



Those present were: -

COUNCILLORS-

Cllr Alford, Cllr Ashley, Cllr Beech, Cllr Boreham, Cllr Brown, Cllr Flashman, Cllr Greenwood, Cllr Ledger, Cllr Kirk, Cllr Polglase, Cllr Spurr, Cllr Tinto, Cllr Wakem (Chair), Cllr Warwick, Cllr Wells, Cllr Wilkes.

Miss Clare Bullimore (Deputy Clerk – minutes).

01/23 ACCEPTANCE OF OFFICE FOR ELECTED MEMBER FOR CALSTOCK: PHIL SPURR

Cllr Spurr was welcomed onto the Council having been elected in the recent elections.

Proposal/resolution: Cllr Spurr has voting rights on the following committees: Amenities, Recreations, Planning and Environment and Climate Change.

02/23 APOLOGIES FOR ABSENCE

Apologies were received and accepted from:

Cllr Trapp (family arrangements), Cllr Letchford (illness), Cllr Newton Chance (meeting elsewhere).

03/23 DECLARATIONS & DISPENSATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS

None.

04/23 PUBLIC PARTICIPATION

Two members of the public were present and participated in the relevant agenda items.

05/02 APPROVE MINUTES OF LAST MEETING – 13-12-2022

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

06/23 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 Flashman –unanimous:

- Planning Committees 13-12-2022
- Personnel Committees 03-01-2023

07/23 MATTERS ARISING

- Calstock Car Park – temporary repairs have been made to improve the surface, the item to be included on the Amenities Committee.
- South West Water Freedom of Information Requests – requests have been submitted to SWW and the EA. SWW withheld information stating “environmental information may be withheld where disclosure could adversely affect the course of justice, the ability of a person to receive a fair trial or the ability of a public authority to conduct an enquiry of a criminal or disciplinary nature”. Cllr Tinto considered appealing but feels this may be futile. A request was also submitted to the EA who provided data that Cllr Brown had already found. One query raised was about sewage found in the chambers of the car park (by Ray Stephens who



was carrying out a survey). No spill data or heavy rainfall data had been submitted for this date. Cllr Brown has some good contacts, one of whom he will hope to pay through the ECE Budget to offer advice. Action: The Deputy Clerk requested a meeting between Cllrs Brown, Kirk, Tinto and Newton Chance all of whom are finding out lots of information on different aspects of the River Tamar. She feels it will be useful to pull everyone together, agree an objective and focused steps to reach that objective.

08/23 NEW CORRESPONDENCE

The following items were noted:

- Date for camping on Calstock Field for a wedding (permission previously having been granted) has been changed to 11-05-2024.
- Mark Smith will be cleaning, clearing and reporting on the Commonwealth War Graves in both cemeteries as a volunteer from the Commonwealth War Graves Commission (under guidelines from the CWGC).
- Letter of thanks received from Judith McQuilin, Latchley, for the donation towards the defibrillator.

Cllr Brown is meeting Dan Cooke from the AONB and will talk through the Nature Recovery Plan amongst other things. He is hoping Dan will come to a forthcoming ECE Committee.

Mayor for Cornwall consultation – this item created a lot of debate. Most seemed to agree that they did not agree with a Mayor for Cornwall. Action agreed: Cllr Tinto to send his comments out via email for others to comment on and a statement to be prepared by the Deputy Clerk for the next meeting for approval.

09/23 CLERK'S INFORMATION

- Staffing – Sue Lemon is returning to work on a phased return following her sickness.

10/23 SUPPLYING CALSTOCK WITH FRESH VEGETABLES

Liam Aldrice addressed the council asking for support to sell fresh vegetables on Calstock Green on a regular basis. This was met with widespread support – subject to relevant insurance and licences - and councillors suggested other venues and events.

11/23 RECOMMENDATION FROM PERSONNEL COMMITTEE THAT AN ADVERT IS PLACED FOR A PART TIME MAINTENANCE WORKER FOLLOWING PETE BLUETT'S REQUEST TO DROP A DAY'S WORK FROM APRIL

Proposal/resolution: an advert is placed for a part time maintenance worker but the Personnel Committee researches the possibility of having an apprentice at some point in the future.

12/23 TELEPHONE BOX ON CALSTOCK QUAY

Cllr Tinto introduced Rayson Pritchard from Calstock in Bloom (CIB). CIB would like to renovate and refurbish the phone box if it is no longer required. BT would be willing to sell it to the Parish Council for £1 and Mr Pritchard understands that BT will keep the power line in there and pay for electricity. Proposal/resolution: to agree in principle that the Parish Council purchases the phone box SUBJECT TO evidence the community no longer requires it or uses it.

Action: The Deputy Clerk to contact BT and request information showing the usage of the telephone line. Ward members to hold a village consultation for public opinion.



13/23 WILLOW TIT CONSERVATION PROJECT – CLLR BROWN

Cllr Brown has been working on initiatives to raise awareness of conserving the willow tit. A training day will be held at Cotehele for interested parties (date to be confirmed) and he has had agreement from the TAMARA project to extend funding for boxes to cover a larger area. Thanks to Cllr Brown for his work on this.

14/23 CALSTOCK FLOOD DEFENCE

Cllr Tinto presented a summary of the AECOM geomorphology reports which raise many issues of concern about the effect of the scouring on the integrity and safety of the path and the bridge. Proposal/resolution: with the information that is contained in the geomorphology reports the Parish Council has grave concerns about taking on any responsibility for - or ownership of - the bridge and the footpath. The Environment Agency should be alerted to the Parish Council's concerns. The Parish Council as a key stakeholder and should be involved in all meetings and discussions involving the EA and the TCT about the integrity and safety of the bridge and the footpath and any associated risks, about any mitigation proposals and on any discussions between the EA and the TCT about leases involving the bridge or the footpath. It was also proposed and resolved that Cllr Tinto should be the Parish Council representative in all these meetings and on the partnership. Proposed: Cllr Wilkes, seconded: Cllr Wakem – unanimous.

15/23 5 DAY PLANNING APPLICATION – PA21/06661

Proposal/resolution: to agree with the Planning Officer's recommendation to refuse permission. Proposed: Cllr Wilkes, seconded: Cllr Kirk – Cllr Warwick abstained, all others in favour.

16/23 TOILETS

The Deputy Clerk thanked Cllr Tinto and Cllr Warwick for checking the toilets daily over the Christmas period and apologised that there had been a miscommunication at the cleaners' end who were leaving the toilets unlocked. The lack of cleanliness in Calstock has been passed to the cleaning company and they are overseeing the staff closely, our workmen are also monitoring them. The Deputy Clerk was asked to see if the sensors could be changed to only detect movement up to 3 metres away (maximum) to prevent the lights remaining on so much.

Toilets' opening/closing and cleaning schedule to be discussed at the next Amenities Committee.

17/23 A390

Installation on the speed cameras will start from mid-February although there is a supply lead time for the actual cameras. The crossing is still to be agreed.

Speedwatch is underway and likely to be in more locations but more volunteers are needed.

18/23 FOSTERS FIELD

The Deputy Clerk had nothing to report but Cllr Kirk said that she has spoken with Catherine Thomson who assures her that the transfer is progressing and that Cornwall Council has agreed to take over the (currently unadopted) access road from King Street.

