

ILLOGAN PARISH COUNCIL

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

PRESENT: Councillors G D Ford (Chairman), Mrs J Ferrett (Vice Chairman), R Bentley (until point mentioned), Mrs V Cadby, D Ekinsmyth, Mrs M Loxton, L Pavey, S Richardson, Mrs M Roberts, S Szoka, and T Wilkins

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

The Chairman explained the safety procedures.

FC14/03/01 CHAIRMAN'S WELCOME AND APOLOGIES

The Chairman welcomed Councillors and members of the public.

Apologies were received from Cllr Mrs Thompson

FC14/03/02 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.

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

There were no requests for dispensations.

FC14/03/04 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.

FC14/03/05 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded members of the normal rules of debate. The bulk of work since the last meeting involved background work relating to current issues.

FC14/03/06 TO RECEIVE A REPORT FROM THE CLERK

The bus shelter opposite Homecroft Surgery had been installed. The Clerk met the contractors on site to confirm the placing of the bus shelter. When on site it became apparent that members had not discussed which way the bus shelter should face. As the workmen were on site the Clerk made a delegated decision to face the bus shelter towards the existing footway and had a small concrete path

installed to the side of the bus shelter to enable bus users to get to the bus without damaging the grass. There had been an additional cost for the path which seemed excessive and had been queried.

There had been a problem with the office computers where important emails were not being sent but remained in the outbox. The invoice had appeared somewhat excessive and had been queried. The Finance & Resources Committee were looking into IT provision which would prevent this from happening in the future.

FC14/03/07 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 19 FEBRUARY 2014 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Ford, seconded by Cllr Mr Richardson and

FC14/03/07.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 19 February 2014 and the Chairman to sign them.

On a vote being taken on the matter there were 11 votes FOR and 0 against.

FC14/03/08 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

- a. Nothing had yet been heard from the bus company.
- b. Weed treatment had been discussed at the Planning & Environment Committee meeting.
- c. Cllr Mrs Thompson was not at the meeting and would report on the Cornwall Association of Local Council's Annual General Meeting at the next Full Council meeting.
- d. Comments on planning applications were now being uploaded to the Cornwall Council website in the correct manner.

FC14/03/09 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

- i. **Finance and Resources 12 February 2014**
- ii. **Planning and Environment Committee 19 February 2014**
- iii. **Governance Review Committee 26 February 2014**
- iv. **Events Committee 3 March 2014**
- v. **Planning and Environment Committee 5 March 2014**

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

FC14/03/09.2 RESOLVED to note the minutes of the meetings since the last Full Council meeting for:

- i. **Finance and Resources 12 February 2014**

- ii. **Planning and Environment Committee 19 February 2014**
- iii. **Governance Review Committee 26 February 2014**
- iv. **Events Committee 3 March 2014**
- v. **Planning and Environment Committee 5 March 2014**

On a vote being taken the matter was approved unanimously.

FC14/03/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF FEBRUARY 2014

The Clerk reported that although she had spoken to a representative of Hedleys the cheque for legal advice had still not been banked.

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

FC14/03/10.2 RESOLVED to receive the reports on the payments, receipts and bank reconciliations for the month of February 2014.

On a vote being taken the matter was approved unanimously.

FC14/03/11 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF FEBRUARY 2014

The Clerk was asked to provide a comparison of charges by Southern Electric to determine if the new ground-source heat pump had helped to decrease costs.

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

FC14/03/11.2 RESOLVED to withhold payment of the cheque to Bus Shelters Ltd and to authorise payment of accounts for the month of March 2014 in the sum of £105,500.17 including VAT.

On a vote being taken on the matter there were 11 votes FOR and 0 AGAINST.

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

FC14/03/11.3 RESOLVED that the Clerk should write to Bus Shelters Ltd advising that members had considered the extra cost of the path was excessive and requesting a detailed explanation of costs, including the number of additional man hours, the amount of extra cement and sand, and the depth of the path.

FC14/03/12 TO RECEIVE A REPORT FROM THE CLERK ON HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Cllr Richardson left the meeting at 7.42pm.

The Clerk reported that the final Health and Safety policies would be considered at the next Governance Committee meeting. The Clerk had received initial confirmation that she had passed the Risk Assessment qualification and was waiting for a final mark from the external verifiers.

