

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday, 20th April 2011 at 7.00 p.m.

PRESENT: Councillors D Ekinsmyth (Chairman), R. L. Benney, (Vice Chairman), R.J. Bentley, D.W. Davies, G.D. Ford, P.T. Holmes, J.V. Mayne, Mrs V. Poole, S. A. Richardson, S.R.S. Szoka, T. Wilkins, I. Yates

IN ATTENDANCE: Mrs S. Ballinger (Clerk), Mrs S Morrissey [Admin Assistant], Mr S Turner [Illogan Village Hall Committee, and 1 member of the press.

- FC11/04/1 CHAIRMAN'S WELCOME & APOLOGIES FOR ABSENCE**
The Chairman welcomed all present. The Chairman introduced the newly appointed Administrative Assistant, Mrs S Morrissey and asked the Council to proceed in compliance with Standing Orders. Apologies for absence were received from Cllrs Ms V.R. Cadby, Ms L.M. Dunstan, Cornwall Cllr Mrs J Robinson.
- FC11/04/2 DECLARATION OF INTERESTS**
There were no declarations made.
- FC11/04/3 PUBLIC PARTICIPATION**
There were no members of the public in attendance.
- FC11/04/4 CHAIRMAN'S ANNOUNCEMENTS**
The Chairman has attended the Camborne Civic Service. The Chairman said that other matters would be covered in the agenda items below.
- FC11/04/5 CONFIRMATION OF MINUTES**
The Full Council minutes of 16th March 2011 were confirmed as correct. Proposed by Cllr D Ekinsmyth, and seconded Cllr R Benney, carried.
Planning & Transportation minutes of 13th April 2011 were amended then proposed by Cllr J Mayne and seconded Cllr R Benney, carried.
Parish Office Committee minutes 13th April 2011 were confirmed as correct by Cllr D Ekinsmyth, and seconded Cllr R Benney, carried.
The minutes were then confirmed and duly signed by the Chairman.
- FC11/04/6 REPORTS FROM THE MINUTES**
The Chairman reported on the Core Strategy Consultation. He read the response to the Core Strategy.
'The Council believes that the provision should be low in accordance with our Parish Plan. Strong recommendation that it should be a phased release on land for building with priority given to Brownfield sites. The general need is for Community owned affordable rented accommodation i.e. social housing.

ILLOGAN PARISH COUNCIL

‘Support the vision that Cornwall will lead the Country in sustainable living and Illogan will play its part in this as described in this Council’s Parish Plan.’

Some discussion arose. Cllr Holme suggested an addendum to the response:

- i) As none of the roads of Illogan Parish have been upgraded from unclassified roads to cater for the extra housing that has doubled the population of the Parish.
- ii) All the land of high grade quality that is widespread in Illogan Parish be preserved for future food production.

A resolution to endorse the response that has been returned, and note the addendum, was proposed by Cllr G Ford and seconded by Cllr T Wilkins.

FC11/04/7 TO SIGN & SEAL DOCUMENTS

There were no documents to sign

FC11/04/8 FINANCE

a. Reports on the finance of the Council

A presentation was given on the finances of the Council (as shown in Appendix 1

Proposed by Cllr G Ford seconded by Cllr J Mayne and carried unanimously

Resolved that the report be noted.

b. Authorisation of the payments of Accounts

It was proposed Cllr G Ford and seconded by Cllr J Mayne and carried unanimously.

Resolved that the Accounts be approved and the cheques duly signed.

c. ALLOCATED RESERVES FOR FINANCIAL YEAR 2011/12

EARMARKED RESERVES AS AT 31ST MARCH 2011

Training	3000.00
Election Expenses	5300.00
General Donations	1000.00
Newsletter	1600.00
Youth Related	8800.00
Penwartha Hall Refurbishment	1000.00
Wheeled Sports	2000.00
General Maintenance	6500.00
Bus Shelter Maintenance	1800.00
Maningham Wood Maintenance	9896.00

ILLOGAN PARISH COUNCIL

Maningham Wood Project	4904.00
Tolvaddon Maintenance	1477.00
Bus Shelters	11500.00
Capital Development	40000.00
Office Equipment	950.00
Parish Signs	1000.00
Bins	500.00
Community Development Fund	10700.00
Regeneration Reserve	10000.00
Parish Office	30000.00
Parish Plan	9515.00

£161,442.00

It was proposed Cllr P Holmes and seconded by Cllr J Mayne and carried unanimously.

