

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 19 February 2014 at 7:00 p.m.

PRESENT: Councillors G D Ford (Chairman), Mrs J Ferrett (Vice Chairman), Mrs V Cadby, Mrs M Loxton, L Pavey, S Richardson, Mrs M Roberts, S Szoka, Mrs M Thompson and T Wilkins

IN ATTENDANCE: Ms S Willsher (Clerk), Ms J Whitmore (Admin. Assistant)

The Chairman explained the safety procedures.

FC14/02/01 CHAIRMAN'S WELCOME AND APOLOGIES

The Chairman welcomed councillors and members of the public.

Apologies were received from Cllrs R Bentley and D Ekinsmyth.

FC14/02/02 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.

FC14/02/03 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no requests for dispensations.

FC14/02/04 PUBLIC PARTICIPATION (MAXIMUM OF 10 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

There were no members of the public present.

FC14/02/05 CHAIRMAN'S ANNOUNCEMENTS

The Chairman thanked the Clerk and Admin Assistant for the extra hours involved in preparing a number of draft reports, policies and the Illogan Review. He also thanked the members for their valuable contributions to meetings. He apologised that two agenda items had been deferred.

He had attended a Traffic Management at Community Events course with the Clerk and the Council's external contractor and felt it had been invaluable when undertaking activities by the Council where the wider public were involved.

The Chairman recommended to members that they attend the Annual General Meeting of the Cornwall Association of Local Councils on 20 February and the September conference which would focus on changes related to the next budget round. He also recommended that members continued to read the Local Council Review.

FC14/02/06 TO RECEIVE A REPORT FROM THE CLERK

The Clerk had attended the Traffic Management and Community Events training event which helped with understanding the requirements when arranging events such as the Christmas Lights and also attended the Society of Local Council Clerks Regional Conference. The cleaner had given notice and it was necessary to advertise for a new one.

FC14/02/07 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 15 JANUARY 2014 AND THE CHAIRMAN TO SIGN THEM

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

FC14/02/07.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 15 January 2014 and the Chairman to sign them, with the amendment that Cllr Mrs Loxton was in attendance.

On a vote being taken there were 9 votes FOR and 0 against.

FC14/02/08 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

- i. The Devolution Committee had received a response from Cornwall Council following submission of the business plan for the purchase of Illogan Park. A number of issues had been raised and a letter was sent to Cornwall Council with the request that they reply within 14 days. The next Devolution Committee meeting was planned for 10 March.
- ii. The Clerk had sent a further letter to First Bus and Cornwall Council requesting that they attend a meeting. There had been no response to date.
- iii. The item agendas concerning weed spraying and Mary's Well would go to the Planning meeting on 5 March.

FC14/02/09 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

- i. **Planning and Environment Committee 4 December 2013 (Deferred from the January Full Council Meeting)**
- ii. **Planning and Environment Committee 8 January 2014**
- iii. **Events Committee 13 January 2014**
- iv. **Governance Review Committee 22 January 2014**
- v. **Events Committee 3 February 2014**
- vi. **Planning and Environment Committee 5 February 2014**
- vii. **Devolution Committee 10 February 2014**

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

- FC14/02/09.2 RESOLVED to note the minutes of the meetings since the last Full Council meeting for:**
- i. **Planning and Environment Committee 4 December 2013**
 - ii. **Planning and Environment Committee 8 January 2014**
 - iii. **Events Committee 13 January 2014**
 - iv. **Governance Review Committee 22 January 2014**
 - v. **Events Committee 3 February 2014**
 - vi. **Planning and Environment Committee 5 February 2014**
 - vii. **Devolution Committee 10 February 2014**

On a vote being taken the matter was approved unanimously.

- FC14/02/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF JANUARY 2014**

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

- FC14/02/10.2 RESOLVED to receive the reports on the payments, receipts and bank reconciliations for the month of January 2014.**

On a vote being taken the matter was approved unanimously.

- FC14/02/11 TO RATIFY THE EXPENDITURE FOR THE RENEWAL FOR THE ANTI-VIRUS FOR THE OFFICE COMPUTERS, THE HEALTH AND SAFETY SIGNS FOR MANNINGHAM WOOD AND THE CLERK ATTENDING THE SLCC REGIONAL CONFERENCE.**

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

- FC14/02/11.2 RESOLVED to ratify the expenditure for the renewal for the anti-virus for the office computers, the Health and Safety signs for Manningham Wood and for**

the Clerk attending the SLCC Regional Conference.

On a vote being taken the matter was approved unanimously.

FC14/02/12 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF FEBRUARY 2014

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

FC14/01/10.2 RESOLVED to authorise payment of accounts for the month of February 2014 in the sum of £7,129.50 including VAT.

On a vote being taken on the matter there were 9 votes FOR and 0 AGAINST.

FC14/02/13 TO CONSIDER THE FOLLOWING GRANT APPLICATIONS:

i. Cornwall Air Ambulance Trust (LGA 1972 S.137)

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

FC14/02/13.2 RESOLVED that there would not be a grant made to Cornwall Air Ambulance.

On a vote being taken there were 5 votes FOR and 3 votes AGAINST.

ii. Cornwall Animal Hospital Charity (LGA 1972 S.137)

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

FC14/02/13.3 RESOLVED that there would not be a grant made to Cornwall Animal Hospital Charity.

On a vote being taken there were 9 votes FOR and 0 votes AGAINST.

iii. Camborne Community Centre and the Donald Thomas Centre (LGA 1972 S.137)

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

FC14/02/13.4 RESOLVED that there would not be a grant made to Camborne Community Centre and the Donald Thomas Centre.

On a vote being taken the matter was approved unanimously.

