



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 09 April 2024, in the Tamar Valley Centre, at 7.00pm.**

Those present were: -

COUNCILLORS-

Cllr Alford, Cllr Boreham, Cllr Brown, Cllr Greenwood, Cllr Ledger, Cllr Letchford, Cllr Newton Chance, Cllr Polglase, Cllr Spurr, Cllr Tinto, Cllr Trapp, Cllr Wakem (Chair), Cllr Warwick, Cllr Wells.
Miss Clare Bullimore (Clerk – minutes).

Cllr Kirk was welcomed back after a long period of absence following an injury.

71/24 Apologies for absence

Cllr Beech – unwell, Cllr Flashman – injury, Cllr Wells – unwell.
No apologies received from Cllr Ashley or Cllr Wilkes.

72/24 Declarations and dispensations of members' interests in agenda items

None

73/24 Public Participation

74/24 Approve the minutes of last meeting, 12-03-2024

Proposal/resolution: the minutes be approved. Proposed: Cllr Spurr; seconded: Cllr Greenwood – approved by all those present at the last meeting.

75/24 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 Trapp, seconded: Cllr Greenwood – unanimous:

- Personnel Committee: 19-03-2024 (held with F&GP)
- Finance and General Purposes Committee: 19-03-2024 (held with Personnel)
- Planning Committee: 02-04-2024
- Amenities Committee: 02-04-2024
- Recreations Committee: 02-04-2024

76/24 Matters arising

Zip Wire –the Zip Wire has been decommissioned. The ongoing costs to repair it are no longer viable but £7000 has been earmarked towards another piece of equipment and Cllr Ledger will consult with the community on an appropriate replacement.



77/24 New correspondence

- Calstock School – teaching award: The Parish Council congratulated Calstock School on their geography teaching award and were in turn thanked
- Community Bus- the Community bus team formally thanked the Parish Council for the donation received and they now have the new bus
- Grant requests: Gunnislake Community Matters - £250 for The Big Lunch; Calstock in Bloom - £500 – continued village improvements; Calstock Heritage Weekend – donation towards running costs of the event (£100 has been gifted in previous years); Delaware Primary Academy - £700 for tablets (full application to be received) – it was agreed to delegate to F&GP

78/24 Clerk's information

Chair Nominations –Cllr Wakem has received nominations to stand as Chair again.

Clerk's availability – the Clerk will be on leave next week and will be prioritising year end work on her return.

79/24 Cornwall Resources Limited introduction

Cornwall Resources Limited is a mining development company based in Kelly Bray. Exploration has been taking place since 2017 to establish its Redmoor Project (an underground Tungsten-Tin-Copper resource). An additional mineral rights agreement has now been established with the Duchy of Cornwall for areas within Calstock (and Stoke Climsland and some of Linkinhorne) Parish. CRL remains focused on advancing its Redmoor Project and to progress towards the feasibility and construction phase of development.

Councillors shared concerns about pollution, mitigation, compensation, employment, funding and increase in vehicle movements.

Responses included: mineral rights (compensation) going back to the landowners not the state (unlike other countries); the waste is made into a paste and backfilled rather than leaving waste heaps; 200 direct jobs are created with this multiplied by 6.5 in other sectors; all funding has been met through CRL's parent company – Cornwall Council have not contributed in any way; the business is not an aggregate business so will not generate as much HGV's movements.

Mr Rowland was thanked for his time.

80/24 Parnalls Solicitors

Parnalls are working on the transfer of ownership from the EA to the Parish Council for the bridge and path at Calstock; entering into a lease for Town Farm Field and registering land at Parish Quay. They have been alerted to upcoming work for the transfer of ownership of Fosters Field.

Proposal/resolution: to approve the quotes given for work undertaken and still to do at £1500-£1900 for the Bridge and Town Farm Field; £500-£600 for Parish Quay and Fosters Field which is expected to be a minimum of £500; and for the Clerk to pay any invoices within these amounts.

Proposed: Cllr Warwick, seconded: Cllr Boreham – unanimous.



81/24 CALC Subscription

Proposal/resolution: to pay the annual CALC subscription of £2331.27. Proposed: Cllr Warwick; seconded: Cllr Trapp – unanimous.

82/24 Footpath Modification Order WCA547, Metherell

Cllr Brown reported that the inquest for this order will be held in October. Witnesses who used the path historically will be required. The Parish Council were reminded that they withdrew their support for keeping the path closed in 2022. Cllr Kirk remains concerned about this decision. Cllr Brown reported to the Council that he is working hard to have the path reinstated at no benefit to himself as the path is directly adjacent to his property but he feels it is something the public have a right to. It was agreed to defer this to the Footpath Committee to clarify the Parish Council's involvement/response.

