



Minutes of **Full Council Meeting** of the **Calstock Parish Council**
held on **Tuesday 08 February 2022**,
In the **Tamar Valley Centre**, at **7.00pm**.

Those present were: -

COUNCILLORS-

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

Miss Sue Lemon (Clerk), Miss Clare Bullimore (Deputy Clerk – minutes).

26/22 APOLOGIES FOR ABSENCE

Cllr Alford, Cllr Jaggard, Cllr Beech.

27/22 DECLARATIONS IN MEMBERS' INTERESTS IN AGENDA ITEMS

Cllr Brown – Footpath modification order –left the room during discussion.

Cllr Newton Chance – dispensation to speak during Footpath modification order.

Cllr Newton Chance – will not take part in a vote about the appeal notice.

28/22 PUBLIC PARTICIPATION

Members of the public were present to discuss holiday lets/second homes and the footpath modification order and Samantha Jackman spoke about Calstock Arts.

29/02 APPROVE MINUTES OF LAST MEETING – 11-01-2022

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

30/22 NOTE ACTIONS AND EXPENDITURE OF COMMITTEE MEETINGS

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

Proposed: Cllr Letchford, seconded: Cllr Wells –unanimous:

- Planning Committee Minutes – 18-01-2022 & 01-02-2022
- Amenities Committee Minutes – 25-01-2022
- Footpath Committee Minutes – 25-01-2022
- Personnel Committee Minutes – 01-02-2022

31/21 MATTERS ARISING

Woodland Way Residents Parking – Highways and Cornwall Housing have advised that as Woodland Way is a public highway, signs cannot be put up as parking is not enforceable. Cllr Wakem feels it is still an issue and suggested the Gunnislake Ward Members meet some residents up there to look at the problem.

NDP Referendum – the Neighbourhood Plan had a 33% turnout and 80% voted in favour of the plan which has now been ratified. The standing item can be removed from the agenda and there are



plans about a strategy group to sit in the Planning Committee to review and monitor the plan and other strategic issues.

Queens Jubilee Mugs – agreed for 600 mugs to be commissioned to send to all school and pre-school children in the parish at a cost of £1590

Duchy of Cornwall Disposal of land a letter was written but no communication forthcoming

AONB Partnership Representatives – Cllr Kirk and Cllr Ashley – agreed.

32/22 NEW CORRESPONDENCE

Helen Fincham – Section 106 and CIL Quarterly Reports – these were noted. Cllr Tinto asked that future receipts are brought to the attention of the council and a process agreed on how to spend CIL money in the future.

Helen Fincham – Community Network Highways Scheme Updates – noted

Helen Fincham - Caradon Community Network Highways Scheme Guidance and EOI deadline 28th February 2022 – Amenities Committee to be convened to look at this issue and agree an Expression of Interest to be submitted by 28-02-2022

Samantha Jackman – Letter of Support for Calstock Arts Jubilee Project – agreed to write a letter of support for this project

Alan Percy – Discrimination in Affordable Housing allocation definitions – it was generally felt too much information is being disseminated on this subject but it was agreed to write to support the points raised and question the effectiveness of the management of 106 monies

Tanya Bicknell – Appeal Notification PA21/06137, Land SE Thimble Hall – agreed to continue to raise objections

Tamar Crossings Future Financing Consultation – Invitation to Participate as Key Stakeholder – agreed to participate

34/22 CLERK'S INFORMATION

Grant for bus shelter, Sand Lane, Calstock – it was agreed to pursue a grant for a replacement bus shelter at Sand Lane if a bench cannot be placed in it; Cllr Tinto said that it is difficult to see when buses are coming and asked if the bus company could make it a mandatory stop or at least ask bus drivers to slow down – Cllr Wakem will contact the bus company about this.

35/22 RECOMMENDATION FROM FOOTPATH COMMITTEE TO AGREE THE TERMS OF REFERENCE* AND MEMBERS WITH VOTING RIGHTS: MIKE GREENWOOD (CHAIR), ALEX POLGLASE, KEN TRAPP, JOHN WELLS, JIM WAKEM, RICHARD NEWTON CHANCE, GILL BOREHAM (WITH EX OFFICIO MEMBER DOROTHY KIRK)

Proposal/Resolution: to support the above motion. Proposed: Cllr Greenwood, seconded: Cllr Letchford - unanimous

36/22 RECOMMENDATION FROM FOOTPATH COMMITTEE THAT THE PARISH COUNCIL WITHDRAW ITS OBJECTIONS TO MODIFICATION ORDER WCA S47 NOT LEAST BECAUSE IT SHOULD NOT BE INCURRING ANY FINANCIAL COSTS AROUND A LEGAL CASE

Proposal/resolution: the parish council withdraw its objections to modification order WCA S47. Proposed: Cllr Greenwood, seconded: Cllr Wells – 2 abstentions (Cllrs Newton Chance and Kirk) all others in favour.



