



Calstock Parish Council, Tamar Valley Centre, Cemetery Road, Drakewalls, PL18 9FE
Clerk: Clare Bullimore Tel: 01822 748847 email: clerk@calstockparishcouncil.gov.uk

Minutes of **Full Council Meeting** of the **Calstock Parish Council**
held on **Tuesday 12 March 2024, in the Tamar Valley Centre, at 7.00pm.**

Those present were: -

COUNCILLORS-

Cllr Alford, Cllr Brown, Cllr Greenwood, Cllr Ledger, Cllr Letchford, Cllr Polglase, Cllr Spurr, Cllr Tinto, Cllr Trapp, Cllr Wakem (Chair), Cllr Warwick, Cllr Wells.

Miss Clare Bullimore (Clerk – minutes).

48/24 Apologies for absence

Cllr Kirk – injury, Cllr Ashley – ongoing medical issues, Cllr Wilkes – away on business, Cllr Beech – medical, Cllr Boreham – unwell, Cllr Newton Chance – family commitment.

49/24 Declarations and dispensations of members' interests in agenda items

None

50/24 Public Participation

Members of the public were present but did not speak.

51/24 Approve the minutes of last meeting, 13-02-2024

Proposal/resolution: the minutes be approved. Proposed: Cllr Wells; seconded: Cllr Letchford

52/24 Note the actions/expenditure/recommendations of the following Committee meetings

Proposal/Resolution: The actions/recommendations and expenditure of the following be approved en bloc (including the car park permit T&C's for Calstock). Proposed: Cllr Tinto, seconded: Cllr Alford – unanimous:

- Environment and Climate Change Committee: 20-02-2024
- Amenities Committee: 27-02-2024
- Recreations Committee: 27-02-2024
- Planning Committee: 05-03-2024

53/24 Matters arising

Dropped kerb – it was felt this needed further consideration. Cllr Wells to liaise with ward members and put forward another proposal.



54/24 New correspondence

- Request for nominations for representation at Cornwall Council's Planning Partnership: noted, no applications forthcoming
- Sibilla Bellucci request for additional trading, Calstock – approved
- Helen Waddams, Vine Orchard Solicitors re Bridge View comments posted by Cllr Tinto – noted.

54/24 Clerk's information

Community Bus – a new bus has been purchased – there are a couple of pickups that are now difficult for the bus to get to but ward members (Calstock) and Cllr Wakem will liaise with the community bus drivers to see if there can be a resolution.

Nomination of Chair/Vice Chair – reminder to have written nominations submitted in time for the April agenda being sent out.

Appleyard Repair Work (wall) – options have been quoted from one contractors; Pete Gadd to ask for comparison quotes.

55/24 Introduction of Peter Gadd, Outside Services Leader

Pete Gadd was introduced to the Council and he asked ward members to get in touch with him to arrange visits within their wards to prioritise work required.

56/24 Recruitment of Outside Services Staff

The Clerk suggested a Personnel and F&GP meeting next week to discuss recruitment, staffing structure and requirements of the OS team. It was agreed to delegate the recruitment of OS staff to Personnel. The OSL has suggested a variation on the agreed model of staffing but not one that will impact on the budget that was approved.

57/24 Community Assembly

Charlotte Reynolds spoke about a community assembly and hopes that, in time, it may grow and sit alongside the work of the Parish Council. A first gathering will take place at the Rifle Volunteer on Sunday 24 March 2024, 1430. It is hoped that councillors will attend.

58/24 Approve costs for playground repairs, previously agreed

Proposal/resolution: to approve an invoice for £3200 (excluding VAT) for repairs to slides in St Ann's Chapel and Gunnislake and £6100 (excluding VAT) for a new spring see saw in St Ann's Chapel.

Proposed: Cllr Wells, seconded: Cllr Spurr.

The repairs to the steps is more than anticipated but needed more work to ensure entrapment and other health and safety issues were eliminated.

59/24 Land ownership query – approval to ask Parnalls solicitors to register the land (expected cost £500-£600, plus VAT and disbursements)

Proposal/resolution: to approve Parnalls registering land at Parish Quay. Proposed: Cllr Wells, seconded: Cllr Spurr – unanimous.