83/24 Precept and balance as at 31-03-2024

The Clerk reported that the closing balance as at 31-03-2024 was £21,417. Historically this money has been moved into general reserves or earmarked for something specific at the start of the financial year. Proposal/resolution: to delegate this to F&GP. Proposed: Cllr Warwick; seconded: Cllr Trapp – unanimous.

84/24 Citizen of the Year/Parish Meeting

Proposal/resolution: two nominations were received and it was proposed to award one for Community Champion and one for Citizen of the Year. It was agreed to invite volunteers to the Parish meeting and for light refreshments to be available. Proposed: Cllr Wakem, seconded: Cllr Greenwood – unanimous.

85/24 Internal Auditor Appointment

Proposal/resolution: to appoint Helen Dowdall, Callington Town Council as our internal auditor as in previous years. Proposed: Cllr Newton Chance, seconded: Cllr Spurr – unanimous.

86/24 Note Annual Governance and Annual Return underway (BDO LLP auditors, as last year)

This item was noted

87/24 South West Water discharge notes

It was noted that with the exception of the Chilsworthy readings, all other discharges have increased and overall there is a 39% increase in the number of discharges from last year. A follow up liaison meeting with SWW has been requested. The Environment and Climate Change Committee will also pick up on this.

88/24 Standing Item – Toilets

It was reported that Gunnislake toilets are now open without restrictions and will be monitored. Following a tender process, the current contractors have been reappointed to continue the cleansing service.



89/24 Standing Item – Calstock EA Flood Defence, Footbridge and Town Farm Field Partnership
Parnalls are progressing the transfer of ownership and the lease.

90/24 Standing Item: A390 and Speedwatch

Cllr Wells was absent but had sent in the following:

A390

A tiny refuge has been installed between the Albaston turn and Crow Lane. The road has only been widened by a foot or so which will not make it easy for vehicles to pass at speed. It was agreed that this refuge, in its current form, is not fit for purpose. A letter to be drafted to this effect by Cllrs Wells and Trapp to be sent by the Clerk on behalf of the Council.

Gunnislake village road improvements.

Cllr Wells met with Cllrs Kirk and Warwick last week. They agreed that installing a dropped kerb on the Health Centre side of the road opposite the entrance to the private parking space would be the best place to put one to help pedestrians. This would also need 'pimples' on the pavement at the entrance to the parking space. In conjunction with this we should push for resurfacing of the top layer of the road, and then have double yellow lines on the car park side, backed up by directing the parking enforcement we pay for to patrol the Orchard when we get the yellow lines, when they are in Gunnislake. There are still issues with road markings and signage visibility.

Cllr Wells and the Clerk will compose an official request to Cornwall Council for the works to be carried out, contributing £1724 of remaining CIL money as required.

Speed watch

There are now on average more than 600 vehicles per hour off peak passing the monitoring points, although the average being reported is now down to a couple per session. Activity is steady, and one new member has been added to the group, with another recently registered for training

91/24 Fosters Field

Cornwall Council has communicated to say that they will shortly be drafting an Agreement for Lease and the Clerk and local school will need to agree the terms of the new underlease. The Clerk has requested a meeting with the school representative and made contact with Parnalls solicitors.

92/24 Twinning with Petrykivka

The twinning is still progressing but Cllr Tinto reported that following some health issues he has recently experienced, he may need to relinquish some of the responsibility for this. A meeting will be held soon to look at other people leading on this piece of work – it could be someone from the community rather than a parish councillor.

93/24 Cornwall Council Report – Cllr Kirk

Cllr Kirk apologies for her lengthy absence and reported the following:

- The better quality in the provision of amenities and services in the West of the County (where she has been staying) is noticeable.
- Water is evident at Higher Tamar Terrace and seems to be present due to a blocked adit; no support from Cornwall Council has been forthcoming. The Clerk has also contacted various people in Cornwall Council to no avail.
- Work on the retaining wall at Mudges Terrace has started.



- Cllr Kirk attended a strategic planning meeting where a contentious application for holiday pods was discussed at Lostwithiel: it seemed that the community had commissioned a survey to support their opposition.
- Woodland Way Play Area has been a source of complaint from local residents: the Clerk has had an exploratory TEAMS meeting with some Cornwall Council officers to discuss this and look at options – it was recommended by the Clerk this is put to the Recreations Committee
- Fish Pass- this has been postponed for a year.
- Planning Application, Sunny Corner, Gunnislake – Cllr Kirk has called this into Committee to support it, despite the Planning Committee voting to object to it. She asked that Cllr Wakem attend with her but he said he felt unable to do so as -whilst he voted against the resolution of the Parish Council - the motion was still carried and he did not feel he should make a representation that was opposed to the Parish Council's decision.
- Health Hubs – a health hub is being held in Launceston but this is not an accessible location for people in the Calstock Ward who are reliant on public transport.
- Bridge View development – Cllr Kirk reported that a solution is being sought to enable 30% affordable dwellings to be built as originally planned.

