

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 16 October 2013 at 7:00 p.m.

PRESENT: Councillors G D Ford (Chairman), Mrs J Ferrett (Vice Chairman), R Bentley, Ms V Cadby, D Ekinsmyth, P Holmes, Mrs M Loxton, Mrs M Roberts, S Szoka and T Wilkins

IN ATTENDANCE: Ms J Whitmore (Admin. Assistant) and 4 members of the public

The Chairman explained the safety procedures.

### **FC13/10/08 CHAIRMAN'S WELCOME AND APOLOGIES**

The Chairman welcomed members and the public.

Apologies were received from Cllrs Miss K Bowden, L Pavey, S Richardson and Mrs M Thompson

### **FC13/10/09 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.

### **FC13/10/10 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no requests for dispensations.

### **FC13/10/11 PUBLIC PARTICIPATION (MAXIMUM OF 10 MINUTES – EVERY SPEAKER A LIMIT OF 3 MINUTES UNDER COUNCIL STANDING ORDERS)**

The members of the public present deferred speaking until the item on planning.

### **FC13/10/12 CHAIRMAN'S ANNOUNCEMENTS**

- The Chairman apologised for Minutes that had been distributed where the copier had only printed every other page.
- There were no formal appointments in the last four weeks but the Chairman was looking forward to representing the Civil Parish and Illogan Parish Council at Carn Brea's and Portreath's Remembrance Parades.
- The Illogan Remembrance Service was on 10 November, departing from the Royal British Legion Club at 2.15pm.

- The Circular Tour was arranged for Saturday 26 October, starting at 2.00pm at the Council Offices.

**FC13/10/13**

**TO RECEIVE A REPORT FROM THE CLERK**

The report had been circulated to members.

The Clerk had attended:

- a session on Neighbourhood Development Planning;
- the Cornwall Association of Local Council's Code of Conduct Consultation event
- a Community Network meeting (at which there was a consultation on Cornwall Council's budget for 2014/2015)
- the National Association of Local Council's Conference in Bristol;

Was currently attending:

- the Society of Local Council Clerk's National Conference.

The collation of the responses concerning the Illogan Park questionnaire had taken a considerable amount of time but the Clerk had obtained the maximum amount of information possible for the members.

The Chairman wished to record the members' thanks for the extra amount of work the Clerk had been required to do in collating the responses.

**FC13/10/14**

**TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 18 SEPTEMBER 2013 AND THE CHAIRMAN TO SIGN THEM**

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

**FC13/10/14.2**

**RESOLVED that the Minutes of the Meeting of the Committee held on 18 September 2013 be received and approved and signed by the Chairman.**

**On a vote being taken there were 10 votes FOR and 0 AGAINST.**

**FC13/10/15**

**TO RECEIVE AND APPROVE THE MINUTES OF THE EXTRA ORDINARY FULL COUNCIL MEETING HELD ON THE 9 OCTOBER 2013 AND THE CHAIRMAN TO SIGN THEM**

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

**FC13/10/15.2**

**RESOLVED that the Minutes of the Extra Ordinary Meeting of the Committee held on 9 October 2013 be**

received and approved, and signed by the Chairman.

**On a vote being taken there were 6 votes FOR, 1 AGAINST. Cllr Mrs Cadby did not vote.**

Cllr Holmes and one member of the public left the meeting at 7.15 pm.

**FC13/10/16      MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**FC13/10/17      TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:**

**i.    PLANNING AND ENVIRONMENT 2 OCTOBER 2013**

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

**FC13/10/17.2    RESOLVED      that the Minutes of the Planning and Environment Committee meeting held on 2 October 2013 be NOTED.**

On a vote being taken there were 5 votes FOR and 0 AGAINST.

**ii.   EVENTS COMMITTEE 16 SEPTEMBER 2013**

It was proposed by Cllr Wilkins, seconded by Cllr Bentley and

**FC13/10/17.3    RESOLVED      that the Minutes of the Events Committee meeting held on 16 September 2013 be NOTED.**

On a vote being taken there were 3 votes FOR and 0 AGAINST.

**FC13/10/18      TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL (PLANS - CLLR MRS FERRETT):**

- i.    IPC2013/043  
PA13/08395  
MR AND MRS BALES, TREGOOSE, 54 ALEXANDRA ROAD,  
ILLOGAN  
PROPOSED EXTENSIONS AND ALTERATIONS INCLUDING  
A DORMER WINDOW ON THE SOUTH ELEVATION AND A  
BALCONY ON THE NORTH ELEVATION**

Members of the public made the following comments:

- The applicant advised that the 1960s house was in need of modernisation. The owner had spoken to neighbours concerning the plans and understood there were no objections subject to

ladders and/or scaffolding being erected in the neighbours garden, that two architects had given their professional advice and believed the alterations were acceptable and would blend with the community and the architecture, and that the extension would leave a gap of approximately one metre between the property and the boundary wall. The extension would be no more than 5 ft from the front of the house that the window in the front would not overlook another property and the balcony would look over the fields at the back. He had not been made aware of the issues concerning the tramway at the time the house was purchased and had built the fence in good faith, but the new build would not affect the fence.

