

ILLOGAN PARISH COUNCIL

Minutes of the Illogan Events Committee held at The Council Office, Tolvaddon Energy Park on Monday 3 March 2014 at 7.00pm.

PRESENT: Councillors T Wilkins (Chairman), Mrs M Loxton (Vice Chairman), G Ford and L Pavey, Mr D Dolling and Mrs A Edwards.

ALSO PRESENT: Ms J Whitmore (Admin Assistant)

The Chairman explained the safety procedures

**EC14/02/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr R Bentley.

**EC14/02/2 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY OVER £25**

There were no interests declared.

**EC14/02/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no requests for dispensations.

**EC14/02/4 PUBLIC PARTICIPATION**

There were no members of the public present.

**EC14/02/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON THE 3 FEBRUARY 2014 AND THE CHAIRMAN TO SIGN THEM**

It was proposed by Cllr Pavey, seconded by Mr Dolling and

**EC14/01/5.2 RESOLVED: that the minutes of the Events Committee meeting held on the 3 February 2014 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**EC14/02/6**

**TO AGREE THE FORMAT, ARRANGEMENTS, RESPONSIBILITIES, FUTURE ACTIONS AND ASSOCIATED EXPENDITURE FOR THE FAMILY EVENT TO BE HELD DURING EASTER 2014**

- A poster advertising the Illogan Easter Treasure Trail event from 7 to 14 April was tabled and approved and copies would be circulated on 5 March to a number of venues throughout the Parish;
- Entry forms would be prepared and circulated to members for approval and these would be distributed to various venues by 7 April;
- Age groups would be up to 10 years, 11 to 16 years inclusive, 17 years and above;
- Cllr Wilkins agreed to collect the entry forms from the Post Office on Monday 14 April;
- Members agreed to meet at the Council Offices on Monday 14 April at 7.00pm in order to mark the entry forms;
- It was agreed that a figure of up to £200 would be allocated for the cost of printing and prizes;
- The Admin. Assistant would obtain quotes for the cost of printing entry forms which would consist of three pages;
- There would be first, second and third prizes and certificates for each age group;
- Cllr Pavey agreed to be the photographer at the Prize-giving.

**EC14/02/7**

**TO CONSIDER ARRANGEMENTS FOR THE 2014 CHRISTMAS LIGHTS EVENTS AND AGREE FUTURE ACTIONS**

- Cllr Wilkins stated that it was possible that a soprano singer would be able to attend the Friday evening event and this would be considered at a later date;
- Illogan School pupils had indicated that they would prefer a Christmas card design competition rather than a poster design competition and it was therefore agreed to adopt this format for Christmas 2014;
- Age categories would follow the same format as last year;
- The winning design would be included in the Illogan Parish Review Winter edition; therefore it would be necessary for the competition to take place by early November in time for the print run;
- The writing for the inside of the card would be arranged by Illogan Parish Council;
- Quotations would be obtained for printing a number of the cards for use by the Parish Council;
- The Admin Assistant would obtain three catalogues or website information from three suppliers to compare prices

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for new Christmas lights, including battery-operated lights for the Platt and for new large tree decorations;

- The Admin Assistant would request budget statements from the Clerk for use at the next and future meetings so that committee members could monitor expenses;
- An appropriate 'local hero' would be asked to switch on the lights this year and requests for nominations would be included in the Autumn edition of the Illogan Parish Review. The so-called local hero would receive a prize and a certificate.

**EC14/02/8      DATE & TIME OF NEXT MEETING**

The next meeting would be held on Monday 31 March 2014 at 7pm in the Council Office.

There being no further business the Chairman closed the meeting at 8.30pm.

Signed .....

Date .....