

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 21st June 2017 at 7.00pm.

PRESENT: Ms Cadby, Crabtree, Ekinsmyth, Holmes, Pavey, Miss Pollock, Mrs Thompson, Williams

IN ATTENDANCE: Ms, Clerk S Willsher; Mrs J Curtis, Administration Assistant

The Chairman explained the safety procedures.

FC17/06/1 It was proposed by Cllr Crabtree, seconded by Cllr Mrs Thompson and

FC17/06/1.2 RESOLVED that Cllr Pavey Chair this meeting in the absence of the Chairman and Vice-Chairman

On a vote being taken the matter was approved unanimously

FC17/06/2 CHAIRMAN'S WELCOME AND APOLOGIES

Apologies were received from Cllrs Mrs Ferrett (Vice Chairman), Ford and Mrs Roberts (Chairman)

Cllr Pascoe was absent

FC17/06/3 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

No interests were declared.

One member of the public arrived at the meeting at 7.02pm

FC17/06/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

No applications for dispensations were received.

FC17/06/5 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

The member of the public did not wish to speak.

FC17/06/6 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

FC17/06/7 TO RECEIVE AND APPROVE THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 17th MAY 2017 AND THE CHAIRMAN TO SIGN THEM

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

FC17/06/7.2 RESOLVED to receive and approve the Minutes of the Council meeting held on 17th May 2017 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC17/06/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

The Clerk reported that our application to the Tesco 'Bags for Help' scheme had been successful. The public would be able to vote in the Redruth Tesco Store and Tesco Extra at Pool during July and August and, depending on how many votes we received, we would be awarded between £1,000 and £4,000. This would be used to support the funding for Illogan Park Play Equipment.

At the recent ballot Councillors were asked to put their names on their paper before submitting. It was questioned if this was the correct procedure although it was supported by CALC. There was a suggestion that this was not the procedure adopted by Cornwall Council. It was agreed that this would be checked and reported back at the next meeting.

FC17/06/9 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

- i. Annual Parish Meeting – 17th May 2017**
- ii. Planning and Environmental Services Committee – 24th May 2017**
- iii. Community Liaison Committee – 5th June 2017**
- iv. Planning and Environmental Services Committee – 7th June 2017**

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

FC17/06/9.2 RESOLVED to note the Minutes of the following Committee meetings held since the last Full Council meeting:

- i. Annual Parish Meeting – 17th May 2017**
- ii. Planning and Environmental Services Committee – 24th May 2017**
- iii. Community Liaison Committee – 5th June 2017**
- iv. Planning and Environmental Services Committee – 7th June**

On a vote being taken the matter was approved unanimously.

FC17/06/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF MAY 2017

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

FC17/06/10.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of May 2017

On a vote being taken the matter was approved unanimously.

FC17/06/11 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF JUNE 2017 (UP TO DATE LIST TO BE TABLED AT THE MEETING)

It was proposed by Cllr Holmes, seconded by Cllr Miss Pollock and

FC17/06/11.2 RESOLVED to authorise payment of accounts for the month of June 2017 in the sum of £9,057.98

On a vote being taken the matter was approved unanimously.

FC17/06/12 TO RECEIVE FEEDBACK FORM THE ILLOGAN PARK PLAY EQUIPMENT CONSULTATION EVENT HELD ON SATURDAY 17TH JUNE 2017, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Illogan Park Consultation Day held on Saturday was supported by all seven companies who submitted quotes. Unfortunately it was a very hot and sunny day and this might have contributed to the poor attendance as only 25 members of the public attended. All companies met Health and Safety regulations and all have confirmed that they would be able to complete the work by the end of August. Cornwall Council had agreed that the funding previously allocated could be used towards funding the play equipment.

Councillors were asked for their views on which company offered the best option in terms of play equipment and this, together with views provided by the public attending the consultation day would contribute to the decision made.

