



Minutes of **Full Council Meeting** of the **Calstock Parish Council**
held on **Tuesday 13 December 2022**, in the **Tamar Valley Centre**, at **7.00pm**.

Those present were: -

COUNCILLORS-

Cllr Ashley, Cllr Beech, Cllr Boreham, Cllr Brown, Cllr Kirk, Cllr Polglase, Cllr Tinto, Cllr Trapp, Cllr Wakem (Chair), Cllr Warwick, Cllr Wells, Cllr Wilkes.

Miss Clare Bullimore (Deputy Clerk – minutes).

264/22 APOLOGIES FOR ABSENCE

Apologies were received and accepted from:

Cllr Alford (unwell), Cllr Greenwood (away), Cllr Flashman (unwell), Cllr Ledger (family needs), Cllr Letchford (medical), Cllr Newton Chance (other meeting).

265/22 DECLARATIONS & DISPENSATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS

None.

266/22 PUBLIC PARTICIPATION

None.

267/02 APPROVE MINUTES OF LAST MEETING – 08-11-2022

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

268/22 NOTE ACTIONS AND EXPENDITURE OF COMMITTEE MEETINGS

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

Proposed: Cllr Polglase, seconded: Cllr Trapp – unanimous:

- Planning Committees 15-11-2022 & 06-12-2022
- Personnel Committees 21-11-2022 & 06-12-2022
- Calstock Waterfront Sub Committee 29-11-2022
- Recreations Committee 29-11-2022
- Environment and Climate Emergency Committee 06-12-2022

269/21 MATTERS ARISING

- Expression of Interest, Skate Park – publicised
- Citizen of the Year – reminder to consider nominations and to think about community groups in villages
- Delaware Outdoor Education Centre – no confirmed details
- Calstock Christmas Lights – Cllr Tinto has met with members from the Committee and issues were raised about light pollution, some strategies in place

270/22 NEW CORRESPONDENCE

Thanks for grants were received and noted from Calstock in Bloom and Cotehele Quay Gig Club.



Rupert Lane – Woodland Management Plan, Hingston – noted

Cornwall Council – motion defeated for a referendum on Let Cornwall Decide (mayor) - noted

271/22 CLERK'S INFORMATION

- Cllr Boreham is overseeing the phased return to work for the Clerk
- Calstock Election – Phil Spurr is the elected councillor following an uncontested election
- Boulders in Calstock – thanks have been relayed to Hanson Aggregates for donating boulders and to the Bike Show for their offer of donating towards the installation
- Christmas closure – the Personnel Committee have agreed that the Deputy Clerk can have annual leave from Thursday 22 December 2022- Monday 02 January 2023 inclusive and the office will be shut

272/22 RECOMMENDATION FROM RECREATION COMMITTEE TO PROVIDE A QUOTE TO HALT PLANNED WORK ON THE FOOTPATH BEHIND THE RIFLE VOLUNTEER AND SEEK QUOTES FOR MORE SUBSTANTIAL WORK AS IT IS FELT WITHOUT MITIGATION FOR THE WATER RUNNING ONTO THE PATH NO OTHER SPECIFICATIONS WILL LAST

It was felt that with funding from section 106 to come there is an opportunity to seek quotes for a more substantial remedy for the path behind the Rifle Volunteer. The Deputy Clerk has spoken to Dan Cooke from the AONB about their grant and it was agreed that this can still be used despite a likely change in specification, and can be put towards the cost.

Proposal/resolution: the recommendation be approved. Proposed: Cllr Trapp, seconded: Cllr Polglase – unanimous.

273/22 UPDATE ON SECTION 106 MONEY TO BE SPENT ON BETTER ACCESS TO AND FACILITIES IN ST ANN'S CHAPEL PLAYING FIELD

The Deputy Clerk has confirmed that we have until 2027 to spend £30,000 of section 106 monies. The criteria for the funding is to provide better access to and facilities in St Ann's Chapel playing field. The Recreation Committee is overseeing this and any proposals will be put to the Full Council for approval. A formal application still needs to be made once all projects and costs have been decided.

274/22 RECOMMENDATION FROM RECREATION COMMITTEE THAT THE DRAFTED LETTER BE SENT TO HARROWBARROW COMMUNITY ASSOCIATION REGARDING ONGOING PROVISION OF PLAY EQUIPMENT AT HARROWBARROW

There is evidence that the Parish Council made a commitment in 2010 to put a formal agreement in place to adopt play equipment in Harrowbarrow Play Park and that the Parish Council would undertake regular inspections, maintenance and insurance of the equipment. These measures were put in place immediately but no formal agreement can be found

Proposal/resolution: to approve a circulated letter outlining an ongoing commitment to provide play provision in Harrowbarrow, in consultation with the Community Association should a piece of equipment seem unviable. Proposed: Cllr Polglase, seconded: Cllr Trapp – unanimous.

