

ILLOGAN PARISH COUNCIL

Minutes of the Illogan Park Improvements Working Group held in The Council Office, Unit 2 Wheel Agar, Tolvaddon Energy Park, Tolvaddon, Camborne on Monday 23rd February 2015 at 7.00pm.

PRESENT: Councillors Ekinsmyth, and Pavey and Mr Bowman, Mr Rowe and Mr Simons.

ALSO PRESENT: Ms S Willsher, Clerk

The Chairman explained the safety procedures.

IPIWG15/02/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Mrs J Ferrett.

IPIWG15/02/2 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.

IPIWG15/02/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

IPIWG15/02/4 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON THE 12TH JANUARY 2015 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Pavey, seconded by Mr Simons and:

IPIWG15/02/4.2 RESOLVED: that the minutes of the meeting of the Devolution Improvements Working Group held on the 12th January 2015 are received and approved and signed by the Chairman.

On a vote being taken the matter was approved unanimously.

IPIWG15/02/5 TO RECEIVE THE DRAFT TENDER PACK FOR GRASS CUTTING ILLOGAN PARK AND MAKE RECOMMENDATIONS TO THE PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE

Members asked the Clerk to contact other local Council's and enquire how much they are paying for their grounds maintenance i.e St Erme, Redruth, Penzance and Carn Brea.

It was agreed to recommend to the Planning and Environmental Services Committee that the tender packs are circulated to the members of the football and rugby club with the costings hidden so that they can comment on the proposed works without disclosing any commercially sensitive information.

It was agreed to recommend that the tender pack is received and approved with the following amendments:

- That subject to the approval of the Planning and Environmental Services Committee that the tenders are advertised on the 5th April 2015;
- The deadline for tender packs to be returned to the Council Office should be by 12 noon on Tuesday 24th March 2015;
- Description – amend to read 'Cut the grass down to 25-35mm depending on the time of the year on the ...'
- To include a space on the return sheet for tenderers to include up to three examples of other places they do similar work;
- To include space on the return sheet for the tenderers to provide three references and the referees contact details;
- Return Sheet – Costs – include in the descriptions a total cost per annum, cost per additional cut and cost for maintenance of the hedges per cut;
- That the tender documents are opened by two Councillors and the Clerk on the afternoon of the 24th March 2015 and that the Clerk then obtains 3 references for each tenderer and copies the tenders and circulates them with the Planning and Environmental Services Committee meeting to be held on the 1st April 2015; and
- That the Planning and Environmental Services Committee considers the tenders and appoints a contractor at the meeting scheduled for the 1st April 2015.

IPIWG15/02/6 TO CONSIDER THE DRAFT TENDER PACK FOR MAINTENANCE OF THE TOILETS AT ILLOGAN PARK TO BRING THEM INTO A USEABLE CONDITION AND MAKE RECOMMENDATIONS TO THE PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE

Members asked the Clerk to check the dates of the electrical and gas inspections.

Members agreed to recommend to the Planning and Environmental Services Committee that a tender pack similar to the grass cutting tender was drawn up and that the description would be 'The toilets are falling into a state of disrepair and the Council are seeking tenders to recommend the minimum necessary to bring them into a serviceable condition'.

Members also recommended that quotes are obtained to replace two doors in the shower rooms of the changing rooms; the doors did not need locks.

IPIWG15/02/7 TO CONSIDER AN APPROPRIATE COMPLETION DATE FOR THE TRANSFER OF THE FREEHOLD OF ILLOGAN PARK AND MAKE RECOMMENDATIONS TO THE PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE

It was agreed to recommend to the Planning and Environmental Services Committee that the transfer of the freehold of Illogan Park should take place on Monday 6th April 2015.

IPIWG15/02/8 TO CONSIDER THE PROGRESS FOR PLANNING THE FUTURE OF ILLOGAN PARK INCLUDING ESTIMATED TIMESCALES AND AGREE ANY FUTURE ACTIONS

Members discussed the future layout and designs for the park and the changing rooms etc; access for contractors and their equipment and discussing with other councils or clubs that have completed similar projects the steps they took and how they completed the project i.e Wendron, Penzance, St Erme. The Football Club and Rugby Club would make enquiries within their sector on previous projects and designs of changing facilities etc.

It was agreed that the Clerk would circulate to members copies of the map of Illogan Park with a list of responses from the public as to what they would like to see in the Park. The

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Clerk would also draft a tender pack for an architect for the next meeting. The next meeting would be to discuss the layout and options for the park.

The aim was to have new facilities ready for the beginning of the football and rugby season 2016.

It was suggested that the football club could be used for consultation events as it was relevant, in the centre of the community and had a big screen which could be used and space to erect display boards.

IPIWG15/02/9 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Monday 23rd March 2015, 6.30pm in the Council Office.

There being no further business the Chairman closed the meeting at 7.30pm.

Signed: Chairman

Date: