



Minutes of **Full Council Meeting** of the **Calstock Parish Council**
held on **Tuesday 08 August 2023**, in the **Tamar Valley Centre**, at **7.00pm**.

Those present were: -

COUNCILLORS-

Cllr Alford, Cllr Beech, Cllr Flashman, Cllr Greenwood, Cllr Kirk, Cllr Ledger, Cllr Letchford, Cllr Newton Chance, Cllr Polglase, Cllr Spurr, Cllr Trapp, Cllr Wakem (Chair), Cllr Warwick, Cllr Wells.
Miss Sue Lemon (Clerk), Miss Clare Bullimore (Deputy Clerk – minutes).

The meeting started with Cllr Wakem presenting Sue Lemon with a bouquet and thanking her for her work for the Council over the last 11 years and wishing her luck in her new job.

143/23 APOLOGIES FOR ABSENCE

Cllr Ashley, Cllr Boreham, Cllr Brown, Cllr Tinto, Cllr Wilkes

144/23 DECLARATIONS & DISPENSATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS

None.

145/23 PUBLIC PARTICIPATION

Steven Draper was present from the Tamar Valley AONB but did not speak.

146/23 APPROVE MINUTES OF LAST MEETING – 11-07-2023

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

147/23 NOTE ACTIONS AND EXPENDITURE OF COMMITTEE MEETINGS

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

Proposed: Cllr Alford, seconded: Cllr Flashman – unanimous.

- Finance and General Purposes Committee, 25-07-2023
- Planning Committee, 25-07-2023, 01-08-2023
- Personnel Committee, 25-07-2023 and 01-08-2023

148/23 MATTERS ARISING

Devon and Cornwall Food Action – over 40 families picked up a produce parcel on Monday. This was the first delivery and was located outside Delaware Pre-School. The next one will be in Calstock on Monday 21 August 2023. Tracy was thanked for her hard work on this very worthwhile scheme.

149/23 NEW CORRESPONDENCE

The following item was noted:

- Cornwall Council Consultation on the Review of the Homechoice process – individuals can complete the online survey.

The following item was delegated to F&GP:

- Request from Gunnislake Community Matters for funding towards Christmas Lights.



150/23 CLERK'S INFORMATION

Resignation of Sue Lemon – Sue was thanked for her work and wished well for the future.

The Clerk has been informed that the final work on Mudges Terrace, Gunnislake is going to start at the end of October and is likely to take 3 months.

Gunnislake Football Club – a testimonial match to be held on 27-08-2023: all agreed that Gunnislake Playing Field should be used for this.

151/23 RECOMMENDATION FROM THE ENVIRONMENT AND CLIMATE EMERGENCY COMMITTEE THAT THE PLANNING COMMITTEE OBJECT ON PRINCIPLE TO ANY NEW BUILDS PROPOSING TO CONNECT TO THE SEWAGE NETWORK AS IT IS AT CAPACITY WITH SEWAGE BEING REGULARLY PUMPED INTO THE RIVER TAMAR.

Discussion took place about the merits of objecting on principle to new builds connecting to the sewage network but accepting that those applications would be likely to be returned as 5-day consultations but the point would be made to Cornwall Council that the current infrastructure is at capacity.

Cllr Warwick and Cllr Flashman felt this could be detrimental if there was a worthy application that ordinarily the council would wish to support.

Proposal/resolution: to object on principle to any planning applications with a new build that requires a connection to the sewage network. Proposed: Cllr Newton Chance, seconded: Cllr Wells. 2 objections (Cllr Flashman and Cllr Warwick), 1 abstention (Cllr Alford) all others in favour.

152/23 RECOMMENDATION FROM THE PLANNING STRATEGY SUB-COMMITTEE THAT THE SUB-COMMITTEE BE AMALGAMATED INTO THE PLANNING COMMITTEE

Proposal/resolution: the Planning Strategy Sub Committee be amalgamated into the Planning Committee which is able to deal with policy issues and the Terms of Reference be reissued to reflect this. Proposed: Cllr Greenwood, seconded: Cllr Newton Chance – unanimous.