Cllr Ekinsmyth suggested that a decision should be deferred until all Councillors have a clear understanding of the options available and an informed decision could be made. However, as there was concern that the funding from Cornwall Council could be lost as it was only available until 1st September he offered to see if he could get this extended. Members felt that there was a real threat that funding could be lost and that a decision needed to be made to ensure this did not happen.

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

FC17/06/12.2 RESOLVED that a decision would be made today in terms of which company provided the best option of play equipment.

On a vote being taken on the matter there were 5 votes FOR and 1 vote AGAINST

Members considered the options available and provided their choices. This combined with the results of the public consultation resulted with a decision of the company offering the best option of play equipment.

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

FC17/06/12.3 RESOLVED that the results of the consultation for Illogan Park play equipment were as follows; in first place was Ludus, in second place was Mant Leisure and in third place was Creative Play. As the first choice Ludus would be installing their design in Illogan providing they can meet all of the time and health and safety requirements of Illogan Parish Council; if Ludus were not able to meet the Council's requirements the second choice would be approached and would then install their equipment providing they could meet all of the requirements.

In a vote being taken on the matter there were 7 votes FOR and 1 vote AGAINST. Cllr Ekinsmyth voted against the motion.

FC17/06/13 TO ADOPT THE AMENDED STANDING ORDERS AND AGREE ANY FUTURE ACTIONS

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

FC17/06/13.2 RESOLVED that the amended Standing Orders were adopted

On a vote being taken the matter was approved unanimously.

FC17/06/14 TO REVIEW THE TERMS OF REFERENCE FOR ALL COUNCIL COMMITTEES, AGREE THE NUMBER OF MEMBERS ON EACH COMMITTEE AND AGREE ANY FUTURE ACTIONS

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

FC17/06/14.2 RESOLVED that the Terms of Reference and number of members on each committee were agreed as follows:

Community Liaison – agreed with no changes

Finance and Resources Committee – agreed with no changes

Governance Review Committee – it was agreed that the Terms of Reference would be amended so that the Committee could hold up to 6 meetings per year rather than being limited to 4 meetings per year between the months of January and June

Illogan Park Improvements Working Group – there are currently no Terms of Reference for this group and a draft of these would be presented at the next meeting

Planning and Environmental Services – it was agreed that a member of the Neighbourhood Development Plan Steering Group would be invited to attend these meetings in an advisory capacity only

Staffing Committee – agreed with no changes

On a vote being taken the matter was approved unanimously.

FC17/06/15 TO CONFIRM THE MEMBERSHIP OF COMMITTEES FOR THE 2017/2018 MUNICIPAL YEAR AND AGREE ANY FUTURE ACITONS

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

FC17/06/15.2 RESOLVED that memberships of Committees for the municipal year 2017/18 are accepted with the exception of Cllr Ferrett’s position on the Staffing Committee; this will be clarified.

On a vote being taken this matter was approved unanimously.

FC17/06/16 TO RECEIVE A MOTION FROM CLLR CRABTREE ‘THAT EVERY MEMBER RECEIVES AGENDAS BUT ONLY MEMBERS OF THE COMMITTEES ARE PROVIDED WITH BACKGROUND PAPERS UNLESS NON—COMMITTEE MEMBERS SPECIFICALLY REQUEST THEM’, AND AGREE ANY FUTURE ACTIONS (DEFERRED FROM THE ANNUAL COUNCIL MEETING).

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

FC17/06/16.2 RESOLVED that in future every member of the Council receives agenda’s but only members of the Committees would be provided with background papers unless non-committee members specifically request them. This would enable the Council to make considerable savings on the cost of postage.

On a vote being taken the matter was approved unanimously.

FC17/06/17 TO APPOINT A REPRESENTATIVE TO THE HARRIS MILL VILLAGE HALL COMMITTEE

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

FC17/06/17.2 RESOLVED that Cllr Mrs Thompson would be the Council's representative on the Harris Mill Village Hall Committee

On a vote being taken the matter was approved unanimously.