Cllr Richardson returned to the meeting at 7.44pm.

FC14/03/13 TO RECEIVE AND APPROVE THE DRAFT RETENTION OF DOCUMENTS POLICY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC14/03/13.2 RESOLVED to receive and approve the draft Retention of Documents Policy and that the Clerk would liaise with neighbouring Council Clerks to determine if their procedures were an improvement on the draft policy.

On a vote being taken the matter was approved unanimously.

FC14/03/14 TO RECEIVE A MOTION FROM CLLR S RICHARDSON 'THAT ILLOGAN PARISH COUNCIL ADOPTS THE CORNISH LANGUAGE POLICY' AND AGREE ANY FUTURE ACTIONS

It was proposed by Cllr Szoka and seconded by Cllr Ekinsmyth to adopt the Cornish Language Policy, with the addition of a caveat that any expenses involved above £20.00 should be referred to either the Finance and Resources Committee or Full Council for approval. On a vote being taken there were 3 votes FOR and 3 votes AGAINST. The Chairman used his casting vote AGAINST and the motion fell.

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

FC14/03/14.2 RESOLVED to adopt the Cornish Language Policy.

On a vote being taken on the matter there were 5 votes FOR and 4 AGAINST.

Cllr Mrs Loxton requested that all policy documents should be presented to the Governance Review Committee in the first instance.

FC14/03/15 TO RECEIVE ANY RECOMMENDATIONS FROM THE DEVOLUTION COMMITTEE MEETING HELD ON THE 17 MARCH 2014, AGREE ANY FUTURE ACTIONS AND ASSOCIATED EXPENDITURE

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

FC14/03/15.2 RESOLVED to receive and approve the recommendation from the Devolution Committee that Illogan Parish Council make a formal bid to Cornwall Council for the sale of the freehold of Illogan Park for £1 subject to contract; that the business plan be amended with the removal of the £50,000 for the skate park and the devolution grant from Cornwall Council being reduced to £25,000 and be resubmitted to Cornwall Council; to formally request the asbestos reports, electrical reports, information on Transfer of Undertakings (Protection of Employment) (TUPE) and all other relevant reports and to request a response in 14 days.

On a vote being taken on the matter there were 10 votes FOR and 2 AGAINST.

FC14/03/16 TO CONSIDER THE FORMAT FOR THE ANNUAL PARISH MEETING AND ANNUAL COUNCIL MEETING, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC14/03/16.2 RESOLVED that the format for the Annual Parish Meeting and the Annual Council Meeting would follow the same format as in the previous year; that the Clerk would write to the organisations who had received grant funding requesting that they attend and give a report and that members consider nominations for the Ray Uren Award.

On a vote being taken the matter was approved unanimously.

Cllrs R Bentley and Mrs V Cadby left the meeting at 8.35pm.

Cllr Mrs Cadby returned to the meeting at 8.37pm.

FC14/03/17 TO RECEIVE CORNWALL COUNCIL'S MOBILE SERVICES CONSULTATION AND AGREE FUTURE ACTIONS (DEFERRED FROM THE FEBRUARY MEETING)

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

FC14/03/17.2 RESOLVED to receive Cornwall Council's Mobile Services Consultation and that Cllrs Ekinsmyth and Mrs Loxton, in consultation with the Clerk, would prepare a response to Cornwall Council's Mobile Services Consultation and would investigate potential future options, including using the Mobile Library's current stock of books, home service and possible hubs for static library services within Illogan.

On a vote being taken the matter was approved unanimously.

FC14/03/18 TO NOTE THE HOME OFFICE CONSULTATION IN RELATION TO SETTING FEES FOR LICENSING ACT 2003 AND CONSIDER A RESPONSE

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

FC14/03/18.2 RESOLVED to note the Home Office consultation in relation to setting fees for the Licensing Act 2003 and that Cllrs Ford and Mrs Roberts, in consultation with the Clerk, would prepare a response.

On a vote being taken the matter was approved unanimously.

