



Minutes of **Full Council Meeting** of the **Calstock Parish Council**  
held on **Tuesday 11 January 2022**,  
In the **Tamar Valley Centre**, at **7.00pm**.

Those present were: -

**COUNCILLORS-**

Cllr Alford, Cllr Ashley, Cllr Beech, Cllr Boreham, Cllr Brown, Cllr Kirk, Cllr Letchford, Cllr Newton Chance, Cllr Polglase, Cllr Tinto, Cllr Trapp, Cllr Wakem (Chairman), Cllr Warwick, Cllr Wells, Cllr Westwood.

Miss Clare Bullimore (Deputy Clerk – minutes).

**01/22 APOLOGIES FOR ABSENCE**

Cllr Greenwood (contact with Covid) and Cllr Ledger (contact with Covid), Sue Lemon (testing positive for Covid).

**02/22 DECLARATIONS IN MEMBERS' INTERESTS IN AGENDA ITEMS**

Cllr Brown's brother spoke in public participation and Cllr Brown left the room during this discussion.

**03/22 PUBLIC PARTICIPATION**

Mr Nick Schemanoff spoke about the Neighbourhood Development Plan and raised concern about the campaign on social media which threatens to undermine the NDP which people have worked hard on. Christian Brown also highlighted that questions are being posed on social media which are not being answered. Councillors explained that they have to be careful not to be seen to be campaigning for a yes or no vote in their capacity as councillors. Factual information will be responded to and councillors will campaign as individuals.

**04/02 APPROVE MINUTES OF LAST MEETING – 14-12-2021**

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

**05/22 NOTE ACTIONS AND EXPENDITURE OF COMMITTEE MEETINGS**

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

Proposed: Cllr Wells, seconded: Cllr Letchford – 1 abstention (Cllr Brown) all other in agreement:

- Forest for Calstock Advisory Committee, 2021-12-16
- Forest for Calstock Team Leaders/Ward Representatives Feedback, 2021-12-16
- Planning Committee, 2021-12-21 and 2022-01-04
- Personnel Committee, 2021-12-21

Cllr Brown queried whether the Forest for Calstock Advisory Committee should have taken place, the Deputy Clerk explained the agenda was sent out within the statutory 5 day notice and could see no reason why it should not have taken place.



## 07/21 MATTERS ARISING

Community Larder – The Clerk has spoken with Mai Evans – it appears that Mai needs a secure place to store any cash donations, whilst the Clerk is supportive of this being stored in the Parish Council office, it was questioned whether Mai would find somewhere local to be more convenient as the TVC is not open yet and the Clerks are predominantly working from home– Cllr Polglase will liaise with Mai.

Woodland Way residents' only parking – Cllr Wakem explained that he had not intended for permits to be issued but he had requested signs to be installed to deter non-residents from parking. The Deputy Clerk apologised for misunderstanding and will contact Cornwall Housing again.

NDP Referendum publicity – a leaflet will be sent out to all households this week

## 08/22 NEW CORRESPONDENCE

Letter of thanks – John Roberts – noted

Ross Hanley, GCM – benches in Fosters Field – the Parish Council were pleased that GCM have funding for benches. Once the ownership is transferred to the Parish Council a plan will be drawn up so that appropriate sites can be agreed for benches

Simon Mansell, Code of Conduct complaint against Cllr Brown rejected – noted

Simon Mansell, Code of Conduct complaint against Cllr Tinto rejected - noted

Julie Flower, Senior Licensing (Policy) Officer, Cornwall Council - PUBLIC CONSULTATION - Cornwall Council Hackney Carriage (Taxi) / Private Hire Vehicle, Operator and Driver Licensing – noted

Letter from Duchy of Cornwall re proposed disposal of land at Drakewalls – Cllr Kirk felt strongly that the Duchy should not be disposing of this land – it is highly contaminated and dangerous; with two mine shafts and is unfit for public land – she felt it is irresponsible of the Duchy to sell it and it was agreed a letter would be written from the Parish Council to this effect.

Letter from Sheryll Murray MP re UK Parliamentary Awards - noted

## 09/22 CLERK'S INFORMATION

None

## 10/22 RECOMMENDATION FROM PERSONNEL COMMITTEE THAT:

- **For the remainder of the Council year the Committee will be made up of Cllr Boreham, Cllr Tinto, Cllr Alford and the ex officio members: Chair, Vice Chair and Cornwall Council Electoral Divisional Member (Cllr Wells and Cllr Warwick both deciding to step down).**
- **From May 2022, a Chairman will be selected as usual and councillors interested in joining the Committee will nominate themselves with reasons why they should be considered and a secret ballot will take place in Part 2 of the Council meeting. Three or Four councillors will be nominated in addition to the ex officio members and thought will be given as to whether the Cornwall Council Electoral Divisional Member should be an ex officio member of this particular committee. It was agreed that the numbers for the Personnel Committee should be no more than 7 but this number would allow for meetings to be held in quorum.**
- **External HR Consultants will be used as necessary for specialist advice**

**Proposal/Resolution:** to support the above motion. Proposed: Cllr Newton Chance, seconded: Cllr Trapp - unanimous



### **11/22 TAMAR VALLEY AONB PARTNERSHIP – DAN COOKE, MANAGER**

Dan reviewed how the projects are moving forward and some of the partnership work that is being developed with Parish Council and the Footpath Society. He made a formal invite for a parish councillor to sit on the Tamar Valley AONB partnership. The Deputy Clerk to disseminate an email to all councillors asking for nominations.