94/24 Reports from other members representing the parish council on the committees or at meetings of other organisations

Cllr Newton Chance – online consultation on the Tamar Valley National Landscapes management plan.

Cllrs Wakem, Warwick and Greenwood met the Outside Services Leader and members of the Gunnislake Community Matters to look at setting up working parties to address issues in Gunnislake.

Cllr Ledger thanked Cllrs Boreham and Trapp and Wakem for their support with Food Action – it was noted that numbers were very low for the session held in Calstock.

Cllr Spurr has met with members of the Bike Show Committee and they are planning to hold a big event again this year.

95/24 Approve payment list

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

96/24 Dates of future meetings – all to be held at the Tamar Valley Centre unless otherwise stated

- Environment and Climate Change Committee – Tuesday 16-04-2024, 1900
- Planning Committee – 23-04-2024, 1815
- Finance and General Purposes Committee –23-04-2024, 1900 (visit to the workshop recommended prior to the meeting)
- Parish Meeting/Citizen of the Year – Tuesday 07 May 2024, 1900
- Annual Meeting – Tuesday 14 May 2024, 1900

97/24 Urgent Information

Newbridge at Gunnislake will be closed for emergency repairs tomorrow.



Cllr Alford asked that a bus shelter be installed near Delaware Primary School – this to be delegated to Amenities.

The meeting closed at 2030

Signed: Date:

CALSTOCK PARISH COUNCIL MARCH PAYMENTS LIST

Vouch	Name	Description	Amount
604	SeaDog IT	Web Site Service	29.95
605	South West Water	Water Gunnislake Pavilion	5.23
606	South West Water	Water Albaston Cemetery	22.89
607	Woodhouse Garden Machinery	Equipment Service & repair	28.80
608	Woodhouse Garden Machinery	Equipment Service & repair	72.85
609	EDF Energy	Electric Workshop	53.30
610	SeaDog IT	IT running costs	170.00
611	Peter Gadd	Staff Expenses	52.20
612	AB Pest Solutions	Pest Control	20.00
613	task-it.com	Consultancy Support	300.00
614	Marquee Media Ltd	Office Equipment	24.48
615	Google	Google G Suite	9.20
616	Google	Google G Suite	75.60
617	Google	Google G Suite	105.00
618	Allstar	Vehicle Fuel	85.62
619	EDF Energy	Electric Workshop	-53.30
620	EDF Energy	Electric Workshop	53.30
621	timberstore	Materials for Workmen	81.29
622	timberstore	Materials for Workmen	38.05
623	timberstore	Materials for Workmen	30.89
624	Impact Laundry & Cleaning Ltd	Toilet Hygiene	1,350.12
625	Pozitive Energy	Electric Gunnislake Pavilion	33.27
626-628	Salaries	Salaries	4,794.75
629	Steve Darbyshire	Volunteer Expenses	56.93
630	Impact Laundry & Cleaning Ltd	Toilet Hygiene	196.08
631	Tavy Turf	Materials for Workmen	95.00
632	Tavistock Gates and Railings	Repairs to play ground equipme	3,840.00
633	Endsleigh Gardens Nursery	Forest for Calstock Trees	100.00
634	Yates Playgrounds	Playground equipment	7,320.00
635	Parnalls Solicitors Ltd	Land Registry Check	689.00
636	South West Water	Water Calstock Cemetery	8.83
637	Allstar	Vehicle Fuel	35.78
638	Impact Laundry & Cleaning Ltd	Toilet Hygiene	476.40
639	The Photobook Project	Community Project	661.85
640	Enerveo	Public Lighting Calstock	1,655.39
641	Peter Gadd	Staff Mileage	65.70
642	Ford Lease	Van Leases	390.15
643	Corona Energy	Electric Gunnislake Toilets	37.07
644	Corona Energy	Electric Calstock Toilets	60.26
645	South West Water	Water St Annes PF	13.62
646	Cornwall Council	Pensions	121.75
647	Cornwall Council	Car Parking Patrols	84.00
648	Sparlings Recycling	Waste Collection	59.38
649	Biffa	Waste Collection	226.86

650	HMRC	Tax & NI	1,654.83
651	Sparlings Recycling	Waste Collection	31.92
652	Voipfone	Voip Phone Top-up	72.00
653	Peter Gadd	Staff Mileage	40.50
		TOTAL	25,376.79

Accounts Summary 31 March 2024

Current Account	£21,417.26
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
Expenditure for year	£272,442.37
Income for year	£325,994.23
End of year General Reserves (bank balance added to general reserves figure)	£110,584
Recommended Minimum General Reserve	£81,499
Recommended Minimum General Reserve for 24/25 is 25% of forecast income (including EMR contributions)	£92,875
<i>(25% of total income)</i>	

