

ILLOGAN PARISH COUNCIL

Minutes of Illogan Parish Council Meeting held at the Penwartha Hall on Wednesday, 20th June 2012 at 7.00 p.m.

PRESENT: Councillors D Ekinsmyth (Chairman), T. Wilkins, (Vice Chairman), R. J. Bentley, R Benney, Ms V. R Cadby, G.D. Ford, P Holmes, J.V. Mayne, S.R.S. Szoka, I. Yates

IN ATTENDANCE: Ms S Willsher, Locum Clerk and three members of the public

The Chairman explained the safety procedures.

FC12/06/1 TO RECEIVE APOLOGIES FOR ABSENCE

The Chairman welcomed all present. Apologies for absence were received from Cllr S Richardson.

FC12/06/2 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

There were no interests declared.

FC12/06/3 PUBLIC PARTICIPATION

Mr Ridge apologised for the confusion over the date of the Party in the Park.

FC12/06/4 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had attended the presentation of cycling awards at Illogan School.

Cllr I Yates entered the meeting at 7.01pm.

FC12/06/5 TO RECEIVE AND APPROVE THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THE 16TH MAY 2012 AND THE CHAIRMAN TO SIGN THEM

Minute AM12/05/1.2 was proposed by Cllr Mayne.

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

FC12/06/5.2 Resolved *that the minutes of the Annual Council Meeting held on Wednesday 16th May 2012 are received and approved with the*

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amendment to minute AM12/05/1.2 and signed by the Chairman.

On a vote being taken the matter was approved by a majority vote.

FC12/06/6 TO RECEIVE AND APPROVE THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON THE 16TH MAY 2012 AND THE CHAIRMAN TO SIGN THEM

The page numbering should start on page 12.

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

FC12/06/6.2 Resolved ***that the minutes of the Annual Parish Meeting held on Wednesday 16th May 2012 are received and approved with the amendment to the page numbering and signed by the Chairman.***

On a vote being taken the matter was approved by a majority vote.

FC12/06/7 TO RECEIVE AND APPROVE THE MINUTES OF THE PLANNING AND ENVIRONMENT COMMITTEE HELD ON WEDNESDAY 22ND MAY 2012

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

FC12/06/7.2 Resolved ***that the minutes of the Planning and Environment Committee meeting held on the 22nd May 2012 are received.***

On a vote being taken the matter was approved by a majority vote.

FC12/06/8 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF MAY 2012

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

FC12/06/8.2 Resolved ***that the statement of payments, receipts and bank reconciliations for the month of May 2012 are received.***

On a vote being taken the matter was approved unanimously.

FC12/06/9 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF JUNE 2012

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

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FC12/06/9.2 Resolved *that accounts totaling £11,442.98 are approved for payment in June 2012.*

On a vote being taken the matter was approved unanimously.

FC12/06/10 TO ADOPT THE STANDING ORDERS

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

FC12/06/10.2 Resolved *to adopt the standing orders.*

On a vote being taken the matter was approved unanimously.

FC12/06/11 TO APPOINT STANDING COMMITTEES, AGREE TERMS OF REFERENCE AND CONFIRM MEMBERS ON EACH COMMITTEE

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

FC12/06/11.2 Resolved *to appoint the following committees, terms of reference and membership*

Finance and Resources Committee

Membership – 9 members

Chairman – Cllr D Ekinsmyth
Vice Chairman – Cllr T Wilkins
Cllr R Bentley
Cllr Ms V Cadby
Cllr G Ford
Cllr J Mayne
Cllr S Szoka
Cllr I Yates
Vacancy

Terms of Reference

Purpose

- To prepare and recommend the annual budget and precept for approval by the Full Council
- To monitor income, expenditure and budgetary positions through the year
- To monitor and review the Council's annual subscriptions
- To prepare forward financial forecasts
- To monitor and review capital purchases and leases

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- To review office facilities and equipment
- To prepare, monitor and review the Council's risk assessments and policies
- To monitor and review the Council's insurance provision
- To monitor and review the Council's banking arrangements

Governance

Committee of Illogan Parish Council

Planning and Environmental Services Committee

Membership – 9 members

Chairman – Cllr D Ekinsmyth
Vice Chairman – Cllr T Wilkins
Cllr R Bentley
Cllr R Benney
Cllr G Ford
Cllr J Mayne
Cllr S Richardson
Cllr S Szoka
Vacancy

Terms of Reference

Purpose

- To comment on planning development and control matters to Cornwall Council as statutory consultees
- To hold pre-application discussions and meetings
- To deal with all transportation and highways matters
- To monitor the maintenance of footpaths and green spaces in the parish
- To monitor agency working with Cornwall Council and other agencies

Governance

Committee of Illogan Parish Council

Resources

Delegated responsibility for the Amenities (except Christmas Lights), Bus Shelters, Footpaths Maintenance, Parish Signs, Bins, Verge Clearing budgets.