- A member of the public objected to the proposals due to boundary wall issue and were concerned that there would be an invasion of privacy if a balcony was erected. They also raised concerns regarding vehicular access which could be potentially dangerous.
- A member of the public used the adjoining tramway when walking and believed the property fence/extension would encroach on the tramway.

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

**FC13/10/18.2 RESOLVED that Illogan Parish Council object to Planning Application PA13/08395, Tregoose, 54 Alexandra Road, Illogan, proposed extensions and alterations including a dormer window on the South elevation and a balcony on the North elevation, due to the property's potential encroachment on the adjoining public footpath which had been the subject of a public enquiry in 2001. Further, the property would not be in keeping with the surrounding properties and the additions would have a dominating effect on the residential amenities of a neighbour. Illogan Parish Council recommends that the Planning Authority arrange a site inspection, and that the application is taken to full committee, particularly with regard to the accuracy of the plans and the boundary issues.**

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

Four members of the public left the meeting at 7.40 pm.

**ii. IPC2013/044  
PA13/08590  
MR I COLEMAN, 48 ALEXANDRA ROAD, ILLOGAN**

**FIRST FLOOR EXTENSION TO PROVIDE BEDROOM WITH EN SUITE. FIRST FLOOR BALCONY TO NORTH EAST ELEVATION**

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

- FC13/10/18.3 RESOLVED** that Illogan Parish Council support Planning Application PA13/08590,48 Alexandra Road, Illogan, First Floor Extension to provide Bedroom with En-suite and First Floor Balcony to North East Elevation, but with reservations concerning the balcony which would not be in keeping with the surrounding properties.

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

- FC13/10/19 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF SEPTEMBER 2013**

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

- FC13/10/19.2 RESOLVED** to receive the reports on payments and bank reconciliations for the month of September 2013.

On a vote being taken the matter was approved unanimously.

- FC13/10/20 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF OCTOBER 2013**

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

- FC13/10/20.2 RESOLVED** to authorise payment of accounts for the month of October 2013 in the sum of £6,675.47, with an additional £68.00 to the Illogan British Legion for Poppy Wreaths.

On a vote being taken the matter was approved unanimously.

- FC13/10/21 TO RECEIVE A REPORT FROM THE CLERK ON HEALTH AND SAFETY AND AGREE FUTURE ACTIONS**

The report was circulated to the members. The Clerk confirmed that a fire risk assessment had been completed and monthly checks were now in place for the fire alarm system.

- FC13/10/22 TO RECEIVE, APPROVE AND ADOPT THE COUNCIL'S HEALTH AND SAFETY PLAN**

The Council's Health and Safety Plan was circulated to the members.

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

**FC13/10/22.2 RESOLVED to receive, approve and adopt the Council's Health and Safety Plan**

On a vote being taken the matter was approved unanimously.

**FC13/10/23 TO APPROVE THE CLERK COMPLETING RISK ASSESSMENT TRAINING AND AUTHORISE THE ASSOCIATED EXPENDITURE**

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

**FC13/10/23.2 RESOLVED to approve the Clerk completing risk assessment training and to authorise the associated expenditure, subject to the cost being shared by Mawnan Parish Council**

On a vote being taken the matter was approved unanimously.

**FC13/10/24 TO RECEIVE A REPORT FROM THE CLERK ON THE PERFORMANCE OF THE COUNCIL'S CONTRACTORS**

A report was tabled by the Clerk confirming that the Council's contractors were performing well and completing all tasks as required.

**FC13/10/25 TO SET A DATE FOR A STAFFING COMMITTEE MEETING TO AGREE THE DOCUMENTS FOR THE PROJECT MANAGER TO ENABLE THE ILLOGAN PARK PROJECT TO PROGRESS**

It was agreed that the Staffing Committee meeting would be held on Friday 25<sup>th</sup> October 2013, 7pm in the Council Office.

Cllr Holmes and one member of the public returned to the meeting at 8.45pm.

**FC13/10/26 TO RECEIVE THE OPTIONS FROM CORNWALL COUNCIL REGARDING COMMUNITY NETWORKS PANELS AND CONSIDER A RESPONSE**

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

**FC13/10/26.2 RESOLVED that the Clerk should write to the Chairman of the Devolution and Localism Portfolio Advisory Committee stating that Illogan Parish Council regretted it did not consider the Community Network Panels would meet the requirements of the Parish Council nor the community of Illogan.**

On a vote being taken the matter was approved unanimously.