FC14/02/14 TO RECEIVE A REPORT FROM THE CLERK ON SUBMISSION OF PLANNING COMMENTS AND AGREE ANY APPROPRIATE ACTIONS

Illogan Parish Council's planning comments had been logged under 'public comments' and not 'consultee comments'. The Clerk had spoken to Cornwall Council and the problem had been rectified. The comments would now be monitored to ensure that they were logged in the correct way.

There had also been anomalies with some of the comments uploaded to Cornwall Council's planning portal and the Clerk had also spoken to Cornwall Council about this. This situation would also be monitored.

FC14/02/15 TO RECEIVE A REPORT FROM THE CLERK ON HEALTH AND SAFETY AND AGREE FUTURE ACTIONS

The Clerk reported that all Health and Safety arrangements had been drafted. Due to the volume, half would be examined at the next Governance Review Committee meeting and half at the following meeting.

FC14/02/16 TO RECEIVE AND APPROVE THE REVISED HEALTH AND SAFETY POLICY AS RECOMMENDED BY THE GOVERNANCE REVIEW COMMITTEE AND THE CHAIRMAN AND CLERK TO SIGN IT

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

FC14/02/16.2 RESOLVED to receive and approve the revised Health and Safety Policy as recommended by the Governance Review Committee and the Chairman and Clerk to sign it.

On a vote being taken the matter was approved unanimously.

FC14/02/17 TO NOTE THE CALC AGM ON THURSDAY 20 FEBRUARY 2014, 7PM IN THE COUNCIL CHAMBER, NEW COUNTY HALL AND APPOINT MEMBERS TO ATTEND AND VOTE

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

FC14/02/17.2 RESOLVED to note the Cornwall Association of Local Council's Annual General Meeting on 20 February and to appoint Cllr Mrs Thompson to attend and vote.

On a vote being taken the matter was approved unanimously.

FC14/02/18 TO RECEIVE A REPORT FROM THE CLERK ON THE WEBSITE AND ARRANGEMENTS FOR BACKING UP DATA, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Clerk reported that the current website was in need of updating, was expensive and was restrictive. Preliminary enquiries indicated that a more modern website for less money could be achieved. The Clerk recommended that if the Council was minded to seek another company for the website it would be sensible to start obtaining quotes now to enable a new website to go live as soon as the current website went offline. Cllr Wilkins suggested the format should reflect the Illogan Review.

The Clerk also advised that encrypted external hard drives had also been recommended and it was believed that two should be purchased so that one could be retained in the office while the other could be stored offsite.

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

FC14/02/18.2 RESOLVED that the website update and purchase of two external hard drives would be deferred to the Finance and Resources Committee with a maximum budget of £1,500.

On a vote being taken the matter was approved unanimously.

FC14/02/19 TO RECEIVE CORNWALL COUNCIL'S CONSULTATION OF HOME TO SCHOOL TRANSPORT AND AGREE FUTURE ACTIONS

Having declared an interest Cllr Wilkins left the meeting at 8.20 pm.

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

FC14/02.19.2 RESOLVED to receive and note Cornwall Council's Consultation of Home to School Transport.

On a vote being taken the matter was approved unanimously.

Cllr Wilkins returned to the meeting at 8.24 pm.

FC14/02/20 TO RECEIVE CORNWALL COUNCIL'S MOBILE SERVICES CONSULTATION AND AGREE FUTURE ACTIONS

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

FC14/02/20.2 RESOLVED that given the sufficient amount of time for responses to the consultation the matter would be deferred to the next Full Council

meeting to allow members time to consider the questionnaire and their responses.

On a vote being taken the matter was approved unanimously.

FC14/02/21

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

- a. Press release from Cornwall Council announcing changes to their management structure.
- b. Email from Mr McCormick, Rolling Rock, concerning the possibility of a take-away food service.
- c. Email from Cornwall Council concerning help available for residents affected by storm and flood damage.
- d. Invitation from Cornwall Area of Outstanding Natural Beauty to the annual Forum 'Planning for Future Communities' on 22 March.

FC14/02/22

TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

a. Police

PCSO Morwenna Harris spoke to the report for 19 February 2014. During the period 15 January 2014 to 19 February 2014 there were 16 crimes reported (against 15 for the same period last year – an increase of 1), and 81 calls for police assistance (against 47 for the same period last year – a increase of 34).

The breakdown was as follows:

- 3 x Assault ABH
- 1 x Criminal Damage to Vehicle
- 1 x Criminal damage to dwelling
- 1 x Common assault and battery
- 1 x Theft steal in dwelling
- 1 x Theft non specific
- 5 x Burglary
- 1 x Sexual assault on female
- 1 x S5 Public Order
- 1 x Communications Act

The large increase in calls was mainly due to the severe weather and included calls regarding trees and power lines. There were no serious crimes to note. One of the Assault ABH was a domestic incident, one a fall-out between friends and the other following an access dispute. All were very minor incidents. The sexual assault was a historic incident but only reported to the police recently. The burglaries were potentially the same offender as all occurred in the Tehidy area on the same evening.

b. Representatives to Outside Organisations

Cllr Mrs Loxton reported on Young People Cornwall. She had made contact with Toni Robinson and had already been to the Youth Club on three occasions. There were two age groups, 8 to 14 years and 14 years plus. Her intention was to attend on a regular basis and it was agreed that she would provide a regular report to this Committee.

c. Cornwall Councillors

Cllr Wilkins did not have a report for this meeting.

FC14/02/23

TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES

It was agreed that the format of the Annual Parish meeting and Annual Council meeting would be discussed.

FC14/02/14

DATE & TIME OF NEXT MEETING:

Wednesday 19 March 2014, 7.00 pm at Penwartha Hall, Voguebeloth, Illogan.

There being no further business the meeting closed at 8.50 pm.

Signed

Date