

ILLOGAN PARISH COUNCIL

Minutes of the Illogan Events Committee held at The Council Office, Tolvaddon Energy Park on Monday 2 June 2014 at 7.00 pm.

PRESENT: Cllr Mrs M Loxton, Cllr L Pavey, Cllr Mrs M Roberts, Mr D Dolling (Royal British Legion), Mrs P Martin, Ms S Prouse (Illogan School) and one member of the public.

ALSO PRESENT: Ms S Willsher (Clerk) and Ms J Whitmore (Admin Assistant)

EC14/06/01 TO ELECT A CHAIRMAN FOR THE MUNICIPAL YEAR 2014/2015.

It was proposed by Cllr Pavey, seconded by Cllr Mrs Roberts and

EC14/06/01.2 RESOLVED that Cllr Mrs Loxton be elected Chairman of the Illogan Events Committee for the municipal year 2014/2015.

On a vote being taken the matter was approved unanimously.

EC14/06/02 TO APPOINT A VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2014/2015.

It was proposed by Cllr Mrs Roberts, seconded by Cllr Mrs Loxton and

EC14/06/02.2 RESOLVED that Cllr Pavey be appointed Vice Chairman of the Illogan Events Committee for the municipal year 2014/2015.

On a vote being taken the matter was approved unanimously.

EC14/06/03 TO RECEIVE APOLOGIES FOR ABSENCE.

Apologies were received from Cllrs R Bentley and Ford. The Admin. Assistant read an email from Mrs A Edwards tendering her resignation from the Committee.

EC14/06/04 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY OVER £25.

There were no declarations of disclosable pecuniary or non-registerable interests.

EC14/06/05 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS.

There were no requests for dispensations.

EC14/06/06 TO CO-OPT MEMBERS OF THE PUBLIC ONTO THIS COMMITTEE FOR THE MUNICIPAL YEAR 2014/2015.

It was proposed by Cllr Mrs Loxton, seconded by Cllr Mrs Roberts and

EC14/06/06.2 RESOLVED to co-opt Mr D Dolling (Royal British Legion), Mrs P Martin and Ms S Prouse onto the Illogan Events Committee for the municipal year 2014/2015.

On a vote being taken the matter was approved unanimously.

Ms Prouse stated that in the event she was unable to attend a meeting another representative of the School would attend in her place.

EC14/06/07 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINUTES – EVERY SPEAKER A LIMIT OF 3 MINUTES UNDER COUNCIL STANDING ORDERS).

There were no requests for public participation.

EC14/06/08 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 14 APRIL 2014 AND THE CHAIRMAN TO SIGN THEM.

It was proposed by Cllr Pavey, seconded by Cllr Mrs Loxton and

EC14/06/08.2 RESOLVED to receive and approve the Minutes of the Meeting held on 14 April 2014 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

EC14/06/09 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY.

Minute EC14/04/13.2 – Historic Plaques – The Admin. Assistant confirmed that this item would be referred to the Full Council meeting on 18 June 2014.

EC14/06/10 TO CONSIDER COMMEMORATING THE 10TH ANNIVERSARY OF THE OPENING OF MANNINGHAM WOOD, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

The member of the public spoke briefly concerning the Friends of Manningham Wood which was still in existence but stated that nothing major was occurring at this time except tidying of The Platt.

The anniversary date of the opening of Manningham Wood was on Thursday 23 October 2014. Ms Prouse felt that the actual anniversary date would work well for the School as teachers as well as pupils would be available, and any plans could include the Kernow schoolchildren.

The School would consider options for commemorating the event, including a poster competition, bird and plant surveys, bark rubbings, collages of leaves and nature trail.

It was agreed that the Press would be invited to any event held in the Wood.

The Committee considered a commemorative wooden plaque or possibly a hewn-out tree trunk. Ms Prouse knew of a possible contact who would be able to provide either and would obtain quotations for forwarding to the Admin. Assistant.

EC14/06/11 TO CONSIDER COMMEMORATING THE 100TH ANNIVERSARY OF THE OUTBREAK OF WORLD WAR I AND THE 75TH ANNIVERSARY OF THE OUTBREAK OF WORLD WAR II, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

Mr Dolling had approached the Royal British Legion who were happy for the Chairman of Illogan Parish Council to read out alternate names on the War Memorial during the Remembrance Service. A number of war records were destroyed in a fire and Mr Dolling commended Cllr Paul Holmes' efforts in identifying further servicemen's names that should be included.

Cllr Ford had mentioned an event involving the Four Lanes Male Voice Choir and this would be deferred to a future meeting.

Mr Dolling confirmed that a supply of poppy-decked crosses would be provided by the Royal British Legion for use at Mary's Well.