153/23 CALSTOCK TRAFFIC CALMING UPDATE: BOLLARDS AND SPEED BUMPS – CLLRS SPURR AND WELLS

Cllr Spurr reported that the Social Club has installed £5000 worth of bollards as agreed by the Parish Council.

The Club has also installed speed bumps despite being asked to wait until consultation had taken place with emergency services. Cllr Spurr explained that he had gone to great lengths to try and find appropriate people to speak to from the fire, police and ambulance services. The Clerks had also tried to find direct contacts within the emergency services, asking the Highways Officer and the Portfolio for Transport for help which was not forthcoming. The previous Community Network Manager had provided some points of contact to Cllr Spurr who followed these up. He has finally had feedback from the police and fire service who raised no objections and two ambulance drivers in the village have said they did not foresee any issues. The only feedback received from the public has all been positive.



There followed a heated discussion as Cllr Wells felt very aggrieved that due procedures and protocols had not been followed and felt that if a ward member had given authority to the Social Club to instal the bumps it should be a Code of Conduct issue: the Amenities Committee had clearly asked that investigations take place and reported back to the Committee before work commenced. Cllr Spurr refuted Cllr Wells' insinuation that he had allowed the speed bumps to be installed and therefore he had not contravened procedure; he said he had been very clear with the Social Club that they should wait for feedback and Council approval.

Cllr Warwick reflected that while he could understand Cllr Wells' frustrations he felt that -having received no objections- the Social Club has done something useful for the parish at their own expense. Cllr Greenwood and several others reiterated this.

Miss Lemon reported that she asked the Parish Council's solicitor about it and was advised that there is currently no caselaw to say the bumps cannot be in place without approval from emergency services but appropriate signage should be displayed warning motorists of them. It was also suggested that with a £10,000,000 public liability insurance the Parish Council will be covered in the very unlikely eventuality of a case being brought and in such cases it is very difficult to prove such speed bumps have actually damaged vehicles.

154/23 RECOMMENDATION FROM CLLR WAKEM THAT NO FURTHER MEETINGS ARE HELD UNTIL AFTER THE SEPTEMBER FULL COUNCIL MEETING, IN LINE WITH OTHER COUNCILS WHO HAVE A RECESS DURING AUGUST.

Proposal/resolution: with the exception of Planning Committees and meeting that need to be called to deal with urgent issues, no further meetings will be held until after the next Full Council meeting in September 2023. Proposed: Cllr Wakem, seconded: Cllr Flashman – unanimous.

155/23 5 DAY PLANNING CONSULTATION – PA23/01565

Proposal/resolution: to agree to disagree. Proposed: Cllr Trapp, seconded: Cllr Spurr. One objection (Cllr Alford), one abstention (Cllr Warwick) all others in favour.

156/23 TOILETS

It was reported that there was some damage in Calstock toilets following the Bike Show. It was agreed to write to the organisers of the Bike Show highlighting the damage and the costs incurred as a result. Cllr Kirk reported that she has had complaints that Gunnislake toilets are closed out of hours. It was explained that they are closed because when they are reopened there are cases of damage within a matter of days. Cllr Kirk then questioned why Calstock remain open. The explanation given was that (with the exception of the Bike Show) they are not subjected to damage and therefore do not cost the Parish Council additional money.

157/23 A390

Cllr Wells reported that the speed cameras and the Speedwatch initiative continues to have a positive impact. Cllr Wells has requested the actual costings of speed cameras as he believes the costs have declined, meaning there may be funds left to pay for another one. Discussions will start again with Cornwall Council in September about further initiatives, with a road crossing being a



priority. He will also assess other sites along the A390 for Speedwatch and work with Cllr Spurr on one in Sand Lane in Calstock.

