



Minutes of **Full Council Meeting** of the **Calstock Parish Council**
held on **Tuesday 14 February 2023**, in the **Tamar Valley Centre**, at **7.00pm**.

Those present were: -

COUNCILLORS-

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

Miss Sue Lemon (Clerk), Miss Clare Bullimore (Deputy Clerk – minutes).

Cllr Wakem started the meeting by welcoming Sue Lemon back from sick leave.

24/23 APOLOGIES FOR ABSENCE

Apologies were received and accepted from:

Cllr Letchford (illness), Cllr Kirk (family visiting), Cllr Alford (illness).

25/23 DECLARATIONS & DISPENSATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS

None.

26/23 PUBLIC PARTICIPATION

Ross Hanley was present.

27/02 APPROVE MINUTES OF LAST MEETING – 10-01-2022

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

28/23 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:

- Environment and Climate Change Committee 17-01-2023
- Planning Committee 24-01-2023 and 07-02-2023
- Amenities Committee 24-01-2023
- Recreations Committee 31-01-2023 and 07-02-2023

29/23 MATTERS ARISING

Maintenance Worker job advert – the advert has been publicised.

Telephone box, Calstock Quay – BT have stated that the Parish Council can adopt the box, a call history showed 6 calls had been made over a 12-month period 5 of which were to the speaking clock. The Ward Members will carry out a consultation within the village to determine whether there is a desire to repurpose it.

Willow tits – Cllr Brown reported that 40 willow tit nest boxes have been installed and there will be an open day at Cotehele Quay on Saturday 22nd April 2023 to recruit and train volunteers to map the willow tit population, map bird box sites and report willow tit nesting activity.



EA/Footbridge/Partnership Meeting – the next partnership meeting is scheduled for 10-03-2023, an informal meeting will be held with the Chair of the Tamar Community Trust prior to this- Cllr Spurr has had some local discussions about the Town Field and hopes to attend the meetings as well as Cllr Tinto.

30/23 NEW CORRESPONDENCE

The following items were noted:

- East farm, Harrowbarrow: Small Woodland Management Plan: Stakeholder consultation – this was noted as being an exemplary piece of correspondence from a forestry owner/manager.
- Email (disseminated 07/02/2023 1504) from Phil Brown re Redmoor Mine.
- Email (disseminated 07/02/2023 1504) from Phil Brown re Aerial Survey.
- Email (disseminated 07/02/2023 1507) from Amelia Sturgeon, Tamar Estuaries Consultative Forum (TECF) Coordinator.
- Letter received (via Phil Brown) from Department for Business, Energy and Industrial Strategy re Energy Bills Support in Great Britain – Complex Cases.

Arrangements for Cornwall Council's Waste Collection and Cleansing Contract for 2023/24 on devolved sites (Amenity Land at Calstock Quay, Chapel Street (Gunnislake) Car Park, Calstock Station Car Park & School Lane (Harrowbarrow) Car Park) – it was proposed, seconded and unanimously supported that Option 1 be taken which is no extra charge for the service until 2024.

Application for money towards a youth club in Calstock from Lara Kramer – this item was deferred to F&GP.

Request from Sue Ives on behalf of Calstock Rowing Club to hold their 150th Regatta on August Bank Holiday weekend – 27/28-08-2023 – this was supported.

31/23 CLERK'S INFORMATION

Citizen of the Year – a few nominations have been received but there is still time to receive more.

Chair/Vice Chair elections in May – last year it was agreed that written nominations would be received and voted on – the Deputy Clerk to confirm arrangements and dates for this.

32/23 COMMENTS ON CORNWALL COUNCIL'S DEVOLUTION DEAL – CLLRS TINTO AND WELLS

As agreed at the previous meeting, Cllr Tinto and Wells circulated a suggested response. This was duly approved with a resolution thus: Calstock Parish Council is opposed to the deal and urges Cornwall Council to reject it for the following reasons:

- the funding offered is inadequate,
- the powers and benefits that the Deal offers could just as easily be given to Cornwall Council, and
- the Deal would reduce the influence of elected members.

Proposed: Cllr Tinto, seconded: Cllr Wells – unanimous.



33/23 RECOMMENDATION FROM AMENITIES COMMITTEE TO APPROVE UNDERGROUND WORKS IN CALSTOCK CAR PARK AT A COST OF £10350, AS PREVIOUSLY AGREED IN BUDGET SETTING FOR 2022/23 BUDGET

Motion carried. Proposed: Cllr Wells, seconded: Cllr Tinto – unanimous.

34/23 SWW WATER/EA INFORMATION: TO NOTE THAT THE ENVIRONMENT AND CLIMATE CHANGE COMMITTEE COMMISSION A RESEARCHER TO EXTRACT MEANINGFUL AND ACCURATE DATA INTO A REPORT AND TO SEEK ADVICE ON THE BEST COURSE OF ACTION WORKING WITH OTHER AGENCIES/ORGANISATIONS – UP TO £500 AS BUDGETED FOR

Motion carried. Proposed: Cllr Newton Chance, seconded: Cllr Spurr – unanimous.

35/23 RECOMMENDATION FROM AMENITIES COMMITTEE THAT THE INCREASE OF £4.00 PER HOUR TO £40.00 FOR CIVIL ENFORCEMENT IS ACCEPTED

Motion carried. Proposed: Cllr Wells, seconded: Cllr Warwick – unanimous.

36/23 RECOMMENDATION FROM RECREATIONS COMMITTEE THAT THE TENDER FOR A SKATE PARK BE DELEGATED TO THE SKATE PARK ADVISORY COMMITTEE, COMPRISING CLLRS POLGLASE, TRAPP, ALFORD, WILKES AND COMMUNITY MEMBERS BEN DANCE AND DAVE BRIGGS (CLLRS WAKEM, WELLS AND KIRK EX OFFICIO MEMBERS)

Motion carried. Proposed: Cllr Polglase, seconded: Cllr Wells – unanimous.

37/23 RECOMMENDATION FROM RECREATIONS COMMITTEE THAT THE FIRST APPLICATION FOR 106 MONEY FROM MARKET GARDENS IS FOR IMPROVEMENTS TO THE CAR PARK AT ST ANN'S CHAPEL (£5100) AND THE FENCING AROUND THE PLAY PARK (£4681) AND LONG-TERM IMPROVEMENTS TO THE PEDESTRIAN ACCESS (£16,630). THIS WILL STILL LEAVE MORE MONEY TO BE APPLIED FOR

Motion carried. Proposed: Cllr Polglase, seconded: Cllr Wells – unanimous.

38/23 RECEIVING WRITTEN REPORTS IN ADVANCE OF MEETINGS – CLLR WARWICK

Cllr Warwick suggested written reports be received in advance of meetings to aid concentration and efficiency. This was widely agreed with although it was accepted that it should not become mandatory.

39/23 CALSTOCK SOCIAL CLUB – CLLR WAKEM

Cllr Wakem reported that he and Cllr Spurr had an informal conversation with members from Calstock Social Club who have since held a meeting and agreed the following actions:

- The Social Club will pay £300 per year for the use of car parking area (to be reviewed each year)
- The granite seat will be relocated to the green
- Bollards will be installed from the playboat to the village hall to improve pedestrian safety – the cost to be incurred by the Social Club (circa £5000)

Proposal/resolution: a formal letter or agreement (with a 'break out clause' should the Parish Council wish to rescind the parking area) to be sent to Calstock Social Club outlining these actions.

Proposed: Cllr Wakem, seconded: Cllr Newton Chance – unanimous.



40/23 KING'S CORONATION

Proposal/resolution: that mugs (or similar commemorative items) be issued to all primary and pre-school children in all schools in the parish and that up to £250 be donated to a community group in each ward for events that are being held to commemorate the coronation. Proposed: Cllr Wakem, seconded: Cllr Wilkes 2 objections, 2 abstentions – all others in favour, motion carried.

41/23 TOILETS

The cleaners reported some drugs paraphernalia in Gunnislake toilets. It was agreed to shut them overnight temporarily and to publicise the reason why on social media. Thanks to Cllr Warwick for offering to lock them in the evenings and open them on non-working days.

42/23 A390 AND WIDER ROAD IMPROVEMENTS

Cllr Wells reported that work will commence on 20-02-2023 on installing the two new speed cameras. There is no more news on the pedestrian crossing near the school.

In Cllr Kirk's absence, Cllr Wells reported on the Caradon Community Network and Cornwall Highways who have agreed the following schemes put forward by the Parish Council:

- 30mph limit to be extended from Trainer Bridge, Albaston, into Calstock.
- 30mph limit from the Sandways crossing to the Okel Tor crossing.
- Double yellow lines on Station Road, Drakewalls, to be moved back to make the junction with the A390 safer.
- 30mph speed limit to continue from Blades salon on the A390 to the tarmacked footpath by the road at Edgecombe Way.

If our local network does merge with Launceston, it is likely to have a detrimental impact on future funding and schemes.

A meeting was also recently held with Cllrs Kirk, Wilkes and Wells and Will Glassup of Cornwall Council Highways. From this meeting Will Glassup has proposed the following courses of action:

- Replacement of current 'pedestrian in road' sign with a high visibility sign.
- Renew all faded lines.
- Investigate ownership of the overgrown area of vegetation by the road in front of Cox Park Terrace.

The police have suspended monitoring of Speedwatch due to the police insurance policy covering volunteers. However, the Speedwatch initiative has seen a measurable reduction in speeders. There may be a sub-group starting up in Cox Park.

Thanks to Cllr Wells and others for their efforts with all these initiatives.

43/23 FOSTERS FIELD

The Clerk drew attention to the heads of terms that states the Parish Council will be responsible for maintaining the access road to the standard that it is when the land is transferred and that this was always a moot point in previous discussions, however councillors felt this is not a cause for concern. Proposal/resolution: that the draft heads of term be accepted. Proposed: Cllr Wells, seconded: Cllr Wakem – unanimous.

44/23 CORNWALL COUNCIL REPORT

Cllr Kirk was absent.



45/23 REPORTS FROM OTHER MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR MEETINGS OF OTHER ORGANISATIONS

Cllr Beech reported that Deleware Pre School has £70,000 from CIL money to extend their site and which will enable them to reduce their ever-increasing waiting list.

Cllr Ledger attended the Harrowbarrow Village Hall Committee Meeting and was able to report that the hall is now being well used and seems to be thriving again, there was also a feeling that they feel more connected to the Parish Council following recent conversations about the playpark.

Cllr Wakem reported on social media group about tolls on the Tamar Bridge increasing again and it was agreed to invite someone to come and speak to the Amenities Committee.

46/23 APPROVE PAYMENT LIST

Proposal/resolution: to approve the payments. Proposed: Cllr Polglase, seconded: Cllr Newton Chance – unanimous.

47/23 DATES OF FUTURE MEETINGS – ALL TO BE HELD AT THE TAMAR VALLEY CENTRE UNLESS OTHERWISE STATED

- Skate Park Advisory Committee – 21/02/2023 - 1815
- Environment and Climate Committee – 21/02/2023 – 1900
- Planning Committee – to be confirmed

The meeting closed at 2015

Signed: Date:

Calstock Parish Council

PAYMENTS LIST JANUARY 2023

Voucher	Cheque	Name	Description	Amount
461		Corona Energy	Electric Gunnislake Toilets	18.68
462		Voipfone	Voip Phone Top-up	72.00
463		EDF Energy	Electric Workshop	-18.68
464		EDF Energy	Electric Workshop	9.00
465		Cornwall Council	Rates Calstock BR CP	107.00
466		Cornwall Council	Rates TVC	112.00
467		Cornwall Council	Rates Gunnislake CP	135.00
468		Cornwall Council	Rates Harrowbarrow CP	162.00
469		Cornwall Council	Election Costs	261.18
470		task-it.com	Consultancy Support	294.50
471		R Burbage Haulage Ltd	Car Park Repairs	630.00
472		M J Troup Plant Hire	Car Park Repairs	1,632.00
473		Amazon	Recreation Maintenance	30.98
474		Universal Silk Screen Printers & Signmake	Recreation Maintenance	2.98
475		Google	Google G Suite	9.20
476		Google	Google G Suite	72.60
477		Google	Google G Suite	101.20
478		Allstar	Vehicle Fuel	20.59
479		GB Tool Hire & Clothing Ltd	Protective Clothing	5.94
480		Trewartha, Gregory and Doidge Ltd	Materials for Workmen	181.63
481		SLCC	SLCC Subscription	234.00
482		Ford Lease	Van Leases	267.47
483		timberstore	Materials for Workmen	307.21
484		Cornwall Council	Car Parking Patrols	148.80
485-488		Salary	Salary	6,702.98
489		HR Support Consultancy	Consultancy Support	75.60
490		Impact Laundry & Cleaning Ltd	Toilet Hygiene	679.81
491		Impact Laundry & Cleaning Ltd	Toilet Hygiene	832.12
492		Cornwall Council	Pensions	2,040.40
493		Amazon	Materials for Workmen	85.00
494		Cornwall Council	Pensions	1,934.94
495		HMRC	Tax & NI	3,938.52
496		South West Water	Water Calstock Cemetery	4.42
497		South West Water	Water St Annes PF	9.04
498		AZbags Ltd	Staff clothing	44.90
499		Dressmart London Ltd	Staff clothing	55.56
500		M K Yong	Staff clothing	69.82
501		Screwfix	Staff clothing	27.99
502		Ford Lease	Van Leases	390.15
503		Impact Laundry & Cleaning Ltd	Toilet Hygiene	958.35
504		Corona Energy	Electric Calstock Toilets	52.48
505		Corona Energy	Electric Gunnislake Toilets	16.16
506		Biffa	Waste Collection	162.77
507		Allstar	Vehicle Fuel	90.94
508		Information Commissioner's Office	Data Protection Annual Fee	35.00
509		EDF Energy	Public Lighting Gunnislake	266.22
510		EDF Energy	Public Lighting Calstock	901.81
511		Latchley Millennium	Grant	1,200.00
512		EDF Energy	Electric Gunnislake Pavilion	97.00
513	INVOICE 91	task-it.com	Consultancy Support	484.50
514		S Lemon	Staff Expenses	94.00
515		SeaDog IT	Web Site Service	29.95
516		Kingfisher Direct Ltd	Salt Bin	295.30
517		Voipfone	Voip Phone Top-up	72.00
518		Cartridge People	Printer toner	329.90
519	web2673784-1	Alastair Tinto	Councillor Expenses	47.05
520		South West Water	Water Calstock toilets	115.65
521		Pozitive Energy	Electric St Anns Pavilion	647.06
522		Pozitive Energy	Electric Gunnislake Pavilion	39.27

TOTAL

27,623.94

Calstock Parish Council

Accounts Summary 31 January 2023

Current Account	£81,991.34
Petty Cash	£105.87
General Reserves Account	£60,020.51
Earmarked Reserves Account	£30,019.61
<i>Calstock Village Pontoon</i>	<i>£0.00</i>
<i>Fosters Field Playground Equipment</i>	<i>£12,000.00</i>
<i>Calstock Cemetery Extension</i>	<i>£12,000.00</i>
<i>Skateboard Park</i>	<i>£6,000.00</i>
<i>Bank interest</i>	<i>£19.61</i>
Forecast Expenditure for year remaining	£61,130.00
Forecast Income for year remaining	£6,962
Estimated end of year General Reserves *	£87,950
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