FC17/06/18 TO RECEIVE A GRANT APPLICATION FROM THE OLD SCHOOL CENTRE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE (DEFERRED FROM THE ANNUAL COUNCIL MEETING)

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

FC17/06/18.2 RESOLVED that a grant of £350 is awarded to the Old School Centre.

On a vote being taken the matter was approved unanimously.

FC17/06/19 TO CONSIDER AN OFFER MADE FOR THE STRIMMER AND AGREE ANY FUTURE ACTIONS

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

FC17/06/19.2 RESOLVED that the offer of £120 for the Strimmer was accepted

On a vote being taken the matter was approved unanimously.

FC17/06/20 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS

1. The Clerk magazine
2. Cornwall Council is consulting on a number of planning policy and planning guidance documents over the next 6 weeks. From Monday 12th June 2017 it will be possible to view and download the documents (together with supporting evidence) and respond at www.cornwall.gov.uk/planningpolicyconsultations
It was understood that Cornwall Council were attempting to change the way Planning was undertaken and therefore it was important to view the document and be involved.
3. Safer Cornwall Newsletter
4. Neighbourhood Planning e-bulletin for May.
5. Advice has been received from Police HQ regarding security at public events; please contact the office for further information

6. Concerns have been raised by a local resident about large vehicles using a narrow lane close to his house at the bottom end of Richards Lane, Illogan. There are also concerns about parking in the lane despite the fact that he erected 'no parking' signs outside his house. He has requested double yellow lines and would like some help from the Council with this issue.
This issue had previously been discussed by the Council but there was nothing we could do as it was a highways issue.
7. Notification of training arranged by South West Councils - Councillor Development, Essential Skills for the 21st Century Councillor to be held on 14th July 2017 at the Holiday Inn, Taunton. Cost £45 + VAT
8. Enquiry received from a member of the public who is trying to contact the owner of the fields, at the top of Clifton Road. As that land has been empty for many years she is hoping that the owner would like to do something with it. She would like to rent one or two fields. If you have any information, please contact her either via email, or in 07714885259. Thank you.
9. Neighbourhood Planning Update May 2017
10. Email from Cornwall Council: It is with great sadness that I have to report the sudden and untimely death of Ben Dickinson who was CORMAC's highway and environment manager for your town/parish council. Ben was a well-respected member of staff who worked tirelessly to find solutions to issues raised. We will miss him and our thoughts and condolences are with Ben's family at this tragic time. It will be several weeks before we are able to appoint a successor so there may be a delay in dealing with routine issues. Please continue to send these by email to handew@cormacltd.co.uk and they will be assigned to the appropriate person for action. Please ring any urgent issues through to the Council's contact centre on 0300 1234 222
Council members were sad to hear of the passing of Ben Dickinson and acknowledged that he would be missed.
11. Email received to advise of LGRC's Highly Flexible, Professional Staffing Solutions designed to meet Council temporary staffing needs. To help Councils who find themselves with a short term gap in their resources due to resignation of the Clerk, RFO or other officers or absence due to sickness or maternity / paternity leave, LGRC offers Locum and Temporary Staffing Services which are fully compliant with the new HMRC IR35 tax regulation rules. Please contact the office for further information.
12. Cornwall Legal (a service of Cornwall Council) would like to invite you to join us for our free Town & Parish Council Summer Legal Event on Monday 10th July 2017 (9.30 – 12.30), Trevithick Suite, Pool Innovation Centre, Trevenson Road, Pool TR15 3PL RSVP: by 16th June (confirming your name, Council, role) to sgross@cornwall.gov.uk
Topics to be covered are: General Data Protection Regulation (which will replace the Data Protection Act); Common land issues; TUPE in respect of the Government's devolution programme; and Risk of Judicial Review. Please contact the office for further information