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Staffing Committee

Membership – 4 members

Chairman – Cllr D Ekinsmyth
Vice Chairman – Cllr T Wilkins
Previous Chairman – Cllr S Szoka
Cllr R Benney

Terms of Reference

Purpose

- To compile and monitor terms and conditions of all council employees
- To agree job descriptions, person specifications, adverts and contracts for council employees
- To interview and appoint council employees when appropriate
- To receive and take the relevant action with regard to all employee complaints and grievances
- To complete annual performance reviews for all council employees
- To monitor and approve training requirements for all employees

Governance

Committee of Illogan Parish Council.
Council Members will be appointed at the Annual Council Meeting.

Resources

Delegated responsibility for the staffing budgets.

Events Committee

Membership – 4 Cllrs and co-opted members of the public

Cllr R Benney
Cllr R Bentley
Cllr G Ford
Cllr T Wilkins

Terms of Reference

Purpose

To provide and facilitate events and activities to be hosted by the Council.

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To promote public participation in the Gardening Competition, Christmas Lights Switch On Events and any other appropriate event to be held.

Scope

Christmas trees, Christmas lights, entertainment, competitions, parade, judges, prizes, prize giving, events

Governance

Committee of Illogan Parish Council.
Council Members of the Events Committee are appointed at the Annual Parish Meeting. Representatives of Community Organisations, partner agencies and interested members of the public may be co-opted onto the Committee provided they accept and adhere to Illogan Parish Council's Code of Conduct and Standing Orders.

There must be a minimum of three Illogan Parish Councillors present at a meeting for any decision to be made. Only Illogan Councillors may vote on decisions taken by this Committee.

Resources

Delegated responsibility for the Christmas Lights and Events budget.

Complaints Committee

Membership – 4 members

Cllr Bentley
Cllr G Ford
Cllr J Mayne
Cllr I Yates

Terms of Reference

Purpose

- To receive notifications of alleged breaches of the Code of Conduct
- To seek documentary and other evidence from the person or body with statutory responsibility for investigation of the matter
- To seek and share information relevant to the complaint

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- To grant the member involved a financial indemnity in respect of legal costs, which shall be in accordance with the law and subject to approval by a meeting of the Full Council

Governance

Committee of Illogan Parish Council.

There must be a minimum of three Illogan Parish Councillors present at a meeting for any decision to be made. Only Illogan Councillors may vote on decisions taken by this Committee.

On a vote being taken the matter was approved unanimously.

FC12/06/12 TO APPOINT MEMBERS TO OUTSIDE BODIES

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

FC12/06/12.2 Resolved ***that the following members are appointed to outside bodies:***

CALC – Cllrs Ekinsmyth and Szoka

Illogan Village Hall Management Committee – Cllrs Bentley and Szoka

Illogan Parish Regeneration Group – Cllrs Ekinsmyth and Ford

Tolvaddon Regeneration Group – Cllr Ekinsmyth and Ford

Footpath Member – Cllr Benney

Friends of Manningham Woods – Cllr Bentley

Mineral Tramways – Cllr Mayne

On a vote being taken the matter was approved unanimously.

FC12/06/13 TO ADOPT A NEW CODE OF CONDUCT TO COME INTO FORCE ON THE 1ST JULY 2012

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

FC12/06/13.2 Resolved ***to adopt the interim Code of Conduct to come into force on the 1st July 2012.***

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

It was agreed that the report from the police would be brought forward to the next item.

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FC12/06/14 TO RECEIVE A REPORT FROM THE POLICE

During this period there were fifteen crimes reported:

- 5 x theft from vehicle
- 2 x criminal damage to vehicle
- Burglary
- Common assault and battery
- Drunk and disorderly
- Possession of drug – class B cannabis
- Theft from shop
- Assault occasioning ABH
- Rape of a male child under 13
- Theft of pedal cycle

This was a decrease of eleven crimes on the same period last year.

During this time there were seventy two calls for police assistance. This was an increase of thirty one calls on the same period last year.

The theft from vehicles mainly related to the theft of catalytic converters from vans, there had been a large increase recently in the CPR area of this crime and there was a specialist team looking into finding the offenders.