19/23 CORNWALL COUNCIL REPORT

Rocket Launch – the launch from Newquay took place on Monday but was aborted

Emergency Centre – the proposed move up country is causing concern

County Hall bids – bids have been placed by Cornwall Council for levelling up funds for £48.4million for a ferry to the Isles of Scilly and £57million for a mid-Cornwall Metro



Wall collapse – a wall has collapsed beyond Commercial Street, neighbouring Rodda Close

Road closures – several road closures will be in place across the parish – these are published by the Clerks on the website

Strategic Planning meeting – solar farm to be discussed in mid-Cornwall

Mayor for Cornwall Debate – concern about how the campaign is being portrayed and that the money promised is not going to go far

Transport Portfolio Holder – Cllr Kirk is meeting with the Transport Portfolio Holder on 02-02-2023

Community Fund – there remains £830 for community groups to apply for by the end of February

GP report for Cornwall – most GP practices across Cornwall are operating under immense pressure – most on red alert and some on black alert

Covid stream - there is evidently a new covid stream in Cornwall which appears very infectious

Jackie Smith, drainage report – Cllr Kirk is still waiting for the report.

20/23 REPORTS FROM OTHER MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS

Cllr Beech – reported that ballet classes for children will take place on a Saturday in the DCLC

Cllr Boreham – the Village Community group has fundraised for some pieces of outdoor equipment to be placed in St Ann’s Chapel playing field

Cllr Flashman attends the Countryside Stewardship Forum and would like to represent the Parish Council on this when such roles are delegated in the Annual Meeting in May

21/23 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 Polglase– unanimous.

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

22/23 DATES OF FUTURE MEETINGS – ALL TO BE HELD AT THE TAMAR VALLEY CENTRE UNLESS OTHERWISE STATED

- Environment and Climate Committee – 17/01/2023 – 1800
- Planning Committee – 24/01/2023 – 1830
- Amenities Committee – 24/01/2023 – 1900
- Recreations Committee 31/01/2023 – 1900

23/23 URGENT INFORMATION

Cllr Flashman said a telegraph pole is in a hazardous position opposite Sleepy Hollow. The Deputy Clerk to report to BT (Highways were unable to help when she had previously reported it).

Cllr Wakem thanked all councillors for their hard work but particular thanks were given to Cllr Boreham and Cllr Warwick for their work on Personnel and Finance issues.

The meeting closed at 2035 – Part 2 followed

Signed: Date:



3 January 2023 (2022-2023)

Calstock Parish Council

PAYMENTS LIST DECEMBER 2022

Voucher	Name	Description	Amount
415	EDF Energy	Electric Workshop	9.00
416	South West Water	Water St Annes PF	13.36
419	Cornwall Council	Rates Calstock BR CP	107.00
420	Cornwall Council	Rates TVC	112.00
417	South West Water	Water Albaston Cemetery	16.72
418	South West Water	Water Calstock toilets	104.90
421	Cornwall Council	Rates Gunnislake CP	135.00
422	Cornwall Council	Rates Harrowbarrow CP	162.00
423	Voipfone	Voip Phone Top-up	72.00
424	task-it.com	Consultancy Support	427.50
428	Google	Google G Suite	9.20
425	Callington Town Council	Audit Fees	540.00
427	Chamings Ltd	toilet repairs	1,061.28
426	M.H. Hart	toilet repairs	753.00
434-436	Salary	Salary	8,897.84
444	Ford Lease	Van Leases	258.84
440	Trewartha, Gregory and Doidge Ltd	Materials for Workmen	112.90
429	Google	Google G Suite	72.60
430	Google	Google G Suite	101.20
431	Allstar	Vehicle Fuel	106.44
432	Squareup.com	Square processing fee	6.00
437	Cornwall ALC Ltd	Training Course	36.00
438	Cornwall ALC Ltd	Training Course	120.00
439	Tavy Signs	Signs	84.00
442	HR Support Consultancy	Consultancy Support	156.00
443	Enerveo	Street Lighting Maintenance	454.25
441	Core Occupational Health	Occupational Health Support	140.00
445	Cornwall Council	Car Parking Patrols	116.40
448	Cornwall Council	Pensions	2,255.63
458	EDF Energy	Electric Gunnislake Pavilion	97.00
459	SeaDog IT	Web Site Service	29.95
446	SeaDog IT	Web Site Service	29.95
450	Ford Lease	Van Leases	390.15
455	South West Water	Water Calstock Cemetery	4.02
456	South West Water	Water St Annes PF	8.20
454	HMRC	Tax & NI	2,213.85
452	GB Tool Hire & Clothing Ltd	Materials for Workmen	165.60
457	Allstar	Vehicle Fuel	225.31
449	Biffa	Waste Collection	173.88
447	Microsoft	IT running costs	135.36
460	Corona Energy	Electric Calstock Toilets	32.83
461	Corona Energy	Electric Gunnislake Toilets	18.68
451	Peter Gadd	Repairs to Play Boat Calstock	750.00
453	M.H. Hart	Rewire Workshop	1,499.05
		Subtotal No.	22,214.89
		TOTAL	22,214.89