Calstock Parish Council

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	47,000.00				
2 Parking Charges & Permits	6,000.00	8,345.90	2,345.90	1,000.00	1,218.19	-218.19
3 Pontoon & Moorings	3,000.00	3,697.00	697.00	1,500.00	1,331.87	168.13
12 General Equipment Purcahse				2,000.00	662.41	1,337.59
13 General Repairs & Maintenance		200.00	200.00	1,500.00	2,003.09	-503.09
14 Toilets Equipment & Consumables				3,000.00	4,043.19	-1,043.19
15 Toilets Repairs & Maintenance				10,000.00	19,656.70	-9,656.70
16 Toilets Utilities - Water				1,750.00	2,784.75	-1,034.75
17 Toilets Utilities - Electric				950.00	956.82	-6.82
18 Toilets Business Rates						
19 Car Parks Equipment & Consumables				1,100.00	442.35	657.65
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	5,664.07	-64.07
23 Bins				4,000.00	4,729.36	-729.36
59 Calstock Car Park Ground Works				7,000.00	6,000.00	1,000.00
64 Pontoon Repairs						
SUB TOTAL	56,000.00	59,242.90	3,242.90	45,500.00	56,446.09	-10,946.09

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	205.73	-55.73
26 Utilities - Electric				100.00	181.99	-81.99
27 Precept	6,000.00	6,000.00				
28 Fees	17,000.00	12,485.00	-4,515.00	200.00		200.00
SUB TOTAL	23,000.00	18,485.00	-4,515.00	5,950.00	1,252.42	4,697.58

Environment & Climate Emergency

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
57 Forest for Calstock Parish					250.50	-250.50
60 Public engagement, publicity & research		897.30	897.30	2,000.00	1,988.35	11.65
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	2,708.85	-708.85

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	1,743.64	256.36
40 IT Equipment				1,000.00	860.27	139.73
41 IT Running Costs				6,000.00	5,485.31	514.69
42 Insurance				7,200.00	6,953.04	246.96
43 Grants Given				5,000.00	4,990.00	10.00
44 Vehicles Leases & Purchase				4,500.00	5,278.45	-778.45
45 Vehicle Running Costs				4,300.00	4,418.09	-118.09
46 Subscriptions & Fees				3,500.00	4,137.83	-637.83
47 Waste Removal				1,500.00	1,763.55	-263.55
48 Miscellaneous Expenses		20.00	20.00	1,900.00	1,002.47	897.53
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			
69 Legal fees					574.17	-574.17
SUB TOTAL	82,955.00	57,943.46	-25,011.54	44,150.00	57,606.65	-13,456.65

Personnel

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
4 Precept	151,000.00	151,000.00				
5 Salaries				106,000.00	73,471.41	32,528.59
6 Pensions				19,426.00	20,392.57	-966.57
7 Tax & NI				21,287.00	25,699.46	-4,412.46
8 Staff Clothing & PPE				300.00	621.18	-321.18
9 Staff Training, Expenses & Mileage				600.00	1,365.02	-765.02
10 Councillor Costs & Allowances				300.00	128.85	171.15
11 Consultancy General				4,300.00	4,323.75	-23.75
65 Recruitment				500.00		500.00
SUB TOTAL	151,000.00	151,000.00		152,713.00	126,002.24	26,710.76

Recreation

Code Title	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
29 Capital Costs					9,201.67	-9,201.67
30 Consumables & Maintenance				9,300.00	16,517.03	-7,217.03
31 Utilities - Water				150.00	171.04	-21.04
32 Utilities - Electric		168.00	168.00	2,500.00	62.55	2,437.45
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		4,550.00
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	28,426.12	73.88
Summary						
NET TOTAL	349,455.00	325,994.23	-23,460.77	278,813.00	272,442.37	6,370.63
V.A.T.		22,783.31			18,772.29	
GROSS TOTAL		348,777.54			291,214.66	

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EXPLANATORY INFORMATION

Code	Supplier	Details	Amount	Minute ref/Committee Meeting
632	Tavistock Gates and Railings	Repairs to play ground equipment - slides at St Ann's Chapel and Gunnislake	£3,840.00	13-03-2024 Full Council 58/24
634	Yates Playgrounds	Playground equipment - new springer see saw for St Ann's Chapel	£7,320.00	13-03-2023 Full Council 58/24
635	Parnalls Solicitors Ltd	Land Registry Check - for Wetlands, Calstock	£689.00	13-03-2024 Full Council 60/24
639	The Photobook Project	Community Project - grant held and contribution towards Wild About Calstock	£661.85	14-11-2023 Full Council 214/23
640	Enerveo	Public Lighting Calstock - three replacement units at Calstock	£1,655.39	27-02-2024 Amenities.Full Council 12-03-2024 52/24