On Saturday 23rd June 2012 at 2pm, there would be a presentation for the Illogan BMXers Club at 'The Track'. Prizes will be given out by Steve Tonkin. Due to his commitments and dwindling attendance it had been decided that this would be the end of the sessions. The club was started by The NBT due to issues raised about anti-social behavior and damage being caused in Manningham Woods. Since the club began there had been a decrease in the complaints received by the police. There had been some really positive outcomes from the group and those who had made the effort and put time into it had reaped the benefits. One of the lads was doing work experience down there and was hoping to work there in the future. The police thanked all those that helped by either giving time or money. It had been a really positive experience for those that took part and as well as gaining practical skills, a strong work ethic and exercise some had improved their self-confidence and were now mixing with other young people who they wouldn't have done initially and have learnt some social skills which would aid them in the future.

The police left the meeting at 7.44pm.

In response to a question Cllr Wilkins confirmed that the Track would be available for use but would not be organised as it had previously been.

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FC12/06/15 TO RECEIVE A REPORT FROM THE LOCUM CLERK ON ROSEMULLION PARK, CONSIDER ON-GOING MAINTENANCE AND ENTERING DISCUSSIONS WITH CORNWALL COUNCIL TO DEVOLVE THE SERVICE TO THIS COUNCIL

The Locum Clerk reported that there had been concerns raised regarding the condition of Rosemullion Park. She had spoken to Cornwall Council who advised that there was no capacity for them to increase their activities in the Park; if anything they would be looking to do less. It was suggested that this would be a facility that they would devolve to this council. This council's contractor had spoken to an inspector who said that the wooden play equipment needed treating; this was not a priority for Cornwall Council. The Locum Clerk estimated that if the council were minded to take over the park there would be an initial outlay for equipment of about £600 and the annual maintenance would cost in the region of £5,500-6,000.

Members felt that they had a responsibility to the residents to ensure the future of the play facility. Cllr Ford said that he had studied the council's budgets and believed that there were funds available.

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

FC12/06/15.2 Resolved *that the Locum Clerk starts negotiations with Cornwall Council to devolve Rosemullion Park to this Council on a freehold basis with funding.*

On a vote being taken the matter was approved unanimously.

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

FC12/06/15.3 Resolved *that necessary maintenance is completed in Rosemullion Park.*

On a vote being taken the matter was approved unanimously.

FC12/06/16 TO RECEIVE AN EMAIL FROM MR STUART WALLACE, CORNWALL COUNCIL PUBLIC SPACE OFFICER, AND AGREE APPROPRIATE ACTIONS

Cllr Ekinsmyth explained the history of the site and the complaint of youth playing ball games on the green space and causing a nuisance to neighbours.

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

FC12/06/16.2 Resolved *to seek to obtain the green space at*

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Sunnyside Park from Cornwall Council on a freehold basis.

On a vote being taken the matter was approved unanimously.

FC12/06/17 TO CONSIDER AUTHORISING MR ANDREW TOMPSETT TO PLANT THE DRINKING TROUGH AT ST MARY'S WELL AT A COST OF £20

Cllr Wilkins said that he was donating the money to plant the drinking trough.

FC12/06/18 TO CONSIDER INVESTIGATING THE FEASIBILITY OF THE ROBARTES ARMS BUILDING AND OTHER SITES/BUILDINGS AS POSSIBLE COUNCIL OFFICES AND PRODUCING A SHORT REPORT ON EACH SITE

Cllr Yates said that the Robartes Arms building was centrally located and had historic value. He was concerned that it would deteriorate if left unoccupied. He felt that there was an opportunity to split the ground and first floors and provide a useful facility for the parish. He suggested that the council should look at the feasibility of the building.

Cllr Wilkins said that he had spoken to the estate agent. The building was on the market for £215,000. It needed to be completely re-wired and the floor levels varied on the ground floor. The estate agent felt that it would not be suitable for the purposes of the council. They estimated that it would cost in the region of £100,000 to renovate. It was hoped that the building could be retained as an amenity for the village in the form of a public house and eatery. The estate agents were negotiating an offer received on the building.

Cllr Ford applauded Cllr Yates for his sideways thinking. He felt that there would be difficulties getting approval to borrow and with current legislation.

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

FC12/06/18.2 Resolved *that the Locum Clerk declares the councils interest in the Robartes Arms building with the vendor and that work is completed on the viability and costings of purchasing and renovating the building.*

On a vote being taken the matter was approved unanimously.

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The press left the meeting at 8.34pm.

FC12/06/19 TO CONSIDER STORAGE ARRANGEMENTS FOR COUNCIL ASSETS AND AGREE APPROPRIATE ACTION

Cllr Wilkins said that the Christmas lights and decorations were currently being stored in the council office which wasn't practical. The council had nowhere to store machinery; which would be increased if the council took on any extra services. The Locum Clerk spoke to the price list for storage facilities.

