

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 21<sup>st</sup> February 2018 at 7.00pm.

**PRESENT:** Councillors Mrs Roberts (Chairman), Mrs Christie, Crabtree, Ekinsmyth, Ford, Pavey, Szoka, Mrs Thompson and Williams

**IN ATTENDANCE:** Ms S Willsher, Clerk; Mr Smith, First Kernow Business Manager (until point mentioned); Mr Edwards, Cornwall Council Passenger Transport Manager (until point mentioned); Mrs Cannan, Cornwall Council Bereavements Officer (until point mentioned); and 8 members of the public (from and until points mentioned)

The Chairman explained the safety procedures.

### **FC18/02/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Mrs Ferrett

Absent – Cllrs Ms Cadby, Holmes and Miss Pollock were absent.

### **FC18/02/2 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 interests declared.

### **FC18/02/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

### **FC18/02/4 TO DISCUSS THE BUS SERVICE WITH REPRESENTATIVES FROM FIRST KERNOW AND CORNWALL COUNCIL AND AGREE ANY FUTURE ACTIONS**

Mr Smith, First Kernow Business Manager, introduced himself and explained that he covered the whole area from Chiverton Cross roundabout downwards.

Mr Edwards, Cornwall Council Passenger Transport Manager, introduced himself.

It was noted that the last time representatives attended a meeting to discuss the bus service was about four years ago. At that meeting it had been agreed that the flag for the bus stop in Alexandra Road, near The Cornish Oven, would be replaced and it had not been done. It was agreed that Mr Edwards would look into the matter and arrange for the flag to be re-instated.

At that time there had also been objections to buses stopping outside a house on Alexandra Road. It was noted that the bus now stopped nearer the roundabout which allowed users to depart the bus onto the pavement and this had resolved the issue.

In response to a question it was confirmed that the whole of Illogan was a rural route and at the bus drivers' discretion, and if it was safe, passengers could hail and ride the buses.

It was noted that the number 47 bus had not turned up for its 10.17am pick up in Illogan. Mr Smith explained that the bus had been in a collision with a car in Troon and there were no other suitable sized vehicles available to take over.

Members discussed communication methods and whether there could be a central point that alerted drivers to any lateness or issues being experienced by buses so that they could let the passengers know. Mr Edwards explained that the bus service is using social media better, although there are limitations and they were aware that not everyone used social media. There are radios in the buses and the control room can put out a general call to bus drivers; it is complex with the number of vehicles First Kernow were running and relied on the bus drivers being able to pick up the message. It was also reported that 'real-time' information from the buses to digital displays on bus stops was being rolled out in rural areas, the bus provider would be able to send messages through the 'real-time' displays about any lateness or issues with bus services in the future (next 12 to 18 months).

Mr Smith reported that all the First Kernow buses were accessible and had ramps installed. First Kernow had invested £7.5million last year on new buses and they were working with Cornwall Council on the procurement of another 41, which were just coming off the production line. In the space of 2 years there had been a massive investment into the Cornish bus fleet.

Members explained that there were issues with bus route 46 at the Church Road, Bridge Road junction. At the end of Bridge Road there was a bollard and quite often parked cars, this made it difficult for bus drivers to negotiate the junction, sometimes resulting in them having to go on the wrong side of the road which was dangerous. Passengers quite regularly had to enter or exit the bus from either the middle of the road or the wrong side of the road as the bus was unable to stop at the bus stop. It was suggested that the route could be reversed and the bus could go down Church Road and back up Bridge Road, the bus would be able to use the same bus stop, but there would be less congestion and the passenger door to the bus would be adjacent to the pavement which would make it safer to enter and exit the bus, it would also be easier for the drivers to maneuver. Mr Smith explained that it was a problem when buses had to enter residential areas, people did not realise how much space a bus needed to turn etc. He agreed that he would consider the suggestion; it would take some time as he would need to change the registration for the route, advertise the changes etc.

It was noted that a timetable and its holder had fallen off one of the bus shelters in the area. Mr Edwards said that if all the details were reported

to Cornwall Council they would resolved the issue. Cornwall Council had an agreement with a company to look after all the bus shelters in Cornwall. Cornwall Council could take on the ownership, cleaning and maintenance of bus shelters in the area. The Council were raising revenue to pay for the cleaning and maintenance of the bus shelters by selling advertising space on the shelters.

The Clerk reported that 2 members of the public had been into the Council office to raise concerns that there were regularly cars and large vans parked in front of the bus shelter on Tregarrian Road which was making the shelter unusable as passengers couldn't see the bus coming and the bus couldn't stop by the shelter. The Clerk asked if any of the drivers had reported any issues and whether there was anything that could be done to resolve the issue. Mr Smith said that he hadn't heard anything from the drivers, although it was a general problem throughout the area. Mr Edwards said that a way to resolve the issue would be to put down road markings and for civil enforcement officers to monitor the area.

Mr Edwards reported that improving public transport was part of the devolution deal. There was a current project running and he offered to attend another Council meeting to give a presentation on the project and explain it in detail. The Chairman replied that the Council would be in touch.

The Chairman thanked Mr Edwards and Mr Smith for attending the meeting and discussing the bus service.

**FC18/02/5**

**TO RECEIVE INFORMATION AND DISCUSS WITH SUSAN CANNAN, CORNWALL COUNCIL BEREAVEMENTS OFFICER, HOW TO CREATE ADDITIONAL CEMETERY SPACE, AND AGREE ANY FUTURE ACTIONS**

Mrs Cannan explained that Illogan Cemetery opened in 1988, it was 2.5 acres in size and originally had capacity for 1900 burial plots; this was forward thinking for the time and provided about 100years worth of burial space. Over time, cremation has become more popular than burial. There are 150 burial plots left in Illogan Cemetery. On average there were 16 new graves installed each year which meant that on average there was about 9 years' worth of space left in the Cemetery; it was felt that this could increase as currently there were more cremations than burials (75% cremations and 25% burial).

