



Minutes of **Full Council Meeting** of the **Calstock Parish Council** held on **Tuesday 09 November 2021**, in **Harrowbarrow Village Hall, at 7.00pm**.

Those present were: -

COUNCILLORS-

CLlr Alford, CLlr Ashley, CLlr Beech, CLlr Brown, CLlr Greenwood, CLlr Kirk, CLlr Letchford, CLlr Newton-Chance, CLlr Polglase, CLlr Tinto, CLlr Trapp, CLlr Wakem (Chairman), CLlr Warwick, CLlr Wells, CLlr Wilkes, CLlr Westwood.

Miss Clare Bullimore (Deputy Clerk – minutes).

230/21 APOLOGIES FOR ABSENCE

Apologies received from CLlr Boreham (medical treatment), CLlr Jaggard (ill), Sue Lemon (ill).

231/21 DECLARATIONS IN MEMBERS' INTERESTS IN AGENDA ITEMS

CLlr Brown left the room during discussions about the footpath modification order.

232/21 PUBLIC PARTICIPATION

Members of the public were able to speak during relevant agenda items.

233/21 APPROVE MINUTES OF LAST MEETING – 12-10-2021

Proposal/Resolution: the minutes be approved. Proposed: CLlr Wilkes, seconded: CLlr Letchford – approved by all those present at the last meeting.

234/21 NOTE ACTIONS AND EXPENDITURE OF COMMITTEE MEETINGS

Proposal/Resolution: The actions and expenditure of the following be approved en bloc.

Proposed: CLlr Wilkes, seconded: CLlr Letchford:

- Planning Committee – 12-10-2021 and 02-11-2021
- Amenities Committee – 19-10-2021
- F&GP Committee – 25-10-2021
- Waterfront Sub-committee 19-10-2021

235/21 MATTERS ARISING

WCA 547 Addition of a footpath and restricted byway at Metherell – members of the public explained they have more evidence to support their objection to the application. The Clerk has been advised by Cornwall Council that if the Parish Council continue to object a public enquiry may be forthcoming with costs being incurred if we were not successful. It was agreed that Beth Read, Nicola Thornton and Amanda Read send further correspondence to the Clerk and the Deputy Clerk suggested the Footpath Committee make a recommendation to the Full Council once all information has been reviewed.



Application for variation of street trading consent, Lil Pizza Heaven, Albaston – this was supported by the Parish Council

Volunteer Cornwall referrals – a tea party had been held to thank volunteers for their work, Volunteer Cornwall were present and their work has been publicised and any referrals for people in need and volunteers will be made directly to them.

236/21 NEW CORRESPONDENCE

Mr Steve Matcham, Neighbourhood Development Plan – Mr Matcham had written to the Council and spoke about his concerns about lack the lack of consultation and inaccurate figures cited in the Neighbourhood Development plan and requested a further period of consultation is carried out before it is put to a vote. Cllr Tinto outlined the number of consultations that have taken place since 2015-2021 including extending the regulation 16 consultation in 2021. He also explained that two leaflets have been sent to every household since 2015 and at Mr Matcham’s request additional workshops had been put on during the Regulation 14 consultation. Mr Shane Pridham also voiced concerns about the number of people on the waiting list for affordable housing, it was explained by Cllr Wilkes that this is not the same as the allocation numbers which remain at 0. Comments were noted by the council but it was not felt that there were grounds to halt the process.

Letter of thanks from Cotehele Gig Club – noted

Carol Green – Gunnislake Community Matters the council noted and congratulated GCM on their ‘outstanding’ certificate for their efforts in improving the Gunnislake Station and village centre with flowers, planters and tidying up. They have requested a sign is included on village signs – the Deputy Clerk has contacted Highways about this.