**FC13/10/27** **TO NOTE THE INVITATION FROM CALC TO THE 3RD LARGER COUNCILS CONFERENCE ON WEDNESDAY 20 NOVEMBER 2013, THE COMMUNITY CENTRE, TRISPEN FROM 10AM UNTIL 4PM; CONSIDER SENDING REPRESENTATIVES AND APPROVE THE ASSOCIATED EXPENDITURE**

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

**FC13/10/27.2** **RESOLVED** **that Cllrs D Ekinsmyth, Mrs M Roberts and T Wilkins, together with the Clerk, attend the Cornwall Association of Local Councils Conference on 20 November 2013 at Trispen, at a total cost of £126.00.**

On a vote being taken the matter was approved unanimously.

**FC13/10/28** **TO APPOINT A COUNCILLOR TO LINK WITH YOUNG PEOPLE CORNWALL AND REPORT BACK TO THIS COUNCIL**

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

**FC13/10/28.2** **RESOLVED** **to appoint Cllr Mrs M Loxton as the Link Councillor with Young People Cornwall, and that Cllr Loxton would report back to Full Council on a quarterly basis.**

On a vote being taken the matter was approved unanimously.

**FC13/10/29** **TO RECEIVE A REPORT FROM THE CLERK ON ADVICE FROM NALC REGARDING AGENDAS AND AGREE WHETHER TO IMPLEMENT A POLICY OR AMEND THE COUNCIL'S STANDING ORDERS**

A report had been circulated to the members. It was proposed by Cllr Ford, seconded by Cllr Wilkins and

**FC13/10/29.2** **RESOLVED** **to amend the Council's Standing Orders to ensure clearer guidelines with respect to setting agendas.**

On a vote being taken the matter was approved unanimously.

**FC13/10/30** **TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS**

- Cornwall Council Planning Committee regarding Hillcrest Farm, Voguebeloth – To consider appointing a member of the Illogan Parish Council's Planning Committee to speak at the Cornwall Council Planning Committee on 21 October.

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

**FC13.10/30.2 RESOLVED AS A SUBSTANTIVE MOTION to request that, on behalf of the Council, the Chairman of the Planning and Environment Committee attend the Cornwall Council Planning Committee meeting on 21 October regarding Hillcrest Farm, Voguebeloth.**

On a vote being taken there were 4 votes FOR and 3 against.

- Remembrance Services – Sunday 3 November, 11.00am Carn Brea and 2.00pm Portreath; Sunday 10 November, Illogan.

**FC13/10/31 TO RECEIVE A REPORT FROM THE CLERK, CLLR EKINSMYTH AND CLLR FORD ON THE NALC 'PUTTING COMMUNITIES FIRST' CONFERENCE**

Reports from the Clerk, Cllr Ekinsmyth and Cllr Ford were circulated to members.

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

**FC13/10/31.2 RESOLVED to receive the reports from the Clerk and from Cllrs Ekinsmyth and Ford on the National Association of Local Councils' 'Putting Communities First' Conference on 20 September 2013.**

On a vote being taken the matter was approved unanimously.

**FC13/10/32 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:**

**a. POLICE**

PCSO Morwenna Harris spoke to the report for 16 October 2013. During the period 19 September to 16 October 2013 there were 11 crimes recorded (against 28 for the same period last year – a decrease of 17), and 45 calls for police assistance (against 61 for the same period last year – a decrease of 16). The breakdown was as follows:

- 1 x Criminal Damage to Dwelling
- 1 x Criminal Damage to Vehicle
- 2 x Common Assault and Battery
- 1 x Assault Occasioning ABH
- 1 x Wound or Cause GBH with Intent
- 2 x Theft Non-specific
- 1 x Theft from Motor Vehicle
- 1 x Complain re: Dogs, Minor or Non-injury

1 x Production Concerned in Drugs Class B

The spate of vehicle damage which occurred over the summer months appeared to have stopped, with only one reported damage this period.

The assaults were all conducted by people known to the victim and were either domestic-related or a falling out between acquaintances.

There was a successful drugs warrant conducted on 15 October following intelligence gained by the police and there were arrests attached to this.

**b. REPRESENTATIVES TO OUTSIDE ORGANISATIONS**

There were no reports from representatives to outside organisations.

**c. CORNWALL COUNCILLORS**

Cllr Wilkins updated members on progress at Illogan School where the building works for the new Kernow School were progressing well. Complaints had been received by the contractors concerning mud along Nance Lane which they had done their best to address. The site manager had raised concerns about the amount of water running across the road at Parsonage Well.

**FC13/10/33 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS, AGREE WHERE TO DISCUSS AND TIMESCALES**

- Possible Youth Council
- Traffic control at Paynters Lane End

**FC13/10/34 DATE & TIME OF NEXT MEETING:**

Wednesday 20 November 2013, 7pm at the Penwartha Hall, Voguebeloth, Illogan.

There being no further business the meeting closed at 9.32 pm.

Signed .....

Date .....