Cornwall Council had 24 operational cemeteries and 10 closed cemeteries; it was noted that closed cemeteries were different to closed churchyards.

1 member of the public left the meeting at this point at (7.23pm).

In 2009, Cornwall Council inherited the cemeteries from 4 different authorities. Parish and Town Councils were providers and the service varied between each Council. It was noted that the Church of England had reported that they would not be creating any new churchyards.

In the future cemetery distribution would not be the same as it was at present. There was no statutory requirement on anyone to provide cemetery space, there were budgetary restrictions and most current

cemeteries were in locations where they could not be extended. The Environment Agency were also stricter on where cemeteries can be placed. It was noted that the private sector probably would not be interested in becoming involved in cemeteries. Cornwall Council were considering if they would provide cemetery space in the future and how they would provide the space. There was a possibility that there could be 2 – 3 regional cemeteries to supply the whole of Cornwall; transport links would be a key consideration in the site selection process. It was likely that if Town and Parish Councils wanted a local provision of cemetery space that they would have to provide it themselves; Cornwall Council would be able to assist with compulsory purchase arrangements, administration, training etc. The other option could be for Town and Parish Councils to outsource the management of the cemetery space.

1 member of the public re-entered the meeting at this point at 7.31pm.

In response to a question Mrs Cannan reported that Cornwall Council had completed a survey of Town and Parish Council who were burial authorities. It was difficult to get the full picture of cemetery provision etc. in Cornwall. Some Town and Parish Council were considering discontinuing to be burial authorities. The Church of England did not know what it had.

In response to a further question it was confirmed that no-one present was aware of any considerations to compulsory purchase The Glebe Field.

The Chairman thanked Mrs Cannan for attending the meeting and for her informative report.

## **FC18/02/6**

### **PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

A member of the public explained that they loved their village. They explained that the history of the Glebe Field and the associated outline planning permission and planning appeal. They expressed their disappointment in the actions of the Parish Council and Cllr Ekinsmyth and felt that more could have been done to protect the field.

Mrs Cannan left the meeting at this point at 7.38pm.

A member of the public spoke to a report produced by Cllr Ford at a previous meeting regarding affidavits. They asked where we were now?

Cllr Mrs Roberts reported that Mr Eustice MP had told her that he had met twice with Cllr Ekinsmyth and he was disappointed that no-one came back to him; Cllr Mrs Roberts was not aware of the meetings until Mr Eustice MP told her. Cllr Ekinsmyth had telephoned her and confirmed that Cornwall Council had received the letters sent from George Eustice. She assured the members of the public present that they were no less important to this Council than anyone else and that she would do everything in her power to help them.

A member of the public referred to the December Full Council minutes, where it was reported that no response had been received regarding a letter sent from this Council regarding anthrax. They asked what procedures were in place to chase a response to correspondence.

Cllr Mrs Roberts stated that she had a copy of a letter dated 2<sup>nd</sup> December 2016 sent from George Eustice MP to the Clerk. She would be seeking further answers. She said that she would leave it there as she had gone beyond what she should have done.

Cllr Mrs Thompson spoke to an extract from an email sent to the Clerk from the Senior Environmental Protection Officer – 'This department were also presented with two accounts from local residents with regard to potential carcass disposal in the field, however, there appeared to be a discrepancy with regards to the method of disposal of the carcasses. One account appeared to suggest that a carcass of a cow was being prepared for burning, however, the other account appears to suggest burial with quick lime. If this was indeed the same incident that they were referring too, it is extremely unlikely they would use both methods of disposal (unless they were unrelated incidents). Obviously, carcasses were also buried or burnt for other reasons other than Anthrax. If carcasses were burned then the risks are likely to be lower than if the carcass was buried with lime.'

Cllr Ford reported that the statements were made regarding anthrax on the Glebe Field and that they had been sent off in various forms and dispersed amongst interested parties such as the environment officer.

**FC18/02/7 CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements made by the Chairman.

**FC18/02/8 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 17<sup>TH</sup> JANUARY 2018 AND THE CHAIRMAN TO SIGN THEM**

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

**FC18/02/8.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 17<sup>th</sup> January 2018 and the Chairman to sign them.**

On a vote being taken on the matter there were 8 votes FOR and 0 votes AGAINST.

1 member of the public entered the meeting at 7.48pm.

**FC18/02/9 TO RECEIVE AND APPROVE THE MINUTES OF THE EXTRA-ORDINARY FULL COUNCIL MEETING HELD ON THE 31<sup>ST</sup> JANUARY 2018 AND THE CHAIRMAN TO SIGN THEM**

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

**FC18/02/9.2 RESOLVED to receive and approve the minutes of the Extra-**

**Ordinary Full Council meeting held on 31<sup>st</sup> January 2018 with the correction of the page numbers starting from page 619 and the Chairman to sign them.**

On a vote being take the matter was approved unanimously.

**FC18/02/10 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

Minute FC18/01/16.2 – that a letter is sent to the Diocese to ask if the site had been sold absolutely.

In response to a question the Clerk reported that she was intending to report the email under the agenda item relating to the Glebe Field. The Diocese had sent the following response to the letter sent by this Council asking if they had sold the Glebe Field absolutely:

'The Diocese had accepted an offer and solicitors were progressing towards of exchange of contracts in the coming weeks'.

This response had been published on the Council's Facebook page and the website on the 25<sup>th</sup> January 2018.

In response to a further question the Clerk confirmed that the email had been received on the 24<sup>th</sup> January 2018.

**FC18/02/11 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:**

- i. Planning and Environmental Services Committee – 17<sup>th</sup> January 2018**
- ii. Governance Review Committee – 24<sup>th</sup> January 2018**
- iii. Community Liaison Committee – 5<sup>th</sup> February 2018**
- iv. Planning and Environmental Services Committee – 7<sup>th</sup> February 2018**
- v. Finance and Resources Committee – 12<sup>th</sup> February 2018**

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

**FC18/02/11.2 RESOLVED to note the Minutes of the following Committee meetings held since the last Full Council meeting:**

- i. Planning and Environmental Services Committee – 17<sup>th</sup> January 2018**
- ii. Governance Review Committee – 24<sup>th</sup> January 2018**
- iii. Community Liaison Committee – 5<sup>th</sup> February 2018**
- iv. Planning and Environmental Services Committee – 7<sup>th</sup> February 2018**
- v. Governance Review Committee – 12<sup>th</sup> February 2018**

On a vote being taken on the matter there were 8 votes FOR and 0 votes AGAINST.

**FC18/02/12 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF JANUARY 2018**

The Clerk reported that the bank reconciliation did not balance by 20p due to a cheque being written wrongly; this would be corrected in the February cheque run.

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

**FC18/02/12.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of January 2018**

On a vote being taken the matter was approved unanimously.

**FC18/02/13 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF FEBRUARY 2018 (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC18/02/13.2 RESOLVED to authorise payment of accounts for the month of February 2018 in the sum of £7,764.06 excluding VAT.**

On a vote being taken on the matter there were 8 votes FOR and 1 vote AGAINST.

**FC18/02/14 TO CONSIDER THE REQUEST MADE AT THE JANUARY FULL COUNCIL MEETING BY A MEMBER OF THE PUBLIC TO SUPPORT THE ONGOING APPEAL TO RETAIN CANCER SERVICES IN CORNWALL AND TO KEEP THE SUNRISE CENTRE OPEN, TO CONSIDER WRITING TO THE LOCAL MP, GEORGE EUSTICE TO REQUEST HIS SUPPORT, TO CONSIDER HOW THIS COUNCIL CAN SUPPORT PARISHIONERS WITHOUT ONLINE FACILITIES TO SUPPORT THE APPEAL, AGREE ANY FURTHER ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC18/02/14.2 RESOLVED that Illogan Parish Council supports the appeal to retain cancer services in Cornwall and to keep the Sunrise Centre open.**

On a vote being taken the matter was approved unanimously.

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

**FC18/02/14.3 RESOLVED that an article would be included in the next edition of the Illogan Review to include details of how to write to the local MP, or a detachable form to allow parishioners without online facilities to support the appeal to retain cancer**

**services in Cornwall and to keep the Sunrise Centre open.**

On a vote being taken the matter was approved unanimously.

**FC18/02/15 TO RECEIVE THE AGENDA FOR THE 2018 SLCC REGIONAL SEMINAR, CONSIDER WHETHER TO SEND THE CLERK AND ANY OTHER DELEGATES, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC18/02/15.2 RESOLVED that the agenda for the 2018 SLCC Regional Seminar is received; that the Clerk and Cllr Mrs Thompson would attend; and that the associated expenditure is approved.**

On a vote being taken the matter was approved unanimously.

**FC18/02/16 TO RECEIVE A REPORT ON THE CLERK'S ANNUAL APPRAISAL DUE IN FEBRUARY 2018, AGREE WHO WILL COMPLETE THE APPRAISAL AND AGREE ANY FUTURE ACTIONS**

The Clerk explained that the Annual Appraisal Protocol stated that the Clerk's Appraisal would be completed by the Chairman of the Council and the Chairman of the Staffing Committee. Currently Cllr Mrs Roberts was Chairman of both the Council and the Staffing Committee.

Cllr Ford stated that the Council had a protocol that it could not follow. He felt that the Staffing Committee should appoint two people to complete the Clerk's annual appraisal and that the Governance Review Committee should be asked to review the protocol.

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

**FC18/02/16.2 RESOLVED to delegate responsibility to the Staffing Committee to agree who will complete the Clerk's Annual Appraisal.**

On a vote being taken the matter was approved unanimously.

**FC18/02/17 TO RECEIVE CORNWALL COUNCIL'S PROPOSAL TO CHANGE CAR PARKING CHARGES – 2018 OFF-STREET PARKING ORDER, AGREE A RESPONSE AND ANY FUTURE ACTIONS**

Cllr Ekinsmyth reported that the changes to car parking charges had been debated at length at Cornwall Council and had been agreed. All parking charges during evenings had been removed across Cornwall. Car parking charges were a key income generator for Cornwall Council.

Cllr Szoka felt that it was unfair for people who worked in towns on minimum wage to have the first couple of hours of their pay to go towards car parking charges. He reported that campervans were heading to Scotland and not Cornwall due to all the parking restrictions imposed on

them by Cornwall Council. He suggested that shops should shut during the day and open in the evenings.

**FC18/02/18**

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

1. Telephone call from a member of the public seeking permission for the Cornwall Fungus Recording Group to collect samples from Illogan Woods. The Clerk contacted Cornwall Council who suggested that they would need permission from the individual land owners and from Natural England as part of the Woods is designated a Site of Special Scientific Interest. The Clerk also contact Portreath Parish Council as most of the woods was in their Parish.
2. Invitation to a half day seminar 'Communities can do it for themselves' hosted by Cornwall Community Land Trust on Friday 2<sup>nd</sup> March 2018, 9.30am until 1.00pm in Truro City Hall, Municipal Buildings, Boscawen Street, Truro – the Clerk circulated the correspondence by email on the 13.02.18
3. Police and Crime Commissioners Report January 2018 – items included 'Have your say on police funding'; and Latest news.
4. CALC Training Available –**Being a Better Employer** - This training would run you through the job cycle, from recruitment to leaving an organisation. It would give an overview of key legal issues relating to employment. This training was suitable for Councillors and Clerks/ Council staff. St Erme Community Centre- 8<sup>th</sup> of February 2018- 10:00am- 12:00 noon. New County Hall (Truro). Cost £25.00 +VAT per delegate – 10% discount for councils booking 3 or more delegates. **Audit Under £25,000** – This training would guide Smaller Authorities (those with an annual turnover of £25,000 or under) through the new audit system. This training was suitable for both councillors and clerks/council staff. We were holding a small session in our offices on the 1<sup>st</sup> of March; this would be specifically for clerks/ council employees who may not be able to attend the evening sessions. CALC Offices (Truro)- 1st of March 2018- 10:00am-12:00 noon. Cost £25.00 +VAT per delegate – 10% discount for councils booking 3 or more delegates.
5. CALC – PKF Littlejohn Audit Webinar - link to the video of the live webinar
6. Cornwall Council Localism Special Bulletin – Cornwall Council wants your views on key adult social care charging policies –

*'I am writing to let you know that our adult social care service is in the process of reviewing and developing two policy documents, which are now available for public consultation until Monday 26 February 2018.*

*The policies that we are consulting on, and welcome comments and feedback on, are:*

*1. Maximum Usual Price and Inflation that sets out the price the Council is usually prepared to pay to suppliers for different types of social care services and the methodology used to develop the price. The policy includes charges for non-residential services, respite care and residential services. The policy proposals also cover our approach around paying the Living Wage foundation to front-line staff. The majority of these rates have been subject to previous discussion.*

*2. Adult Social Care Charging Policy that sets out the Council's approach to charging for residential and non-residential care services. This policy sets out the key changes between last years and this financial year.*

*Adult Social Care is also publishing a draft Choice and Top Up Policy, which does not require public consultation but we would welcome general comments on.*

*3. Choice and Top Up Policy – that sets out the approach the Council will take in relation to discharging its duty to offer cost effective services to meet people's eligible social care needs and at which point the Council would ask relatives to contribute to the cost of a package if the service user wishes to choose a more expensive provision or care package.*

*The three key policy documents will be subject to Cabinet approval at the end of March.'*

7. Cornwall Council Localism Special Bulletin – Grow Nature Seed Fund - The Grow Nature Seed Fund supports small-scale projects that help create more space for nature within local communities.
8. Cornwall Sports Partnership – Workforce Survey 2018
9. Emergency First Aid At Work course, Saltash Town Council, Friday 2<sup>nd</sup> March 2018, 10am until 4pm. Cost £30 +VAT.
10. Cornwall Council – Free event to launch digital venue toolkit – Monday 26<sup>th</sup> February 2018, 10am until 2pm in Carnon Downs Village Hall.
11. Poster for the Carnkie Cloggers who were available for bookings throughout the summer
12. Safer Cornwall Community Newsletter – items included Three on police custody following modern slavery warrant; Safer internet; Sexual violence awareness week 2018; Safer town's scheme; Bodmin welcomes new inspector; ASB update January 2018
13. Localism Newsletter December 2017 (received by email 12.02.18) – items included A message from Councillor Andrew Mitchell on Affordable homes; Free mapping website opportunity; News in brief; Adult education in Cornwall; New approach to improve private

rented sector: have your say; Share your views on three adult social care policies; Report it; Useful links; Rural services

14. Flyer regarding a recently published book that was printed from an old tatty manuscript found in the loft of a house in Fowey. The book was an autobiography of William Symons Julian. The flyer included details about the book and where it could be purchased.
15. First Kernow contactless competition to win tickets to The Man Engine Event
16. Email chain from the local SLCC branch regarding the Committee on Standards in Public Life
17. Cornwall Council Stakeholder survey – update on outcomes of 2017 survey. Cornwall Council were looking to hold a series of 2-3-hour workshops across Cornwall in March and were calling for volunteers who were interested to take part and help influence the way they worked with stakeholders.
18. Cornwall Council – Safer Cornwall – Safer Towns Launch – Town Profiles – *'Safer Cornwall is shortly to launch the Safer Towns initiative in ten towns across the county. Camborne and Redruth were two such towns.'*

*The aim of the Safer Towns initiative was to improve community safety by reducing crime and disorder, anti-social behaviour, problem use of drugs/alcohol and reoffending by targeting persistent problem places/people within the local geographical areas. Communities, partner agencies and the business/voluntary sectors would work together to develop sustainable solutions.*

*Safer Towns would be accountable to Safer Cornwall – the statutory community safety partnership for the county. The Safer Cornwall Strategic Board was chaired by Chief Fire Officer Paul Walker and comprised of senior officers from the Responsible Authorities:*

- *Devon & Cornwall Police*
- *NHS Kernow*
- *Cornwall Council*
- *Cornwall Fire, Rescue & Community Safety Service*
- *Devon & Cornwall Probation Trust*

*Each town would have a multi-agency forum which would meet on a 6 – 8 weekly basis to ensure delivery of the local action plan. I am in the process of meeting individuals whose agency representative would be deemed as 'core' to their local Safer Town forum(s).*

*It was anticipated that the Safer Towns launch would be during the two weeks of April 9<sup>th</sup> – 20<sup>th</sup>; more information would follow shortly.*

*In the meantime, please find attached the town profiles for Camborne and Redruth: this was a combined document because both towns were within one Community Network Panel area.*

*Camborne and Redruth would however have their own individual forums.'*

19. Email from a resident of Jacobstow Parish Cornwall, they were organising a community litter clean up within the parish as part of the Great British Spring Clean, which was an annual event organised by Keep Britain Tidy. They were asking whether the Council would be able to share details of their community litter clean event and consider organising one for this Parish.
20. Email from a senior consultant at Energy Analysis regarding the opportunity for fully funded feasibility work to identify and develop renewable energy projects that reduced energy costs and generated revenue for the local community. The grant money enabled community organisations, including Parish Councils, to reduce local energy bills and generate revenue for local good causes and projects.
21. Email from Cornwall Council providing public safety advice etc for communities planning celebrations for the Royal Wedding.
22. The Old School Centre, Books and Bits Day Saturday 19<sup>th</sup> May 2018. There would be a display and update on progress of our history project The Playground Years which was an archive of the history of Illogan School. More information to follow.
23. Cornwall AONB Conference, Saturday 14<sup>th</sup> April 2018 at the Pavilion Centre, Royal Cornwall Showground, Wadebridge from 9.30am until 4.30pm.
24. The Council were copied into an email to the Old School Centre from a member of the Royal Voluntary Service regarding the home library service –

'I am really keen to try and get out in the community and let people know about the home library service as it is free and accessible to anyone who can't get to their local library or the mobile van due to health, mobility or care responsibilities. We now promote the service as Befriending with Books as we encourage volunteers to stop and have a chat with service users where appropriate. As you are likely to attract people with an interest in books on this day in May would it be possible to come along and bring a pull up banner and some leaflets to promote the service to the local community? I find word of mouth is by far the best way of letting people know that the service is available and community events usually generate some contacts for me to follow up to do talks, visit groups etc. as well.

We also are waiting on some posters and leaflets etc., once I have those would you be able to display something on your notice board for us? We will also have bookmarks; would it maybe be possible to pop some in the books that you sell on the day?

If it would be possible to attend I wouldn't be doing it for any other purpose that letting people know about a local community service, not something that would take away from the purpose of your day.  
**It was agreed to refer this item to the Illogan Review Group.**

25. Email from The Old School Centre:

*'To Illogan Parish Council*

*You will be aware that The Old School Centre has a history project called The Playground Years. This project aims to create an archive of memories - oral, photographic and artefacts of the Old Illogan School 1800s to 1970s (when the school moved to its present location).*

*We have accepted an offer for a 5-minute short film to be made advertising the project by two Cornwall based photographer/film makers. They will produce the 5-minute film free of charge. We aim to film from 3/4/18 to 5/4/18.*

*We need to acquire some 1940/1950 school desks for the filming and have found some second-hand desks advertised by private sellers on line. As you will appreciate to secure these items time is of the essence and we are looking for funding to pay for them as a matter of urgency.*

*We would like to submit a grant application for your consideration at your March meeting if you feel this is something you would be happy to support. Our current research shows that we will be asking for around £250.*

*The desks, once purchased will be retained by us as we intend following up the 5-minute short with a 20 minute 'documentary' hopefully later in the year. We will be looking for funding from various sources for that and intend having present day Illogan School children involved having received a positive response from Mrs Newberry (Head Teacher).*

*We very much appreciate your consideration of our request.'*

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

**FC18/02/18.2**

**RESOLVED**

**that a grant application from the Old School Centre would be considered at the March Full Council meeting as a single exception due to the project being time limited.**

On a vote being taken the matter was approved unanimously.

26. Nest – letter about the change in contribution rates  
27. LCR – Winter edition

28. Cornwall Council Special Bulletin – they had extended the closing date for the consultation on Adult Social Care Policies to Monday 12<sup>th</sup> March.
29. Email from a local resident, who worked with another local resident to try and restore the orchard in Tehidy Woods. Previously the Council had given them a grant towards this work and they were wondering whether the Council would consider giving them another grant.

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

**FC18/02/18.3**

**RESOLVED**

**that the Clerk would make enquiries about the set-up of the two residents working to restore the orchard in Tehidy Woods, whether they have an independent bank account etc. and that they would be sent a grant application form.**

On a vote being taken the matter was approved unanimously.

30. Email advertising the Governments roll out of smart meters into all homes and businesses by 2020.
31. Report from Cllr Ford on NALC Consultations and asking whether the Council were interested in responding. The Consultations were Diversity; Major Road Networks; Waste Crime; and Review of Local Government Ethical Standards. **It was agreed that Cllr Ford would circulate the consultation paperwork on Diversity and the Review of Local Government Ethical Standards so that members could consider whether to include them on a future agenda.**

**FC18/02/19**

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

A copy of the Clerk's report was circulated to members. The Clerk reported that the first item on her report was not for discussion tonight, if the Council wanted to discuss it would need to be an agenda item for a future meeting.

- The Clerk circulated some advice she had received from the SLCC regarding officers and the Code of Conduct further to an incident at a recent meeting.
- The Governance Review Committee are working extremely hard to ensure that the Council has all the necessary procedures and policies in place to ensure compliance with the General Data Protection Regulation (GDPR) by the 25<sup>th</sup> May 2018. The GDPR will be introduced into UK law and by this time a new Data Protection Act will replace the Data Protection Act 1998. The legislative changes will bring several key changes to the way we as a public authority are required to deal with data. This has tremendously

increased the work of the Committee. The Clerk is booked onto a training course hosted by CALC. It is also believed that there are other training courses being scheduled which members of the Committee are interested in attending.

Under the Governance Review Terms of Reference as set by Full Council at the Annual Council Meeting the Committee can meet no more than six times per year unless the Full Council resolves that extra meetings are held for a specific reason.

On behalf of members of the Governance Review Committee, please could the Council consider allowing the Governance Review Committee to meet as many times as necessary this year to enable all the GDPR work to be properly completed and all the Council's policies to be properly reviewed.

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

**FC18/02/19.2**

**RESOLVED**

**that the Governance Review Committee could meet as many times as necessary to enable all the GDPR work to be properly completed and all the Council's policies to be properly reviewed.**

On a vote being taken the matter was approved unanimously.

- Are there any 2 councillors available to attend the Council Office before Wednesday next week to open the tenders, so that they can be copied and circulated with the Planning and Environmental Services Committee agenda packs.

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

**FC18/02/19.3**

**RESOLVED**

**that Cllrs Pavey and Mrs Roberts would attend the Council Office at 2pm on Tuesday 27<sup>th</sup> February 2018 to open the tender documents with the Clerk.**

On a vote being taken the matter was approved unanimously.

**FC18/02/20**

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

The Clerk had circulated email correspondence received between the Illogan Parish Neighbourhood Development Plan Steering Group and Cornwall Council and correspondence between the Clerk and the Senior Environmental Health Officer; copies of the correspondence are attached at the back of these minutes. The Clerk had also circulated copies of the Geophysical Survey Report and Land Contamination Reports; copies could be obtained by contacting the Clerk. It was agreed that the Clerk would send a copy of all the paperwork to the Illogan Parish Neighbourhood Development Plan Steering Group.

Cllr Mrs Roberts reported that she had met with George Eustice MP, he had agreed to follow up with Cornwall Council. She had not received any response to date. She had spoken to his secretary last week to remind him that she still expected a response. She had copies of correspondence sent from George Eustice MP to a Cornwall Council Planning Officer and to Cllr Ekinsmyth.

Cllr Ekinsmyth reported that he had been directly and personally attacked during public participation without evidence; it was inappropriate and unnecessary. He felt that personal attacks should be backed up with evidence. He had put a lot of energy into Cornwall Council refusing the initial planning application, which then went to appeal and was passed by the Planning Inspector; during this whole process the application was being dealt with within the confines of planning law. He kept everyone informed and attended meetings held in the Robartes Arms. He pursued the office of George Eustice MP when he wasn't getting any answers. He was disappointed that he hadn't been kept fully informed. The Cornwall Council Planning Department had acted down the line and the Environmental Health team went off on their own and didn't let anyone know what they were doing. He tried to get a meeting with the Diocese, there was strict criteria imposed for the meeting both by the Council and the public who wanted a fully open public meeting which the Diocese did not want; he failed to organise the meeting but it was not for want of trying. He assured members that he was 100% a supporter of the whole parish. When the reserved matters application was made it would be open to public and consultee comment. He was happy to meet members of the public anytime to discuss the issues raised face to face.

Cllr Szoka asked whether we should try and get a rule imposed that all sites should be tested for anthrax before building is approved or do we accept the advice from Cornwall Council and let it go?

It was felt that if such a rule applied to this area then it would and should also be applied to the whole of Cornwall.

Members were unsure whether it could be included in the Illogan Parish Neighbourhood Development Plan considering all of the inspections the plan had to go through.

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

**FC18/02/20.2**

**RESOLVED**

**that there would be an agenda item on the next meeting to consider asking CALC to forward on behalf of this Council a draft policy for use nationally by NALC for the testing of anthrax before agricultural land is built on.**

On a vote being taken the matter was approved unanimously.

**FC18/02/21**

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

**a. Police**

It was agreed that the Clerk would write and ask when the next Police Liaison meeting would be held.

**b. Representatives to Outside Organisations**

There were no reports from representatives to outside organisations.

**c. Illogan Parish Neighbourhood Development Plan Steering Group**

The Illogan Parish Neighbourhood Development Plan Steering Group were well on their way to getting all of the information circulated for the six-week pre-submission consultation. The Group had already received one comment because of the early delivery of the Illogan Review. All letters would be collated and posted on Monday 26<sup>th</sup> February and all documents uploaded to the website on the 1<sup>st</sup> March.

He felt that the Cornwall Council Bereavements Officer had not told the Council anything that had not already been reported to them. The Council didn't agree any future actions. If the Council want to include a section on cemetery space in the Illogan Parish Neighbourhood Development Plan they would need to complete the work, consult the public and have it approved by Full Council. Mr McKimm had offered to sit down with 2 Cllrs to discuss options.

Cllr Mrs Roberts said that Cllrs work hard and had full diaries, who did he want to do it, it needed to be looked at in context and the Council prioritised their workload.

It was agreed that Cllrs Ekinsmyth and Pavey would meet with Mr McKimm of the Illogan Parish Neighbourhood Development Plan Steering Group to discuss options, highlight sites and produce a report for Full Council.

**d. Cornwall Councillors**

Cllr Ekinsmyth reported that:

- The Cornwall Council element of the council tax would increase by 4.99% for the 2018/2019 fiscal year. This equated to a 2.99% increase which was the maximum allowed without having a referendum and 2% for adult social care. The budget created a tremendous debate; all councillors were aware of the economic climate. The Council had a 4-year business plan which could be viewed online and went onto the budgets in great detail. The 2019/2020 council tax increase would be 3.99% and there would be a 1.99% increase in the final year of the budget. Lots of things could happen between now and 2021;
- The capital programme had been approved;
- Cornwall Council had made its recommendations to the Boundary Committee on the Electoral Review. The Boundary Committee would make the final decision on the 87 divisions for Cornwall. The

proposals joined the Illogan Ward with Portreath and it would become the 'Illogan Portreath Ward'. Illogan Parish Council had wanted the whole of Illogan to be in one ward, however, the figures did not add up and the Boundary Commission worked on figures;

- He had been doing a lot of work on planning and dealing with some Leylandii trees that local residents wanted removed; and
- He had met with the Highways manager.

