

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 16 July 2014 at 7:00 p.m.

PRESENT: Councillors G D Ford (Chairman), Mrs J Ferrett (Vice Chairman), Mrs V Cadby (from point mentioned), D Ekinsmyth, P Holmes, Mrs M Loxton, L Pavey, S. Richardson, Mrs M Roberts, S Szoka Mrs M Thompson, Cllr M Moyle (Cornwall Council)

IN ATTENDANCE: Ms S Willsher (Clerk), Ms J Whitmore (Admin Assistant) two members of the public from start of meeting, one further member of the public from 7.30pm (to point mentioned).

The Chairman explained the safety procedures.

FC14/07/1 CHAIRMAN'S WELCOME AND APOLOGIES

No apologies were received.

FC14/07/2 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

FC14/07/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations.

FC14/07/4 PUBLIC PARTICIPATION (MAXIMUM OF 10 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

There were no requests for participation from the public.

FC14/07/5 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded members that the Illogan Parish Fair would be held on Saturday 19 July and asked for extra support on the Parish Council Devolution stand, particularly in the afternoon, as the risk assessment stated that two people should be in attendance at all times.

FC14/07/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 18 JUNE 2014 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Ford, seconded by Cllr Mrs Ferrett and

FC14/07/6.2 RESOLVED to receive and approve the Minutes of the Full Council Meeting held on 18 June 2014 and the Chairman to sign them.

On a vote being taken on the matter there were 9 votes FOR and 0 votes AGAINST.

FC14/07/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

- i. The Neighbourhood Planning meeting would be held on 16 September 2014, 7.00 pm in Penwartha Hall, Voguebeloth.
- ii. Cllrs Mrs Ferrett, Mrs Roberts and Mrs Thompson have met with the officers regarding the winter edition of the Illogan Parish Review and future editions.
- iii. The Clerk was in the process of organising a meeting with Cllrs Ford and Mrs Thompson to compile the letter regarding buses.

FC14/07/8 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

- i. Governance Review 11 June 2014**
- ii. Events 12 June 2014**
- iii. Devolution 16 June 2014**
- iv. Planning and Environment 18 June 2014**
- v. Planning and Environment 2 July 2014**

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

FC14/07/8.2 RESOLVED to note the Minutes of the Governance Review Meeting held on 11 June 2014, the Events Committee Meeting held on 12 June 2014, the Devolution Committee Meeting held on 16 June 2014, the Planning and Environment Committee Meeting held on 18 June 2014 and the Planning and Environment Meeting held on 2 July 2014.

On a vote being taken the matter was approved unanimously.

FC14/07/9 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF JUNE 2014

It was proposed by Cllr Mrs Thompson, seconded by Cllr Mrs Roberts

FC14/07/9.2 RESOLVED to receive reports on the payments, receipts and bank reconciliations for the month of June 2014.

On a vote being taken the matter was approved unanimously.

FC14/07/10 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF JULY 2014 (UP TO DATE LIST TO BE TABLED AT THE MEETING) AND AGREE HOW TO DEAL WITH PAYMENTS DUE DURING THE AUGUST RECESS

It was proposed by Cllr Ford, seconded by Cllr Mrs Thompson and

FC14/07/10.3 RESOLVED that payments due during the August recess be authorised for payment by Cllrs Ford, Mrs Ferrett, Ekinsmyth and the Clerk and that all payments made are ratified at the September meeting of the Full Council.

On a vote being taken the matter was approved unanimously.

FC14/07/11 TO CONSIDER THE CLERK ATTENDING THE SOCIETY OF LOCAL COUNCIL CLERKS NATIONAL CONFERENCE FROM 9-11 OCTOBER AND APPROVE THE EXPENDITURE FOR THE CONFERENCE FEES, ACCOMMODATION FOR THE NIGHT OF THE 8 OCTOBER AND ASSOCIATED TRAVEL COSTS

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

FC14/07/11.2 RESOLVED to approve the Clerk's attendance at the Society of Local Council Clerks National Conference from 9 to 11 October and to approve the expenditure for the conference fees, accommodation for the night of 8 October and associated travel costs.

