



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

Cllr Wakem welcomed Cllr Brown.

Those present were: -

COUNCILLORS-

Cllr Beech, Cllr Boreham, Cllr Brown Cllr Greenwood, Cllr Kirk, Cllr Newton Chance, Cllr Polglase, Cllr Tinto, Cllr Wakem (Chair), Cllr Warwick, Cllr Wilkes.

Miss Clare Bullimore (Deputy Clerk – minutes).

232/22 APOLOGIES FOR ABSENCE

Apologies were received and accepted from:

Cllr Westwood, Cllr Wells (away on business), Cllr Trapp (friends staying), Cllr Ashley (holiday), Cllr Flahsman (funeral), Cllr Alford (away), Cllr Ledger (ill), Cllr Letchford (away from home).

233/22 DECLARATIONS & DISPENSATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS

None.

234/22 PUBLIC PARTICIPATION

None

235/02 APPROVE MINUTES OF LAST MEETING – 27-09-2022

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

236/22 NEW CORRESPONDENCE

- Notification from Julie Bate, Cornwall Council re WCA 547 Calstock- Notice of Modification Order Cornwall Council – the Parish Council noted “there are outstanding objections to the Order the Council is required to submit the Order to the Secretary of State. As part of the submission the Council has discovered that part of the land in question is unregistered and has identified, therefore, that special dispensation is required from the Secretary of State to serve Notice impersonally on the land”

237/22 CLERK'S INFORMATION

Remembrance Sunday – 13/11/2022 – meet at Delaware School by 0915. There will be a different town crier and Parade Marshall this year.

238/22 PLANNING APPEAL PA21/09422

Agreed by the Planning Committee to submit a representation to support Cornwall Council's decision to refuse this application on the grounds that changes to units 6-10 may result in the dwellings becoming unaffordable.



239/22 COMMUNITY HIGHWAYS SCHEME

Expressions of Interest already submitted to remain, priority given to be given to the 30mph continuation at Sandways – Eric Road for years 2/3.

240/22 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 Wilkes, seconded: Cllr Tinto– unanimous.

Thanks to Cllr Warwick for his review and comments on this in advance of the meeting.

241/22 DATES OF FUTURE MEETINGS – ALL TO BE HELD AT THE TAMAR VALLEY CENTRE UNLESS OTHERWISE STATED

- Recreations Committee – 25/10/2022, 1800
- Planning Committee – 01/11/2022, 1830
- F&GP Committee – 01/11/2022, 1900
- Environment and Climate Committee – 15/11/2022 – 1900 (to include issues of avian flu)

The Deputy Clerk was thanked for working whilst having Covid and for being present at the meeting.

The meeting closed at 1935

Signed: Date:



2 October 2022 (2022-2023)

Calstock Parish Council

PAYMENTS LIST SEPTEMBER 2022

Voucher	Cod	Name	Description	Amount
265	26 - Utilities - Electric	EDF Energy	Electric Workshop	9.00
266	25 - Utilities - Water	South West Water	Water Albaston Cemetery	10.36
267	31 - Utilities - Water	South West Water	Water Gunnislake Pavilion	16.73
268	21 - Car Parks Business Rates	Cornwall Council	Rates Calstock BR CP	107.00
269	38 - TVC Rent & Rates	Cornwall Council	Rates TVC	112.00
270	21 - Car Parks Business Rates	Cornwall Council	Rates Gunnislake CP	135.00
271	21 - Car Parks Business Rates	Cornwall Council	Rates Harrowbarrow CP	162.00
272	41 - IT Running Costs	Voipfone	Voip Phone Top-up	72.00
273	13 - General Repairs & Maintenance	The Defib Pad	Defibrillator Items	28.99
274	46 - Subscriptions & Fees	PKF Accountants	Audit Fees	720.00
275	40 - IT Equipment	Cartridge People	IT Equipment	389.90
276	41 - IT Running Costs	Cartridge People	IT running costs	149.99
277	41 - IT Running Costs	Google	Google G Suite	9.20
278	41 - IT Running Costs	Google	Google G Suite	66.00
279	41 - IT Running Costs	Google	Google G Suite	91.99
280	59 - Calstock Car Park Ground Works	Ray Stephens & Son	Car Park Repairs	1,200.00
281	5 - Salaries	K Ninnis	Salary	1,255.23
282	5 - Salaries	C J Bullimore	Salary	2,388.08
283	5 - Salaries	S Lemon	Salary	2,473.46
284	5 - Salaries	P J Bluett	Salary	898.68
285	6 - Pensions	Cornwall Council	Pensions	1,934.94
286	23 - Bins	Building and Safety Supplies Ltd	Salt Bin	183.84
287	39 - Tools, Equipment, Consumables &	Houseware Ltd	Stationery & stamps	13.90
288	39 - Tools, Equipment, Consumables &	Discounted Cleaning Supplies Ltd	Materials for Workmen	17.25
289	39 - Tools, Equipment, Consumables &	Amazon	Stationery & stamps	15.44
290	48 - Miscellaneous Expenses	Chris Clarke	Commemorative Gift	50.00
291	39 - Tools, Equipment, Consumables &	Trewartha, Gregory and Doidge Ltd	Materials for Workmen	64.09
292	2 - Parking Charges & Permits	Cornwall Council	Car Parking Patrols	70.20
293	44 - Vehicles Leases & Purchase	Ford Lease	Van Leases	267.47
294	15 - Toilets Repairs & Maintenance	Impact Laundry & Cleaning Ltd	Toilet Hygiene	680.42
295	15 - Toilets Repairs & Maintenance	Impact Laundry & Cleaning Ltd	Toilet Hygiene	884.65
296	17 - Toilets Utilities - Electric	Corona Energy	Electric Calstock Toilets	58.53
297	47 - Waste Removal	Biffa	Waste Collection	173.88
298	44 - Vehicles Leases & Purchase	Ford Lease	Van Leases	390.15
299	14 - Toilets Equipment & Consumables	Impact Laundry & Cleaning Ltd	Toilet Hygiene	204.30
300	15 - Toilets Repairs & Maintenance	Impact Laundry & Cleaning Ltd	Toilet Hygiene	682.92
301	15 - Toilets Repairs & Maintenance	Impact Laundry & Cleaning Ltd	Toilet Hygiene	903.24
302	7 - Tax & NI	HMRC	Tax & NI	2,346.90
303	25 - Utilities - Water	South West Water	Water Calstock Cemetery	6.54
304	31 - Utilities - Water	South West Water	Water St Annes PF	9.58
305	45 - Vehicle Running Costs	Vincent Tractors & Plant	Tractor part	174.47
306	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	72.62
307	30 - Consumables & Maintenance	South West Play	Repairs to play ground equipment	2,515.20
308	30 - Consumables & Maintenance	South West Play	Repairs to play ground equipment	1,701.60
309	32 - Utilities - Electric	EDF Energy	Electric St Anns Pavilion	79.80
310	32 - Utilities - Electric	EDF Energy	Electric Gunnislake Pavilion	97.00
311	41 - IT Running Costs	SeaDog IT	Web Site Service	29.95
TOTAL				23,924.49

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Calstock Parish Council

Accounts Summary 30 September 2022

Current Account	£163,931.11
Petty Cash	£50.87
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	£181,140
Forecast Income for year remaining	£42,887
Estimated end of year General Reserves *	£85,749
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

2 October 2022 (2022-2023)

Summary of Receipts and Payments All Cost Centres and Codes

Amenities

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
1 Precept	42,450.00	42,450.00				
2 Parking Charges & Permits	4,800.00	1,081.20	-3,718.80	50.00	105.60	-55.60
3 Pontoon & Moorings	1,700.00	2,936.00	1,236.00	1,500.00		1,500.00
12 General Equipment Purcahse				950.00	925.58	24.42
13 General Repairs & Maintenance				2,450.00	346.14	2,103.86
14 Toilets Equipment & Consumables				3,500.00	2,388.53	1,111.47
15 Toilets Repairs & Maintenance				8,900.00	5,037.77	3,862.23
16 Toilets Utilities - Water				750.00	572.66	177.34
17 Toilets Utilities - Electric				1,050.00	419.92	630.08
18 Toilets Business Rates						
19 Car Parks Equipment & Consumable				350.00	211.91	138.09
20 Car Parks Repairs & Maintenance				1,600.00	721.40	878.60
21 Car Parks Business Rates				4,100.00	2,425.90	1,674.10
22 Street Lighting				5,600.00	2,629.36	2,970.64
23 Bins				3,650.00	3,653.19	-3.19 Dog bin emptying fees paid to 1/4/2023
59 Calstock Car Park Ground Works	8,000.00	8,000.00		15,000.00	1,000.00	14,000.00 £8000 form NPD earmarked reserve
64 Pontoon Repairs	9,000.00	9,000.00		16,500.00	20,068.12	-3,568.12 Overspend for additional work, £9000 from earmarked reserve
SUB TOTAL	65,950.00	63,467.20	-2,482.80	65,950.00	40,506.08	25,443.92



Burial

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
24 Consumables & Maintenance				5,150.00	1,732.83	3,417.17
25 Utilities - Water				130.00	70.15	59.85
26 Utilities - Electric				220.00	51.42	168.58
27 Precept						
28 Fees	16,440.00	7,305.00	-9,135.00	200.00	212.50	-12.50
SUB TOTAL	16,440.00	7,305.00	-9,135.00	5,700.00	2,066.90	3,633.10

Environment & Climate Emergency

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



Finance

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
38 TVC Rent & Rates				7,000.00	3,424.75	3,575.25
39 Tools, Equipment, Consumables & F				4,750.00	900.14	3,849.86
40 IT Equipment				1,600.00	324.92	1,275.08
41 IT Running Costs				4,800.00	3,374.54	1,425.46
42 Insurance				5,500.00	5,841.28	-341.28 Policy paid to 31/05/2023
43 Grants Given				1,500.00	500.00	1,000.00
44 Vehicles Leases & Purchase				7,200.00	2,826.81	4,373.19
45 Vehicle Running Costs				6,500.00	2,267.55	4,232.45
46 Subscriptions & Fees				3,050.00	2,549.60	500.40
47 Waste Removal				1,450.00	771.78	678.22
48 Miscellaneous Expenses				1,900.00	483.51	1,416.49
49 Precept	28,576.00	28,576.00				
50 Council Tax Rebate	2,404.00	2,403.99	-0.01			
51 Donations & Grants Received	15,000.00	17,961.01	2,961.01			
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
SUB TOTAL	56,510.00	49,035.06	-7,474.94	56,510.00	23,264.88	33,245.12



Personnel

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
4 Precept	137,350.00	137,350.00				
5 Salaries				78,900.00	40,579.06	38,320.94
6 Pensions				23,700.00	11,531.63	12,168.37
7 Tax & NI				26,650.00	15,781.92	10,868.08
8 Staff Clothing & PPE				350.00		350.00
9 Staff Training, Expenses & Mileage				300.00	105.00	195.00
10 Councillor Costs & Allowances				1,300.00	66.60	1,233.40
11 Consultancy General				6,150.00	1,801.50	4,348.50
SUB TOTAL	137,350.00	137,350.00		137,350.00	69,865.71	67,484.29



Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs						
30 Consumables & Maintenance				9,300.00	10,053.43	-753.43
31 Utilities - Water				70.00	73.24	-3.24
32 Utilities - Electric				900.00	941.15	-41.15
33 Precept	28,970.00	28,970.00				
34 Fees & Rents	1,300.00	880.00	-420.00			
58 2023 Improvement Schemes	22,000.00		-22,000.00	30,000.00	1,936.96	28,063.04 22,000 from general reserves
63 2023 Footpath Improvements				12,000.00		12,000.00
SUB TOTAL	52,270.00	29,850.00	-22,420.00	52,270.00	13,004.78	39,265.22
Summary						
NET TOTAL	331,020.00	289,507.26	-41,512.74	320,280.00	148,708.35	171,571.65
V.A.T.		10,920.88			11,563.43	
GROSS TOTAL		283,428.14			160,271.78	