

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 20th March 2013 at 7:00 p.m.

**PRESENT:** Councillors D Ekinsmyth (Chairman), T. Wilkins, (Vice Chairman), R Bentley, Ms V.R. Cadby, Mrs J Ferrett, G.D. Ford, J.V. Mayne, L Pavey, S Richardson, S Szoka, Mrs M Thompson

**IN ATTENDANCE:** Ms S Willsher, Clerk; Ms J Whitmore, Admin. Assistant; PCSO M Harris (until point mentioned); Mr M James, Cornwall Council (until point mentioned); Mr D Edwards, Cornwall Council (until point mentioned); Mr M Williams, First Devon and Cornwall (until point mentioned) and Mr C Bennetts, First Devon and Cornwall (until point mentioned).

**FC13/03/1** The Chairman explained the safety procedures.

**FC13/03/2** **CHAIRMAN'S WELCOME & APOLOGIES FOR ABSENCE**

The Chairman welcomed all present. Apologies for absence were received from Cllr P Holmes.

**FC13/03/3** **MEMBERS TO DECLARE PERSONAL AND PREJUDICIAL INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY EXCEEDING £25**

Cllr Ford declared an interest in the grant application from St Illogan Church.

**FC13/03/4** **TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

Cllr Ekinsmyth said that he would bring the Police Report forward to the next item to allow PCSO Morwenna Harris to return to police duties.

**FC13/03/5** **TO RECEIVE A REPORT FROM THE POLICE**

PCSO Harris spoke to the report for March 2013.

The number of crimes for the period 20/02/13 to 20/03/13 was 16, namely:

- Theft Non Specific x 2,
- Theft from motor vehicle x 2,
- Theft from shop x 1,
- Non counting Action Fraud x 1,
- Burglary x 1,
- Common Assault and Battery x 1,
- Assault Occasioning ABH x 4,
- Drive or attempt to drive excess alcohol in body x 1,
- Cause incite female U13 engage in sexual x 1,
- Harassment x 1,
- Communications Act x 1

The figures compared to 25 for the same period in 2012, a decrease of 9.

The number of calls for police assistance for the period 20/02/13 to 20/03/13 was 44. This compared to 83 for the same period in 2012, a decrease of 39.

PCSO Harris explained that due to restructuring, PC Trewern had returned to Camborne Response and PCSO Harris was currently being assisted by Illogan South Team. In response to a question she said that there would not be any consultation on the restructuring with the council or police officers prior to the plans being finalised.

In response to a question about dogs either being led from or following cyclists on the highway, PCSO Harris said that she believed that as long as the bicycle was not on the pavement and the dog was under close control there was no offence.

In response to a question PCSO Harris explained the police procedure for dwelling burglaries.

PCSO Harris left the meeting at 7.10pm.

**FC13/04/5**

**TO DISCUSS THE RURAL BUS SERVICE WITH DAVID EDWARDS, GROUP LEADER – PASSENGER TRANSPORT, TRANSPORT SERVICE, CORNWALL COUNCIL AND A REPRESENTATIVE OF THE FIRST DEVON & CORNWALL BUS COMPANY**

The Chairman welcomed David Edwards from Transport Service, Cornwall Council, and Melvyn Williams (General Manager) and

Clive Bennett (Supervisor) from First Devon and Cornwall Bus Company.

Mr Edwards explained his role and outlined the history of the bus service and the impact the reduction in the budget had on the service. In 2011 companies were invited to tender for the provision of a supported bus service; First Devon and Cornwall won the contract. There were a few teething problems and the early performance was not up to standard. He was pleased that First Devon and Cornwall's performance had improved over the last few months. The bus routes were regularly monitored and tested to ensure that the buses were arriving at the stops within the 'areas of tolerance'. He explained how the bus service was run, the funding streams and likely budget cuts and the statutory entitlement for concessionary travel.

He then answered questions from members on route blocking, the bus shelter scheme, disabled travel, travel with pushchairs, the cost of the Real Time signage at bus stops, stopping buses in rural areas in locations other than at bus stops, the moving of a bus stop in the parish, the need for bus routes to include a stop at Camborne Redruth Community Hospital and ongoing contact and publicity of alterations to bus routes.

Messrs. Edwards, Williams and Bennett left the meeting at 7.40pm.

## **FC13/03/6**

### **TO RECEIVE CORRESPONDENCE**

The Chairman welcomed Mark James, Community Network Manager, and said that Cornwall Council had been in contact regarding the possible devolution of Illogan Park. It was considered beneficial to invite Mr James to the meeting to explain Cornwall Council's proposals and answer Members' questions before formally writing. It was agreed to consider this as the next item on the agenda.

Mr James explained that Cornwall Council were willing to discuss devolving assets to Town and Parish Councils. Cornwall Council would consider negotiating the transfer of the freehold where they were legally able to. The "Crichel Down Rules" meant that any land that was purchased under a Compulsory Purchase Order had to be offered to the original owner for first refusal. Cornwall Council would need to check the legal documents for Illogan Park before they could confirm whether they would be able to transfer the freehold to Illogan Parish Council if that was what the Council wanted.