On a vote being taken the matter was approved unanimously.

FC14/07/12 TO CONSIDER GIVING THE FINANCE AND RESOURCES COMMITTEE DELEGATED POWERS TO REVIEW THE SUPPLY OF UTILITIES TO THE COUNCIL OFFICE AND AGREE A UTILITY SUPPLIER AND CONTRACT FOR THE FORTHCOMING YEAR

It was proposed by Cllr Ekinsmyth, seconded by Cllr Mrs Thompson and

FC14/07/12.2 RESOLVED to give the Finance and Resources Committee delegated powers to review the supply of

utilities to the Council Office and to agree a utility supplier and contract for the forthcoming year.

On a vote being taken the matter was approved unanimously.

FC14/07/13 TO RECEIVE AND APPROVE THE RECOMMENDATION FROM THE GOVERNANCE REVIEW COMMITTEE THAT THE COMMITTEE HAS THE RESPONSIBILITY FOR THE HEALTH AND SAFETY BUDGET

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

FC14/07/13.2 RESOLVED to receive and approve the recommendation from the Governance Review Committee that the Committee has the responsibility for the Health & Safety budget.

On a vote being taken the matter was approved unanimously.

FC14/07/14 TO ADOPT THE STANDING ORDERS

It was proposed by Cllr Ford, seconded by Cllr Mrs Ferrett

FC14/07/14.2 RESOLVED to adopt the Standing Orders

On a vote being taken the matter was approved unanimously.

FC14/07/15 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

- Cormac had completed the remedial works on Parsonage Well and the Clerk had inspected the work along with several councillors. The workmanship was considered poor. The Clerk emailed Cormac highlighting the issues at the Well, asking them to let the Council know how they were going to rectify the issues.
- The Clerk stated she would be unavailable from the 26 to 29 August.
- Health and Safety work was ongoing. A report had been circulated.
- CEP, a company located on Tolvaddon Energy Park, were moving their offices to Truro. When the council offices opened CEP loaned the Council two small desks. They needed these back but offered two larger, curved desks in their place which the Council could keep. It meant the office would need re-arranging and the Clerk asked that should this affect computers, wiring, etc., that members approve a budget of between £40 to £50 plus VAT for a qualified technician to undertake the work.

It was proposed by Cllr Holmes, seconded by Cllr Mrs Thompson and

FC14/07/15.2 RESOLVED that if necessary the Clerk was authorised to spend up to £50 plus VAT on IT issues that

might result in the rearrangement of the office furniture.

On a vote being taken the matter was approved unanimously.

Cllr Jeremy Rowe, Cornwall Council Portfolio Holder for Localism and Devolution, joined the meeting at 7.30 pm.

FC14/07/16 TO RECEIVE AND APPROVE THE ILLOGAN PARISH FAIR RISK ASSESSMENT AND RECOMMENDATIONS FROM THE EVENTS COMMITTEE AND DEVOLUTION COMMITTEE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE AND TO CONFIRM THE ROTA FOR THE FAIR

It was proposed by Cllr Ford, seconded by Cllr Pavey

FC14/07/16.2 RESOLVED to receive and approve the Illogan Parish Fair Risk Assessment and recommendations from the Events Committee and Devolution Committee.

On a vote being taken the matter was approved unanimously.

FC14/07/17 TO DISCUSS LOCALISM, DEVOLUTION AND ANY OTHER RELEVANT ITEM WITH CLLR JEREMY ROWE, CORNWALL COUNCIL PORTFOLIO HOLDER FOR LOCALISM AND AGREE ANY FUTURE ACTIONS

The Chairman welcomed Cllr Rowe to the meeting who spoke on Devolution and Localism, stating that there was no model that could suit all councils. Further, not all councils were as committed or resourceful as Illogan Parish Council in taking on responsibilities from Cornwall Council, nor had the same level of understanding of cultural issues.

The devolution of Illogan Park was progressing, had been signed off by the director and was now with the solicitors. Cllr Rowe believed it would take a further three to four months. The question regarding TUPE (Transfer of Undertakings, Protection of Employment) was specifically raised and Cllr Rowe confirmed he would obtain an answer as soon as possible.

A number of other issues were discussed regarding planning applications and particularly lack of planning officers' comments, the perceived waste of resources on roads, etc. when other others were neglected, the lack of commitment by Cornwall Council where they were willing to hand over responsibility but not freehold, and training issues.

The Chairman thanked Cllr Rowe for his time and invited him to remain for the rest of the meeting.

Cllr Mrs Cadby joined the meeting at 7.40pm.

FC14/07/18 TO RECEIVE THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT LOCAL AUDIT CONSULTATION, CONSIDER A RESPONSE AND AGREE ANY FUTURE ACTIONS (NOTE DEADLINE 18 JULY 2014 AT 12 NOON)

It was proposed by Cllr Ferrett, seconded by Cllr Ekinsmyth and

FC14/07/18.2 RESOLVED to receive the Department for Communities and Local Government Local Audit Consultation and to authorise Cllr Ford and Cllr Mrs Thompson, together with the Clerk, to respond by 18 July.

On a vote being taken the matter was approved unanimously.

FC14/07/19 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS

1. Cornwall Council – Code of Conduct Training - Wednesday 24 September, Camborne, 2-4pm or Monday 8 September, Helston, 6-8pm plus other venues that are further afield (Free of Charge) – **NOTED.**
2. Cornwall Council – summary of key points raised in the Draft Commissioning, Procurement and Commercial Strategy 2014/15 Consultation – **NOTED.**
3. Cornwall Council press release regarding recruitment of an independent member representing Cornwall and the Isles of Scilly to the Devon and Cornwall Police and Crime Panel – **NOTED.**
4. Minutes of the Mineral Tramways Partnership Steering Group meeting held on 6 May 2014 – **NOTED.**
5. Email from Helston Town Council, petitioning Cornwall Council to change its Bank Holiday on-street parking regulations to match Sunday parking regulations and seeking support from other Councils.

It was proposed by Cllr Holmes, seconded by Cllr Mrs Ferrett and

FC14/07/19.2 RESOLVED that Illogan Parish Council send a letter of support to Helston Town Council regarding petitioning Cornwall Council to change its Bank Holiday on-street parking regulations to match Sunday parking regulations.

On a vote being taken the matter was approved unanimously.

6. Email from Cllr Paul Dyer on behalf of Chacewater Parish Council regarding Cornwall Council.

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

- FC14/07/19.3 RESOLVED** **that Illogan Parish Council send a letter of support to Chacewater Parish Council and requesting that Illogan Parish Council be kept informed and stating a representative would be willing to attend a meeting.**

On a vote being taken on the matter there were 9 votes FOR and 1 vote AGAINST.

7. Email from Redruth Town Council copying this Council into their response to the email from Mr Hocking regarding jobs and buses – **NOTED.**
8. Invitation to the Camborne, Pool, Illogan & Redruth Community Network meeting on Wednesday 24 September 2014, Pool Innovation Centre, 7-9pm. Items for discussion include the rejuvenation of the Redruth Brewery Site (find out more and have your say), Domestic Violence (why is this such an issue in the CPIR area and what can be done?) and closing remarks.

It was proposed by Cllr Pavey, seconded by Cllr Ford and

- FC14/07/19.4 RESOLVED** **that Cllr Mrs Thompson would attend the meeting of the Camborne, Pool, Illogan & Redruth Community Network meeting on Wednesday 24 September on behalf of Illogan Parish Council.**

On a vote being taken the matter was approved unanimously.

9. Cornwall Council notification of change of date of next Mineral Tramways Partnership meeting to 7 October 2014 at 2pm – **NOTED.**

FC14/07/20 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

a. Police

No report was received from the Police.

b. Representatives to Outside Organisations

There were no reports from representatives to outside organisations.

c. Cornwall Councillors

Cllr Moyle reported that he was in regular touch with the Devon and Cornwall Fire Service regarding community issues affecting their new Headquarters at Tolvaddon. He had been assured by the Fire Service that the station would be properly manned. There were issues with speeding traffic and Cllr Moyle was in contact with the police to see if anything could be done. There had been complaints concerning weeds, the proliferation of rubbish and the planting of Mary's Well. Regarding the land at Millgrist Meadow which was partly in Carn Brea's parish, Cllr Moyle stated he was in constant touch with the solicitors dealing with it but felt it would take some time.

