



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

Those present were: -

COUNCILLORS-

Cllr Ashley, Cllr Beech, Cllr Boreham, Cllr Brown, Cllr Greenwood, Cllr Kirk, Cllr Ledger, Cllr Newton Chance, Cllr Polglase, Cllr Tinto, Cllr Trapp, Cllr Wakem (Chair), Cllr Warwick, Cllr Wells, Cllr Wilkes.
Miss Clare Bullimore (Deputy Clerk – minutes).

232/22 APOLOGIES FOR ABSENCE

Apologies were received and accepted from:

Cllr Alford (unwell), Cllr Letchford (medical appointment).

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

None.

234/22 PUBLIC PARTICIPATION

None.

235/02 APPROVE MINUTES OF LAST MEETING – 11-10-2022

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

236/22 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 Wells – unanimous:

- Planning Committee, 27-09-2022, 11-10-2022 and 01-11-2022
- Amenities Committee, 04-10-2022
- South West Water and Environment Agency Liaison Committee – 03-10-2022
- Recreation Committee, 01-11-2022
- Environment and Climate Committee, 04-10-2022
- F&GP, 01-11-2022
- Personnel Committee, 18-10-2022

237/21 MATTERS ARISING

- Cemetery Vegetation Clearance –thank you to all who helped with this, the area is looking a lot better.
- Remembrance Service – 0915 from Delaware School staff car park.
- Delaware Outdoor Education Centre – Cllr Trapp reported that Sam Jackman has been told by Vickery Holman that there is a delay at Cornwall Council's end and this may have implications for her getting her application in by the end of the month. Cllr Kirk was asked if she could follow up and find out what the delay is.
- Great British Dig, Calstock – Chris Smart had emailed to say there was evidence that some mining took place in the Roman times and they were pleased with the findings.



238/22 NEW CORRESPONDENCE

- William Darwell, Tamara Project: Possible Reintroduction of the Calstock Ferry – it was agreed to invite William to a Calstock Waterfront Sub Committee Meeting
- Calstock Footpath Society, email received to say thank you for grant - noted
- Email Kathryn Stratham, Cornwall Environmental Consultants re Character Assessment Invitation- noted
- Calstock 'Grumble Sale' – Calstock Village Hall – agreed that Cllr Tinto would represent the Parish Council.

239/22 CLERK'S INFORMATION

- The Calstock Ward Member Casual Vacancy has been publicised
- Calstock in Bloom – the initiative won gold and Best Newcomer in the RHS Pennant category. They will be entering again in 2023 and are already planning their displays. Congratulations to be sent by the Parish Council.
- CIL Payments (circa £7000) – these were noted by F&GP who will follow the agreed process once the budget for next year is clear.

240/22 RECOMMENDATION FROM F&GP: THE PRECEPT IS INCREASED BY 10% TO COVER EXPECTED EXPENDITURE

The F&GP Committee spent considerable time anticipating the income and expense for the 23/24 financial year. It was concluded that the 23/24 likely spend will be £297K and with a non-precept income of £34K a precept income of £263K will be required. This is approximately £23K more than the current year precept which is just below £240K. It was calculated that if a band D property's precept is increased by 10% from £93.66 to £103.03 this will provide the additional £23K that is required.

Proposal/resolution: the precept is increased by 10% to cover expected expenditure. Proposed: Cllr Warwick, seconded: Cllr Tinto – unanimous.

Cllr Warwick thanked all those who attended the F&GP Meeting and he also extended thanks to Dick Hoile and the Deputy Clerk for providing information and explanation in the lead up to the finance meeting and to Cllr Newton Chance for presenting a very useful calculating tool on precept pricing.

241/22 THE PRECEPT IS INCREASED BY A FURTHER 8.72% TO PUT CIRCA £23,000 INTO THE CAPITAL WORKS PROGRAMME

The Recreations Committee recommended to the F&GP Committee that the replacement of the Skate Park at St Ann's Chapel be included in the Capital Works Programme that the council approved in March. The F&GP Committee felt increasing a band D precept by a further £9 (up to £112) was a reasonable increase consideration. This increase will equate to 8.72% and in 23/24 (year 1 of the Capital Works Programme) circa £23K will be raised if this increase is applied.

Proposal/resolution: to increase the precept by a further 8.72% to put £23,000 into the Capital Works Programme to be used towards the cost of replacing the Skate Park in St Ann's Chapel. Proposed: Cllr Newton Chance, seconded: Cllr Warwick – unanimous.



Cllr Newton Chance wished it to be noted that Sophie Westwood carried out the survey which informed the Recreations Committee on recommendations.

242/22 RECOMMENDATION FROM THE AMENITIES COMMITTEE THAT THE WALLGATE MACHINES ARE REPLACED IN GUNNISLAKE TOILETS (CIRCA £6923)

Proposal/resolution: to replace the Wallgate machines in Gunnislake toilets which are faulty and too old to have replacement parts. Proposed: Cllr Wilkes, seconded: Cllr Wells – unanimous.

243/22 RECOMMENDATION FROM THE AMENITIES COMMITTEE THAT GUNNISLAKE TOILETS ARE OPEN OVER THE WEEKEND AND BOTH CALSTOCK AND GUNNISLAKE TOILETS HAVE A SPOT CLEAN DURING THE WEEKEND. THIS ARRANGEMENT TO BE MONITORED AND REVIEWED IN APRIL 2024 (OR SOONER IF ISSUES ARISE)

Proposal/resolution: following representations from the public to open the toilets at the weekend it was proposed to keep both Calstock and Gunnislake toilets open with a spot clean during the weekend. Proposed: Cllr Wells, seconded: Cllr Polglase – unanimous.

244/22 RECOMMENDATION FROM AMENITIES COMMITTEE TO DONATE UP TO £1800 TO LATCHLEY COMMUNITY TOWARDS A DEFIBRILLATOR

Latchley Community members had requested support from the Council to fund a defibrillator from the South West Ambulance at a cost of £1800 which would include training, support, inspections and replacement parts. However as this would cease after 4 years it was felt owning a defibrillator outright would be a more viable option.

Proposal/resolution: the Parish Council donate £1200 towards the cost of a defibrillator that has been sourced by Cllr Wells. Proposed: Cllr Wells, seconded Cllr Newton Chance – unanimous.

245/22 RECOMMENDATION FROM RECREATIONS COMMITTEE THAT THE FULL COUNCIL HAVE A DUTY OF CARE FOR THE ELECTRICS IN CALSTOCK CHANGING ROOMS AND SHOULD PAY THE QUOTATION OF £1800 TO HAVE THEM MADE SAFE

Proposal/resolution: to pay for the electrics to be made safe – Calstock Football Club have a quote of £1529.86 and we have assurance they will send a copy of the certificate once the work has been carried out. Proposed: Cllr Tinto, seconded: Cllr Warwick – unanimous.

246/22 RECOMMENDATION FROM RECREATION COMMITTEE TO PUBLICISE THE SKATE PARK TENDER

Cllr Polglase has sought advice about the tendering process and has drafted a tender.

Proposal/resolution: to publicise that the Parish Council seeks expressions of interest from a commercial partner to assist in replacing the skate park equipment at St Ann's Chapel. Proposed: Cllr Trapp, seconded: Cllr Wilkes – unanimous.

247/22 ST ANNS CHAPEL FETE

Proposal/resolution: that the Parish Council grants permission for the community to hold a fete on the King George V Playing Field, St Ann's Chapel on the third Saturday of each year. Proposed: Cllr Wakem, seconded: Cllr Wilkes – unanimous.



248/22 APPLICATION FOR RENEWAL OF STREET TRADING CONSENT FOR LIL PIZZA IN VARIOUS LOCATIONS: CALSTOCK, HARROWBARROW, DELAWARE

Proposal/resolution: to support the renewal of street trading consent for Lil Pizza in Calstock, Harrowbarrow and Delaware. Proposed: Cllr Tinto, seconded: Cllr Trapp – unanimous.
Cllrs Tinto and Polglase to monitor street trading vehicles that have been seen trading in Calstock.

249/22 PROPERTY ASSET: POS CORNER OF THE ORCHARD AND KING STREET, GUNNISLAKE

Cornwall Council has notified the Parish Council of an asset that they hold in Gunnislake that they no longer have an operational need to retain. This was noted but agreed that the Parish Council has no interest in acquiring the land. Proposed: Cllr Wakem, seconded: Cllr Greenwood – unanimous.

250/22 REQUEST FROM CALSTOCK FOOTPATH SOCIETY FOR A MEMORIAL PLAQUE FOR JOHN RAWLES

Agreed in principle but it was suggested Cllr Polglase meet representatives to agree a suitable place.

251/22 REQUEST FROM CALSTOCK CHRISTMAS LIGHTS COMMITTEE FOR FUNDING

Proposal/resolution: to approve the £250 grant request but for Cllr Tinto to meet members of the Committee to discuss potential strategies to minimise light pollution. Proposed: Cllr Tinto, seconded: Cllr Warwick – unanimous.

252/22 DESIGNATED BATHING WATER STATUS

Cllr Newton Chance explained that the application has been submitted to DEFRA – he wished thanks to be recorded to Sophie Westwood for all the work she put in to this. Cllr Newton Chance explained that this application is NOT to encourage people to use the water but it is to try to clean up the water by putting pressure on large corporations, local farmers and landowners (especially those with old mining workings on their land). The Deputy Clerk has made contact with the Parish Council's insurers – there does not appear to be any adverse risk or cost implications should the application be successful. The Environment Committee will consider requesting funding research to sample the river when it meets next week.

253/22 CITIZEN OF THE YEAR

Cllr Wakem asked Councillors to start thinking about nominations for the Citizen of the Year Award.

254/22 CALSTOCK FLOOD DEFENCE

Nothing to report.

255/22 STANDING ITEM: 5 DAY PLANNING APPLICATION – PA22/09042

Proposal/recommendation: to agree with the Planning Officer that this is not a material amendment and requires another application. Proposed: Cllr Newton Chance, seconded: Cllr Trapp – unanimous.

256/22 STANDING ITEM: TOILETS

Nothing to report.

257/22 STANDING ITEM: A390



Cllr Wells reported that Speedwatch is underway.

Cllr Wells, Cllr Trapp and Cllr Kirk are still negotiating with Cornwall Council about an appropriate crossing.

Cllr Kirk asked whether the planning condition is being enforced and that Cornwall Council should be contacted about this and Cllr Wilkes suggested a FOT be put in to Cornwall Council requesting where the Section 106 funding had specifically gone.

258/22 STANDING ITEM: FOSTERS FIELD

The Deputy Clerk is in regular contact with Catherine Thompson to ensure this progresses.

259/22 STANDING ITEM: CORNWALL COUNCIL REPORT – CLLR KIRK

- The 74 bus service to Liskeard has been discontinued – Cllr Kirk requested that the Parish Council request that some of the service is restored
- Philip Desmond, Portfolio Holder for Transport has resigned
- A study has been published by Cormac looking at the stability of the A390
- A meeting of the Caradon Community Network is being held on Thursday to discuss whether our area join Launceston
- A lot of flooding has been taking place, following discussions with Jackie Smith (Drainage Officer in Cornwall Council) a study is being undertaken to look into the issues across the parish (funded by the EA)
- A Warm Hub is being opening at the Mustard Seed in Callington from next week, discussions are underway to hold one in the Woodland Centre, Gunnislake.
- Cornwall Council are facing £62,000,000 cuts to non-statutory services such as childcare and highways
- There are concerns over safety measures in Newquay for the launch of Richard Branson's satellites/rocket into space
- An appeal about the Bridge View development will be held on 29-11-2022

260/22 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 have had some good publicity in the local media and will be trying to get an extension

Cllr Boreham – picked up a cheque for nearly £3200 from the Co-op for the St Ann's Community Group

Cllr Tinto, Cllr Newton Chance, Cllr Brown and Ken Finn (ECE Committee) attended (in person or virtually) a conference on In and beyond neighbourhood plans for the community, nature and climate

Cllr Polglase attended the Port of Plymouth Marine Liaison Committee where it was reported that the new signage for Caltstock Waterfront has been signed off and is awaiting installation; tyres from Plymouth harbour are being used for biofuel and there is a Meet the Lifeguard initiative.

261/22 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 Tinto– unanimous.



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

262/22 DATES OF FUTURE MEETINGS – ALL TO BE HELD AT THE TAMAR VALLEY CENTRE UNLESS OTHERWISE STATED

- Planning Committee – 15-11-2022, 1800
- Environment and Climate Change Committee – 15-11-2022, 1830
- Personnel Committee – MONDAY 21-11-2022 – 1800
- Receptions Committee – 29-11-2022 - 1800

263/22 URGENT INFORMATION

The Deputy Clerk reported that she had sought authorisation from Cllrs Wells and Wakem to purchase two replacement external defibrillator cabinets at a cost of over £1000 due to existing ones being faulty – all approved.