Resolved that the ear marked reserves for 2011/12 shall be £161,442

d. TRAVEL ALLOWANCE

The Clerk explained that the approved tax & NI free travel allowance was raised from 40p to 45p per mile in the last Government Budget in March. Some discussion arose.

It was proposed Cllr F Ford and seconded by Cllr R Bentley. Vote 5 for 5 against. The Chairman's casting vote carried the motion.

Resolved to raise the travel allowance from 40p to 45p in line with the March Budget statement

FC11/04/9 REPORTS

a. Police

There were 12 crimes reported between 16th March and 20th April 2011 and 69 calls for assistance. There was decrease of 8 crimes on the same period last year. The BMX scheme is gathering speed and hope to start in the very near future.

b. Clerk to Council

No report.

c. Parish Plan – A public presentation of the final draft document will held on May 7th in the village Hall and all Councillors are invited to attend.

d. Green Ripple – The Action Group approved the first door knocking session in Tolvaddon by volunteers and was very successful in the most people showed an interest.

e. Representatives of Outside Bodies

ILLOGAN PARISH COUNCIL

- i] **Friends of Maningham Wood** – The minutes of the 4th April were distributed. The Chairman brought to the attention of Members item 3c concerning Vandalism. It was agreed to agree this at the next meeting.
- ii] **Community Network** - The Chairman read his report as attached, Appendix 2.

f. Cornwall Councillors

The Chairman read a report from Cllr Jude Robinson as attached, Appendix 3.

Cllr T Wilkins read his report as attached in Appendix 4.

FC11/04/10 PARISH OFFICE REPORT

The Chairman reported on the Parish Office Committee meeting and spoke on the updated figures from the architect [already distributed] Increase Approval to borrow to £350,000.

A brief power point presentation was give by Steve Turner explaining the options and costs of the new Parish Offices.

Some discussion arose.

It was proposed to accept the following recommendations by Cllr P Holmes and seconded by Cllr J Mayne, carried unanimously.

- a. *Resolved to confirm the appointment of Mr John Meteyard as Solicitor and Mr Clive Malim as architect and project manager.*
- b. *To adopt Plan B (Illogan Hub Project) as our preferred option.*
- c. *To make application to the Minister of State for ‘Approval to Borrow for £350,000 [on the advice from CALC to apply for more than is required to allow for any unforeseen problems], to undertake the work.*
- d. *To make a planning application to Cornwall Council for permission to move ahead with the project immediately.*

FC11/04/11 PARISH PLAN REPORT

No report.

FC11/04/12 ILLOGAN REVIEW REPORT

Cllr Benney reported as attached, Appendix 5. Some discussion arose. It was agreed that further work needed to be done to seek quotations for printing costs and that the June issue should be deferred to July.

Cllr Ford proposed, seconded by Cllr Ekinsmyth, a motion of thanks and support to Cllr Benney for his hard work with the Illogan Review, carried unanimously.

FC11/04/13 GRIT BOXES

ILLOGAN PARISH COUNCIL

A letter from Cornwall Council was distributed. It was agreed to continue with the previous response.

FC11/04/14 RAY UREN MEMORIAL AWARD

The Clerk reported that Council had already agreed to present the award to Mr Dave Dolling but she had received two other nominations from parishioners. It was agreed to discuss this at the next meeting. The clerk agreed to send out paperwork regarding two other nominations for this award.

FC10/04/15 ATTENDANCE AT CONFERENCE

The Chairman wished to attend a 'Communities in Action' conference in Bristol on 15th June at the cost of £97.50 plus travel. There will be a Full Parish Council meeting on the same day.

It was proposed by Cllr Yates and duly seconded to move the meeting date forward one week to 22nd June. The clerk pointed out that she is on holiday for the suggested date. A vote was taken, For 4 and Against 4. The Chairman's casting vote was against moving the date of the meeting.

It was proposed by Cllr Ekinsmyth seconded Cllr I Yates

Resolved that Cllr Ford attend the 'Communities in Action' conference in Bristol on 15th June at the cost of £97.50 plus travel

FC10/04/16 CORRESPONDENCE

No correspondence

FC11/04/17 MOTION TO EXCLUDE THE PRESS & PUBLIC

It was proposed NOT to exclude the press and public by Cllr Ford and seconded by Cllr Yates for FC11/04/18

Resolved NOT to exclude the press & public under SO 66

FC11/04/18 COMPLAINT

A complaint from a parishioner concerning planning issues dealt with at the February Council meeting was discussed

It was proposed by Cllr Ekinsmyth seconded Cllr Yates

Resolved to write a letter of apology to parishioner, noting comments on technical issues.

