



Minutes of **Full Council Meeting** of the **Calstock Parish Council**
held on **Tuesday 12 July 2022, in the Tamar Valley Centre, at 7.00pm.**

Those present were: -

COUNCILLORS-

Cllr Ashley, Cllr Beech, Cllr Boreham, Cllr Greenwood, Cllr Kirk, Cllr Ledger, Cllr Letchford, Cllr Newton Chance, Cllr Polglase, Cllr Trapp, Cllr Wakem (Chair), Cllr Wells, Cllr Wilkes.

Miss Clare Bullimore (Deputy Clerk – minutes).

Before the meeting started Cllr Wakem called for a minute's silence as a mark of respect for Steve Jaggard who died on 21 June 2022.

173/22 APOLOGIES FOR ABSENCE

Apologies were received and accepted from:

Cllr Westwood, Cllr Alford (holiday), Cllr Tinto (family bereavement), Cllr Warwick (family commitments).

Miss Sue Lemon, Clerk (sick leave).

174/22 DECLARATIONS IN MEMBERS' INTERESTS IN AGENDA ITEMS

None

175/22 PUBLIC PARTICIPATION

None

176/02 APPROVE MINUTES OF LAST MEETING – 14-06-2022

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

177/22 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 Alford –unanimous:

- Recreations Committee: 21-06-2022 & 05-07-2022
- Amenities Committee: 21-06-2022
- Planning Committee: 28-06-2022
- Environment and Climate Emergency Committee: 05-07-2022

178/21 MATTERS ARISING

Writing to the Ombudsman re Social Housing as requested by Lanteglos by Fowey – the Deputy Clerk has emailed offering the council's support with this

179/22 NEW CORRESPONDENCE

The following items of correspondence were noted:

- Email received from Ian Richards with the intention of holding a Calstock Heritage Weekend in 2023 – Calstock Parish Council support the initiative



180/22 CLERK'S INFORMATION

Harrowbarrow Vacancy: the vacancy has been advertised to see if an election is required, deadline is 05 August 2022, if no election is called both vacancies will be advertised together immediately after this date.

The Clerk's medical absence: Sue has been signed off until the end of July.

Small scale camping weekend, Calstock: no information forthcoming about this.

Work placement: the Deputy Clerk reported that Callum McGinley had completed 3 days' work placement with her.

181-82/22 RECOMMENDATION FROM THE FOLLOWING COMMITTEES THAT THE TERMS OF REFERENCE BE APPROVED:

Proposal/resolution to approve en bloc the terms of reference for the following committees: Recreation Committee and Amenities committee. Proposed: Cllr Greenwood, seconded: Cllr Letchford – unanimous.

183/22 DELAWARE OUTDOOD EDUCATION CENTRE UPDATE – CLLR TRAPP

A meeting had been held a few weeks ago with Delaware Ward members and interested parties. Three objectives had been prioritised:

- 1) Maintain existing use of the centre by attracting other companies to bid for it
- 2) Secure the field as an open space for the community
- 3) Repurpose the existing building for a community centre

Objective 2 was deemed unattainable as no evidence can be found that it cannot be sold by Cornwall Council as one asset, nor that it should be left as open space for the community. The centre is now being marketed by Cornwall Council – for 10 weeks it has to be marketed as a like-for-like asset.

Cllr Trapp feels it is now paramount that all avenues are explored to try to secure the building for use as a community centre and he will look at a number of funding opportunities. It was agreed to hold a meeting on 19-07-2022.

The Council wished it noted that they feel Cornwall Council have handled this very badly with no thought or consideration to existing staff or the invaluable service to young people across the county. They requested that CC be asked for a full justification on their decision to close the outdoor education centres across Cornwall.

184/22 RECOMMENDATION FROM RECREATIONS COMMITTEE THAT AN INSPECTION OF THE ZIPWIRE TAKES PLACE AT A COST OF £516 AND FOR ANY REMEDIAL TASKS COSTING UP TO £500 TO BE UNDERTAKEN ON SITE

Amendment: remedial work will not be able to be undertaken whilst the inspection takes place as stock required may need to be ordered in.