275/22 RECOMMENDATION FROM THE WATERFRONT COMMITTEE TO SUPPORT THE TAMARA PROJECT IN PRINCIPLE TO REINSTATE THE FERRY AT CALSTOCK AND TO INVESTIGATE THE



USE OF THE PONTOON, IMPACT OF CAR PARKING AND THE USE OF PARISH STORES FOR ONSHORE WINTER STORAGE AND MAINTENANCE OF THE FERRY

Proposal/resolution: to approve in principle the use of parish quay or the pontoon for a ferry and onshore storage for the ferry over the winter. Proposed: Cllr Wells, seconded: Cllr Tinto -one abstention (Cllr Warwick) all others in favour.

276/22 FEEDBACK FROM BRIDGE VIEW NURSERIES PLANNING APPEAL

Notification has been received that the Bridge View Nurseries appeal has been dismissed and there is not enough reason to exonerate the developers from not providing affordable dwellings. The costs were also dismissed and an enforcement order has been received.

277/22 SOUTH WEST WATER/ENVIRONMENT AGENCY FREEDOM OF INFORMATION REQUESTS

Cllr Tinto reported that Cllr Brown has provided a lot of useful data on discharge spills. The Parish Council have requested individual event data to cross reference these spills with heavy rainfall events which South West Water have stated is the only time spills should occur. This information has been withheld on a technicality. Two Freedom of Information requests have been submitted to the Environment Agency for further data. Cllr Tinto is also preparing to appeal to South West Water for the refusal to cooperate.

278/22 STAFF PAY INCREASE – RECOMMENDATION FROM NATIONAL ASSOCIATION OF LOCAL COUNCILS FOR PAY INCREASE FOR ALL LOCAL COUNCIL STAFF FROM APRIL 2022

Cllr Warwick explained that the National Association of Local Councils have agreed a pay award. This means staff will have an increase going forward but are entitled to backdated pay from April. He confirmed there is money to cover this.

279/22 CONCERNS ABOUT CALSTOCK FLOOD DEFENCE AND CAR PARK

No partnership meetings have been held. Councillors remain concerned about the Parish Council taking ownership of the bridge and stressed that before any formal lease is signed the Full Council should approve it.

Cllr Wakem reported that he feels the car park at Calstock is now a hazard that cannot be ignored. Proposal/resolution: to hold a site visit on Saturday 17 December 2022, at 1030 and for the Council to delegate up to £2000 to spend on temporary repairs to make it safer as soon as possible. Proposed: Cllr Wilkes, seconded: Cllr Wells – unanimous.

280/22 STANDING ITEM: 5 DAY PLANNING APPLICATION

None

281/22 STANDING ITEM: TOILETS

Thanks to Cllrs Warwick, Wakem and Tinto for agreeing to open and close the toilets over the Christmas period. The Deputy Clerk reminded them that the toilets will not be cleaned over the 3 bank holidays (25/26 December and 01 January) so they will need to be checked and locked if they are in a mess.

Cllr Wakem mentioned the lighting staying on, the Deputy Clerk had received information from the electricians to say that the sensors work from a 7 metre range. Similar advice had previously been received.



282/22 STANDING ITEM: A390

Following ongoing discussions, Highways have now agreed that a speed camera will be installed near the border between St Ann's Chapel and the Drakewalls boundary. A camera on the Eastern end of St Ann's Chapel is also going to be installed. A refuge will also be placed near the St Ann's Chapel/Drakewalls boundary. Although a pedestrian crossing was preferred this is the only option available.

Proposal/resolution: these two measures are agreed so that Cllr Wells can approve them with Cornwall Council. Proposed: Cllr Wilkes, seconded: Cllr Trapp – unanimous.

Prior to a public consultation, Caradon Network have asked for feedback on their proposed scheme (as requested by the Parish Council) to extend the 30mph limit on Honicombe Road from Blades salon past Edgcumbe Way where it will revert to national speed limit. Although it was hoped the 30mph could extend to the crossroads, this was felt to be a big improvement and agreed by all.

The Speedwatch campaign now has four agreed locations approved by the Devon and Cornwall Police and two sessions a week are being held. It seems as if the sessions are starting to have an impact with fewer speeders being recorded each week. Two more locations are being assessed and Cox Park have requested some support. More volunteers are required.

Cllr Wells was thanked for his efforts who in turn thanked all involved.

283/22 STANDING ITEM: FOSTERS FIELD

Catherine Thomson has been in contact to report that the Property services have drafted a Heads of Term and are waiting for the schools confirmation. This will assist with the notification to the Department for Education which is why they progressed this aspect.

284/22 STANDING ITEM: CORNWALL COUNCIL REPORT – CLLR KIRK

- Cllr Kirk has objected to the suggestion that we should belong to a Community Network in Launceston as she felt we have little in common with that town – she feels Liskeard would be more appropriate.
- Cllr Kirk has met with Catherine Thomson and Christopher Jones, Maritime Officer for Cornwall, to express concerns about the way in which different bodies are using -or planning to use - the estuarine stretch of the Tamar with seemingly little consultation with relevant authorities or having access to an overview permitting an assessment of the cumulative effect of their actions on the Tamar's eco system.
- The warm hub at the Woodland Centre in Gunnislake is up and running on a Wednesday afternoon.
- The rocket launch at Newquay has been further delayed.
- A camera appeared on the lamppost by the co-op – this was a police camera checking number plates to identify non-insured drivers and non-taxed vehicles.
- The consultation about a mayor for Cornwall is live with a heavy bias towards a 'yes'.
- Cllr Kirk will be meeting the new Transport Portfolio Holder in February 2023.



**285/22 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 held a nativity play and will have a Christmas party, their waiting list remains full, South West Water have donated a water butt and an Ofsted inspection is overdue.

Cllr Trapp – attended an exhibition at the Delaware Primary School in his capacity as Parish Councillor – it was a good event raising over £500.

Cllr Tinto and Cllr Wakem attended a Conversation in Calstock session which they found useful as it was a positive way to bring organisations together. This will become a monthly meeting.

286/22 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 Warwick, seconded: Cllr Wells– unanimous.

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

287/22 DATES OF FUTURE MEETINGS – ALL TO BE HELD AT THE TAMAR VALLEY CENTRE UNLESS OTHERWISE STATED

- Planning Committee – 10-01-2023 time to be confirmed depending upon applications received
- Full Council – 10-01-2023
- Amenities Committee – 17-01-2023, 1800
- Environment and Climate Change Committee – 17-01-2023 1900 and 21-02-2023, 1900

263/22 URGENT INFORMATION

None

The meeting closed at 2026

Signed: Date:



5 December 2022 (2022-2023)

Calstock Parish Council
PAYMENTS LIST NOVEMBER 2022

Vouch	Name	Description	Amount
368	EDF Energy	Electric Workshop	9.00
369	South West Water	Water Calstock toilets	95.08
370	Cornwall Council	Rates Calstock BR CP	107.00
371	Cornwall Council	Rates TVC	112.00
372	Cornwall Council	Rates Gunnislake CP	135.00
373	Cornwall Council	Rates Harrowbarrow CP	162.00
374	Voipfone	Voip Phone Top-up	72.00
375	Google	Google G Suite	9.19
376	Google	Google G Suite	101.20
377	Google	Google G Suite	72.60
378	Allstar	Vehicle Fuel	190.77
379	Cotehele Gig Club	Grant	300.00
380	task-it.com	Consultancy Support	465.50
381	HR Support Consultancy	Consultancy Support	234.00
382	Chamings Ltd	toilet repairs	76.79
383-386	Salary	Salary	6,458.75
387	The Defib Pad	Defibrillator Items	1,127.98
388	British Legion	Remembrance Day Wreaths	45.00
389	Trewartha, Gregory and Doidge Ltd	Materials for Workmen	53.82
390	Cornwall Council	Car Parking Patrols	82.80
391	Calstock Christmas Lights	Grant	250.00
392	Ford Lease	Van Leases	267.47
393	Tavistock Taskforce	Pleasure Piece Maintenance	300.00
394	Tavistock Taskforce	Cemetery Maintenance	300.00
395	Impact Laundry & Cleaning Ltd	Toilet Hygiene	705.07
396	HMRC	Tax & NI	2,358.52
397	Building and Safety Supplies Ltd	Salt Bin	192.84
398	Ford Lease	Van Leases	415.15
399	Biffa	Waste Collection	139.10
400	Post Office Ltd	Stationery & stamps	34.00
401	Allstar	Vehicle Fuel	65.98
402	LexisNexis	Arnold-Baker Local Council Administ	171.99
403	Saltash Town Band	Remembrance Day Band	300.00
404	Tavistock Taskforce	Car Park Repairs	310.00
405	Calstock Football Club	Changing Room repairs Calstock	1,343.22
406	Autocross Euroshel Limited	Bus Shelter	5,853.60
407	South West Water	Water Calstock Cemetery	5.74
408	South West Water	Water St Annes PF	7.65
409	EDF Energy	Electric Gunnislake Pavilion	97.00
410	Corona Energy	Electric Gunnislake Toilets	15.33
411	Tavy Signs	Signs	120.00
412	R Sprosen	Gunnislake Garden	223.50
413	Kevin Hole	Gunnislake Garden	300.00
414	E.B. Champernowne	Cemetery Maintenance	439.56
		TOTAL	24,126.20



