <p>c) Outside Services Committee. To receive the approved minutes from the meeting held on 15th November 2022. RESOLVED. Proposed by Cllr Gold and seconded by Cllr Long and unanimously agreed to receive the minutes.</p> <p>d) Finance & General Purposes Committee. – To receive the approved minutes from the meeting held on 27th September 2022. RESOLVED. Proposed by Cllr Tolman seconded by Cllr Tagg and unanimously agreed to receive the minutes.</p> <p>e) Staffing Committee – update. A meeting was held that morning but there was no update for Councillors.</p> <p>f) Any other reports [not for decision] from Councillors. Cllr Gold thanked everyone who helped to make the Christmas event a huge success. The Portreeve thanked Cllr Gold for the many months of planning and organizing.</p> <p>g) Report from Cornwall Councillor – Cllr Long had previously circulated his report and went through some relevant issues including:</p> <ul style="list-style-type: none"> • the proposed Devolution deal which is out for discussion; • the campaign to end violence against women and girls; • Citizen's Advice Bureau • Budget plans which have been revealed 	

	<ul style="list-style-type: none"> • People identifying as Cornish has increased • Fuel poverty • Wildanet, starting in Zaggy Lane area in January • Strep A causing is concerns to parents, help and advice is available on the Cornwall and Isles of Scilly website • Surgeries back on 7th January in St Dominic and 14th and 28th in Callington <p>Noted</p>	
15	<p>FINANCE</p> <p>a) Approval for expenditure as listed, and note the payments made since the last meeting. (see addendum 1.0 below)</p> <p>RESOLVED. Proposed by Cllr Tagg and seconded by Cllr Moore and agreed to approve payments as listed. (8 support, 1 abstention)</p> <p>b) FOR NOTING - The appointment of the External Auditor Smaller Authorities Audit Appointments (SAAA) has appointed an external auditor to the authority for the 5-year appointing period from 2022-23 until 2026-2, following a procurement exercise to appoint auditors to each contract area from 1 April 2022. The RFO gave an explanation. Noted</p>	
16	<p>FOR DISCUSSION – Mural Update</p> <p>Cllr Tagg reported that progression on the mural on the Town Hall had been halted due to the cold weather. Cllr Watson queried whether more information should be given to the public about the mural, how it was paid for etc. Cllr Gold informed him that there was an article on the front page of the December/January newsletter.</p>	
17	<p>FOR DISCUSSION – FOR DISCUSSION – ongoing problems with Lloyds Pharmacy and recent issues with Callington Health Centre – update</p> <p>Cllr Moore reported that the planned meeting with both the Pharmacy and the Health Centre with Councillors had been postponed due to the Pharmacy not being able to commit to a physical meeting at this stage. Another meeting would be arranged for the beginning of next year by Zoom. Cllr Moore also explained that it was important to show support to the Pharmacy staff.</p>	
18	<p>FOR DISCUSSION/DECISION – to encourage new Trustees for the Brendon & Huggins Charity Trust</p> <p>The Town Clerk reported that the Brendon and Huggins Trust was in urgent need of a new Trustee. Cllr Pound volunteered to join as a Trustee</p> <p>RESOLVED. Proposed by Cllr Long seconded by Cllr Tolman and unanimously agreed.</p>	

19	FOR DISCUSSION/DECISION – FOR DISCUSSION/DECISION – to receive an update on the Shared Prosperity bid. Covered in item 9.	
20	<p>FOR DISCUSSION/ DECISION - That Callington Town Council call on Cornwall Council to hold a referendum of the people of Cornwall on whether they wish to have a Mayor for Cornwall once the consultation period on the ‘Devolution’ Deal has been concluded</p> <p>Cllr Long reported that 82 Town and Parish Councils had already signed a petition to hold a referendum on whether to have a Mayor for Cornwall and encouraged Callington Town Council to do the same.</p> <p>RESOLVED. Proposed by Cllr Long seconded by Cllr Moore and unanimously agreed that the Clerk should write to Cornwall Council via Cllr Long requesting that a referendum be held.</p>	
21	<p>FOR DISCUSSION/DECISION – Public Conveniences over the Christmas period.</p> <p>The Clerk informed the Council that there would be no staff on duty between Christmas and New Year to clean the Public Conveniences.</p> <p>RESOLVED. Proposed by Cllr Moore seconded by Cllr Gold and agreed to close the Public Conveniences for the Christmas Period between 23rd December and 3rd January. Advance notice should be given in the form of posters put on the building as well as social media and the Town Council website. The Changing Places facility would be available as usual. (7 support, 1 abstention)</p>	
22	<p>FOR DISCUSSION/DECISION - NEIGHBOURHOOD PLAN UPDATE (if any) – to consider the proposals put forward by Darren Summerfield and Clifton Emery Design and agree the initial fee budget to move the plan forward (deferred from Planning Committee meeting of 6th December)</p> <p>At the Planning Committee meeting on 6th December a query was raised regarding Intellectual Property Rights within Summerfield Planning Terms and Conditions. The Consultant has now clarified this and his response had previously been circulated to all Councillors. Cllrs were satisfied with the response.</p> <p>RESOLVED. Proposed by Cllr Long seconded by Cllr Watson and unanimously agreed to accept the fee proposal and Terms and Conditions from Summerfield Planning and Clifton Emery and instruct both consultants to move forward with the Neighbourhood Plan.</p>	
23	<p>PA22/09997 Florence Park Callington Cornwall PL17 8FJ</p> <p>Proposal Application to modify S106 agreement of a planning obligation in respect of decision notice PA20/02110 dated 17.03.17. (Deferred from Planning Committee meeting of 6th December)</p> <p>This item had been deferred from the Planning Committee meeting on 6th December in order for more information from the Affordable Housing team to be considered. Cllr Long reported that this information had not yet been received.</p> <p>RESOLVED. Proposed by Cllr Gold seconded by Cllr Coakley and unanimously agreed to defer until January 2023.</p>	
24	<p>ANY URGENT ITEMS – for information only</p> <p>The Clerk updated the Council on the recent Police and Crime Commissioner Survey to identify which Police Front Desk offices should be re-opened. She encouraged all Councillors to complete the survey to request that the Callington office be reinstated. The Clerk reported that she would be sending the survey to the local press to be</p>	

	<p>included in their next editions.</p> <p>Cllr Tagg announced his impending resignation on Friday 16th December. He gave a brief summary of his time with the Council.</p> <p>Cllr Moore reported on the latest COVID cases within Cornwall and suggested that precautions still needed to be taken.</p>	
	Date of next meeting: Tuesday 24 th January 2023	
	There being no further business the meeting was closed at 8.12pm	

Addendum 1.0

Payments for approval 23rd November 2022						
To be minuted at December Full Council						
				Net	VAT	Gross
F&GP	Cheque	Royal British Legion	Poppy Wreath for Remembrance	25.00	0.00	25.00
F&GP	DD	Three	Mobile Phones	42.50	8.50	51.00
THP/OS	DD	AllStar	Fuel	131.54	26.31	157.85
F&GP	BACS	Blumoon	December Printing Newsletters	965.00	0.00	965.00
TH&P	BACS	Diamond Double Glazing	Windows in Town Hall	6300.00	0.00	6300.00
F&GP	BACS	EE	CCTV Sim Cards - Monthly Charges	39.00	7.80	46.80
F&GP	BACS	Every Corner Distribution	December Distribution Newsletters	445.00	89.00	534.00
F&GP	BACS	Full Stop	Materials for Engineer Visit at Heritage Centre - for Alarm	11.88	2.38	14.26
F&GP	BACS	Filmbank Media	Sonic the Hedgehog 2 - Rental & Advertising Charge	133.00	26.60	159.60
F&GP	BACS	R&J Gold	Christmas Expenses	36.20	7.25	43.45
OS	BACS	John Smith Tyres	10" Tube	19.50	0.00	19.50
TH&P	DD	Source for Business	New Road Toilets Water(Aug-Nov)	258.37	0.00	258.37
OS	N/A	Source for Business	Heritage Centre & Cemetery	-744.52	0.00	-744.52
				7662.47	167.84	7830.31

Payments for approval 30th November 2022						
To be minuted at December Full Council						
				Net	VAT	Gross
F&GP	BACS	Bingos Blooms	Civic Bouquet for 100th Birthday	30.00	0.00	30.00
TH&P	BACS	Callington Launderette	Service Wash & Ironing	22.00	0.00	22.00
TH&P	BACS	T Burnard & Son Ltd	Shelving to Unit 3	304.31	0.00	304.31
TH&P	BACS	George Du Plessis	Reimbursement for B&M LED lights	10.00	0.00	10.00
ALL	BACS	HMRC	PAYE & NI for November Salaries	7398.24	0.00	7398.24
TH&P	BACS	Brian Jacketts	Sheving to Unit 3	165.00	0.00	165.00
OS	BACS	Phil Searle	Flail Hedges	480.00	0.00	480.00
TH&P/OS	DD	RAM Tracking	December Vehicle Tracking	27.95	5.59	33.54
F&GP	BACS	RICOH	Nov-Jan Photocopying Charges	217.10	43.42	260.52
F&GP	BACS	RICOH	July- Sept Photocopying Credit	-214.97	-42.99	-257.96
F&GP	BACS	SLCC	Membership Fee	236.00	0.00	236.00
OS	BACS	South West Water	Allotments	109.84	0.00	109.84
OS	BACS	Travis Perkins	Plywood	71.52	14.30	85.82
TH&P	BACS	Screwfix	Key Barrel for Staff Room	25.99	5.19	31.18
				8882.98	25.51	8908.49

Payments for approval 7th December 2022						
To be minuted at January Full Council						
				Net	VAT	Gross
TH&P/OS	DD	Allstar	Diesel	82.50	16.50	99.00
		Mural Costs;				
F&GP	BACS	Kate McPherson	PR for Mural Project	250.00	0.00	250.00
	BACS	S Jackman	Project Management for Mural Project	1200.00	0.00	1200.00
	BACS	Rosie Fierek	Kelliwic Notes Ceramic Mural	12029.72	0.00	12029.72
						0.00
TH&P/OS	BACS	Biffa	Recycling	28.24	5.65	33.89
TH&P/OS	BACS	Biffa	General Waste	175.65	35.13	210.78
TH&P	BACS	GB Tool Hire	Inspection Camera - to investigate town hall roof.	35.00	7.00	42.00
TH&P	BACS	GB Tool Hire	Pressure Washer Hire - Chamber Steps	33.70	6.74	40.44
TH&P	BACS	GB Tool Hire	Work Trousers x 2 (GdP)	33.90	6.78	40.68
F&GP	BACS	GB Tool Hire	Ratchet straps and Shackles - for Xmas Tree	71.47	14.29	85.76
TH&P	BACS	GB Tool Hire	Toilet Rolls and Scouring Sponges	175.60	35.12	210.72
F&GP	BACS	Google	November Google Workspace	310.50	0.00	310.50
F&GP	BACS	R&K Gold	Booker Reimbursement for Christmas Community Events	164.69	19.00	183.69
F&GP	BACS	HR Support Consultancy	November Services	162.50	32.50	195.00
F&GP	BACS	Rialtas	Allotment Software & License	300.00	60.00	360.00
F&GP	BACS	Rialtas	Allotment Software & License	233.33	46.67	280.00
F&GP	BACS	Rialtas	Cashbook Software & License	406.25	81.25	487.50
F&GP	BACS	SeaDog IT	Online Form Creation for Town Council Grant and Youth Grant Form	198.00	0.00	198.00
TH&P	BACS	Travis Perkins	Roofing Batten	106.56	21.31	127.87
TH&P	BACS	Travis Perkins	Treated Timber	45.80	9.16	54.96
				16043.41	397.10	16440.51

PAGE LEFT BLANK INTENTIONALLY FOR THE PURPOSE OF PAGE NUMBERING