### **12/22 CAPITAL WORKS PROGRAMME – CLLR NEWTON CHANCE**

Cllr Newton Chance had disseminated an updated document. He will speak to committees as they convene should they wish him to. Cllr Wakem thanked him and Cllr Warwick for the work they have done on looking at finance issues.

### **13/22 QUEENS JUBILEE COMMEMORATIONS – CLLR WAKEM**

**Proposal/resolution:** Cllr Wakem suggested the Parish Council pay for a commemorative mug for each school child in Gunnislake, Delaware, Calstock and Harrowbarrow Primary School and Delaware and the preschools. Proposed: Cllr Wakem, seconded: Cllr Wilkes – 1 abstention (Cllr Warwick) all others in favour.

### **14/22 CALSTOCK FLOOD DEFENCE**

Cllr Tinto explained that there are some health and safety concerns about the bridge and the walkway is not officially open. Negotiations are taking place between the Tamar Community Trust and the Environment Agency to resolve these issues. The Clerk has not yet signed the lease and will not do so until the issues of health and safety and liability are resolved.

### **15/22 5 DAY PLANNING APPLICATION**

None

### **16/22 NEIGHBOURHOOD DEVELOPMENT PLAN**

A leaflet has been printed and will arrive with households this week.

### **17/22 TOILETS**

Cllr Tinto was thanked for opening the Calstock toilets over the Christmas/New Year period. Nothing else to report.

### **18/22 A390**

Cllr Wells and Cllr Kirk continue to argue for cameras and a pedestrian crossing. Speedwatch has now been set up.

### **19/22 FOREST FOR CALSTOCK PARISH**

Cllr Tinto reported on the tremendous work undertaken by Roger Harris, Neil Pope and Jane Weatherby who led a team of volunteers in the planting scheme. A formal vote of thanks was taken for them. A meeting will be held in February to look at the ongoing maintenance schedule and we hope the volunteer team leaders and their teams will remain involved in the project.



## **20/22 FOSTERS FIELD**

The Clerk is due to have a meeting with Cornwall Council's legal team soon.

## **21/22 CORNWALL COUNCIL REPORT – CLLR KIRK**

Water Issues, Gunnislake – there have been reports of water flowing through Tregonna in Gunnislake and past Masons Row. After some investigations this is not due to South West Water. A John Grimes report suggests that it could be coming from old mine workings. Steve Blatchford from Cornwall Council has been asked to advise.

Cornwall Council – expenditure reductions – redundancies are due across Cornwall Council with the loss of some Localism Link Officers.

Highways budget – Cllr Kirk reported that the highways budget will be allocated on the basis of the number of Cornwall Councillors in a network area – this will mean reductions in budget in networks like ours (Caradon).

Give Way Traffic Signs – signs have appeared instructing traffic to give way to the uphill flow immediately past the junction with Calstock Road on Sandhill. Cllr Kirk has contacted the Highways Manager who confirmed that they have not put them up and that if the signs were adhered to they could affect the traffic lights in Gunnislake which are sensor sensitive.

Portfolio for Transport, Philip Desmonde – Cllr Desmonde has accepted an invitation from Cllr Kirk to visit Calstock Parish next month to see the issues on the A390.

Social Housing, Tamar Meadows – Cllr Kirk reported that 6x1-bedroom flats; 2x1-bedroom bungalows and 1x2-bedroom houses have been built as social housing. The rent for the 1-bedroom unit is £69.45 per week plus service charges and for 2-bedroom it is £86.47 per week plus service charges. She feels the numbers are disappointing.

Calstock Flood Defence Scheme – Cllr Kirk continues to be involved in the partnership and praised the Tamar Community Trust for their expertise and their commitment to the project.

## **22/22 REPORTS FROM OTHER MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS**

Cllr Wells attended the Police Budget Focus Group

No other reports of note.

## **23/22 STANDING ITEM APPROVE PAYMENT LIST**

**Proposal/resolution:** to approve the payment list. Proposed: Cllr Wilkes, seconded: Cllr Newton Chance – 3 abstentions (Cllrs Tinto, Westwood and Polglase) all others in favour.

## **24/22 DATES OF FUTURE COMMITTEE MEETINGS**

- Planning Committee – Tuesday 18-01-2022, 1900, Tamar Valley Centre. Cllr Greenwood will not be available, it was proposed and agreed that either Cllr Wilkes or Cllr Trapp chair the meeting.
- Footpaths Committee – Tuesday 25-01-2022, 1816, Tamar Valley Centre
- Amenities Committee: Road/Traffic Issue Focus agenda – Tuesday 25-01-2022, 1900
- Full Council – 08-02-2022

## **279/21 URGENT INFORMATION**

Cllr Wakem asked that a letter is sent to Devon Council regarding the state of Newbridge.



