

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 18 March 2015 at 7:00pm.

PRESENT: Councillors G Ford (Chairman), Mrs V Cadby, D Crabtree, D Ekinsmyth, Mrs J Ferrett, P Holmes, Mrs M Loxton, L Pavey, Miss J Pollock, Mrs M Roberts, S Szoka and Mrs M Thompson

IN ATTENDANCE: Ms S Willsher (Clerk), Ms J Whitmore (Admin Assistant), Cllr M Moyle, Mr Williams (First Bus), a representatives from First Bus, Mr Edwards (Cornwall Council Officer) and 1 member of the public.

The Chairman explained the safety procedures.

### **FC15/03/1 CHAIRMAN'S WELCOME AND APOLOGIES**

The Chairman welcomed members of the council and the public.

#### **Apologies**

There were no apologies for absence.

#### **Absent**

Cllr S Richardson

### **FC15/03/2 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.

### **FC15/03/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations.

### **FC15/03/4 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINS – EVERY SPEAKER HAS A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

There were no comments from members of the public.

### **FC15/03/5 CHAIRMAN'S ANNOUNCEMENTS**

Cllr Ford thanked everyone for their support during his extended leave of absence due to sickness and particularly wished to thank the Vice Chairman for standing in. He reminded members of the public meeting on Thursday regarding the Neighbourhood Plan and hoped everyone would attend and engage in what would be an important project. Cllr Ford particularly emphasised the need for members to

be involved in the sub committees as there was potentially a great deal of responsibility on too few shoulders.

**FC15/03/6**

**TO DISCUSS THE BUS SERVICE WITH MR M WILLIAMS, FIRST DEVON AND CORNWALL AND MR D EDWARDS, CORNWALL COUNCIL TRANSPORTATION SERVICE AND AGREE ANY FUTURE ACTIONS**

After a brief welcome from Cllr Mrs Thompson a number of specific questions were answered. It was agreed that details would be provided of where the 'hail and ride' began and ended in the parish and it was confirmed that the hail and ride service would continue. Mr Edwards confirmed that if the Council provided a list of broken or missing bus stop signs, these would be dealt with. A map of all the bus stops would also be sent.

Members wished to know when bus forum meetings were held. The one in November had been postponed pending the outcome regarding Western Greyhound. The current focus was on the Enterprise Partnership Growth Fund where money was being committed by the Department of Transport to improve train and bus links to the county, which would include improving the record of bus stops. The business case needed to be presented by the end of March.

It was hoped that bus shelters could be standardised as some had been provided by parish and town councils, some by district councils and some by Cornwall Council. It was confirmed that buses would not be re-routed in future, leaving people stranded, as drivers now had instructions to keep standard services operating. The 46 and 47 routes were not well used so Cornwall Council had to subsidise these by buying in additional services.

In 2014 a paper was produced for Cornwall Council outlining three future options for the bus services in Cornwall. A copy of this would be sent to the members.

The bus stop in Alexandra road had been discussed in a previous meeting with the bus representatives but to date this had not been dealt with and members sought the representatives' undertaking to reinstate the bus stop. It was recommended that timetables were located in better lit areas as these were sometimes difficult to read at night and it was suggested that Camborne bus terminal was due for a facelift.

The two bus representatives and the Cornwall Council Officer left the meeting at 7.40pm.

**FC15/03/7 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18 FEBRUARY 2015 AND THE CHAIRMAN TO SIGN THEM**

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

**FC15/03/7.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 18 February 2015 and the Chairman to sign them.**

On a vote being taken on the matter there were 7 votes FOR and 0 votes AGAINST.

**FC15/03/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

The Clerk had attended the Employment Liaison Meeting which covered the support Clerks could give to each other in disciplinary and grievance procedures.

**FC15/03/9 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:**

- i. Illogan Park Improvements Working Group 23 February 2015**
- ii. Finance and Resources 24 February 2015**
- iii. Neighbourhood Development Plan Advisory Group 2 March 2015**
- iv. Planning and Environment 4 March 2015**
- v. Events 9 March 2015**

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

**FC15/03/9.2 RESOLVED to note the Minutes of the following Committee Meetings held since the last Full Council Meeting:**

- i. Illogan Park Improvements Working Group 23 February 2015**
- ii. Finance and Resources 24 February 2015**
- iii. Neighbourhood Development Plan Advisory Group 2 March 2015**
- iv. Planning and Environment 4 March 2015**
- v. Events 9 March 2015**

On a vote being taken the matter was approved unanimously.

**FC15/03/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2015**

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

**FC15/03/10.2 RESOLVED to receive reports on the payments, receipts and bank reconciliation for the month of February 2015.**

On a vote being taken the matter was approved unanimously.