13. Email from a local resident with suggestions to the proposed development at The Glebe Field. He has suggested that the dwellings be roofed with slate, to fit the locality where all the surrounding dwellings are thus roofed; that the seven sycamore trees on the north hedge be retained with some tree surgeon tidying up.; that the boundary of the development facing the Robartes Terrace/Church Road highway be provided with a Cornish hedge, built with local stone (not the reddy brown Delabole product), again in order to match the hedges of the cemetery and other frontages along the adjacent road. It would also be good if the front elevations of the dwellings could be varied so that we do not end up with a cluster of characterless, rendered buildings, again, out of keeping with the Churchtown location.
14. A further 2 Code of Conduct training sessions will be held in Penzance. They will both be held on Thursday 3rd August 2017, the first session 10am-12pm and the second session 5-7pm. They will be held in the Alverne Room at St Johns Hall. Please contact the office if you wish to apply.
15. Notification of temporary road closure. Location: Road from Dormy House to Tolvaddon, Tehidy will be closed from 10th July 2017 to 12th July 2017 to enable work to be undertaken.
16. Safer Cornwall Newsletter
17. A recent article in the Cornwall Live has reported that we have more homes at risk of Radon Gas exposure than any other county in the country. Nearly half of all the homes at risk (32,000) nationwide are located in Cornwall. A Guide on Radon Gas and indoor air pollution can be obtained from Lewis Koch, Distinctly. Contact details available from the office.
18. CardiacSafe National Campaign - "Keep your community at heart"
Please; consider making it safer by installing a life-saving defibrillator.
It was agreed that this would be added to the next agenda for further discussion.
19. Email from Jeff Gregory, Life Saver Support re the maintenance and upkeep of a defibrillator in the Community. Further information can be obtained from the office.
20. Notification from Tesco 'Bags for Help' scheme that Illogan Parish Council has been successful with its application and will be put forward for a customer vote in the Redruth and Tesco extra stores in July and August.
21. CALC Weekly Newsletter, Minutes and Training update
22. Invitation to the Cruse Cornwall 2017 AGM to be held on Monday 17th July 2017, at The Council Chambers, New County Hall, Truro at 7.30pm.

23. Communities and Devolution Newsletter
 24. Cornwall Community Flood Forum Conference to be held on Friday 3rd November 2017 10am – 4pm at Truro Town Hall.
 25. Email from Police HQ with advice on security at public events.
 26. NALC Magazine Summer 2017
 27. Letter from Local Government Boundary Commission re Electoral Review of Cornwall.
- It was agreed that a copy of this letter would be sent to all members.**
28. Leaflet from South West Water re deregulation of the water industry.
 29. Cornwall Council letter re Funding Agreement for Illogan Park.
 30. CALC – Appraisal and management training for Councillors being held by Camborne Town Council – Does anyone want to attend the training?

FC17/06/21

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

The Clerk confirmed she had returned to work following her sick leave. She advised that members needed to review how playground checks were undertaken when she was absent.

FC17/06/22

TO RECEIVE AN UPDATE ON THE GLEBE FIELD AND AGREE ANY FUTURE ACTIONS

Cllr Ekinsmyth reported that a meeting had been planned between members and representatives of the Diocese but to date it had been difficult to agree a date. New proposed dates were either 3rd or 5th July and it was agreed that one of these dates needed to be confirmed to prevent the meeting being cancelled altogether. It was suggested that the 3rd July would be the preferable date. The meeting would be open to all and the time and venue of this would be shared once this had been agreed.

FC17/06/23

TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

a. Police

No report received.

b. Representatives to Outside Organisations

No report received.

c. Illogan Parish Neighbourhood Development Plan Steering Group

The minute taker and secretary of the Neighbourhood Development Group had been absent due to personal reasons and it was thought she might not return. She had been missed as the group were currently working without her assistance.

The Chair reported that they had been working on the draft Neighbourhood Plan, looking at objectives and writing a policy to reflect the six elements on the Plan. They intended to deliver the draft policy and objectives at the Parish Fair on 8th July.