Mr James reassured Members that any discussions regarding transfer of freehold of assets would be held, in the first instance, with Illogan Parish Council.

Cllr Mayne stated that before 1935 Illogan Parish Council owned Illogan Park.

Mr James said that Carn Brea Parish Council had compiled a list of sites and parcels of land they would be interested in potentially taken over. He confirmed that if Illogan Parish Council expressed an interest, Cornwall Council would be willing to open discussions.

Cllr Ekinsmyth thanked Mr James for attending the meeting.

Mr James left the meeting at 7:50 p.m.

**FC13/04/7 PUBLIC PARTICIPATION**

There were no comments from the public.

**FC13/04/8 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman apologised for not being able to attend the last meeting. Since the last meeting had attended:

- a pre-application meeting at Cornwall Council, Dolcoath offices;
- a Green Ripple meeting;
- the Election Open Days;
- all other Parish Council meetings.

**FC13/04/9 TO RECEIVE A REPORT FROM THE CLERK**

The Clerk report that she:

- attended the Neighbourhood Development Planning Training day in Bodmin with Cllr Ekinsmyth and Jo Whitmore.
- reviewed and updated most of the Council's policies and produced policies referred to in other documents. The remainder will be completed by the April Full Council meeting.
- organised the Election Open Days, produced information leaflets for prospective candidates and collected candidate packs from Cornwall Council.
- organised tender documents and advertising for new contractor to undertake the footpaths maintenance. The new

contractor will be appointed at the Planning Committee meeting on 24th April.

- had continued induction and training of the Admin. Assistant.
- looked into fire safety requirements and obtaining quotes.
- met Ben Dickinson at Parsonage Well to discuss maintenance requirements.

Cllr Ford congratulated the officers on the excellent effort made in producing the literature and notices for the Election Open Days.

**FC13/04/10 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON THE 20<sup>TH</sup> FEBRUARY 2013 AND THE CHAIRMAN TO SIGN THEM**

Page 94, FC13/02/8, final paragraph – Change “Cllr Ford” to “Cllr Mrs Ferrett”.

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

**FC13/04/10.2 RESOLVED that the Minutes of the Full Council Meeting held on Wednesday 20 February 2013 are received and approved with the above amendment and the Minutes are signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**FC13/03/11 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF FEBRUARY 2013**

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

**FC13/03/11.2 RESOLVED that the statement of payments, receipts and bank reconciliations for the month of February 2013 are received.**

On a vote being taken the matter was approved unanimously.

**FC13/03/12 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF MARCH 2013**

Cllr Ekinsmyth spoke to the list of payments for March 2013.

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

**FC13/03/12.2 RESOLVED that accounts totalling £7,956.35 are approved for payment in March 2013.**

On a vote being taken the matter was approved unanimously.

Cllr Mayne reminded Members that new bank signatories may be required after the elections in May; it was agreed that the Clerk will look into the Council's banking arrangements.

**FC13/03/13 TO CONSIDER THE GRANT APPLICATION RECEIVED FROM ST ILLOGAN CHURCH**

Cllr Ford left the meeting.

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

**FC13/03/13.2 RESOLVED that the Clerk ask for more details on what the historical panel portrayed, maintenance issues and funds available. The Clerk will also check to see what monies the Council contributes each year, and investigate use of the noticeboard in the entrance.**

On a vote being taken the matter was approved unanimously.

Cllr Ford re-entered the meeting.

**FC13/03/14 TO RECEIVE AND APPROVE THE REVISED STANDING ORDERS**

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

**FC13/03/14.2 RESOLVED that the Council receive and approve the revised Standing Orders.**

On a vote being taken the matter was approved unanimously.

**FC13/03/15 TO REVIEW THE COUNCIL'S FINANCIAL REGULATIONS; POLICY AND PROCEDURES FOR THE TREATMENT OF ALCOHOL AND DRUG ABUSE; GRANT POLICY; PRESS/MEDIA POLICY AND TRAINING POLICY**

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

**FC13/03/15.2 RESOLVED that the Council approve the reviewed Financial Regulations, Policy and Procedures for the Treatment of Alcohol and Drug Abuse, Grant Policy, Press/Media Policy and Training Policy.**

On a vote being taken the matter was approved unanimously.

**FC13/03/16 TO RECEIVE AND APPROVE THE DRAFT ABSENCE MANAGEMENT POLICY**

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

**FC13/03/16.2 RESOLVED that the Council receive and approve the draft Absence Management Policy.**

On a vote being taken the matter was approved unanimously.

**FC13/03/17 TO RECEIVE AND APPROVE THE DRAFT ANNUAL LEAVE POLICY**

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

**FC13/03/17.2 RESOLVED that the Council receive and approve the draft Annual Leave Policy.**

On a vote being taken the matter was approved unanimously.