**FC15/03/11 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF MARCH 2015**

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

**FC15/03/11.2 RESOLVED to authorise payment of accounts for the month of March 2015, subject to amending the petty cash amount from £13.30 to £130.30, in the sum of £18,519.47**

On a vote being taken the matter was approved unanimously.

**FC15/03/12 TO CONSIDER THE GOVERNANCE OF THE COUNCIL AND ITS COMMITTEE STRUCTURE AND AGREE ANY FUTURE ACTIONS**

Cllr Mrs Ferrett expressed concern at the number of committee meetings that had had to be cancelled due to low attendance and asked members to consider governance of the Council and its committee structure and present proposals at the next Full Council meeting. Where meetings were postponed Cllr Mrs Ferrett asked that committee members retain any paperwork as it was costly to reprint and send duplicate paperwork.

**FC15/03/13 TO RECEIVE A REPORT FROM THE CHAIRMAN AND VICE CHAIRMAN OF THE COUNCIL AND THE CLERK AND CONSIDER THE ARRANGEMENTS FOR YOUTH WORK AT ILLOGAN VILLAGE HALL BY YOUNG PEOPLE CORNWALL AND AGREE ANY FUTURE ACTIONS**

Cllr Mrs Ferrett and the Clerk met with the Chief Executive of Young People Cornwall where it was agreed to present a proposal to members regarding future arrangements for the Illogan Youth Group and the use of the Village Hall. As the proposal was not received in time it was agreed to defer the matter to the next meeting.

**FC15/03/14 TO RECEIVE CORRESPONDENCE FROM REEDSMITH AND ADVICE FROM THE COUNCIL'S SOLICITOR REGARDING UNIT 2, WHEAL AGAR, CONSIDER WHETHER TO SIGN THE PAPERWORK AND AGREE ANY FUTURE ACTIONS**

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

**FC15/03/14.2 RESOLVED to receive the correspondence from ReedSmith and the advice from the Council's solicitor regarding Unit 2, Wheal Agar and to sign the paperwork.**

On a vote being taken the matter was agreed unanimously.

**FC15/03/15 TO RECEIVE A REPORT FROM THE CLERK ON THE LEASE FOR THE COUNCIL OFFICE, CONSIDER THE NEW LEASE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The Clerk had spoken to the Council's solicitor who felt that a maximum of £500 should be sufficient for him to advise the Council on the lease.

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

**FC15/03/15.2 RESOLVED to delegate authority to the Chairman, Vice Chairman and the Clerk to continue with the arrangements for the new lease for the Council Office if there were any problems the lease would be brought back to Full Council.**

On a vote being taken the matter was approved unanimously.

**FC15/03/16 TO RECEIVE THE RECOMMENDATIONS FROM THE PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE AND AGREE THE COMPLETION DATE FOR ILLOGAN PARK AND ANY FUTURE ACTIONS – 'THAT THE RECOMMENDATIONS FROM THE ILLOGAN PARK IMPROVEMENTS WORKING GROUP ARE RECEIVED AND THAT THE COMPLETION DATE FOR ILLOGAN PARK WILL BE ON THE 6<sup>TH</sup> APRIL 2015 SUBJECT TO THE FUNDING AGREEMENT BEING SIGNED BY ALL PARTIES, IF THE FUNDING AGREEMENT HAS NOT BEEN SIGNED BY THE 6<sup>TH</sup> APRIL 2015 COMPLETION WOULD BE ON THE NEXT MONDAY AFTER THE AGREEMENT HAS BEEN SIGNED'.**

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

**FC15/03/16.2 RESOLVED to receive the recommendations from the Planning and Environmental Services Committee and that the completion date for Illogan Park would be on the 7<sup>th</sup> April 2015 subject to the Funding Agreement being**

**signed by all parties, if the funding agreement was not signed by the 7<sup>th</sup> April 2015, completion would be on the next Monday after the agreement had been signed.**

On a vote being taken the matter was approved unanimously.

**FC15/03/17**      **TO RECEIVE THE RECOMMENDATIONS FROM THE EVENTS COMMITTEE REGARDING ILLOGAN PARISH FAIR AND AGREE ANY FUTURE ACTIONS – 'TO RECOMMEND TO FULL COUNCIL THAT COUNCILLORS ATTEND ILLOGAN FAIR, HELPED WHERE NEEDED AND WALKED AROUND AND SPOKE WITH LOCAL RESIDENTS AND THAT THE COUNCIL CONSIDERS PURCHASING BLUE OR GREEN POLO SHIRTS WITH THE COUNCIL NAME AND LOGO ON SO THAT COUNCILLORS COULD BE EASILY IDENTIFIED BY MEMBERS OF THE PUBLIC'.**

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

**FC15/03/17.2**    **RESOLVED**                      **to receive the recommendations from the Events Committee and that Councillors would attend Illogan Parish Fair and would help where needed and would walk around and speak with local local residents and that the Clerk obtained three quotes for blue or green polo shirts with the Council name and logo on so that Councillors could be easily identified by members of the public.**

On a vote being taken the matter was approved unanimously.