FC11/04/19 DATE & TIME OF NEXT MEETING

The next Planning meeting will be held on 11th May 2011 at 7.00 p. m. followed by a Staffing & Resources meeting.

18th May 2011 at 7.00pm Annual Assembly followed by Annual Meeting and a short Full Council meeting

The meeting closed at 9.15 p.m.

ILLOGAN PARISH COUNCIL

SUPPLEMENTARY REPORT ON THE ILLOGAN REVIEW

AUTHOR: R L BENNEY

DATED: 20TH APRIL 2011

INTRODUCTION

1. Further to my report tabled at the last full council meeting, I understand that 2 corrections are in order:
 - a) I stated that the bill received from CC for the printing of the Reviews was £2,300. I now understand that it was in fact £2,782.
 - i) We were unclear as to what this bill covered and believed that it might possibly be for all the Reviews printed to date. Investigation by the Clerk has established that this is not the case and the bill was only to cover the printing of issue 11 (The winter 2010 edition).
 - ii) I also advised the council that the delivery charge paid was in the region of £397.50 paid quarterly). I now understand that the delivery charge is £500

Through the chair I would ask the Clerk if my understanding is correct and that these two statements are correct.

DETAIL

1. I have now obtained two further quotes to print the Review in its present format. (ie 5 A3 pages printed in a mix of greyscale and colour, folded and stapled to produce a 20 page document. The quotes are as follows:
 - a) Supplier one quoted £1,350 per 2,700 copies for 4 issues (or £5,400 per year plus £2,000 delivery charge = £7,400)
Reducing to 3 issues over the year would result in a saving of £1,850 bringing the budget requirement to £5,550
 - b) Supplier two quoted £1,272 per 2,700 copies for 4 issues (or £5,088 per year plus £2,000 delivery charge = £7,088)
Reducing to 3 issues over the year would result in a saving of £1,772 bringing the budget requirement to £5,316

Note:

1. Although slightly cheaper, supplier two quoted using a slightly better grade paper (120gsm uncoated as opposed to supplier one who quoted 100gsm uncoated)

ILLOGAN PARISH COUNCIL

2. I have asked another printer to supply a written quote and was told that it would be in the region of £1,400 but despite repeated requests I have not received a written quotation from him.
3. This also begs the question as to why the CC price is significantly higher than the other three. I have discussed the printing process with the 3 printers and it was felt that the printing method used to produce issue 11 was a digital process which they say is the most expensive method of printing. All three stated that the method of printing they would use for such a document would be the Litho printing process which is the most economic process and would not degrade the quality when compared to the recent issue.
4. There may or may not be any carry fwd to this year's budget of £5,000 but to maintain the present format of the Review and to reduce the number of issues from 4 to 3 (ie issued every 4 months rather than 3) would mean that based on the lowest quote, we would be over budget by £316. Clerk to advise if this is a problem.

SUMMARY & CONCLUSION

1. I personally consider that to alter the present format to greyscale would be a retrograde step detracting from both its impact and readability.
2. A reduction to 16 pages, maintaining its colour format would have an effect of reducing cost by approx £378 per issue but would still mean dropping to 3 issues over the year but would mean that the result is under budget by some £818.
3. Unless there are insurmountable problems raised I intend to propose, after discussion, the following resolution:

PROPOSAL:

- a) **The quote from Supplier two be accepted**
- b) **The present Review format of 20 pages in a mix of colour and greyscale be maintained**
- c) **The periodic issues for the present year be reduced from 4 regular issues to 3 with the next issue being released on the 1st June 2011 as previously planned.**
- d) **Any overrun of budget to a maximum of £500 be agreed and supplied by an internal movement of funds from other budgets as advised by the Clerk.**
- e) **I would also propose that this council grant permission for me, in conjunction with the agreement of the Chairman and the Clerk, over the course of the next two weeks, pursue negotiations with Supplier two, or with any new potential supplier, in an attempt to make savings of at least the Budget overrun of £316.**

R L Benney