A steering group member would attend a workshop at Illogan Primary School to work with the children in order to gain evidence for their consultation requirements.

d. Cornwall Councillors

Cllr Ekinsmyth reported that Cornwall Council had filled all cabinet positions and a strong cabinet had been formed in terms of skill sets. In the past there had been 10 policy Advisory Councils and these had been replaced by 5 Scrutiny Committees. He explained that he was working on the Customer Overview Committee and the Children's and Young People Committee. He was also the Vice Chairman of Governors at Illogan School

FC17/06/24 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES

It was agreed that the issue are Penwartha Vean would be discussed at the next Planning meeting.

FC17/06/25 DATE & TIME OF NEXT MEETING

Wednesday 19th July, 7pm in Penwartha Hall

FC17/06/26 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT THE PRESS AND PUBLIC ARE EXCLUDED DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED

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

FC17/06/26.2 RESOLVED that under the 1960 Public Bodies (admission to meetings) Act the Press and Public were excluded due to the confidential nature of the business to be discussed.

On a vote being taken the matter was approved unanimously.

The member of the public left the meeting at 8.22pm

FC17/06/27 TO RECEIVE APPLICATIONS FOR THE VACANT POSITION OF COUNCILLOR FOR THE ILLOGAN WARD AND INTERVIEW THE CANDIDATES

No applications had been received.

FC17/06/28 TO RECEIVE APPLICATIONS FOR THE VACANT POSITION OF COUNCILLOR FOR THE TEHIDY WARD AND INTERVIEW THE CANDIDATES

No applications had been received.

FC17/06/29 TO RE-ADMIT MEMBERS OF THE PRESS AND PUBLIC

There were no members of the Press or Public wishing to be re-admitted.

FC17/06/30 TO CO-OPT A COUNCILLOR TO REPRESENT THE WARD OF ILLOGAN

There were no applications.

FC17/06/31 TO CO-OPT A COUNCILLOR TO REPRESENT THE WARD OF TEHIDY

There were no applications.

FC17/06/32 TO REECEIVE NOMINATIONS FOR THE RAY UREN AWARD, AGREE WHO WILL RECEIVE THE AWARD AND ANY FUTURE ACTIONS

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

FC17/06/32.2 RESOLVED that Jill Marsh of Penwartha Hall would be awarded the Ray Uren Award for her hard work and outstanding contribution to all those who used the Hall.

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 8.24pm

Signed

Date

ACCOUNTS FOR PAYMENT JUNE 2017								
Ref:	Cheque	Expenditure	Payee	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)	Legislation
1101 - 1103	3466 - 3468	Salaries	All employees		£3,650.69		£3,650.69	LGA 1972 s.112
1104	3469	Expenses	S Willsher		£78.00		£78.00	Local Government (Financial Provisions) Act 1963 s.5
1105	3470	Chairman's Allowance	Cllr Mrs M Roberts		£125.00		£125.00	LGA 1972 s.15(5)
1106	3471	IT Support and Web Hosting	iCT4 Limited		£90.00	£18.00	£108.00	LGA 1972 s.111(1)
1107	3472	Contractor	DJM Gardening		£1,581.74		£1,581.74	LGA 1972 s.111(1)
1108	3473	Annual fire alarm and extinguisher testing	Fal Fire		£97.60	£19.52	£117.12	Health and Safety at Work Act 1974
1109	3474	Contractor	Greens Grounds and Trees		£1,665.00	£333.00	£1,998.00	LGA 1972 s.111(1) and Highways Act 1980 s.43
1110	3475	Printing and Stationery	Complete Business Solutions		£785.00	£9.20	£794.20	LGA 1972 s.111(1)
1111	3476	Grant	Cornwall Air Ambulance	FC17/05/25.2	£300.00		£300.00	LGA 1972 s.137
1112	3477	Petty Cash Top Up	S Willsher		£54.92		£54.92	LGA 1972 s.111(1)
							£0.00	
1113	SO	Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00	LGA 1972 s.111(1)
1114	DD	Photocopies	1st Office		£186.42	£37.28	£223.70	LGA 1972 s.111(1)
	Credit	Service Charge	Vine Property Management		-£21.16	-£4.23	-£25.39	
					£8,636.54	£421.44	£9,057.98	