**FC15/03/18**      **TO CONSIDER THE GRANT APPLICATION FOR ST ILLOGAN PARISH CHURCH (LGA 1972 S.137) AND AGREE ANY FUTURE ACTIONS**

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

**FC15/03/18.2**    **RESOLVED**                      **that Illogan Parish Council would grant the sum of £1,000 to St. Illogan Parish Church towards repair of the north wall of the Churchyard.**

On a vote being taken on the matter there were 8 votes FOR and 3 votes AGAINST.

Cllr Mrs Ferrett had proposed and Cllr Szoka had seconded a proposal to grant £700 to St Illogan Parish Church towards the repair of the north wall of the churchyard. On a vote being taken there were 5 votes FOR and 6 votes AGAINST; the motion fell.

**TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS**

1. Cornwall Council – Parliamentary Election – 7<sup>th</sup> May 2015 – Notice of election posters to display on Parish Council notice boards – **NOTED**
2. Cornwall College – National Art and Designs Saturday Club for 13-16 year olds starting 21 March - **NOTED**
3. Cornwall Council – Information bulletin regarding Western Greyhound replacement bus services - **NOTED**
4. Fields in Trust – campaign launched recently with The Carnegie UK Trust to locate playing fields that received a grant from the Carnegie Trust between 1927 and 1935 - **NOTED**
5. Dementia Action Alliance – Camborne and Redruth becoming a dementia friendly community - **NOTED**
6. The Pensions Regulator – The law on workplace pensions has changed. Every employer with at least one members of staff must automatically enrol those who are eligible into a workplace pension scheme and contribute towards it. The Pensions Regulator is contacting all employers to notify them of their duties and their staging date, which is the date the law comes into effect for the employer. The staging date for Illogan Parish Council is 1<sup>st</sup> April 2017. The Council must nominate a contact by 30<sup>th</sup> April 2015 who will receive a series of communications about the new legal duties – **The Council nominated the Proper Officer to receive communications about the new legal duties regarding pensions.**
7. Cormac – Looking for volunteers to help them look after the public rights of way network in their local area – poster has been displayed where possible on Council notice boards - **NOTED**
8. Cornwall Council – notes from Community Network AGM and schedule of meetings for 2015 – **NOTED . Cllr Ekinsmyth had been elected Vice Chairman of the Community Network panel.**
9. Cornwall Councillor Geoff Brown- Police and Crime Panel Scrutiny Topic – Decline of Neighbourhood Watch - Is the significant decline in Neighbourhood Watch Schemes in Plymouth reflected across Devon, Cornwall and the Isles of Scilly – and if so, what if the Police and Crime Commissioner (PCC) doing to address it? – **NOTED**
10. LAIS – briefing note on The Electronic Summons – **The Clerk confirmed that it was for individual members to 'opt in' to receiving electronic summonses.**

**FC15/03/20**

**TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The Clerk asked for volunteers for the February, March and April audits. Cllrs Crabtree, Mrs Loxton, Pavey, Miss Pollock, Mrs Roberts and Mrs Thompson put their names forward.

Health and safety issues were ongoing.

**FC15/03/21**

**TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:**

**a. Police**

Cllr Mrs Roberts attended the second Police Liaison meeting at Carn Brea Parish Council. There had been an increase in the number of people leaving petrol stations without paying, more people were needed for Neighbourhood Watch committees and Cllr Roberts had yet to see the Neighbourhood Beat Manager. The number of burglaries in non-dwellings such as stable blocks and caravans had increased, and the police recommended that equipment such as bicycles was recorded. Domestic abuse had dropped however it was noted that it was not always reported. CCTV had been re-introduced in Camborne. This was currently controlled by Cornwall Council but would be moved to the new Fire Service headquarters at Tolvaddon in due course. Lost & Found was no longer the responsibility of the police and was being privatized.

The next meeting would be held at Redruth Town Council on 11 May; the Police & Crime Commissioner would be attending.

**b. Representatives to Outside Organisations**

There were no reports from representatives to outside organisations.

**c. Cornwall Councillors**

Cllr Moyle reported that issues had mainly centred on planning and illegal dumping of rubbish. The Tolvaddon Energy Park area had been particularly targeted.

Cllr Ekinsmyth had attended the Cornwall Council Strategic Planning meeting regarding the Stadium for Cornwall. Little had moved forward on the subject. Locally there were still problems with the siting of the dog bin at Penwartha. The drains had been cleared out at Park Bottom but there were still problems with flooding. Although Cllr Ekinsmyth had raised the subject of parking outside the garages at Oxland Road with Cornwall Planning Committee, there was no funding at the



present time to fix the problem so he was talking to the Chief Executive of Coastline to see if they could help.