Proposal/resolution: a full inspection of the zipwire is undertaken by South West Play at a cost of £516. Proposed: Cllr Polglase, seconded: Cllr Greenwood - unanimous.

185/22 RECOMMENDATION FROM RECREATIONS COMMITTEE THAT THE SECTION 106 MONIES ARE APPLIED FOR IMPROVING VEHICULAR ACCESS TO THE ST ANN'S CHAPEL PLAYING



**FIELD AND LOOKING FOR ADDED IMPROVEMENTS TO THE PEDESTRIAN ACCESS
BY LOOKING INTO MODIFYING THE PAVEMENT OUTSIDE THE RIFLE VOLUNTEER**

Proposal/resolution: that the recommendation as set out above be approved. Proposed: Cllr Newton Chance, seconded: Cllr Trapp – 1 abstention (Cllr Ashley) all others in favour.

186/22 CEMETERY VEGETATION CLEARANCE – CLLR GREENWOOD

Following some further complaints about the untidiness of the Albaston Cemetery (old part), it was suggested that a working group be set up including some councillors and staff to spend a few hours removing all remaining brambles and ivy from graves. This will enable Pascoes to carry out remedial repairs on a number of graves that require work from a health and safety perspective. The Deputy Clerk has received some offers of help from members of the community. Tavistock Taskforce have made a noticeable improvement but there is still some work to be done. Cllr Ledger will also contact Tesco to see if it could be included in their Community Work programme. A date to be set and publicised.

187/22 STANDING ITEM: CALSTOCK FLOOD DEFENCE

Cllr Kirk and the Deputy Clerk attended a partnership meeting last week. The Environment Agency have commissioned a thorough engineering report on the scouring which does appear to be worse than imagined. Until the findings of the report come back no legal agreements or transfer of ownership are expected to be signed by any party.

188/22 STANDING ITEM: 5 DAY PLANNING APPLICATION

None

189/22 STANDING ITEM: TOILETS

It was noted that Gunnislake toilets remain closed at the weekend when it was felt, by some, that this should be a time that they are open. A decision had been made on this to counteract vandalism that was taking place on a regular basis. To be included on an Amenities Committee meeting for discussion.

190/22 STANDING ITEM: A390

Cllr Wells has been in hospital so nothing to report.

191/22 STANDING ITEM: FOSTERS FIELD

The Deputy Clerk has attended a meeting about Fosters Field and was asked for the Parish Council's response to two queries, these being the Mining Liability and Access Route. The Parish Council felt Cornwall Council should retain mining liability they did accept that the access route to the field would form part of the asset. Cornwall Council indicated that they may be able to spend some money on improving this road and bringing it up to a better standard which the Parish Council feel will be imperative if they are to have ongoing maintenance of it. There was unanimous support to move this process forward and for the Parish Council to have ownership of the field. Proposed: Cllr Kirk, seconded: Cllr Greenwood – unanimous.

192/22 STANDING ITEM: CORNWALL COUNCIL REPORT – CLLR KIRK



Allocation of arts and funding: There is much controversy with regard to the allocation of arts and funding in Cornwall. Truro Museum has not been allocated funds and this has brought an outcry of protest.

Mudges Terrace, Gunnislake: Some residents of Mudge's Terrace, Gunnislake, believe that their properties have developed cracks because the drilling works undertaken by CORMAC during the rebuilding of the retaining wall on Newbridge Hill. Cllr Kirk will visit householders to follow up their concerns.

Planning Application at Tamar Trails: Cllr Kirk reported that she attended a meeting of Gulworthy Parish Council last Tuesday to express concerns regarding the application for a toboggan run on the Devon bank would be intrusive in terms of noise for Gunnislake, would be disturbing contaminated and unstable mine slopes and would release toxic particles into the air. Ironically, contaminated fallout from the slopes would enter the Tamar just above the extraction point where drinking water is taken from the Tamar to send to Plymouth and Torbay. There were issues, too, with the effect on wild life and trees and with the proposal for a huge car park to cater for the expected increased visitor numbers' cars from the A390. Road safety issues were expressed, as the junction is deemed by many to be dangerous, with a blind bend on the right on leaving the site. Gulworthy Parish Council voted unanimously to reject the proposal. The Deputy Clerk confirmed that we now have formal notification from South Hams District Council on this and it will be included as an agenda item on the next Planning Committee meeting.