60/24 Approve costs incurred for Parnalls work on the land transfer of bridge and path and lease for Town Farm Field, Calstock

Proposal/resolution: to approve that searches are undertaken as recommended by the solicitors at a cost of £689 and to note costs incurred so far of £597.00. Proposed: Cllr Tinto, seconded Cllr Spurr – unanimous.

61/24 Standing Item - Toilets

A tender has been advertised asking for quotes for the cleaning of the toilets.
The Wallgate machine has broken again and the cost of repair is unknown.
The OSL has the tidying up of the toilets on his list.

62/24 Standing Item – A390 and Speedwatch

Cllr Wells reported the Speedwatch patrols are showing traffic is increasing again as Easter approaches. Nothing further to report on the remaining A390 initiatives. One camera has been removed for repair.

63/24 Standing Item – Calstock EA Flood Defence, Footbridge and Town Farm Field Partnership
See item 60/24.

64/24 Standing Item: Fosters Field

The Clerk had a query about whether the ground would be rolled by Cormac under the current schedule – it won't so quotes will be requested for this; otherwise no further information.

65/24 Twinning with Petrykivka

Cllr Tinto reported that Petrykivka Council has also approved the twinning. The formal Twinning Agreement will be worked on and the sub-committee will initially focus on developing work with schools. Cllr Tinto wished to express his gratitude to Yuliya Teplova for her help with this.

66/24 Cornwall Council Report – Cllr Kirk absent

67/24 Reports from other members representing the parish council on the committees or at meetings of other organisations

Cllrs Spurr, Wells and Kirk were present at the Tamar to Moor Catchment Partnership – some interesting ideas on planning and environmental projects and Cllr Spurr reported on the presentation that was given about the changes to the waste collection service.

Cllr Brown attended a XR meeting and discussed allotments work with nature.

Cllr Ledger and Cllr Polglase attended Callington's Food Action and reported that it was useful to work together: 80 households received a package in Callington and 30 in Gunnislake on Monday.

Cllr Wakem attended Callington's Civic Service.



68/24 Approve payment list

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

69/24 Dates of future meetings – all to be held at the Tamar Valley Centre unless otherwise stated

- Personnel 19/03/2024 – 1800
- F&GP 19/03/2024 – 1830
- Site visit to Calstock Churchyard – 21/03/2024, 1000

70/24 URGENT INFORMATION

The Clerk reported that the zip wire at Harrowbarrow has been taken out of service as it is currently unsafe – the OSL will look at quotes for repair/replacement and bring back to the relevant committee.

Cllr Brown asked for volunteers to help staff the Wild About Calstock exhibition on 23-26 March 2024.

Cllr Brown reminded councillors of a talk at Calstock Arts.

Cllr Brown reported that the Planning Inspectorate have delayed the hearing about the footpath modification order in Harrowbarrow.

The meeting closed at 2010

Signed: Date:

Calstock Parish Council
Payments List February 2024

Vouc Name	Description	Amount
553 Calstock Samba Band	Grant	500.00
554 Callington Food Bank	Grant	200.00
555 task-it.com	Consultancy Support	300.00
556 Wave	Water tap on Calstock Quay	31.87
557 EDF Energy	Electric Workshop	19.06
558 Google	Google G Suite	9.20
559 Google	Google G Suite	105.00
560 Google	Google G Suite	75.60
561 Allstar	Vehicle Fuel	91.18
562 Marine Bazaar	Materials for Workmen	124.65
563 South West Water	Water Calstock Cemetery	6.35
564 South West Water	Water St Annes PF	12.72
565 Amos Pumps (UK) Ltd	Car Park Repairs	234.00
566 Salaries	Salary	4,824.33
567 Cornwall Council	Pensions	1,636.71
569 Sandk delco	Materials for Workmen	165.00
570 M.H. Hart	toilet repairs	68.33
572 EDF Energy	Electric Workshop	-19.06
573 Cornwall Council	Car Parking Patrols	160.00
574 Impact Laundry & Cleaning Ltd	Toilet Hygiene	1,631.39
575 R Sprosen	Gunnislake Garden	200.00
576 Root And Branch	Forest for Calstock Trees	144.00
577 Trewartha, Gregory and Doidge Ltd	Materials for Workmen	109.51
578 GB Tool Hire & Clothing Ltd	Materials for Workmen	50.57
579 Ken Trapp	Councillor Expenses	38.40
580 Impact Laundry & Cleaning Ltd	Toilet Hygiene	25.40
581 Starboard Systems Ltd	Accounts Software	958.80
582 timberstore	Materials for Workmen	27.41
583 timberstore	Materials for Workmen	87.12
584 timberstore	Materials for Workmen	9.34
585 timberstore	Materials for Workmen	56.16
586 timberstore	Materials for Workmen	9.59
587 HMRC	Tax & NI	1,550.17
588 Allstar	Vehicle Fuel	111.60
589 Ford Lease	Van Leases	390.15
590 Corona Energy	Electric Gunnislake Toilets	29.86
591 Corona Energy	Electric Calstock Toilets	66.48
592 Pozitive Energy	Electric St Anns Pavilion	35.53
593 PSP Group	Insurance	887.76
594 Neil Boreham	Allotment Deposit	50.00
595 The Photobook Project	Community Project	163.00
596 Over The Top Cornish Pasties	Volunteer Expenses	59.50
597 Adrian Endacott	Materials for Workmen	180.00
598 C R Pote	Hedge maintenance	190.00
599 Tavy Turf	Ground Works	312.50
600 Root And Branch	Recreation Maintenance	850.00
601 Voipfone	VOIP Phone	72.00
602 Biffa	Waste Collection	181.49
603 UK Planet Tools Ltd	Materials for Workmen	122.80
TOTAL		17,145.47

Accounts Summary 29 February 2024

Current Account	£45,469.05
Petty Cash	£22.43
General Reserves Account	£89,166.92
Earmarked Reserves Account	£65,307.59
<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
<i>Capital Works</i>	£23,000.00
CIL (in current account)	£1,724.09
106 (to apply for from CC)	£7,836.28
Forecast Expenditure for year remaining	33,651.08
Forecast Income for year remaining	3,219.16
Estimated end of year General Reserves	£104,226
Recommended Minimum General Reserve	£82,635
<i>(25% of total income)</i>	

Calstock Parish Council

March 2024 (2023-2024)

Summary of Receipts and Payments February 2024

All Cost Centres and Codes

Amenities

Code	Title	Receipts			Payments		
		Budgeted	Actual	Variance	Budgeted	Actual	Variance
1	Precept	47,000.00	47,000.00				
2	Parking Charges & Permits	6,000.00	8,301.90	2,301.90	1,000.00	884.86	115.14
3	Pontoon & Moorings	3,000.00	3,646.00	646.00	1,500.00	1,331.87	168.13
12	General Equipment Purchase				2,000.00	662.41	1,337.59
13	General Repairs & Maintenance		200.00	200.00	1,500.00	2,144.91	-644.91
14	Toilets Equipment & Consumables				3,000.00	3,482.79	-482.79
15	Toilets Repairs & Maintenance				10,000.00	18,531.60	-8,531.60
16	Toilets Utilities - Water				1,750.00	2,784.75	-1,034.75
17	Toilets Utilities - Electric				950.00	864.12	85.88
18	Toilets Business Rates						
19	Car Parks Equipment & Consumables				1,100.00	1,160.02	-60.02
20	Car Parks Repairs & Maintenance				2,000.00	3,410.38	-1,410.38
21	Car Parks Business Rates				4,100.00	3,542.91	557.09
22	Street Lighting				5,600.00	4,284.58	1,315.42
23	Bins				4,000.00	4,261.02	-261.02
59	Calstock Car Park Ground Works				7,000.00	6,000.00	1,000.00
64	Pontoon Repairs						
	SUB TOTAL	56,000.00	59,147.90	3,147.90	45,500.00	53,346.22	-7,846.22