237/21 CLERK’S INFORMATION

CIL Payment – it was noted that the following CIL payments have been made:

- PA18/09586- Separation of existing residential plot to create one single storey dwelling with access, Hame, Bealswood Road, Gunnislake PL18 9DA - **£1875**
- PA21/01177- Conversion of garage to annexe: Meadowside, Coxpark, PL18 9BA - **£15.71**
- PA19/03159 -Proposed new dwelling: Land North West Of Bay Trees, Albaston PL18 9AL - **£845.70**

Planning Training – this is now fully booked but additional courses will be put on

Agenda items – the Deputy Clerk made a polite request that agenda items are received by the end of the day on the Tuesday before the meeting

238/21 F&GP RECOMMENDATION TO APPROVE THE BUDGETARY REQUIREMENTS TO FULL COUNCIL, THEREBY REQUESTING AN INCREASE IN PRECEPT OF £37,000 SEEING A RISE ON A BAND D PROPERTY TO £100.30 PER YEAR WHICH EQUATES TO 29P A WEEK

Cllr Wakem thanked Cllr Warwick for chairing the F&GP meeting and congratulated him on the way he presented the information.



Cllr Warwick explained that committees had put forward budgetary requests for the next year. In order to meet these requests a further £48,000 will be required. There is currently £11,000 in Ear Marked Reserves for the Neighbourhood Development Plan which will not be needed leaving a shortfall of £37,000.

Proposal/resolution: to approve the budgetary requirements and request an increase in precept of £37,000 seeing a rise on a Band D property to £100.30 per year which equates to 29p a week (17% increase). Proposed: Cllr Newton Chance, seconded: Cllr Alford – unanimous.

239/21 REQUEST FROM CALSTOCK ARTS FOR £450 FOR AN ART WORK PROJECT AND CHILDREN'S WORKSHOP

Proposal/resolution to approve the request of £450 made by Calstock Arts – proposed: Cllr Tinto, seconded: Cllr Wilkes – 3 abstentions (Cllrs Warwick, Brown and Wells).

240/21 POTENTIAL FUNDING STREAM FOR COP26 INITIATIVES – CLLR BROWN

Agreed that the Parish Council should seek appropriate funding for environment and climate initiatives. Cllr Brown to liaise with the Clerks.

241/21 REMEMBRANCE SUNDAY 14-11-2021

The Chairman reminded people that the Remembrance Sunday service will start at Delaware School at 9.15am on Sunday 14-11-2021.

242/21 CALSTOCK FLOOD DEFENCE

Cllr Tinto reported that the bridge has been built, the excavators are in place to make the breach and the bridge is due to be fully installed next week. The Tamar Community Trust are holding a consultation on 20 November 2021 about the use of the Town Field.

243/21 5 DAY PLANNING CONSULTATION

None

244/21 NEIGHBOURHOOD DEVELOPMENT PLAN

Nothing to report – still waiting a date for the referendum.

245/21 TOILETS REPORT AND CLEANING SCHEDULE

It was agreed that whilst Covid cases are still increasing the toilets should still be cleaned twice a day, otherwise nothing to report.

246/21 A390 UPDATE

Cllr Wells reported that funding is secured for safety measures but it is dependent upon getting support from the public consultation which is now live. He urged councillors to support it and raise awareness of it.

247/21 FOREST FOR CALSTOCK PARISH

Plans are underway for the planting of trees during National Tree Week 27-11-2021 until 04-12-2021



248/21 FOSTERS FIELD

Nothing to report.

249/21 CORNWALL COUNCIL – CLLR KIRK

10 Year anniversary of Callington Foodbank – Thanked Alex Polglase for her invitation to this worthy cause.

Fred Pote – Cllr Kirk extended her congratulations to Mr Fred Pote for reaching his 100th birthday, the Parish Council also acknowledged this.

Delaware Community Trust – Cllr Kirk has had it confirmed that the Trust lease the building and the land on which it stands from Cornwall Council. The Pre-School are the main organisation that use it but other community bodies also pay a fee to use the building. The manager of the centre also manages the pre-school.