FC14/03/19 TO CONSIDER CELEBRATING THE 100TH ANNIVERSARY OF THE OUTBREAK OF WORLD WAR ONE AND THE 75TH ANNIVERSARY OF THE OUTBREAK OF WORLD WAR TWO, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC14/03/19.2 RESOLVED to refer options for commemorating the 100th Anniversary of the First World War and the 75th Anniversary of the Second World War to the Events Committee.

On a vote being taken the matter was approved unanimously.

FC14/03/20 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS

1. Invitation to attend the Pool Refuse Transfer Station (RTS) Liaison Group meeting on Monday 24 March 2014. NOTED.
2. Cornwall Council – Strategic Policies – Proposed Submission Document March 2014 – posters to be displayed and details of consultation. NOTED.
3. LCR magazines – Spring 2014. AVAILABLE FOR CIRCULATION.

4. Cornwall Council – Landscape and cumulative impact guidance for wind & solar development training – 8 April 2014. NOTED.
5. Invitation to the Camborne, Pool, Illogan and Redruth Community Network meeting on Tuesday 15 April 2014. NOTED
6. South West Conference of Local Council Associations Regional Conference 2014 – Wednesday 30 April 2014. NOTED. Cllr Ford would be attending as a member of the National Association of Local Councils and would report at the next Full Council meeting.
7. CALC email re changes to employment law and ACAS training course being held in Plymouth on the 8 April. NOTED

FC14/03/21

TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

a. Police

PCSO Jenny Adams spoke to the report for 19 March 2014. During the period 19 February 2014 to 19 March 2014 there were 21 crimes reported (against 33 for the same period last year – a decrease of 12), and 41 calls for police assistance (against 46 for the same period last year – a decrease of 5).

The breakdown was as follows:

- 2 x Assault ABH
- 1 x Criminal Damage to Vehicle
- 1 x Criminal Damage to Dwelling
- 5 x Common Assault & Battery
- 1 x Theft of pedal cycle
- 3 x Theft non-specific
- 1 x Rape of a female under 16
- 1 x S5 Public Order
- 1 x Production of Class B Drug Cannabis
- 1 x Possession of Class B Drug Cannabis
- 1 x Complaint re dogs minor and non-injury
- 1 x Unauthorised taking of a motor vehicle
- 1 x Cause Intentional Harassment Alarm Distress
- 1 x Breach Restraining Order

Four of the above crimes (the two relating to cannabis, the affray and the assault) all related to one domestic incident where the offending party had been to court for the offences.

The rape of a female was not a stranger rape and happened within a property.

It was agreed that the Clerk would send a thank you/ congratulatory letter to the outgoing PCSO, Morwenna Harris, who had joined the police as a regular police officer. PCSO Adams would be assisted by PC Buckley and PCSO Kearsley.

b. Representatives to Outside Organisations

There was nothing to report.

c. Cornwall Councillors

Cllr Wilkins reported that he had been involved with bedroom tax rebates and a replacement shed on the Penwartha Estate.

In February he had attended an Active Plus event to present certificates to participating members – an organisation primarily for local ex-service personnel who had suffered mental stress in war zones.

The roads at Illogan Downs were being re-dressed where wrong adhesive and size of chippings had been used.

A number of consultation forms had been circulated concerning the mobile library and Cllr Wilkins strongly supported retaining this service. A number of static libraries had had their opening hours reduced.

Fishing businesses affected by the floods and storms since December could apply for assistance from Cornwall Council and the Marine Management Organisation.

Since 2009 apprenticeships in Cornwall had increased into high double figures and this was hopefully a sign that things were improving in a small way.

Section 106 monies totalling £29,807 would be available shortly to Illogan Parish Council as part of the Illogan Park Business Plan. Cornwall Council were still waiting for asbestos reports.

Cllr Wilkins recently graduated at Exeter with a 2.1 in Health and Adult Care. The Chairman requested the Clerk to send a congratulatory email to Cllr Wilkins.

FC14/03/22 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS, AGREE WHERE TO DISCUSS AND TIMESCALES

No items were raised.

FC14/03/23 DATE & TIME OF NEXT MEETING:

Wednesday 16 April 2014, 7.00 pm at Penwartha Hall, Voguebeloth, Illogan.

There being no further business the meeting closed at 9.10 pm.

Signed

Date