Finance

Code	Title	Receipts			Payments		
		Budgeted	Actual	Variance	Budgeted	Actual	Variance
38	TVC Rent & Rates				7,000.00	6,335.83	664.17
39	Tools, Equipment, Consumables & Postage				2,000.00	1,612.79	387.21
40	IT Equipment				1,000.00	860.27	139.73
41	IT Running Costs				6,000.00	4,236.56	1,763.44
42	Insurance				7,200.00	6,863.28	336.72
43	Grants Given				5,000.00	4,990.00	10.00
44	Vehicles Leases & Purchase				4,500.00	4,953.33	-453.33
45	Vehicle Running Costs				4,300.00	4,316.92	-16.92
46	Subscriptions & Fees				3,500.00	4,137.83	-637.83
47	Waste Removal				1,500.00	1,498.42	1.58
48	Miscellaneous Expenses				1,900.00	682.47	1,217.53
49	Precept	48,000.00	48,000.00				
50	Council Tax Rebate	2,404.00		-2,404.00			
51	Donations & Grants Received	10,000.00		-10,000.00			
52	Rents Miscellaneous		16.00	16.00			
53	Refunds						
54	VAT Refund	22,421.00		-22,421.00			
55	Miscellaneous Income	130.00	97.06	-32.94	250.00		250.00
56	Covid-19 Shopping						
66	CIL FUND		8,488.48	8,488.48		14,064.00	-14,064.00
67	Bank Interest		1,321.92	1,321.92			
	SUB TOTAL	82,955.00	57,923.46	-25,031.54	44,150.00	54,551.70	-10,401.70

Personnel

Code	Title	Receipts			Payments		
		Budgeted	Actual	Variance	Budgeted	Actual	Variance
4	Precept	151,000.00	151,000.00				

5 Salaries				106,000.00	68,676.66	37,323.34
6 Pensions				19,426.00	20,270.82	-844.82
7 Tax & NI				21,287.00	24,044.63	-2,757.63
8 Staff Clothing & PPE				300.00	621.18	-321.18
9 Staff Training, Expenses & Mileage				600.00	1,149.69	-549.69
10 Councillor Costs & Allowances				300.00	128.85	171.15
11 Consultancy General				4,300.00	4,023.75	276.25
65 Recruitment				500.00		500.00

SUB TOTAL **151,000.00** **151,000.00** **152,713.00** **118,915.58** **33,797.42**

Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs					1,767.50	-1,767.50
30 Consumables & Maintenance				9,300.00	12,996.59	-3,696.59
31 Utilities - Water				150.00	154.35	-4.35
32 Utilities - Electric		168.00	168.00	2,500.00	30.86	2,469.14
33 Precept	32,000.00	32,000.00				
34 Fees & Rents	2,500.00	1,875.00	-625.00		255.83	-255.83
58 2023 Improvement Schemes				4,550.00	1,334.17	3,215.83
63 2023 Footpath Improvements		2,382.57	2,382.57	12,000.00	2,218.00	9,782.00
SUB TOTAL	34,500.00	36,425.57	1,925.57	28,500.00	18,757.30	9,742.70

Burial

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
24 Consumables & Maintenance				5,500.00	864.70	4,635.30
25 Utilities - Water				150.00	174.01	-24.01
26 Utilities - Electric				100.00	133.77	-33.77
27 Precept	6,000.00	6,000.00				
28 Fees	17,000.00	11,315.00	-5,685.00	200.00	1,099.00	-899.00
SUB TOTAL	23,000.00	17,315.00	-5,685.00	5,950.00	2,271.48	3,678.52

Environment & Climate Emergency

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
57 Forest for Calstock Parish					167.17	-167.17
60 Public engagement, publicity & research		897.30	897.30	2,000.00	1,326.50	673.50
62 Precept	2,000.00	2,000.00				
68 Food Action					470.00	-470.00
SUB TOTAL	2,000.00	2,897.30	897.30	2,000.00	1,963.67	36.33

Summary

NET TOTAL **349,455.00** **324,709.23** **-24,745.77** **278,813.00** **249,805.95** **29,007.05**
V.A.T. **22,743.31** **16,031.92**

GROSS TOTAL **347,452.54** **265,837.87**

Supplier	Amount	Explanatory Information Details	Minute ref / Committee
Starboard Systems	£958.80	Cemetery Management Software	Full Council 12-24 16-01-2024
PSP Group Insurance	£888	Work van and tractor renewal insurance	Authorised by JWa and MW 14-02- 2024
Root and Branch	£850	Tree removal at St Ann's Playing Field	F&GP 07-11-2023 item 7