4 January 2022 (2021-2022)

## Calstock Parish Council

## PAYMENTS LIST DECEMBER 2021

Voucher	Code	Name	Description	Amount
386	26 - Utilities - Electric	EDF Energy	Electric Workshop	12.00
387	21 - Car Parks Business Rates	Cornwall Council	Rates Calstock BR CP	107.00
388	38 - TVC Rent & Rates	Cornwall Council	Rates TVC	112.00
389	21 - Car Parks Business Rates	Cornwall Council	Rates Gunnislake CP	135.00
390	21 - Car Parks Business Rates	Cornwall Council	Rates Harrowbarrow CP	162.00
391	16 - Toilets Utilities - Water	South West Water	Water Calstock toilets	51.47
392	31 - Utilities - Water	South West Water	Water Gunnislake Pavilion	14.03
393	25 - Utilities - Water	South West Water	Water Albaston Cemetery	15.37
394	57 - Forest for Calstock Parish	Duchy of Cornwall Nursery	Forest for Calstock Trees	252.00
395	57 - Forest for Calstock Parish	Duchy of Cornwall Nursery	Forest for Calstock Trees	80.00
396	57 - Forest for Calstock Parish	Endsleigh Gardens Nursery	Forest for Calstock Trees	416.80
397	8 - Staff Clothing & PPE	Screwfix	Protective Clothing	16.98
398	24 - Consumables & Maintenance	ARB-MASTERS	Ground Works	630.00
399	57 - Forest for Calstock Parish	Root And Branch	Woodchip mulch	432.00
400	41 - IT Running Costs	Google	Google G Suite	69.30
401	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	142.13
402	41 - IT Running Costs	Voipfone	VOIP Phone	72.00
403	41 - IT Running Costs	Google	Google G Suite	9.20
404	28 - Fees	Squareup.com	Square processing fee	12.50
405	41 - IT Running Costs	Google	Google G Suite	96.60
406-409	5 - Salaries	Salaries	Salary	5,845.13
410	6 - Pensions	Cornwall Council	Pensions	1,789.71
411	17 - Toilets Utilities - Electric	British Gas	Electric Gunnislake Toilets	16.91
412	28 - Fees	C L Hales	ERB	100.00
413	41 - IT Running Costs	Microsoft	Office 365	135.36
414	24 - Consumables & Maintenance	Tamar View Nurseries	Ground Works	13.00
415	39 - Tools, Equipment, Consumables & Postage	Trewartha, Gregory and Doidge Ltd	Materials for Workmen	141.17
416	30 - Consumables & Maintenance	Tavistock Taskforce	Ground Works	150.00
417	13 - General Repairs & Maintenance	Tavistock Taskforce	Ground Works	150.00
418	11 - Consultancy General	task-it.com	Consultancy Support	405.00
419	15 - Toilets Repairs & Maintenance	Impact Laundry & Cleaning Ltd	Toilet Hygiene	1,174.50
420	24 - Consumables & Maintenance	Claire Roper	Wreath Workshop	240.00
421	7 - Tax & NI	HMRC	Tax & NI	1,995.30
422	32 - Utilities - Electric	EDF Energy	Electric St Anns Pavilion	41.46
423	44 - Vehicles Leases & Purchase	Ford Lease	Van Leases	638.98
424	47 - Waste Removal	Biffa	Waste Collection	149.04
425	25 - Utilities - Water	South West Water	Water Calstock Cemetery	4.65
426	35 - Admin Costs	Cornwall Council	List of Parish house holds	29.00
427	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	64.77
428	17 - Toilets Utilities - Electric	British Gas	Electric Calstock Toilets	44.75
429	32 - Utilities - Electric	EDF Energy	Electric Gunnislake Pavilion	34.00
430	41 - IT Running Costs	SeaDog IT	Web Site Service	25.00
431	46 - Subscriptions & Fees	SLCC	SLCC Subscription	234.00
<b>TOTAL</b>				<b>16,260.11</b>

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Calstock Parish Council

Accounts Summary 31 December 2021

Current Account	£67,799.82
Petty Cash	£89.88
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	£25.81
Forecast expenditure for year remaining	£51,135
Forecast Income for year remaining	£4,690
Estimated end of year General Reserves	£81,419
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	17,935.88	8,081.28	6,307.84	Business rates removed
Burial	10,100.00	3,999.55	1,863.72	4,236.73	Headstone safety pending
Environment & C E	3,592.88	3,567.07	0.00	25.81	
Finance	56,978.12	33,253.27	8,645.01	15,079.84	Holds excess income over budgeted
Neighbourhood Del Plan	3,500	529	0.00	2,971.00	
Personnel	120,000	92,201.88	30,000.03	-2201.91	
Recreation	6,680	10,342.67	1,670.01	-5332.68	Higher than expected repair & maintenance costs

The meeting closed at 2110

Signed: ..... Date: .....