Cllr Ekinsmyth, recently elected to Cornwall Council, thanked those who supported and voted for him. Having spoken to members of his parish ward in Tehidy, they were looking forward to the social facilities that would be offered by the Fire Service Headquarters. He had already attended a number of meetings at Cornwall Council and felt more positive about the future.

**FC14/07/21 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;
AGREE WHERE TO DISCUSS AND TIMESCALES**

Plaques for retiring councillors.

FC14/07/22 DATE & TIME OF NEXT MEETING

Wednesday 17 September 2014, 7.00pm in Penwartha Hall.

**FC14/07/23 THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES
(ADMISSION TO MEETINGS) ACT, TO EXCLUDE THE PRESS AND
PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS
TO BE DISCUSSED**

It was proposed by Cllr Ford, seconded by Cllr Mrs Thompson and

**FC14/07/23.2 RESOLVED that under the 1960 Public Bodies (Admission
to Meetings) Act that the Press and public be
excluded due to the confidential nature of the
business to be discussed.**

On a vote being taken the matter was approved unanimously.

Cllr Moyle and Cllr Jeremy Rowe and two members of the public left the meeting at 8.35 pm.

**FC14/07/24 TO RECEIVE APPLICATIONS FOR THE TWO VACANT POSITIONS
OF COUNCILLOR FOR THE ILLOGAN WARD AND INTERVIEW THE
CANDIDATES.**

Cllr Mrs Roberts left the meeting at 8.36 pm.

Members read the applications for the two vacant positions of Councillor for the Illogan Ward from Mrs Rowena Clayton and Miss Jean Pollock and briefly discussed their contents.

Cllr Mrs Roberts returned to the meeting at 8.38 pm.

Mrs Clayton was invited into the meeting at 8.45 pm and members asked a series of questions regarding her application.

Mrs Clayton left the meeting at 9.05 pm.

Miss Pollock was invited into the meeting at 9.05 pm and members asked a series of questions regarding her application.

Miss Pollock left the meeting at 9.25 pm.

Members discussed the outcomes of the interviews with the applicants.

FC14/07/25 TO RE-ADMIT MEMBERS OF THE PRESS AND PUBLIC

Two members of the public re-joined the meeting at 9.30pm.

FC14/07/26 TO CO-OPT TWO COUNCILLORS TO REPRESENT THE WARD OF ILLOGAN.

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

FC14/07/26.2 RESOLVED that Mrs Rowena Clayton be co-opted to Illogan Parish Council as Councillor for the Illogan Ward.

On a vote being taken on the matter there were 7 votes FOR and 3 AGAINST.

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

FC14/07/26.3 RESOLVED that Miss Jean Pollock be co-opted to Illogan Parish Council as Councillor for the Illogan Ward.

On a vote being taken on the matter there were 8 votes FOR and 2 AGAINST.

There being no further business the meeting closed at 9.43 pm.

Signed

Date

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Expenditure	Payee	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
Minute Taking Training Day	CALC	FC14/06/24.2	£65.00	£13.00	£78.00
Salaries	All Employees		£3,546.35		£3,546.35
Service Charge	DTZ		£231.97	£46.39	£278.36
Water for Mary's Well	South West Water		£13.89		£13.89
Expenses	J Whitmore		£12.60		£12.60
Hall Hire for Youth Club	Illogan Village Hall		£445.00		£445.00
Contractor	D Heyes		£1,393.65		£1,393.65
Strimmer	Di-Mar Garden Machinery	PM14/07/23.2	£354.00	£70.80	£424.80
Contractor	T Jordan		£300.00		£300.00
Expenses	S Willsher		£37.80		£37.80
Stationery	Martin Luck		£53.60	£10.72	£64.32
Petty Cash	S Willsher		£101.60		£101.60
Storage	Low Cost Self Storage		£43.33	£8.67	£52.00
Telephone	BT		£103.26	£2.65	£105.91
	Total		£6,555.46	£140.91	£6,696.37