**FC18/02/22 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;  
AGREE WHERE TO DISCUSS AND TIMESCALES**

There were no items raised.

**FC18/02/23 DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 21<sup>st</sup> March 2018, 7.00pm in Penwartha Hall.

There being no further business the meeting closed at 8.40pm.

Signed .....

Date .....

<b>ACCOUNTS FOR PAYMENT FEBRUARY 2018</b>						
<b>Expenditure</b>	<b>Payee</b>	<b>Minute Number</b>	<b>Net Total (ex VAT)</b>	<b>Vat</b>	<b>Total (inc VAT)</b>	<b>Legislation</b>
Expenses	S Willsher	Partly CL18/01/21.2	£73.61	£11.48	£85.09	Local Government (Financial Provisions) Act 1963 s.5
Salaries	All employees		£3,468.48		£3,468.48	LGA 1972 s.112 and Income Tax Act 2007, s.38 and National Insurance Contributions Act 2015
Metal sleeve for Xmas trees	Nimonic Specialist Welders	CL18/02/10.2	£191.00		£191.00	LGA 1972 s.111(1)
Monthly Legionella control	Churchill Environmental Services	PM18/01/20.2	£28.50	£5.70	£34.20	LGA 1972 s.111(1); Health and Safety at Work Act (1974); Control of Substances Hazardous to Health Regulation (1994); HSE ACoP L8
IT Support and Web Hosting	iCT4 Limited		£90.00	£18.00	£108.00	LGA 1972 s.111(1)
Grant for playing at the Tolvaddon Christmas Lights Switch On Events	Illogan Sparmon Silver Band	CL18/02/8.2	£125.00		£125.00	LGA 1972 S.137
Grant for playing at the Illogan and Park Bottom Christmas Lights Switch On Event	Camborne Youth Band	CL18/02/9.2	£250.00		£250.00	LGA 1972 S.138
Expenses	J Curtis		£8.10		£8.10	Local Government (Financial Provisions) Act 1963 s.5
Road Closure application for the Illogan Christmas Lights Switch On Event	Comwall Council	CL17/08/9.2	£46.00		£46.00	LGA 1972 s.111(1)
Road Closure application for the Park Bottom Christmas Lights Switch On Event	Comwall Council	CL17/08/11.2	£46.00		£46.00	LGA 1972 s.111(1)
Contractor	DJM Gardening		£1,003.74		£1,003.74	LGA 1972 s.111(1)
Pasties for Park Bottom Christmas Lights Switch On Event	Park Bottom Stores	CL17/11/24.2	£50.00		£50.00	LGA 1972 s.111(1)
Glass panes for bus shelters	Redruth Glass Centre	PM17/01/22.2	£1,221.55	£244.31	£1,465.86	LGA 1972 s.111(1)
Petty Cash Top Up	S Willsher		£73.55		£73.55	LGA 1972 s.111(1)
Stationery and Printing	Complete Business Solutions		£919.50	£4.30	£923.80	LGA 1972 s.111(1)
Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00	LGA 1972 s.111(1)
<b>ted 31.01.18 (included in January accounting statements</b>						
Internet	BT		£125.70	£25.14	£150.84	LGA 1972 s.111(1)
		<b>TOTAL</b>	<b>£7,764.06</b>	<b>£317.60</b>	<b>£8,081.66</b>	

## **Email from the Illogan Parish Neighbourhood Development Plan Steering Group to Cornwall Council – 22<sup>nd</sup> January 2018**

Over the past 12 months of developing the Illogan Parish Neighbourhood Development Plan and attending Illogan Parish Council Planning meetings. A constant during this time has been the strong public opposition to the Glebe Field development, even going as far as suggesting that cattle infected with anthrax were buried on the field during the war. There is now evidence to suggest that there were indeed 2 cases of anthrax recorded in the parish during 1941/2 but no evidence as to where the carcasses were buried. This has led Illogan Parish Council Councillors to suggest we add a policy about this to the Neighbourhood Development Plan, see text below.

*May I suggest an urgent addition to the Neighbourhood plan if not too late, in light of the information regarding two cases of Anthrax recorded in Illogan in 1941 & 1942.*

*Can we write into the plan that any development on agricultural land must be preceded by a complete physical site survey by the appropriate authority to ensure no Anthrax is present? That Illogan Parish Council is made fully aware of method used and not relied upon by a desktop record investigation. To be overseen by public health or DEFRA? Not relying upon a planning department, who do not seem to be qualified to give 100% assurance for public safety.*

I am trying to approach the issue from an objective viewpoint. The suggestion above is flawed because in 1940s a great deal of the parish would have been agricultural land so any restriction would have to apply to the whole parish. My understanding is that contaminated land is a building regulations issue, not planning, could you please advise on how we handle this.

## **Email from Cornwall Council to the Illogan Parish Neighbourhood Development Plan Steering Group – 29<sup>th</sup> January 2018**

I've spoken again with Building Control and DM colleagues and had some information via them from the Environmental Health team.

They do not feel that the suggested policy below would be a reasonable and proportionate response to the risk – but also that the current system would be sufficient to protect against risk.

Contaminated land would be flagged as a constraint when a planning application is registered. The potentially contaminated land constraints used by the Council are based upon extensive data from a number of sources (e.g. former district councils, regulators, commercial providers.) Development that 'triggers' a constraint is required to submit a Phase I assessment. Evaluation of this assessment may lead to the conclusion that remediation works are necessary and that conditions can manage the risk, or that a Phase 2 assessment is required before the application is determined.