Calstock Parish Council

Accounts Summary 31 December 2022

Current Account	£105,502.55
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	£81,695.00
Forecast Income for year remaining	£10,443
Estimated end of year General Reserves *	£94,377
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

3 January 2023 (2022-2023)

Summary of Receipts and Payments All Cost Centres and Codes

		Receipts			Payments			Additional Notes
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1	Precept	42,450.00	42,450.00					
2	Parking Charges & Permits	4,800.00	4,888.00	88.00	50.00	420.00	-370.00	
3	Pontoon & Moorings	1,700.00	3,014.00	1,314.00	1,500.00		1,500.00	
12	General Equipment Purchase				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	7,201.21	1,698.79	
16	Toilets Utilities - Water				750.00	909.80	-159.80	
17	Toilets Utilities - Electric				1,050.00	520.13	529.87	
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	3,637.90	462.10	
22	Street Lighting				5,600.00	4,422.72	1,177.28	
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 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	50,352.00	1,402.00	48,950.00	52,933.65	-3,983.65	

		Receipts			Payments			
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
24	Consumables & Maintenance				5,150.00	3,814.18	1,335.82	
25	Utilities - Water				130.00	109.90	20.10	
26	Utilities - Electric				220.00	77.13	142.87	
27	Precept							
28	Fees	16,440.00	10,325.00	-6,115.00	200.00	212.50	-12.50	



SUB TOTAL	16,440.00	10,325.00	-6,115.00	5,700.00	4,213.71	1,486.29
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Environment & Climate Emergenc

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	6,510.75	489.25
39 Tools, Equipment, Consumables & Post:				4,750.00	1,513.91	3,236.09
40 IT Equipment				1,600.00	324.92	1,275.08
41 IT Running Costs				4,800.00	4,314.72	485.28
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	4,505.99	2,694.01
45 Vehicle Running Costs				6,500.00	3,680.21	2,819.79
46 Subscriptions & Fees				3,050.00	2,999.60	50.40
47 Waste Removal				1,450.00	1,148.52	301.48
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	27,911.84	12,911.84			
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	59,002.64	2,492.64	56,510.00	33,146.40	23,363.60

Personnel

Receipts			Payments		
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Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance
4 Precept	137,350.00	137,350.00				
5 Salaries				78,900.00	62,364.26	16,535.74
6 Pensions				23,700.00	15,722.20	7,977.80
7 Tax & NI				26,650.00	22,888.23	3,761.77
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	248.50	1,051.50
11 Consultancy General				6,150.00	3,558.50	2,591.50
SUB TOTAL	137,350.00	137,350.00		137,350.00	104,886.69	32,463.31

Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs						
30 Consumables & Maintenance				9,300.00	13,470.15	-4,170.15 Higher than expected repairs to play equipment and Calstock Changing Room rewire
31 Utilities - Water				70.00	98.42	-28.42
32 Utilities - Electric				900.00	1,292.40	-392.40
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	16,797.93	13,472.07

Summary

NET TOTAL	292,020.00	289,579.64	-2,440.36	281,280.00	211,978.38	69,301.62
V.A.T.		10,920.88			14,704.59	
GROSS TOTAL		300,500.52			226,682.97	