Traffic – there still appears to be a heavy amount of traffic driving through Gunnislake despite the Tamar Bridge works now being complete.

Cornwall Fire Service – Cornwall's Fire Service has been branded substandard but staffing cuts will not help rectify the situation – a forecast budget deficit is certain to involve staffing cuts of 10% - part of Cornwall's response to this is to increase the use of IT but Cllr Kirk reminds them that 20% of the population have no access to IT.

Cornwall Council Access Team – Cllr Kirk has recently called in the access team who deal with urgent cases when vulnerable older people have been in need of help and she reported that she has been very impressed with their response.

Cornwall Leisure Centres – the situation on the future of the leisure centres remains unclear, it was agreed that the Parish Council will write to Cornwall Council to urge them to keep the leisure centres open.

Planning Enforcement, Metherell - Cllr Kirk has reported the field below Nicholas Meadow to the enforcement team.

250/21 REPORTS FROM OTHER MEMBERS REPRESENTING THE COUNCIL ON COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS

Cllr Beech reported that Delaware Pre School are collecting unwanted clothing as part of a charity scheme.

Cllr Wells reported on the Caradon Community Network Panel and his attendance at the Police and Crime Commissioners celebratory event.

Cllr Polglase reported that she had attended the Caradon Local Alliance meeting.

251/21 STANDING ITEM APPROVE PAYMENT LIST

Proposal/resolution: approve the payment list. Proposed: Wilkes, seconded: Cllr Wells – 1 abstention (Cllrs Tinto, Westwood and Polglase) all others in favour.

252/21 DATES OF FUTURE COMMITTEE MEETINGS

- Footpath Committee – to be confirmed
- Joint Recreations and Burials Committee to discuss a Memorial Garden for Children: 16-11-2021, Tamar Valley Centre, 1900



229/21 URGENT INFORMATION

The Deputy Clerk reported that the BBC are interviewing various people on the new cemetery regulations.

Cllr Brown reported that a community larder may be using the Gunnislake and Calstock car parks for short periods of time as a trial run.

The meeting closed at 2050

Signed: Date:



PAYMENTS LIST OCTOBER 2021

Vouch	Cheque	Code	Name	Description	Amount
275		32 - Utilities - Electric	EDF Energy	Electric Gunnislake Pavilion	34.00
276		41 - IT Running Costs	SeaDog IT	Web Site Service	25.00
277		21 - Car Parks Business Rates	Cornwall Council	Rates Calstock BR CP	107.00
278		38 - TVC Rent & Rates	Cornwall Council	Rates TVC	112.00
279		21 - Car Parks Business Rates	Cornwall Council	Rates Gunnislake CP	135.00
280		21 - Car Parks Business Rates	Cornwall Council	Rates Harrowbarrow CP	162.00
281		26 - Utilities - Electric	EDF Energy	Electric Workshop	12.00
282		16 - Toilets Utilities - Water	South West Water	Water Calstock toilets	125.13
283		45 - Vehicle Running Costs	Allstar	Vehicle Fuel	186.26
284		2 - Parking Charges & Permits	Dartprint Ltd	Car Parking Permit	36.00
285		11 - Consultancy General	task-it.com	Consultancy Support	396.00
286		36 - Consultancy	PlanSupport	Consultancy Support	500.00
287		41 - IT Running Costs	Voipfone	VOIP Phone	72.00
288		39 - Tools, Equipment, Consumables & Postage <i>Concentrated disinfectant</i>	Mole Valley Farmers	Materials for Workmen	12.36
289		41 - IT Running Costs	Google	Google G Suite	8.28
290		41 - IT Running Costs	Google	Google G Suite	96.60
291		43 - Grants Given <i>Cornwall Council's contribution to Calstock walkway</i>	Tamar Community Trust	Grant	30,000.00
292-5		5 - Salaries	Salaries	Salary	5,845.33
296		6 - Pensions	Cornwall Council	Pensions	1,789.71
297		17 - Toilets Utilities - Electric	British Gas	Electric Gunnislake Toilets	16.71
298		2 - Parking Charges & Permits <i>Card fees for receipt 113</i>	Squareup.com	Square processing fee	8.91
299		44 - Vehicles Leases & Purchase	Ford Lease	Van Leases	638.98
300		32 - Utilities - Electric	EDF Energy	Electric St Anns Pavilion	27.93
301		25 - Utilities - Water	South West Water	Water Calstock Cemetery	4.09
302		9 - Staff Training, Expenses & Mileage <i>Budgeting for Clerks</i>	Cornwall ALC Ltd	Training Course	36.00
303		39 - Tools, Equipment, Consumables & Postage	Viking	Stationery & stamps	191.29
304		13 - General Repairs & Maintenance <i>Repaint signpost Honicombe</i>	Chris Clarke	Signs	140.00
305		30 - Consumables & Maintenance	R Sprosen	Gunnislake Garden	511.00
306		19 - Car Parks Equipment & Consumables	Tavy Signs	Signs	126.00
307		22 - Street Lighting	SSE Enterprise	Street Lighting Maintenance	194.40
308		22 - Street Lighting	EDF Energy	Public Lighting Calstock	539.37
309		22 - Street Lighting	EDF Energy	Public Lighting Gunnislake	158.81
310		17 - Toilets Utilities - Electric	British Gas	Electric Calstock Toilets	67.95
311		47 - Waste Removal	Biffa	Waste Collection	119.23
312		45 - Vehicle Running Costs	Allstar	Vehicle Fuel	75.54
313		28 - Fees	Squareup.com	Square processing fee	12.50
314		41 - IT Running Costs <i>Google Workspace - Clerk</i>	FastSpring	Upsafe Licence	43.19
315		41 - IT Running Costs <i>Google Workspace - Journal</i>	FastSpring	Upsafe Licence	43.19
316		8 - Staff Clothing & PPE	Screwfix	Protective Clothing	15.98
317		48 - Miscellaneous Expenses <i>Items for Volunteer thank you buffet</i>	Morrisons	Buffet items	18.53
318		32 - Utilities - Electric	EDF Energy	Electric Gunnislake Pavilion	34.00
319		8 - Staff Clothing & PPE	Workwear Express	Staff clothing	107.18
Total					42,785.45



Calstock Parish Council

Accounts Summary 31 October 2021

Current Account	£109,533.90
Petty Cash	£72.78
General Reserves Account	£60,000.00
Earmarked Reserves Account	£41,461.16
<i>Calstock Village Pontoon</i>	£9,000.00
<i>Neighbourhood Plan</i>	£11,461.16
<i>Fosters Field Playground Equipment</i>	£9,000.00
<i>Calstock Cemetery Extension</i>	£9,000.00
<i>Skatepark</i>	£3,000.00
Forest for Calstock	£3,293.88
Forecast expenditure for year remaining	£86,323
Forecast Income for year remaining	£7,816
Estimated end of year General Reserves	£87,806
Recommended Minimum General Reserve <i>(25% of total income)</i>	£56,520

Budget Holding Committees

Committee	Total Budget	Spent	Forecast Spend	Variance	Notes
Amenities	32,325.00	13,113.01	13,468.80	5,743.19	Business rates removed
Burial	10,100.00	1,573.89	3,106.20	5,419.91	Headstone safety pending
Environment & C E	3,293.88	0	3,293.88	0	
Finance	56,978.12	25,919.98	14,408.35	16,649.79	Holds excess income over budgeted
Neighbourhood Del Plan	3,500	500	0.00	3,000.00	
Personnel	120,000	69,981.00	50,000.05	18.95	
Recreation	6,680	8,705.13	2,783.35	-4808.48	Higher than expected repair costs