EC14/06/12 TO CONSIDER HOSTING AN EVENT DURING THE ILLOGAN PARISH FAIR ON 19 JULY 2014, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

The Committee agreed that it was unlikely there was sufficient time to prepare for the Illogan Parish Fair. It was therefore proposed by Cllr Mrs Roberts, seconded by Cllr Pavey and

EC14/06/12.2 RESOLVED that Cllr Mrs Loxton would speak to Steve Turner, Chairman of the Illogan Parish Fair Committee, to ask how members of the Council might be able to help as individuals on the day and to recommend to Full Council that all Councillors support the Fair.

On a vote being taken the matter was approved unanimously.

EC14/06/13 TO CONFIRM WHO WILL LIAISE WITH ILLOGAN SCHOOL REGARDING THE CHRISTMAS EVENTS.

Ms Prouse confirmed that a representative of Illogan School would attend the Events Committee meetings in future.

EC14/06/14 TO CONSIDER SEVERE WEATHER ARRANGEMENTS FOR THE CHRISTMAS LIGHTS EVENTS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

It was proposed by Cllr Pavey, seconded by Cllr Mrs Roberts and

EC14/06/14.2 RESOLVED that Mr Dolling would speak to Rev'd Robinson regarding using St Illogan Parish Church and Cllr Pavey would speak to the Rugby Club committee regarding using the Rugby Club premises in the event of severe weather conditions during the Christmas Lights events.

On a vote being taken the matter was approved unanimously.

EC14/06/15 TO CONSIDER ARRANGEMENTS FOR NOTIFYING MEMBERS OF THE PUBLIC AND ALL OTHER RELEVANT PARTIES IF THE CHRISTMAS LIGHTS EVENTS NEEDED TO BE CANCELLED, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

It was proposed by Cllr Pavey, seconded by Cllr Mrs Loxton and

EC14/06/15.2 RESOLVED that cancellation procedures for the Christmas Lights Events would be included in the autumn and winter editions of the Illogan Parish Review, to consider delivering the winter edition of the Illogan Parish Review a week earlier to ensure the information was circulated in time, and that the Clerk would put a message on the Parish Council answerphone.

EC14/06/16 TO RECEIVE AND APPROVE THE CHRISTMAS 2014 RISK ASSESSMENTS AND MAKE RECOMMENDATIONS TO THE GOVERNANCE REVIEW COMMITTEE.

It was proposed by Cllr Pavey, seconded by Cllr Mrs Roberts and

EC14/06/16.2 RESOLVED to receive and approve the Christmas 2014 Risk Assessments with an amendment to the section 'Illogan Christmas Lights Switch-on Event', substituting "A1 Health and Safety" with "A suitable contractor", that the Clerk would do the briefings and de-briefings, and that the Risk Assessments be forwarded to the Governance Review Committee.

On a vote being taken the matter was approved unanimously.

EC14/06/17 TO RECEIVE AN UPDATE ON AMPLIFICATION FOR THE CHRISTMAS LIGHTS EVENTS AND AGREE ANY FUTURE ACTIONS.

The Admin. Assistant tabled the quote from Steve Turner and Cllr Pavey agreed to contact him for further information. Mr Dolling would be seeing the technician at Pool School this week and would report back. The Admin. Assistant had obtained a contact number for Tony Atkins, GA Electronics but so far had been unable to reach him.

EC14/06/18 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS.

- a. To consider who could act as Father Christmas at the Illogan Switch-on Events.
- b. To consider whether to purchase or borrow a Father Christmas outfit.
- c. To consider guidelines for the Christmas Card competition.
- d. To consider any future events the Council may wish to create or become involved in.

EC14/06/19 DATE AND TIME OF NEXT MEETING.

23 June 2014 at 7.00 pm.

EC14/06/20 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT THE PRESS AND PUBLIC ARE EXCLUDED DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED.

There were no members of the public present.

EC14/06/21 TO RECEIVE QUOTES FOR SOLAR-POWERED AND BATTERY-OPERATED CHRISTMAS LIGHTS.

It was proposed by Cllr Mrs Loxton, seconded by Cllr Pavey and

EC14/06/21.2 RESOLVED to receive the quotes for solar-powered and battery-operated Christmas lights and to defer to a future meeting to allow time to consider legislation and procedures surrounding providing lights to residents.

EC14/06/22 TO RECEIVE QUOTES FOR PRINTING CHRISTMAS CARDS AND MAKE RECOMMENDATIONS TO FULL COUNCIL.

It was therefore proposed by Cllr Pavey, seconded by Cllr Mrs Roberts and

EC14/06/22.2 RESOLVED to have three age categories for the Christmas card competition, to look at the cost of printing 10 cards in-house for each winner and to reproduce each picture in the winter edition of the Illogan Parish Review.

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 9.05 pm.

Signed

Date