**FC13/03/18 TO REVIEW THE DRAFT DISCIPLINARY POLICY**

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

**FC13/03/18.2 RESOLVED that the Council approve the reviewed Disciplinary Policy.**

On a vote being taken the matter was approved unanimously.

**FC13/03/19 TO REVIEW THE DRAFT GRIEVANCE POLICY**

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

**FC13/03/19.2 RESOLVED that the Council approve the reviewed Grievance Policy.**

On a vote being taken the matter was approved unanimously.

**FC13/03/20 TO REVIEW THE DRAFT CODE OF PRACTICE FOR HANDLING COMPLAINTS**

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

**FC13/03/20.2 RESOLVED that the Council approve the reviewed Code of Practice for Handling Complaints.**

On a vote being taken the matter was approved unanimously.

**FC13/03/21 TO REVIEW THE EQUAL OPPORTUNITIES POLICY**

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

**FC13/03/21.2 RESOLVED that the Council approve the reviewed Equal Opportunities Policy.**

On a vote being taken the matter was approved unanimously.

**FC13/03/22 TO RECEIVE THE COMMUNITY INFRASTRUCTURE LEVY PRELIMINARY DRAFT CHARGING SCHEDULE CONSULTATION DOCUMENTS AND CONSIDER A RESPONSE**

Cornwall Council's "Community Infrastructure Levy: Preliminary Draft Charging Schedule" had previously been circulated. Further to discussion:

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

**FC13/03/22.2 RESOLVED that the procedure as laid out in the consultation document is noted and that currently the CIL rates would seem to be appropriate.**

On a vote being taken the matter was approved unanimously.

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

**FC13/03/22.3 RESOLVED to refer the detailed questions included in the CIL Consultation to the Planning and Environment Committee for a full response.**



**FC13/03/23 TO RECEIVE THE CORNWALL LOCAL PLAN STRATEGIC POLICIES 2010-2030 PRE-SUBMISSION DOCUMENT MARCH 2013 AND CONSIDER A RESPONSE**

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

**FC13/03/23.2 RESOLVED that the Planning and Environment Committee consider the Local Plan Strategic Policies 2010-2030 Pre-Submission Document and recommend a response to the April meeting of the Full Council.**

**FC13/03/24 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND RECOMMEND ACTION**

The list of Correspondence was circulated at the meeting:

- Town and Parish Council Newsletter (circulated via email)
- Cornwall Council – New census tool for town and parish councils
- Cornwall Council – Information – Benefits are changing – advising how they can help
- Cornwall Council – DCLG Supporting Communities in Neighbourhood Planning document
- Cornwall Council – Community safety have your say survey (circulated by email)
- Cormac – Bridge East, Bridge – proposed strengthening works
- NALC – Putting Communities First Conference – 19<sup>th</sup> September in Bristol

**FC13/03/25 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:**

**Representatives to Outside Organisations**

Cllr Ford recommended that the Council have a representative attend the "Putting Communities First Conference" on 19 September, and that this be raised at the June Full Council meeting following the elections.

Cllr Mayne said that there would be a Mineral Tramways meeting in early April 2-13/

Cllr Szoka attended the Illogan Village Hall meeting on 26 February 2013.

### **Cornwall Councillors**

Cllr Wilkins spoke to his report. The Transport, Waste and Environment Committee had been discussing the devolution of public toilets. Cornwall Council were starting to transfer the freehold of sites and have reached many agreements with Town and Parish Councils. Cornwall Council faced a £170 million cut in Government funding and therefore significant reductions in resources for non-statutory services. The public convenience budget had been halved. The running costs for public conveniences varied between £4,000 and £20,000 per annum. Cornwall Council had invested about £850,000 in making capital improvements to the remaining facilities, improving access for people with disabilities and installing energy and water saving measures to help cut future running costs. They have also allocated revenue grants for Town and Parish Councils of around £600,000 for the 2013/14 financial year to help with the transition. Cllr Wilkins said that there were no public conveniences in Illogan. The toilets at Illogan Park had been condemned. He would like Illogan Parish Council to take on the freehold of the park and build a changing room and toilet facility that the parish could be proud of.

Cllr Ford asked Cllr Wilkins whether he had any information on library services. Cllr Wilkins confirmed that the budget for 2013/14 would see libraries remain open.

**FC13/03/26**

### **TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

Members asked that there was an item to consider the possible devolution of Illogan Park. They also believed that there was government funding available to improve parks and asked the Clerk to look into possible funding streams and that this was discussed at a future meeting.

**FC13/03/27**

### **DATE & TIME OF NEXT MEETING:**

Wednesday 17th April 2013, 7.00 p.m. at the Penwartha Hall, Voguebeloth, Illogan.

There being no further business the Chairman closed the meeting at 8:50 p.m.