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

FC12/06/19.2 Resolved *that the council rents suitable storage facilities for its assets.*

On a vote being taken the matter was approved unanimously.

FC12/06/20 TO RECEIVE INFORMATION ON THE CORNWALL COUNCIL GOVERNANCE REVIEW AND AGREE A RESPONSE

Cllr Wilkins said that the Cornwall Council meeting to discuss governance had been cancelled. Members noted the information received on the governance review and agreed to defer a response until further information had been received.

FC12/06/21 TO NOTE THE LOCATIONS OF THE 'HAVE YOUR SAY' QUESTIONNAIRES AND POST BOXES AND THE DATES AND TIMES OF THE STREET BRIEFINGS AND SURGERIES

The locations of the 'Have Your Say' questionnaires and post boxes and the dates and times of the street briefings and surgeries was noted.

FC12/06/22 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND RECOMMEND ACTION

The Audit Commission had sent a consultation of the appointment of an external auditor for 2012/13 and future years. Members agreed to support the Audit Commissions proposals to appoint Grant Thornton UK LLP as our auditor.

The Wellbeing Centre was taking part in Illogan Parish Fair and were hosting a Cornish Dance night.

Members asked that this Council received credit for financially supporting Illogan Parish Fair in any press releases or articles produced.

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Cllr Ekinsmyth was disappointed that the Party in the Park was poorly supported by Councillors. He would appreciate members to show their support and attend Illogan Parish Fair.

FC12/06/23 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES

a. Representative to outside organisations

Cllr Ekinsmyth reported that the Green Ripple project was moving forward. They were setting up a community interest company. He hoped that a representative would be able to attend a meeting of this council.

b. Cornwall Councillors

Cllr Wilkins reported that about one hundred and fifty people attended the Party in the Park despite the inclement weather. He thanked everyone for all of their help; especially the sustained and unrestricted enthusiasm on the youth football group. The envelopes would be distributed to pupils of Illogan School that were not at the event during a school assembly. He had circulated a questionnaire about the public conveniences in the village in the Illogan Review. He had received one hundred and fifty two responses requesting toilets. The resolution of issues with the new waste contract seemed to be on track.

The Locum Clerk spoke to a report received from Cllr Mrs Robinson. The opening of the new cycle way and footpath through the Tolvaddon Energy Park and the traffic calming measures were very good news and would make a very big difference to local residents.

The preferred site of the new Fire station was the Tolvaddon site and this would go to Cabinet for decision in July. This was also very positive and had received support from Carn Brea, Camborne and Hayle local councils. Once the decision was made, if agreed, the fire service would consult with local residents on provision of a community space, which would be of great benefit to the Tolvaddon residents.

At Cornwall Council, she was a member of the single issue panel scrutinising the setting up of a public/private business partnership to deliver council services such as revenues and benefits. This would be a massive change for Cornwall and could potentially be a big risk as well as possibly providing more jobs by taking on other councils' work.

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The Adult Health scrutiny committee was also very busy with the huge amount of change in the NHS and healthcare. It was often hard to feel there was much the committee could do to scrutinise what was happening. The consultation on priorities for the new Health and Wellbeing Board was on Cornwall Council's website and she hoped members would contribute. The new Boards were being set up by the council and the new Health Watch would be commissioned by the council but with little direct member involvement so far.

She was always happy to be contacted by members on any issues raised.

FC12/06/24 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

There were no items raised to be discussed at future meetings.

FC12/06/25 DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 18th July 2012, 7pm in Penwartha Hall.

FC12/06/26 THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED

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

FC12/06/26.2 Resolved *that under the 1960 Public Bodies (admission to meetings) Act, the press and public are excluded due to the confidential nature of the business to be discussed.*

On a vote being taken the matter was approved unanimously.

Members of the public, the Locum Clerk and Cllr Holmes left the meeting at 8.54pm

FC12/06/27 TO RECEIVE AND APPROVE THE RECOMMENDATIONS FROM THE STAFFING COMMITTEE ON THE INTERVIEW PROCESS AND APPOINT MEMBERS TO INTERVIEW AND APPOINT AS APPROPRIATE

It was agreed that interviews would be held on Wednesday 18th July 2012 prior to the Full Council meeting. The first item on the agenda would be to receive a report from the Chairman on the interviews. The second item would be to approve the appointment of a Clerk.

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There being no further business the Chairman closed the meeting at 9.20pm.

Signed:

Date: