



# CALLINGTON TOWN COUNCIL

## FULL COUNCIL MEETING

**Date:** 23<sup>rd</sup> May 2023  
**Time:** **to follow Portreeve Choosing Ceremony**  
**Venue:** Town Hall  
**Enquiries:** Tel: 01579 384039  
**Councillors:** Sharon Brooks, Maria Coakley, Karen Gold, Andrew Long, Kim Mayer, Steve Pound, Mark Smith, Tony Stentiford, Suzan Tolman, Eleanor Valdebouze, Penny Ward 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 **3pm on Monday 22<sup>nd</sup> May 2023**

## AGENDA

1. **APOLOGIES**
2. **MINUTES**  
Approval of the Minutes of the meeting of 25<sup>th</sup> April 2023
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 COMMUNITY NETWORK**

**14. REPORTS**

**a) Planning Committee.** To receive the approved minutes from the meeting held on 4<sup>th</sup> April 2023

**b) Town Hall & Premises Committee.** To receive the approved minutes from the meeting held on 4<sup>th</sup> April 2023

**c) Outside Services Committee.** To receive the approved minutes from the meeting held on 18<sup>th</sup> April 2023

**d) Finance & General Purposes Committee.** – To receive the approved minutes from the meeting held on 25<sup>th</sup> April 2023

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

**f) Reports from Cornwall Councillor.**

**15. FINANCE & AGAR (ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2022/23)**

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

**b)** Conflict of Interest with BDO LLP – to confirm there are no conflicts of interest with BDO LLP (External Auditor)

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

**d)** To receive and note the Annual Internal Audit Report.

**e)** To approve the Annual Governance Statement (Section 1)

**f)** To approve the Accounting Statements (Section 2)

**g)** To set the commencement date for the exercise of public rights.

**16. 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

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

## Recommendation

That the Council approves the councillor membership of committees and outside bodies for 2023/2024 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 – except Cllr Stentiford

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** (5 members)

(Portreeve, Committee Chairs and Senior Councillor)

### b) Appointment of representatives to external groups

<b>GROUP/OUTSIDE BODY</b>	<b>REPRESENTATIVE FOR 2022/2023</b>	<b>FOR</b>	<b>REPRESENTATIVE FOR 2023/2024</b>	<b>FOR</b>
Brendon & Huggins Charity Trust	Cllr Coakley & Cllr Pound			
Callington Primary School	Cllr Pound			
CALC	Clerk, Cllr Coakley &			
Callington Town Forum	Cllr Coakley & 1 x VACANCY			
Community Area Partnership	X 2 VACANCIES			
Fire Service	Cllr Long			

Heritage Centre	Cllr Gold & Cllr Tolman	
Kelly Bray Residents Association	X 2 VACANCIES	
Kit Hill Countryside	Cllr Coakley & 1 x VACANCY	
Labouring Poor Trust	Cllr Gold, Cllr Coakley & Cllr Brooks	
Mining	Cllr Long, Cllr Smith & 1 x VACANCY	
Mural Committee	Cllr Coakley, Cllr Gold & Cllr Tolman	
Neighbourhood Plan	Cllr Long, Cllr Gold & 1 x VACANCY	
Police	Cllr Long & 1 x VACANCY	
Tamar AONB Management	Cllr Watson & 1 x VACANCY	
Tamar Valley Association	Cllr Watson & 1 x VACANCY	
Town Team	Cllr Smith, Cllr Gold & Cllr Ward	

**18. ANY OTHER URGENT ITEMS – for information only**

Jo Taylor, Town Clerk  
16<sup>th</sup> May 2023

## Addendum 1.0

<b>Payments for approval 21st April 2023</b>						
<b>To be minuted at May Full Council</b>						
				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
			<b>BACS Payments</b>	<b>£2,974.41</b>	<b>£594.88</b>	<b>£3,569.29</b>
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
			<b>DD Payments</b>	<b>£263.53</b>	<b>£46.71</b>	<b>£310.24</b>
			<b>Total Payments</b>	<b>£3,237.94</b>	<b>£641.59</b>	<b>£3,879.53</b>

<b>Payments for approval 3rd May 2023</b>						
<b>To be minuted at May Full Council</b>						
				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 Ecoboiler - Main Kitchen	£285.80	£57.16	£342.96
TH&P	BACS	Liquidline	Filter for Ecoboiler - Council Chamber	£103.03	£20.61	£123.64
TH&P	BACS	Tarki Technology	Avalon Diary Web Hosting	£60.00	£0.00	£60.00
			<b>BACS Payments</b>	<b>£26,371.55</b>	<b>£4,276.78</b>	<b>£30,648.33</b>
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
			<b>DD Payments</b>	<b>£338.45</b>	<b>£5.59</b>	<b>£344.04</b>
			<b>Total Payments</b>	<b>£26,710.00</b>	<b>£4,282.37</b>	<b>£30,992.37</b>