158/23 CALSTOCK FLOOD DEFENCE, FOOTBRIDGE AND TOWN FIELD FARM PARTNERSHIP

A letter has been received from Steven Draper (Development Officer, TV AONB) reiterating the intention for Sarah Gibson (Manager, TV AONB) to facilitate a small working group to share concerns over the pathway and footbridge and try to find solutions to ongoing issues. It was confirmed by the Deputy Clerk that the minutes from the meeting held on 11-07-2023 had been altered to reflect that the Parish Council agreed at the last meeting to Cllr Tinto being the Parish Council representative on this small working group – these minutes had been sent to all councillors prior to the meeting so they could be approved.

159/23 FOSTERS FIELD

The Clerk reported that the Secretary of State has signed off on the transfer. Cornwall Council's legal team will be in contact.

160/23 CORNWALL COUNCIL REPORT – CLLR KIRK

Community Chest – Cllr Kirk has issued grants to Calstock in Bloom, Gunnislake Gateway, the Tamar Valley Community Bus and the Woodland Centre in Gunnislake.

Park Homes – Cllr Kirk and three representatives from Cox Park park homes will meet the relevant Cornwall Council portfolio holder to campaign for a fairer system by which grants are allocated for insulation.

Transport – the Portfolio Holder for Transport has still not visited but the Community Network Manager will follow this up on Cllr Kirk's behalf.

Bridge View Nurseries – the future of this site is still undecided.

Latchley roads – Cllr Kirk feels the Parish Council should work towards a 20mph limit in Latchley village - Cllr Newton Chance said he would like to support Cllr Kirk in this initiative. Cllr Kirk also said that lorries are using a narrow access road and damaging it.

Strategic Planning Meeting – Cllr Kirk will attend the next strategic planning meeting where a solar farm array is being discussed, these sorts of applications are on the increase.

161/23 REPORTS FROM OTHER MEMBERS REPRESENTING THE PARISH COUNCIL ON THE COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS

Cllr Beech reported that the Delaware Community Learning Centre has not yet put in a planning application and are likely to appoint a project manager to oversee this.

Cllr Flashman reported on the Countryside Access Forum and the various initiatives across the County.

162/23 APPROVE PAYMENT LIST

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

163/23 DATES OF FUTURE MEETINGS – ALL TO BE HELD AT THE TAMAR VALLEY CENTRE UNLESS OTHERWISE STATED

- Planning Committee, 15-08-2023, 1830
- Skate Park Advisory Committee, 05-09-2023 (to be confirmed)



The meeting closed at 2025

Part 2 was proposed and agreed for items relating to Personnel Committee and Staffing issues.

Signed: Date:

Supplementary information:

Payments list

Calstock Parish Council

PAYMENTS LIST July 2023

Voucher	Cheque	Name	Description	Amount
181		South West Water	Water Calstock toilets	175.18
182		Google	Google G Suite	9.20
183		Google	Google G Suite	66.00
184		Google	Google G Suite	92.00
185		Cornwall Council	Pensions	2,286.13
186-90		Salaries	Staff	6,868.08
191		task-it.com	Consultancy Support	300.00
192		Cornwall Council	Car Parking Patrols	163.33
193		Glasdon	Dog Bin	194.52
194		timberstore	Repairs to play ground equipment	252.24
195		timberstore	Repairs to play ground equipment	12.95
196		HR Support Consultancy	Consultancy Support	39.00
197		South West Knotweed	Knotweed	1,236.00
198		PHS Group	Toilet Hygiene	129.41
199		PHS Group	Toilet Hygiene	129.41
201		Cornwall Council	Rates TVC	84.00
202		Cornwall Council	Rates Harrowbarrow CP	142.00
203		Cornwall Council	Car Parking Fees General	94.00
204		Cornwall Council	Car Parking Fees Gunnislake	119.00
206		EDF Energy	Electric Workshop	9.00
207		Allstar	Vehicle Fuel	125.17
208		Corona Energy	Electric Gunnislake Toilets	112.34
209		Amazon	IT Equipment	149.00
210		Amazon	IT Equipment	20.69
211		Cartridge People	IT running costs	329.90
212		Corona Energy	Electric Calstock Toilets	50.83
214		South West Water	Water St Annes PF	15.00
215		Amazon	Amazon Prime	96.00
216		ALCC	ALCC Membership	50.00
217		Viking	Stationery & stamps	138.47
218		Ford Lease	Van Leases	657.62
219		Ford Lease	Damages van WD19 UPY	320.00
220		Impact Laundry & Cleaning Ltd	Toilet Hygiene	1,550.34
221		Trewartha, Gregory and Doidge Ltd	Recreation Maintenance	15.98
222		Ford Lease	Van Leases	232.96
223		South West Water	Water Calstock Cemetery	11.55
224		Calstock Arts	Grant	300.00
225		Gunnislake Community Matters	Grant	500.00
226		Simon Brown	Consultancy Support	200.00
227		Tamar Valley Pre School	Grant	500.00
228		HMRC	Tax & NI	2,320.11
229		Corona Energy	Electric Calstock Toilets	102.75
230		Corona Energy	Electric Gunnislake Toilets	25.21
231		Allstar	Vehicle Fuel	109.46
232		EDF Energy	Street Lighting Maintenance	829.32
233		EDF Energy	Street Lighting Maintenance	247.74
234		Impact Laundry & Cleaning Ltd	Toilet Hygiene	326.32
235		P J Bluett	Staff Expenses	7.00
236		Biffa	Waste Collection	214.37
237		Voipfone	VOIP Phone	72.00
238		SeaDog IT	Web Site Service	29.95
239		H M Land Registry	Land Registry Check	6.00

TOTAL

22,067.53

Accounts Summary 31 July 2023

Current Account	£51,783.08
Petty Cash	£62.43
General Reserves Account	£88,557.82
Earmarked Reserves Account	£42,000.00
<i>Calstock Village Pontoon</i>	£3,000.00
<i>Fosters Field Playground Equipment</i>	£15,000.00
<i>Calstock Cemetery Extension</i>	£15,000.00
<i>Skateboard Park</i>	£9,000.00
CIL	
106	
Forecast Expenditure for year remaining	£204,250.00
Forecast Income for year remaining	£165,205
Estimated end of year General Reserves	£110,208
Recommended Minimum General Reserve	£82,635
<i>(25% of total income)</i>	

Caletock Parish Council

2 August 2023 (2023-2024)

Summary of Receipts and Payments
All Cost Centres and Codes

Amenities

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
1 Precept	47,000.00	23,500.00	-23,500.00			
2 Parking Charges & Permits	6,000.00	1,853.00	-4,146.40	1,000.00	70.20	929.80
3 Pensions & Matings	3,000.00	1,894.00	-1,306.00	1,360.00	330.00	1,168.00
12 General Equipment Purchases				2,000.00	240.00	1,760.00
13 General Repairs & Maintenance				1,500.00	685.00	814.01
14 Tools Equipment & Consumables				3,000.00	1,488.00	1,511.82
15 Tools Repairs & Maintenance				10,000.00	3,317.40	6,682.60
16 Utilities - Water				1,750.00	888.79	861.21
17 Utilities - Electric				950.00	355.76	594.24
18 Tools Business Rates				1,100.00	249.33	850.67
19 Car Parks Equipment & Consumables				2,000.00	1,645.38	354.62
20 Car Parks Repairs & Maintenance				4,700.00	1,412.91	3,287.09
21 Car Parks Business Rates				5,000.00	2,109.19	2,890.81
22 Street Lighting				4,000.00	162.10	3,837.90
23 Bins				7,000.00	6,000.00	1,000.00
64 Publican Car Park Ground Works						
64 Publican Repairs						
SUB TOTAL	56,000.00	27,047.00	-28,952.40	45,560.00	18,866.08	26,513.92