Planning Protocol: Cllr Kirk drew attention to the fact that historically there was a protocol whereby applications on the Devon bank of the Tamar would be communicated to Calstock Parish Council. The Deputy Clerk will convey these concerns to the Portfolio Holder for planning.

194/22 STANDING ITEM: REPORTS FROM OTHER MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS

Cllr Beech – reported that the Delaware Preschool is looking to expand its building due to the numbers of children on their waiting list.

195/22 STANDING ITEM: APPROVE PAYMENT LIST, SUMMARY OF ACCOUNTS AND SUMMARY OF RECEIPTS AND PAYMENTS

Proposal/resolution: to approve the payments, summary of accounts and summary of payments and receipts. Proposed: Cllr Polglase, seconded: Cllr Newton Chance – unanimous.

196/22 DATES OF FUTURE MEETINGS – ALL TO BE HELD AT THE TAMAR VALLEY CENTRE UNLESS OTHERWISE STATED

Delaware Outdoor Education Centre – 19-07-2022, 1800

Planning Committee – 19-07-2022, 1900

Personnel Committee – 26-07-2022, 1800

F&GP Committee – 26-07-2022, 1900

197/22 URGENT INFORMATION

None



The meeting closed at 2030

Signed: Date:



4 July 2022 (2022-2023)

Calstock Parish Council

PAYMENTS LIST June 2022

Vouch	Cod	Name	Description	Amount
98	41 - IT Running Costs	2Checkout.com	Bitdefender	84.99
99	26 - Utilities - Electric	EDF Energy	Electric Workshop	9.00
100	31 - Utilities - Water	South West Water	Water Gunnislake Pavilion	12.22
101	25 - Utilities - Water	South West Water	Water Albaston Cemetery	24.59
102	16 - Toilets Utilities - Water	South West Water	Water Calstock toilets	100.75
103	21 - Car Parks Business Rates	Cornwall Council	Rates Calstock BR CP	107.00
104	38 - TVC Rent & Rates	Cornwall Council	Rates TVC	112.00
105	21 - Car Parks Business Rates	Cornwall Council	Rates Gunnislake CP	135.00
106	21 - Car Parks Business Rates	Cornwall Council	Rates Harrowbarrow CP	162.00
107	41 - IT Running Costs	Voipfone	Voip Phone Top-up	72.00
108	5 - Salaries	S Lemon	Salary	2,443.65
109	5 - Salaries	P J Bluett	Salary	868.86
110	5 - Salaries	K Ninnis	Salary	1,225.41
111	5 - Salaries	C J Bullimore	Salary	1,607.28
112	11 - Consultancy General	task-it.com	Consultancy Support	294.50
113	6 - Pensions	Cornwall Council	Pensions	1,919.33
114	41 - IT Running Costs	Google	Google G Suite	79.99
115	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	489.21
116	38 - TVC Rent & Rates	Cornwall Council	Rent TVC	2,750.00
117	41 - IT Running Costs	Google	Google G Suite	69.30
118	41 - IT Running Costs	Google	Google G Suite	96.60
119	41 - IT Running Costs	Google	Google G Suite	9.20
120	48 - Miscellaneous Expenses	H M Land Registry	Land Registry Check	3.00
121	17 - Toilets Utilities - Electric	British Gas	Electric Gunnislake Toilets	16.40
122	39 - Tools, Equipment, Consumables & Post	Callington Garden Machinery	Equipment Service & repair	94.86
123	64 - Pontoon Repairs	PF&CO	Pontoon Repairs	7,832.16
124	25 - Utilities - Water	South West Water	Water Calstock Cemetery	6.28
125	31 - Utilities - Water	South West Water	Water St Annes PF	8.75
126	30 - Consumables & Maintenance	Pepte UK Ltd	Materials for Workmen	24.98
127	39 - Tools, Equipment, Consumables & Post	Screwfix	Materials for Workmen	66.48
128	47 - Waste Removal	Biffa	Waste Collection	162.48
129	44 - Vehicles Leases & Purchase	Ford Lease	Van Leases	390.15
130	24 - Consumables & Maintenance	Pens and Moor	Memorial	75.00
131	24 - Consumables & Maintenance	Steve Darbyshire	Signs	20.00
132	41 - IT Running Costs	GeoXphere Ltd	Parish Online Subscription	252.00
133	15 - Toilets Repairs & Maintenance	Impact Laundry & Cleaning Ltd	Toilet Hygiene	939.60
134	15 - Toilets Repairs & Maintenance	Impact Laundry & Cleaning Ltd	Toilet Hygiene	1,055.20
135	7 - Tax & NI	HMRC	Tax & NI	2,347.70
136	17 - Toilets Utilities - Electric	British Gas	Electric Calstock Toilets	44.37
137	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	76.18
138	39 - Tools, Equipment, Consumables & Post	Avery UK	Stationery & stamps	37.59
139	14 - Toilets Equipment & Consumables	Impact Laundry & Cleaning Ltd	Toilet Hygiene	52.11
140	48 - Miscellaneous Expenses	Dash (UK) Ltd	Commemorative Gift	54.00
141	64 - Pontoon Repairs	PF&CO	Pontoon Repairs	4,501.34
142	32 - Utilities - Electric	EDF Energy	Electric St Anns Pavilion	79.80
143	32 - Utilities - Electric	EDF Energy	Electric Gunnislake Pavilion	70.00
144	39 - Tools, Equipment, Consumables & Post	timberstore	Materials for Workmen	11.62
145	41 - IT Running Costs	SeaDog IT	Web Site Service	29.95
TOTAL				30,924.88