Members of the public thanked the Parish Council for their support and said they understand the reasons for withdrawing the objections but they will continue to object to the order.

37/22 SOUTH WEST WATER – PARISH WIDE PROBLEMS

The Clerks are collating detailed feedback from residents about their experiences during a prolonged interruption to the water supply. This will be fed back to South West Water in an upcoming Liaison Committee Meeting.

Proposal/resolution: to write to South West Water asking them for a report on their actions, what they have done to resolve the situation and what they can do in the future to prevent this from happening again. Proposed: Cllr Brown, seconded: Cllr Newton Chance, 9 in favour 1 objection, 4 abstentions.

38/22 TESCO COMMUNITY GRANTS CONSENT FOR FORM FOR APPLICATION TO HAVE ADULT EXERCISE EQUIPMENT IN ST ANNS CHAPEL PLAYING FIELD – CLLR BOREHAM

Proposal/resolution: to give consent for an application to be made by St Ann's Community Group to have exercise equipment in the playing field at St Ann's Chapel. Proposed: Cllr Boreham, seconded: Cllr Greenwood – unanimous.

39/22 FULL FIBRE BROADBAND, HARROWBARROW – CLLR LEDGER

Cllr Ledger explained that there is an anomaly in Harrowbarrow and Metherell and full fibre does not come down School Road and into the school or village hall. On the programme of works this is not expected to be resolved before 2026. Cllr Ledger asked that the Parish Council can promote a link asking local residents to click a link to express an interest. Agreed.

40/22 SEOND HOMES/HOLIDAY LETS IN THE PARISH

Cllr Tinto explained that the issue of the number of holiday lets and second homes in the parish has been widely discussed on social media. He felt it would be useful to have a discussion about it. Members of the public voiced their concerns that too many second homes and holiday lets are preventing local people from having the opportunity to purchase homes. However it was noted that tourism is a major boost to local economy.

Proposal/resolution: The Parish Council notes the increase in the number of holiday lets and second homes in recent years. It understands the importance of tourism to the local economy but is concerned at the lack of long term lets for residential use. The Parish Council would like to see:

- Dwellings be subject to a change of use when they are being used for holiday/tourism purposes
- Councils be able to cap the number of second homes and/or holiday lets
- Second homes/holiday lets to have a licensing regime regulated through Cornwall Council
- A facility to increase the council tax by up to four times on holiday lets or properties left empty for significant periods of time.

The above points to be put in letter form and sent to:

- Sheryll Murray MP
- Other Cornwall MPs
- All other parish councils
- Housing Minister
- Cornwall Council – housing and tourism departments
- And for this to be widely circulate on press and social media



Proposed: Cllr Tinto, seconded: Cllr Kirk – unanimous.

41-44/22 RECOMMENDATION FROM PERSONNEL COMMITTEE TO APPROVE THE COMPLAINTS PROCEDURE; THE FINANCIAL REGULATIONS; THE DEALING WITH THE PRESS AND MEDIA POLICY AND THE SOCIAL MEDIA POLICY – CLLR BOREHAM

Proposal /Resolution: to take all recommendations en bloc for the following policies: Complaints Procedure; Financial Regulations; Dealing with the Press and Media and the Social Media policy which Cllr Boreham has reviewed. Proposed: Cllr Newton Chance, seconded: Cllr Letchford – unanimous.

45/22 RECOMMENDATION FROM AMENITIES COMMITTEE THAT THE PROPOSALS INCLUDED IN THE MINUTES AND APPENDICES OF 2022-01-25 BE APPROVED BY FULL COUNCIL AND SUBMITTED TO THE HIGHWAYS DEPARTMENT FOR CONSIDERATION OF A TRAFFIC REGULATION ORDER

Proposal/resolution: the proposals included in the Minutes and Appendices of 2022-01-25 be approved by Full Council and submitted to the Highways Department for consideration of a Traffic Regulation Order. Proposed: Cllr Wells, seconded: Cllr Tinto – unanimous.

An Amenities Committee will be convened in the next couple of weeks to prioritise wishes and an Expression of Interest put forward to the Caradon Community Network Highways Scheme.

46/22 REQUEST FROM PERSONNEL COMMITTEE THAT THIS ITEM IS HEARD IN PART 2: RECOMMENDATION THAT ALL 4 STAFF HAVE AN INCREASE IN PAY BY 1 POINT ON THE PAY SCALE WITH EFFECT FROM 1 APRIL 2022 WITH THE INCREASE BEING BACKDATED FOR APRIL 2020 FOR THE TWO WORKMEN – CLLR BOREHAM

Agreed to be discussed in Part 2.

47/22 APPROVAL FOR ELECTION COSTS TO BE PAID

Proposal/resolution: the election charges for 2021 of £2674.17 to be paid. Proposed: Cllr Wells, seconded: Cllr Trapp – unanimous.

48/22 CALSTOCK FLOOD DEFENCE

Negotiations are still underway as to the liability of the bridge.

49/22 5 DAY PLANNING APPLICATIONS

An email has been disseminated about a misunderstanding with the 5 day planning consultation for PA21/00220 and it was felt the Parish Council should agree with the Planning Officer.

50/22 NEIGHBOURHOOD DEVELOPMENT PLAN

No further comment, standing item to be removed.

51/22 TOILETS

Nothing to report

52/22 A390

Proposal/resolution the Parish Council agrees that of the various road improvement proposals the ones that are most important are the 2 cameras and the refuge point near All Saints Park. The



councillors involved will continue to try and secure a zebra crossing. Cllr Trapp to approach Delaware School to ask if he can hand out a short questionnaire. Proposed: Cllr Wells, seconded: Cllr Tinto - unanimous

53/22 FOREST FOR CALSTOCK PARISH

Nothing to report

54/22 FOSTERS FIELD

Nothing to report

55/22 CORNWALL COUNCIL REPORT – CLLR KIRK

Water Issues, Masons Row – no news about the source of the water running by Masons Row.

Helen Fincham – Helen's job is secured but she will have a wider locality to cover

Highways Budget – for Caradon Network the budget will be £34,938 – the same as St Blazey, Fower and Lostwithiel networks

Mayor of Cornwall – there is talk within government of a mayor for Cornwall and the devolution of some powers from Whitehall to Truro. If the idea is pursued there would be a referendum.

Give Way Signs, Sandhill – Will Glassup provided evidence that the signs have been in situ for a number of years

Saints Trail, Newquay – Perranporth - Cllr Kirk reported that she is disappointed that a walking and cycling route will not be finished as there are land ownership issues in the middle of the route and the trail has been abandoned despite Cormac having already constructed paths at each end.

Solar panels, Woodland Way – complaints have been received about shoddy installation of solar panels and excessive damp in the houses which Cllr Kirk will follow up with Cornwall Housing.

Yellow lines, entrance to Woodland Way – a request has been received for double yellow lines immediately below the entrance to Woodland Way on King Street

Visit Tamar Valley – Cllr Kirk attended a meeting but it was poorly attended

Welcome to Cornwall Sign – the *Welcome to Cornwall* was attempted to be taken – Cllr Greenwood has it and Cormac will reinstate it. The River Tamar sign has gone missing. There appears to be a spate of theft in the area.

Special Needs Budget- the budget for special needs is being transferred from the Children's services to adult services.

56/22 REPORTS FROM OTHER MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS

Cllr Wakem attended the AGM of Calstock Footpath Society and Gunnislake Community Matters.

Cllr Boreham also attended the AGM of the Calstock Footpath Society.

Cllr Boreham and Cllr Trapp attending the Speedwatch training.

57/22 APPROVE PAYMENT LIST

Proposal/resolution: the payments be approved – proposed: Cllr Warwick, seconded: Cllr Newton Chance – 3 abstentions: Cllr Tinto, Polglase and Westwood.

58/22 DATES OF FUTURE COMMITTEE MEETINGS

- Skate Park Advisory Committee – Tuesday 15-02-2022, 1800



- Calstock Waterfront Committee – Tuesday 15-02-2022, 1900
- Amenities Committee, Tuesday 22-02-2022, 1800
- Planning Committee, Tuesday 22-02-2022, 1900
- F&GPP, Tuesday 01-03-2022, 1900

The meeting closed at 2115

Signed: Date:



1 February 2022 (2021-2022)

Calstock Parish Council

DRAFT PAYMENTS LIST JANUARY 2022

Voucher Cheque	Cod	Name	Description	Amount
434	21 - Car Parks Business Rate:	Cornwall Council	Rates Calstock BR CP	107.00
435	38 - TVC Rent & Rates	Cornwall Council	Rates TVC	112.00
436	21 - Car Parks Business Rate:	Cornwall Council	Rates Gunnislake CP	135.00
437	21 - Car Parks Business Rate:	Cornwall Council	Rates Harrowbarrow CP	162.00
438	11 - Consultancy General	task-it.com	Consultancy Support	419.32
439	26 - Utilities - Electric	EDF Energy	Electric Workshop	12.00
440	16 - Toilets Utilities - Water	South West Water	Water Calstock toilets	63.25
441	32 - Utilities - Electric	EDF Energy	Refund	-47.87
442	41 - IT Running Costs	Voipfone	Voip Phone Top-up	72.00
443	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	110.36
444	41 - IT Running Costs	Google	Google G Suite	94.96
445	41 - IT Running Costs	Google	Google G Suite	68.11
446	41 - IT Running Costs	Google	Google G Suite	9.20
447 - 50	5 - Salaries	Salaries	Salary	5,844.93
451	6 - Pensions	Cornwall Council	Pensions	1,789.71
452	34 - Fees & Rents	Squareup.com	Square processing fee	0.63
453	17 - Toilets Utilities - Electric	British Gas	Electric Gunnislake Toilets	17.36
454	22 - Street Lighting	SSE Enterprise	Street Lighting Maintenance	97.20
455	37 - Production Costs	bluemoon	NPD Production	2,994.00
456	39 - Tools, Equipment, Consumables	bluemoon	Stationery & stamps	573.84
457	14 - Toilets Equipment & Consumables	Impact Laundry & Cleaning Ltd	Toilet Hygiene	144.18
458	7 - Tax & NI	HMRC	Tax & NI	1,995.30
459	44 - Vehicles Leases & Purchases	Ford Lease	Van Leases	638.98
460	41 - IT Running Costs	Information Commissioner's Office	Data Protection Annual Fee	35.00
461	39 - Tools, Equipment, Consumables	Amazon	Stationery & stamps	8.59
462	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	68.64
463	17 - Toilets Utilities - Electric	British Gas	Electric Calstock Toilets	45.19
464	47 - Waste Removal	Biffa	Waste Collection	129.98
465	31 - Utilities - Water	South West Water	Water St Annes PF	9.05
466	25 - Utilities - Water	South West Water	Water Calstock Cemetery	6.78
467	14 - Toilets Equipment & Consumables	Impact Laundry & Cleaning Ltd	Toilet Hygiene	730.80
468	39 - Tools, Equipment, Consumables	Screwfix	Materials for Workmen	35.99
469	57 - Forest for Calstock Parish	Endsleigh Gardens Nursery	Forest for Calstock Trees	93.80
470	24 - Consumables & Maintenance	British Legion	Remembrance Day Wreaths	50.00
471	24 - Consumables & Maintenance	The Art Frame Centre	Picture Scanning	40.00
472	32 - Utilities - Electric	EDF Energy	Electric Gunnislake Pavilion	70.00
473	48 - Miscellaneous Expenses	Cornwall Council	Election Costs	265.73
474	9 - Staff Training, Expenses & Development	Cornwall Council	Training Course	0.20
475	30 - Consumables & Maintenance	Tavistock Taskforce	Hedge maintenance	625.00
476	24 - Consumables & Maintenance	Colin Pethick	Picture Albaston Cemetery	450.00
477	41 - IT Running Costs	SeaDog IT	Web Site Service	25.00

TOTAL 18,103.21



Calstock Parish Council

Accounts Summary 31 January 2021

Current Account	£54,855.56
Petty Cash	£78.46
General Reserves Account	£60,010.39
Earmarked Reserves Account	£38,450.14
<i>Calstock Village Pontoon</i>	£9,000.00
<i>Neighbourhood Plan</i>	£8,437.16
<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	£0.00
Forecast expenditure for year remaining	£34,090
Forecast Income for year remaining	£3,127
Estimated end of year General Reserves	£83,981
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	19,272.86	5,387.52	7,664.62	Business rates removed
Burial	10,100.00	4,551.09	1,242.48	4,306.43	Headstone safety pending
Environment & C E	3,592.88	3,645.24	0.00	-52.36	
Finance	56,978.12	35,240.03	5,763.34	15,974.75	Holds excess income over budgeted
Neighbourhood Del Plan	3,500	3,024.00	0.00	476.00	
Personnel	120,000	102,251.31	20,000.02	-2251.33	
Recreation	6,680	10,997.17	1,113.34	-5430.51	Higher than expected repair & maintenance costs