I'm still waiting to talk direct to an Environmental Health Officer because I suspect the next question would be –how can we make sure that the risk will be picked up at assessment stage – especially as the people raising the concern don't know where the risk is.... I will be asking whether a) they have any record of anthrax in the parish and b) could this be added to the constraints for contaminated land c) How would this be done and d) what level of information will be required.

When I get an answer to this I'll let you know.

## **Email from Cornwall Council to the Illogan Parish Neighbourhood Development Plan Steering Group – 29<sup>th</sup> January 2019**

Right – I have got the full story now from a senior Environmental Health Officer.

Anthrax is a pathogen not a substance and therefore does not come under the contaminated land legislation.

However, he has been working with colleagues in animal health to investigate reports of potential anthrax contamination in Illogan parish. Animal health have written reports for cases since the 1950s, which includes details of their disposal – but you report that this case is earlier than that and there is no written record of it.

If there is suspicion of anthrax, environmental health would take a precautionary approach. **In this case there was a full investigation, involving Public Health England and a geophysics survey was carried out which revealed no evidence of buried carcasses. The evidence from those reporting the incident was also conflicting – with some reporting that the carcasses were burnt and others that they were buried. In any case, the geophysics search was carried out and no burial pit found.**

I don't think there is evidence to reasonably justify a policy in the plan requiring an investigation into all sites. If the parish council require more reassurance I'd suggest contacting the Senior Environmental Health Officer for procedural issues –although he is in contaminated land rather than animal health, it is a public protection issue and he clearly has had dealings with this specific concern.

## **Email from the Illogan Parish Neighbourhood Development Plan Steering Group to the Clerk – 29<sup>th</sup> January 2018**

Please see the comments from Neighbourhood Planning Team at Cornwall Council regarding possibility of anthrax contamination in Illogan Parish and specifically Glebe Field.

It appears that Environmental Health at Cornwall Council have carried out a full investigation in conjunction with Public Health England, including geophysical ground survey which shows no burials.

I'm rather surprised that this information has not been made public before, are Illogan Parish Council aware of this information? I suggest Illogan Parish Council contact the Environmental Health Officer concerned and ask for copies of all the evidence and reports which could be used to alleviate public concerns over this matter.

## **Email from the Clerk to the Senior Environmental Protection Officer**

The Illogan Parish Neighbourhood Development Plan Steering Group have forwarded some correspondence to the Council from the Cornwall Council Neighbourhood Planning Officer. In the email the Officer states that:

*'Anthrax is a pathogen not a substance and therefore does not come under the contaminated land legislation.*

*However, he has been working with colleagues in animal health to investigate reports of potential anthrax contamination in Illogan parish. Animal health have written reports for cases since the 1950s, which includes details of their disposal – but you report that this case is earlier than that and there is no written record of it.*

*If there is suspicion of anthrax, environmental health would take a precautionary approach. **In this case there was a full investigation, involving Public Health England and a geophysics survey was carried out which revealed no evidence of buried carcasses. The evidence from those reporting the incident was also conflicting –with some reporting that the carcasses were burnt and others that they were buried. In any case, the geophysics search was carried out and no burial pit found.***

*I don't think there is evidence to reasonably justify a policy in the plan requiring an investigation into all sites. If the parish council require more reassurance I'd suggest contacting James Langley for procedural issues –although he is in contaminated land rather than animal health, it is a public protection issue and he clearly had had dealings with this specific concern.'*

Please could you forward copies of all the investigation reports of potential anthrax contamination in Illogan Parish. Please could you also forward all the information you have and copies of the full investigation completed that involved Public Health England including a copy of the geophysics survey

We look forward to hearing from you and receiving all the requested information.

## **Email from the Senior Environmental Protection Officer to the Clerk**

The site was investigated as part of the planning application for contaminated land purposes and a geophysical survey was undertaken also as part of this. This is all publicly available on the planning portal. On looking at the geophysical survey (and other information submitted with the application), there were no obvious or clear indications of any potential burial pits on the site.

Environmental health has not investigated the site themselves. Public Health England have been involved in an advisory capacity due a number of enquiries that were sent to our Public Health team and we undertook a records search as part of that enquiry which was inconclusive.

This department were also presented with two accounts from local residents with regard to potential carcass disposal in the field, however, there appeared to be a discrepancy with regards to the method of disposal of the carcasses. One account appeared to suggest that a carcass of a cow was being prepared for burning, however, the other account appears to

suggest burial with quick lime. If this was indeed the same incident that they were referring too, it is extremely unlikely they would use both methods of disposal (unless they were unrelated incidents). Obviously, carcasses were also buried or burnt for other reasons other than Anthrax. If carcasses were burned then the risks are likely to be lower than if the carcass was buried with lime.

We have had no record or any firm evidence of any anthrax carcass disposal at this site. The geophysical survey undertaken as part of the planning application was inconclusive.

The best option for this is agree a positive way forward with developers, but at the moment we have little evidence of anthrax disposal at the site and the planning decisions have already been made. Construction H&S is controlled through HSE legislation, guidance and procedures. I would also expect that any large animal bones (e.g. cow sized animal) would be treated with outmost caution any competent consultant would treat them as if anthrax was the reason and secure / contain / remove bones until laboratory analysis confirms whether anthrax present. Further information can be found vis this link  
<http://www.hse.gov.uk/construction/healthrisks/hazardous-substances/harmful-micro-organisms/anthrax.htm>

I trust this clarifies the matter for the time being. If you have any further enquiries then please do not hesitate to contact me.

**The Clerk has looked on the Cornwall Council Planning Portal and has printed off and attached the following:**

1. Geophysical Survey Report
2. Land Contamination Assessment – Phase 1 Report – Part 1 of 3
3. Land Contamination Assessment – Phase 1 Report – Part 2 of 3
4. Land Contamination Assessment – Phase 1 Report – Part 3 of 3