N.B. One off Pontoon repairs this month of £12,333.50



Calstock Parish Council

Accounts Summary 30 June 2022

Current Account	£102,813.25
Petty Cash	£59.22
General Reserves Account	£60,020.51
Earmarked Reserves Account	£21,000.00
<i>Calstock Village Pontoon</i>	£0.00
<i>Fosters Field Playground Equipment</i>	£9,000.00
<i>Calstock Cemetery Extension</i>	£9,000.00
<i>Skateboard Park</i>	£3,000.00
Forecast Expenditure for year remaining	£250,710
Forecast Income for year remaining	£164,003
Estimated end of year General Reserves *	£76,186
Recommended Minimum General Reserve	£80,255
<i>(25% of total income)</i>	

* £22,000 of which may be required to cover estimated budgets



Calstock Parish Council

4 July 2022 (2022-2023)

Summary of Receipts and Payments - June 2022 All Cost Centres and Codes

Amenities

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
1 Precept	42,450.00	21,225.00	-21,225.00			
2 Parking Charges & Permits	4,800.00	638.70	-4,161.30	50.00		50.00
3 Pontoon & Moorings	1,700.00	1,538.00	-162.00	1,500.00		1,500.00
12 General Equipment Purchase				950.00		950.00
13 General Repairs & Maintenance				2,450.00	202.00	2,248.00
14 Toilets Equipment & Consumables				3,500.00	842.24	2,657.76
15 Toilets Repairs & Maintenance				8,900.00	1,662.34	7,237.66
16 Toilets Utilities - Water				750.00	256.10	493.90
17 Toilets Utilities - Electric				1,050.00	175.44	874.56
18 Toilets Business Rates						
19 Car Parks Equipment & Consumables				350.00		350.00
20 Car Parks Repairs & Maintenance				1,600.00	399.00	1,201.00
21 Car Parks Business Rates				4,100.00	1,213.90	2,886.10
22 Street Lighting				5,600.00	1,262.93	4,337.07
23 Bins				3,650.00	3,500.00	150.00 Dog bin emptying fees paid to 1/4/2023
59 Calstock Car Park Ground Works	8,000.00		-8,000.00	15,000.00		15,000.00 £8000 from NPD earmarked reserve
64 Pontoon Repairs	9,000.00	9,000	0.00	16,500.00	20,068.12	-3,568.12 Overspend due to additional sub-structure work
SUB TOTAL	65,950.00	23,401.70	-42,548.30	65,950.00	29,582.07	36,367.93



Burial

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
24 Consumables & Maintenance				5,150.00	677.00	4,473.00
25 Utilities - Water				130.00	43.49	86.51
26 Utilities - Electric				220.00	25.71	194.29
27 Precept						
28 Fees	16,440.00	4,455.00	-11,985.00	200.00	212.50	-12.50
SUB TOTAL	16,440.00	4,455.00	-11,985.00	5,700.00	958.70	4,741.30

Environment & Climate Em

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
57 Forest for Calstock Parish						
60 Public engagement, publicity &				2,500.00		2,500.00
62 Precept	2,500.00	1,250.00	-1,250.00			
SUB TOTAL	2,500.00	1,250.00	-1,250.00	2,500.00		2,500.00



Finance

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
38 TVC Rent & Rates				7,000.00	3,088.75	3,911.25
39 Tools, Equipment, Consumable				4,750.00	499.79	4,250.21
40 IT Equipment				1,600.00		1,600.00
41 IT Running Costs				4,800.00	1,716.64	3,083.36
42 Insurance				5,500.00	5,841.28	-341.28 Policy paid to 31/05/2023
43 Grants Given				1,500.00		1,500.00
44 Vehicles Leases & Purchase				7,200.00	1,182.75	6,017.25
45 Vehicle Running Costs				6,500.00	958.00	5,542.00
46 Subscriptions & Fees				3,050.00	1,899.60	1,150.40
47 Waste Removal				1,450.00	352.04	1,097.96
48 Miscellaneous Expenses				1,900.00	54.00	1,846.00
49 Precept	28,576.00	14,288.00	-14,288.00			
50 Council Tax Rebate	2,404.00	1,202.00	-1,202.00			
51 Donations & Grants Received	15,000.00	15,521.01	521.01			
52 Rents Miscellaneous						
53 Refunds						
54 VAT Refund	10,400.00		-10,400.00			
55 Miscellaneous Income	130.00	94.06	-35.94			
56 Covid-19 Shopping						
61 Contingency / Earmarked				11,260.00		11,260.00 8000 to be transferred to ERM in Oct
SUB TOTAL	56,510.00	31,105.07	-25,404.93	56,510.00	15,592.85	40,917.15



Personnel

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
4 Precept	137,350.00	68,675.00	-68,675.00			
5 Salaries				78,900.00	21,273.81	57,626.19
6 Pensions				23,700.00	5,758.01	17,941.99
7 Tax & NI				26,650.00	8,742.82	17,907.18
8 Staff Clothing & PPE				350.00		350.00
9 Staff Training, Expenses & Mile				300.00	105.00	195.00
10 Councillor Costs & Allowances				1,300.00		1,300.00
11 Consultancy General				6,150.00	1,014.50	5,135.50
SUB TOTAL	137,350.00	68,675.00	-68,675.00	137,350.00	36,894.14	100,455.86

Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs						
30 Consumables & Maintenance				9,300.00	2,346.73	6,953.27
31 Utilities - Water				70.00	36.61	33.39
32 Utilities - Electric				900.00	436.01	463.99
33 Precept	28,970.00	14,485.00	-14,485.00			
34 Fees & Rents	1,300.00	545.00	-755.00			
58 2023 Improvement Schemes	22,000.00			30,000.00	30,000.00	22,000 from general reserves
63 2023 Footpath Improvements				12,000.00	12,000.00	
SUB TOTAL	30,270.00	15,030.00	-15,240.00	52,270.00	2,819.35	49,450.65



Summary

NET TOTAL	331,020.00	143,916.77	-165,103.23	320,280.00	85,847.11	234,432.89	£10740 inc over exp because of Burial forecasts
V.A.T.		10,920.88			6,943.69		
GROSS TOTAL		154,837.65			92,790.80		