The meeting closed at 2055

Signed: Date:



1 November 2022 (2022-2023)

Calstock Parish Council

PAYMENTS LIST OCTOBER 2022

Voucher Code	Name	Description	Amount	
317	41 - IT Running Costs	Voipfone	Voip Phone Top-up	72.00
318	26 - Utilities - Electric	EDF Energy	Electric Workshop	9.00
319	16 - Toilets Utilities - Water	South West Water	Water Calstock toilets	137.16
320	21 - Car Parks Business Rates	Cornwall Council	Rates Calstock BR CP	107.00
321	38 - TVC Rent & Rates	Cornwall Council	Rates TVC	112.00
322	21 - Car Parks Business Rates	Cornwall Council	Rates Gunnislake CP	135.00
323	21 - Car Parks Business Rates	Cornwall Council	Rates Harrowbarrow CP	162.00
324	2 - Parking Charges & Permits	Dartprint Ltd	Car Parking Permit	36.00
325	24 - Consumables & Maintenance	AB Pest Solutions	Wasp nest	50.00
326	43 - Grants Given	Calstock Footpath Society	Grant	250.00
327	11 - Consultancy General	task-it.com	Consultancy Support	399.00
328	17 - Toilets Utilities - Electric	Corona Energy	Electric Gunnislake Toilets	14.91
329	41 - IT Running Costs	Google	Google G Suite	9.20
330	41 - IT Running Costs	Google	Google G Suite	70.18
331	41 - IT Running Costs	Google	Google G Suite	97.82
332	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	311.49
333-336	5 - Salaries	Staff	Salary	6,428.61
337	6 - Pensions	Cornwall Council	Pensions	1,934.94
338	24 - Consumables & Maintenance	Tesco	Buffet items	18.34
339	44 - Vehicles Leases & Purchase	Ford Lease	Van Leases	390.15
340	2 - Parking Charges & Permits	Cornwall Council	Car Parking Patrols	79.20
341	24 - Consumables & Maintenance	AB Pest Solutions	Mole removal	97.50
342	38 - TVC Rent & Rates	Cornwall Council	Rent TVC	2,750.00
343	44 - Vehicles Leases & Purchase	Ford Lease	Van Leases	258.84
344	30 - Consumables & Maintenance	Peter Gadd	Repairs to Play Boat Calstock	500.00
345	7 - Tax & NI	HMRC	Tax & NI	2,533.94
346	41 - IT Running Costs	SeaDog IT	Web Site Service	95.00
347	25 - Utilities - Water	South West Water	Water Calstock Cemetery	5.87
348	31 - Utilities - Water	South West Water	Water St Annes PF	7.92
349	32 - Utilities - Electric	EDF Energy	Electric St Anns Pavilion	77.82
350	22 - Street Lighting	EDF Energy	Public Lighting Gunnislake	295.54
351	22 - Street Lighting	EDF Energy	Public Lighting Calstock	1,019.92
352	47 - Waste Removal	Biffa	Waste Collection	139.10
353	45 - Vehicle Running Costs	Allstar	Vehicle Fuel	300.59
354	41 - IT Running Costs	FastSpring	Upsafe Licence	53.20
355	17 - Toilets Utilities - Electric	Corona Energy	Electric Gunnislake Toilets	23.47
356	39 - Tools, Equipment, Consumables & F	timberstore	Materials for Workmen	9.42
357	32 - Utilities - Electric	EDF Energy	Electric Gunnislake Pavilion	97.00
358	10 - Councillor Costs & Allowances	Alastair Tinto	Councillor Expenses	29.90
359	19 - Car Parks Equipment & Consumable	Metric	Car Parking Machine Gunnislake Maintenance	262.02
360	10 - Councillor Costs & Allowances	Calstock Parish Council	Councillor Expenses	22.00
361	44 - Vehicles Leases & Purchase	Mike Greenwood	Vehicle service	24.50
362	45 - Vehicle Running Costs	Mike Greenwood	Vehicle service	166.00
363	45 - Vehicle Running Costs	Mike Greenwood	Vehicle service	104.70
364	45 - Vehicle Running Costs	Mike Greenwood	Vehicle service	141.50
365	22 - Street Lighting	Enerveo	Street Lighting Maintenance	194.40
366	48 - Miscellaneous Expenses	H M Land Registry	Land Registry Check	6.00
367	41 - IT Running Costs	SeaDog IT	Web Site Service	29.95
		TOTAL		20,070.10

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Calstock Parish Council

Accounts Summary 31 October 2022

Current Account	£143,170.84
Petty Cash	£50.87
General Reserves Account	£60,020.51
Earmarked Reserves Account	£30,019.61
<i>Calstock Village Pontoon</i>	£0.00
<i>Fosters Field Playground Equipment</i>	£12,000.00
<i>Calstock Cemetery Extension</i>	£12,000.00
<i>Skateboard Park</i>	£6,000.00
<i>Bank interest</i>	£19.61
Forecast Expenditure for year remaining	£130,825.00
Forecast Income for year remaining	£17,406
Estimated end of year General Reserves *	£89,823
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

1 November 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	1,714.20	-3,085.80	50.00	214.80	-164.80
3 Pontoon & Moorings	1,700.00	2,962.00	1,262.00	1,500.00		1,500.00
12 General Equipment Purchase				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	709.82	40.18
17 Toilets Utilities - Electric				1,050.00	456.47	593.53
18 Toilets Business Rates						
19 Car Parks Equipment & Consumables				350.00	430.26	-80.26
20 Car Parks Repairs & Maintenance				1,600.00	721.40	878.60
21 Car Parks Business Rates				4,100.00	2,829.90	1,270.10
22 Street Lighting				5,600.00	4,044.18	1,555.82
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				7,000.00	1,000.00	6,000.00 £8000 from NPD earmarked reserve
64 Pontoon Repairs				7,500.00	20,068.12	-12,568.12 Overspend for additional work, £9000 from earmarked reserve
SUB TOTAL	48,950.00	47,126.20	-1,823.80	48,950.00	42,826.16	6,123.84

Burial

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
24 Consumables & Maintenance				5,150.00	1,898.67	3,251.33
25 Utilities - Water				130.00	76.02	53.98
26 Utilities - Electric				220.00	59.99	160.01
27 Precept						
28 Fees	16,440.00	7,805.00	-8,635.00	200.00	212.50	-12.50
SUB TOTAL	16,440.00	7,805.00	-8,635.00	5,700.00	2,247.18	3,452.82



Environment & Climate Emergency

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
57 Forest for Calstock Parish						
60 Public engagement, publicity & research				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	6,286.75	713.25
39 Tools, Equipment, Consumables & Postage				4,750.00	1,032.98	3,717.02
40 IT Equipment				1,600.00	324.92	1,275.08
41 IT Running Costs				4,800.00	3,656.03	1,143.97
42 Insurance				5,500.00	5,841.28	-341.28
43 Grants Given				1,500.00	750.00	750.00
44 Vehicles Leases & Purchase				7,200.00	3,392.14	3,807.86
45 Vehicle Running Costs				6,500.00	3,189.80	3,310.20
46 Subscriptions & Fees				3,050.00	2,549.60	500.40
47 Waste Removal				1,450.00	887.70	562.30
48 Miscellaneous Expenses				1,900.00	489.51	1,410.49
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	24,911.84	9,911.84			
52 Rents Miscellaneous						
53 Refunds						
54 VAT Refund	10,400.00		-10,400.00			
55 Miscellaneous Income	130.00	110.81	-19.19			
56 Covid-19 Shopping						
61 Contingency / Earmarked				11,260.00		11,260.00
SUB TOTAL	56,510.00	56,002.64	-507.36	56,510.00	28,400.71	28,109.29



Personnel

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
4 Precept	137,350.00	137,350.00				
5 Salaries				78,900.00	47,007.67	31,892.33
6 Pensions				23,700.00	13,466.57	10,233.43
7 Tax & NI				26,650.00	18,315.86	8,334.14
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	118.50	1,181.50
11 Consultancy General				6,150.00	2,200.50	3,949.50
SUB TOTAL	137,350.00	137,350.00		137,350.00	81,214.10	56,135.90



Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs						
30 Consumables & Maintenance				9,300.00	10,553.43	-1,253.43
31 Utilities - Water				70.00	80.39	-10.39
32 Utilities - Electric				900.00	1,107.64	-207.64
33 Precept	28,970.00	28,970.00				
34 Fees & Rents	1,300.00	1,080.00	-220.00			
58 2023 Improvement Schemes				8,000.00	1,936.96	6,063.04
63 2023 Footpath Improvements				12,000.00		12,000.00
						22,000 from general reserves if required
SUB TOTAL	30,270.00	30,050.00	-220.00	30,270.00	13,678.42	16,591.58

Summary

NET TOTAL	292,020.00	280,833.84	-11,186.16	281,280.00	168,366.57	112,913.43
V.A.T.		10,920.88			11,975.31	
GROSS TOTAL		291,754.72			180,341.88	

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