Burial

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
24 Consumables & Maintenance				5,500.00	124.70	5,375.30
25 Utilities - Water				150.00	59.65	90.35
26 Utilities - Electric				100.00	34.28	65.72
27 Precept	6,000.00	3,000.00	-3,000.00			
28 Fees	17,000.00	3,656.00	-13,344.00	200.00	200.00	
SUB TOTAL	23,000.00	6,656.00	-16,344.00	5,950.00	218.63	5,731.37

Environment & Climate Emergency

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
53 Fund for Caletock Parish				2,000.00	200.00	1,800.00
60 Public engagement, publicity & research				2,000.00	200.00	1,800.00
62 Precept	2,000.00	1,000.00	-1,000.00			
SUB TOTAL	2,000.00	1,000.00	-1,000.00	2,000.00	200.00	1,800.00

Finance

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
38 TVC Rent & Rates				7,000.00	331.83	6,668.17
39 Tools, Equipment, Consumables & Printing				2,000.00	238.47	1,761.53
40 IT Equipment				1,000.00	860.27	139.73
41 IT Running Costs				6,000.00	1,964.89	4,135.11
42 Insurance				7,200.00	6,310.00	889.40
43 Grants Given				5,000.00	3,240.00	1,760.00
44 Various Leases & Purchases				4,500.00	2,877.44	1,622.56
45 Vehicle Running Costs				4,300.00	1,903.12	2,396.88
46 Subscriptions & Fees				3,500.00	3,262.83	237.17
47 Waste Removal				1,500.00	4,119.47	-2,619.47
48 Miscellaneous Expenses				1,900.00	314.07	1,585.93
49 Precept	48,000.00	24,000.00	-24,000.00			
50 Council Tax Rebate	2,404.00		-2,404.00			
51 Donations & Grants Received	10,000.00		-10,000.00			
52 Rents/Maintenance				2,750.00	-3,750.00	
53 Refunds	22,421.00		-22,421.00			
54 VAT Refund	130.00	97.08	-32.94	250.00		250.00
55 Miscellaneous Income						
56 Council-19 Shopping		8,256.43	8,256.43	14,064.00	-14,064.00	
65 CIL FUND						
67 Bank Interest		405.23	405.23			
SUB TOTAL	82,958.00	32,718.72	-50,196.28	44,100.00	41,917.99	2,322.81

Personnel

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
4 Precept	151,000.00	75,500.00	-75,500.00			
5 Salaries				106,000.00	26,715.25	79,284.75
6 Pensions				19,426.00	8,769.72	10,656.28
7 Tax & NI				21,287.00	9,103.88	12,183.11
8 Staff Clothing & PPE				300.00	299.88	0.32
9 Staff Training, Expenses & Mortgage				600.00	602.48	-22.49
10 Concessionary Costs & Absences				300.00	26.10	273.90
11 Consultancy General				3,300.00	1,346.25	2,953.75
60 Recruitment				500.00	500.00	
SUB TOTAL	151,000.00	75,500.00	-75,500.00	152,713.00	46,972.35	105,740.62

Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs				9,300.00	2,081.89	7,218.11
30 Consumables & Maintenance				150.00		150.00
31 Utilities - Water				2,500.00	-173.77	2,673.77
32 Utilities - Electric		168.00	168.00			
33 Precept	32,000.00	16,000.00	-16,000.00			
34 Fees & Fines	2,000.00		-2,000.00		50.00	-50.00
58 2023 Improvement Schemes				4,550.00		4,550.00
63 2023 Football Improvements		2,382.57	2,382.57	12,000.00	2,218.00	9,782.00
SUB TOTAL	34,000.00	18,878.57	-15,824.43	28,500.00	4,222.74	24,277.26

Summary

NET TOTAL	349,458.00	161,836.89	-187,816.11	278,813.00	112,917.82	166,295.18
V.A.T.		22,743.31			6,884.17	
GROSS TOTAL		184,260.20			119,401.99	