**FC15/03/22 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

1. To consider the governance of the Council and its committee structure.
2. Proposal from Illogan Youth Group regarding future arrangements and the use of the Village Hall.

**FC15/03/23 DATE & TIME OF NEXT MEETING:**

Wednesday 15 April 2015, 7pm in Penwartha Hall.

Cllrs Moyle and Holmes left the meeting at 8.58pm.

Cllr Holmes returned to the meeting at 8.59pm.

**FC15/03/24 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 Ferrett, and

**FC15/03/24.2 RESOLVED that 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.**

On a vote being taken the matter was approved unanimously.

**FC15/03/25 TO RECEIVE APPLICATIONS FOR THE VACANT POSITION OF COUNCILLOR FOR THE ILLOGAN WARD AND INTERVIEW THE CANDIDATES**

Members received the application from Mr Robert Uren for the vacant position of Councillor for the Illogan Ward. The other candidate, Mrs Linda Lemon, had not attended the meeting.

Mr Uren left the meeting at 9.15pm and the application was briefly discussed.

Mr Uren returned to the meeting at 9.17pm and a question and answer session followed.

**FC15/03/26 TO RE-ADMIT MEMBERS OF THE PRESS AND PUBLIC**

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

**FC15/03/26.2 RESOLVED to re-admit members of the press and public.**

On a vote being taken the matter was approved unanimously.

**FC15/03/27 TO CO-OPT A COUNCILLOR TO REPRESENT THE WARD OF ILLOGAN.**

It was proposed by Cllr Miss Pollock, seconded by Cllr Mrs Loxton and

**FC15/03/27.2 RESOLVED that Mr Robert Uren be co-opted to Illogan Parish Council as Councillor for the Illogan Ward.**

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 9.20pm.

Signed .....

Date .....

ACCOUNTS FOR PAYMENT MARCH 2015							
Ref:	Cheque	Expenditure	Payee	Minute Number	Net Total (ex VA)	Vat	Total (inc VA)
615	3024	Grant	Cadoe Sibs	FC15/02/15.2	£1,500.00		£1,500.00
616	3025	Donation	Camborne Youth Band	EC15/03/11.2	£200.00		£200.00
617	3026	Expenses	J Whitmore		£5.40		£5.40
618	3027	4th Quarter Chairman's Allowance	G Ford		£125.00		£125.00
619	3028	Expenses	S Willsher		£12.15		£12.15
620-622	3029-3031	Salaries	All Employees		£3,590.13		£3,590.13
623	3032	Contractor	D Heyes		£1,604.37		£1,604.37
624	3033	Non Domestic Business Rates	Cornwall Council		£759.26		£759.26
625	3034	Electricity for Office	Southern Electric		£147.94	£7.39	£155.33
626	3035	Purchase of Illogan Park	Hedleys Solicitors		£958.40	£150.00	£1,108.40
627	3036	SLCC Conference train fare etc	CALC		£99.35	£19.87	£119.22
628	3037	Temporary repair to Mary's Well	Ben Daddow		£30.00	£6.00	£36.00
629	3038	IT Support	Focus Technology		£26.00	£5.20	£31.20
630	3039	Annual Software Licence	Scribe 2000 Ltd		£245.00	£49.00	£294.00
631	3040	Illogan Christmas Lights Road Closure	Cornwall Council		£40.00		£40.00
632	3041	Park Bottom Christmas Lights Road Closure	Cornwall Council		£40.00		£40.00
633	3042	Service Charge (25.03.15 to 23.06.15)	Vine Property Management		£223.88	44.78	£268.66
634	3043	Youth Club Oct14-March15	Young People Cornwall		£2,496.00		£2,496.00
635	3044	Youth Club Apr-Sept14	Young People Cornwall		£2,496.00		£2,496.00
636	3045	Service Charge (01.04.12 to 31.03.13)	DTZ		£510.98	£102.20	£613.18
637	3046	Building Insurance (01.03.15 to 13.07.15)	Vine Property Management		£43.56	£8.71	£52.27
638	3047	Office Rent (01.03.15 to 29.06.15)	Vine Property Management		£1,943.32	£388.66	£2,331.98
639	3048	Petty Cash Top Up	S Willsher		£130.30		£130.30
640	3049	Water and sewerage for Council Office	South West Water		£17.24		£17.24
641	3050	Supply and erect notice board at Tolvadd	Coastline Services	PM15/02/26.3	£326.50	£65.30	£391.80
642	3051	Stationery	Martin Luck		£41.32	£8.26	£49.58
							£0.00
	SO	Storage Container	Low Cost Self Storage		£43.33	£8.67	£52.00
					£17,655.43	£864.04	£18,519.47