Calstock Parish Council
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FULL COUNCIL AGENDA, Tuesday 14 July 2026, in the Tamar Valley Centre, at 1900.

1. Apologies for absence

2. Declarations and dispensations of members' interests in agenda items

3. Public participation
   Please note: items discussed in public participation should only relate to agenda items. If you wish to speak about anything else, please contact the clerk or a councillor to arrange for it to be included on an appropriate agenda.

4. Approve minutes of the Full Council Meeting held on Tuesday 09 June 2026*

5. Matters Arising
   - Calstock toilets – repairs underway
   - Correspondence received from South West Water* and Dowr Glan* and to note an invitation from Dowr Glan to attend an event on 21 July 2026

6. To note the actions, expenditure and recommendations arising from the following committee meetings:*
   - Planning Committee, 16-06-2026
   - Environment and Climate Emergency Committee, 16-06-2026
   - Recreations Committee, 23-06-2026
   - Personnel Committee, 23-06-2026
   - Burial Committee, 23-06-2026
   - Finance and General Purposes Committee, 07-07-2026
   - Neighbourhood Priority Statements Working Group, 07-07-2026

7. Standing Item: New Correspondence
   - Letter received from Matt Taylor, Calstock Village Hall re biting insects in Calstock including the Clerk's reply to the points raised*
   - Email of thanks from Tamar Valley Nomads Canoe Club for use of Calstock field and committed donation of £40

8. Clerks Information
   - Request for camping in Calstock for a wedding
   - Register of Interests forms*
   - Inspection of the footbridge*

- Car boot sale and festival organised by Gunnislake Community Matters on Fosters Field: risk assessment and insurance received and Cornwall Council are satisfied these events comply with our lease.

9. To consider the formal complaint raised by Mr Mrs Hobbs arising from the disposal of items stored in the council's garage in Calstock in 2016 and to resolve whether this item should be moved to Part 2 under the Local Government Act 1972, Schedule 12A due to personal data and financial confidentiality*

10. Community Emergency Plan*

11. Recommendation from the Environment and Climate Emergency Committee to approve the Environment and Climate Emergency Strategic Plan*

12. Recommendation from the Personnel Committee to approve the Terms of Reference and to note Cllr Trapp was elected as Chair*

13. To note the recruitment of Tom Putt to the Outside Services Team from 01 July 2026

14. Recommendation from the Burial Committee to approve the Terms of Reference and to note Cllr Alford was elected as Chair*

15. Recommendation from the Burial Committee to allow a budget of up to £20,000 for replacement windows and external doors on Albaston Chapel with the expenditure to be met from the Cemetery and Chapel Reserves and, having reviewed quotes received, to use Duchy Windows for this work

16. Recommendation from the Burial Committee to recommend a budget of up to £12,000 to repair tarmac paths in the Cemetery and, having reviewed quotes received for this work, to use Matt Troup

17. Recommendation from the Neighbourhood Priority Statements Working Party (NPSWP)to approve the Terms of Reference*

18. Recommendation from the NPSWP to work towards a Neighbourhood Priority Statement, subject to the community's support to steer it.

19. Recommendation from the Recreations and Open Spaces Committee that the Terms of Reference are approved and to note Cllr Trapp was elected as Chair.

20. Internal controls – feedback from quarter 1: Cllr Warwick and Cllr Newton Chance

21. Recommendation from F&GP to approve the amended Data Retention Policy* and to note all council emails and documents on G-Suite will be deleted by default after 10 years.

22. To approve the invoice of £1140 for the SCRIBE accounts package (budgeted for)

23. To approve the invoice of £10308.23 for car park cleansing and emptying of waste bins (Cornwall Council) – budgeted for

24. To note the receipt of £1000 from Tesco Stronger Starts towards a replacement Zip Wire at Harrowbarrow and to approve the Clerk to order the Zip Wire, as previously agreed on 11-11-2025

25. Standing Item – A390 and Speedwatch

26. Standing Item – Environmental and Climate Change information

27. Standing Item – Reports from other members representing the Council on the Committees or at meetings or other organisations

28. Cornwall Council Report: Cllr Angus Black, Divisional Member

29. To approve the Summary of Accounts: List of Payments, List of Receipts, Accounts Summary, Receipts and Payments in all Cost Centres*

30. Future meetings – please note that meeting times will be confirmed on published agendas.
    - Planning Committee, 21-07-2026 (time TBC)
    - Environment and Climate Emergency Committee, 21-07-2026, 1900

31. Urgent information

Indicates information enclosed/attached or previously disseminated to Council Members: items are available for the public and/or other interested parties (subject to matters being of a personal nature). Please contact the Clerk, allowing 24 hours' notice if you are requesting additional information.

Part 2 REQUIRED–

- If resolved that **item 9 (situation arising from disposal of contents of a garage)** is moved to Part 2, the press and public are excluded under the Local Government Act 1972, schedule 12A as disclosure of information within this item would be contrary to the public interest due to the need to protect personal data and confidentiality in employment matters.*

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