Calstock Parish Council

Accounts Summary 30 November 2022

Current Account	£122,336.44
Petty Cash	£105.87
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	£102,260.00
Forecast Income for year remaining	£13,925
Estimated end of year General Reserves *	£94,127
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

5 December 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	4,375.00	-425.00	50.00	297.60	-247.60
3 Pontoon & Moorings	1,700.00	2,988.00	1,288.00	1,500.00		1,500.00
12 General Equipment Purcahse				950.00	6,743.56	-5,793.56 Replacement bus shelter £4,878, £3,000 grant from CC
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	5,689.31	3,210.69
16 Toilets Utilities - Water				750.00	804.90	-54.90
17 Toilets Utilities - Electric				1,050.00	471.07	578.93
18 Toilets Business Rates						
19 Car Parks Equipment & Consumables				350.00	430.26	-80.26
20 Car Parks Repairs & Maintenance				1,600.00	1,031.40	568.60
21 Car Parks Business Rates				4,100.00	3,233.90	866.10
22 Street Lighting				5,600.00	4,044.18	1,555.82
23 Bins				3,650.00	3,813.88	-163.88 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 form 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	49,813.00	863.00	48,950.00	50,362.85	-1,412.85

Burial

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
24 Consumables & Maintenance				5,150.00	2,564.97	2,585.03
25 Utilities - Water				130.00	81.76	48.24
26 Utilities - Electric				220.00	68.56	151.44
27 Precept						
28 Fees	16,440.00	8,465.00	-7,975.00	200.00	212.50	-12.50
SUB TOTAL	16,440.00	8,465.00	-7,975.00	5,700.00	2,927.79	2,772.21



Environment and Climate Emergency Committee

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	6,398.75	601.25
39 Tools, Equipment, Consumables & Postage				4,750.00	1,211.83	3,538.17
40 IT Equipment				1,600.00	324.92	1,275.08
41 IT Running Costs				4,800.00	3,899.02	900.98
42 Insurance				5,500.00	5,841.28	-341.28 Policy paid to 31/05/2023
43 Grants Given				1,500.00	1,300.00	200.00
44 Vehicles Leases & Purchase				7,200.00	3,965.16	3,234.84
45 Vehicle Running Costs				6,500.00	3,403.75	3,096.25
46 Subscriptions & Fees				3,050.00	2,549.60	500.40
47 Waste Removal				1,450.00	1,003.62	446.38
48 Miscellaneous Expenses				1,900.00	1,006.50	893.50
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 £9,000 of this transferred to earmarked reserves
SUB TOTAL	56,510.00	56,002.64	-507.36	56,510.00	30,904.43	25,605.57



Personnel

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
4 Precept	137,350.00	137,350.00				
5 Salaries				78,900.00	53,466.42	25,433.58
6 Pensions				23,700.00	13,466.57	10,233.43
7 Tax & NI				26,650.00	20,674.38	5,975.62
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	2,861.00	3,289.00
SUB TOTAL	137,350.00	137,350.00		137,350.00	90,691.87	46,658.13



Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs						
30 Consumables & Maintenance				9,300.00	12,720.15	-3,420.15
31 Utilities - Water				70.00	87.29	-17.29
32 Utilities - Electric				900.00	1,200.02	-300.02
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 Plus £22,000 from general reserves if required
63 2023 Footpath Improvements				12,000.00		12,000.00
SUB TOTAL	30,270.00	30,050.00	-220.00	30,270.00	15,944.42	14,325.58

Summary

NET TOTAL	292,020.00	284,180.64	-7,839.36	281,280.00	190,831.36	90,448.64
V.A.T.		10,920.88			13,636.72	
GROSS TOTAL		295,101.52			204,468.08	