February 2023 (2022-2023)

Summary of Receipts and Payments

All Cost Centres and Codes

Additional Notes

Amenities

Code Title	Receipts			Payments			Additional Notes
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1 Precept	42,450.00	42,450.00					
2 Parking Charges & Permits	4,800.00	5,439.40	639.40	50.00	568.80	-518.80	
3 Pontoon & Moorings	1,700.00	3,040.00	1,340.00	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	9,259.74	-359.74	
16 Toilets Utilities - Water				750.00	1,025.45	-275.45	
17 Toilets Utilities - Electric				1,050.00	585.50	464.50	
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	4,041.90	58.10	
22 Street Lighting				5,600.00	5,535.13	64.87	
23 Bins				3,650.00	4,059.96	-409.96	Dog bin emptying fees paid to 1/4/2023
59 Calstock Car Park Ground Work				7,000.00	2,885.00	4,115.00	£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	50,929.40	1,979.40	48,950.00	58,969.49	-10,019.49	

Burial

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
24 Consumables & Maintenance				5,150.00	4,070.19	1,079.81
25 Utilities - Water				130.00	114.32	15.68
26 Utilities - Electric				220.00	67.91	152.09
27 Precept						

28 Fees	16,440.00	12,845.00	-3,595.00	200.00	212.50	-12.50
SUB TOTAL	16,440.00	12,845.00	-3,595.00	5,700.00	4,464.92	1,235.08

Environment & Climate Em

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
57 Forest for Calstock Parish						
60 Public engagement, publicity & i				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	6,622.75	377.25
39 Tools, Equipment, Consumable				4,750.00	1,735.36	3,014.64
40 IT Equipment				1,600.00	324.92	1,275.08
41 IT Running Costs				4,800.00	4,974.75	-174.75
42 Insurance				5,500.00	5,841.28	-341.28 Policy paid to 31/05/2023
43 Grants Given				1,500.00	2,500.00	-1,000.00
44 Vehicles Leases & Purchase				7,200.00	5,054.01	2,145.99
45 Vehicle Running Costs				6,500.00	3,756.00	2,744.00
46 Subscriptions & Fees				3,050.00	3,233.60	-183.60
47 Waste Removal				1,450.00	1,284.16	165.84
48 Miscellaneous Expenses				1,900.00	1,267.68	632.32
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	28,411.84	13,411.84			
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	59,502.64	2,992.64	56,510.00	36,594.51	19,915.49
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Personnel

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
4 Precept	137,350.00	137,350.00				
5 Salaries				78,900.00	69,067.24	9,832.76
6 Pensions				23,700.00	19,697.54	4,002.46
7 Tax & NI				26,650.00	26,826.75	-176.75
8 Staff Clothing & PPE				350.00	174.82	175.18
9 Staff Training, Expenses & Mile				300.00	199.00	101.00
10 Councillor Costs & Allowances				1,300.00	295.55	1,004.45
11 Consultancy General				6,150.00	4,400.50	1,749.50
SUB TOTAL	137,350.00	137,350.00		137,350.00	120,661.40	16,688.60

Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs						
30 Consumables & Maintenance				9,300.00	13,498.45	-4,198.45 Higher than expected repairs to play equipment and Calstock Changing Room rewire
31 Utilities - Water				70.00	106.57	-36.57
32 Utilities - Electric				900.00	1,961.40	-1,061.40
33 Precept	28,970.00	28,970.00				
34 Fees & Rents	1,300.00	2,125.00	825.00			
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	31,095.00	825.00	30,270.00	17,503.38	12,766.62

Summary

NET TOTAL	292,020.00	294,222.04	2,202.04	281,280.00	238,193.70	43,086.30
V.A.T.		10,920.88			16,094.53	

GROSS TOTAL

305,142.92

254,288.23

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