

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 17 September 2014 at 7:00 p.m.

PRESENT: Councillors G D Ford (Chairman), D Ekinsmyth, P Holmes, L Pavey, Miss J Pollock, S. Richardson, Mrs M Roberts and S Szoka

IN ATTENDANCE: Ms S Willsher (Clerk), Ms J Whitmore (Admin Assistant) and two members of the public (until point mentioned).

The Chairman explained the safety procedures.

FC14/09/01 CHAIRMAN'S WELCOME AND APOLOGIES

The Chairman welcomed the members of the public and Cllr Miss Pollock to her first Full Council meeting.

Apologies were received from Cllrs Mrs Cadby, Mrs R Clayton, Mrs Ferrett, Mrs Loxton, Mrs Thompson and Cornwall Cllr Moyle.

FC14/09/02 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 declarations of disclosable pecuniary or non-registerable interests.

FC14/09/03 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations.

FC14/09/04 THAT UNDER THE OPENNESS OF LOCAL GOVERNMENT BODIES AND REGULATIONS 2014 THAT STANDING ORDER 3L (PHOTOGRAPHING, RECORDING, BROADCASTING OR TRANSMITTING THE PROCEEDINGS OF A MEETING BY ANY MEANS IS NOT PERMITTED WITHOUT THE COUNCIL'S PRIOR WRITTEN CONSENT) IS SUSPENDED UNTIL THE COUNCIL'S STANDING ORDERS HAVE BEEN UPDATED TO INCORPORATE THE NEW PROVISIONS WHICH CAME INTO FORCE ON 6 AUGUST 2014

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

FC14/09/04.2 RESOLVED to suspend Standing Order 3L (photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means) until the Council's Standing Orders had been updated to incorporate the new provisions which came into force on 6 August 2014.

On a vote being taken the matter was approved unanimously.

FC14/09/05 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

A member of the public spoke with regard to Illogan Park, expressing concern that meetings had been cancelled and requesting information on when the transfer would take place. The Clerk explained that everything was going ahead and the delays related to information still forthcoming from Cornwall Council and the solicitors.

FC14/09/06 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had attended a number of engagements including Camborne Town Council's Civic Event, the Battle of Britain Memorial Service and Portreath's Royal Air Force Commemoration Service.

He had recently been elected Chairman of Finance for the National Association of Local Councils.

FC14/09/07 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 16 JULY 2014 AND THE CHAIRMAN TO SIGN THEM

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

FC14/09/07.2 RESOLVED to receive and approve the Minutes of the Full Council Meeting held on 16 July 2014 and the Chairman to sign them.

On a vote being taken on the matter was approved unanimously.

FC14/09/08 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

- FC14/07/7iii – letter regarding the buses had been compiled and sent – a response had been received from David Edwards, Cornwall Council.
- FC14/07/18.2 – response to the Department for Communities and Local Government Local Audit Consultation was submitted by the deadline.
- FC14/07/19.2 – letter had been sent to Helston Town Council.
- FC14/07/19.3 – letter had been sent to Chacewater Parish Council.

Cllr Mrs Roberts left the meeting at 7.14pm and returned at 7.15pm.

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

- i. **Devolution Improvements Working Group 8 July 2014**
- ii. **Events 14 July 2014**

- iii. **Devolution 15 July 2014**
- iv. **Staffing 21 July 2014**
- v. **Finance and Resources 23 July 2014**
- vi. **Planning and Environment 6 August 2014**
- vii. **Planning and Environment 20 August 2014**
- viii. **Events 1 September 2014**
- ix. **Planning and Environment 3 September 2014**

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

FC14/09/09.2 RESOLVED to note the minutes of the committee meetings held since the last Full Council meeting as follows:

- i. **Devolution Improvements Working Group 8 July 2014**
- ii. **Events 14 July 2014**
- iii. **Devolution 15 July 2014**
- iv. **Staffing 21 July 2014**
- v. **Finance and Resources 23 July 2014**
- vi. **Planning and Environment 6 August 2014**
- vii. **Planning and Environment 20 August 2014**
- viii. **Events 1 September 2014**
- ix. **Planning and Environment 3 September 2014**

On a vote being taken the matter was approved unanimously.

FC14/09/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTHS OF JULY AND AUGUST 2014

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

FC14/07/10.2 RESOLVED to receive reports on the payments, receipts and bank reconciliations for the months of July and August 2014.

On a vote being taken the matter was approved unanimously.

FC14/09/11 TO RATIFY THE ACCOUNTS PAID IN AUGUST 2014 AND AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF SEPTEMBER 2014 (UP TO DATE LIST TO BE TABLED AT THE MEETING)

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

FC14/07/11.2 RESOLVED to ratify payment of accounts for the month of August 2014 in the sum of £6,144.82.

On a vote being taken the matter was approved unanimously.

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

- FC14/07/11.3 RESOLVED** that the Clerk would write to South West Water to request they check the meter for accuracy and in case it was faulty and also write to the Consumer Council for water requesting their advice. South West Water would be advised that a separate letter was being sent to the Consumer Council.

On a vote being taken there were 6 votes FOR and 1 AGAINST.

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

- FC14/07/11.4 RESOLVED** to withhold the payment for £203.06 to South West Water until the problem surrounding the high water bill was resolved and to authorise payment of accounts for the month of September 2014 in the sum of £13,798.48.

On a vote being taken the matter was approved unanimously.

Two members of the public left the meeting at 7.30 pm.

- FC14/09/12 TO RECEIVE A RECOMMENDATION FROM THE FINANCE AND RESOURCES COMMITTEE THAT ALL COUNCILLORS SHOULD BE INVOLVED IN THE INTERNAL AUDIT PROCESS ON A ROTA BASIS AND AGREE ANY FUTURE ACTIONS**

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

- FC14/09/12.2 RESOLVED** that all councillors should be involved in the internal audit process.

On a vote being taken on the matter there were 7 votes FOR and 0 AGAINST.

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

- FC14/09/12.3 RESOLVED** that the internal audit process should be on a monthly basis.

On a vote being taken on the matter there were 7 votes FOR and 0 AGAINST.

It was proposed by Cllr Ford, seconded by Cllr Miss Pollock and

- FC14/09/12.4 RESOLVED** that the internal audit process would be undertaken on a rota basis with members volunteering for which month they are available to complete the audit. The Clerk would email members requesting volunteers and would keep a schedule.

On a vote being taken on the matter there were 4 votes FOR and 3 AGAINST.

- FC14/09/13 TO CONSIDER THE GRANT APPLICATION FOR CADOE SIBS YOUTH CLUB (LGA 1972 S.137)**

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

- FC14/09/13.2 RESOLVED** that the Clerk would write requesting that the Cadoe Sibs youth club provide further information on how much was required, how many members of the Club lived in Illogan, the location of the Club and requesting sight of the Club's financial records.

On a vote being taken the matter was approved unanimously.

- FC14/09/14 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was proposed by Cllr Ford, seconded by Cllr Miss Pollock and

- FC14/09/14.2 RESOLVED** to receive the report from the Clerk, as follows:
- The appointment of members to fill the vacancies on the Committees had been deferred until the vacancy on Full Council had been filled to enable all members of the Council to have the opportunity to be on Committees.
 - The Clerk would be unavailable from the 8 to 10 and the 27 to 31 October.
 - The Council was starting to look at budgets. If anyone wished to discuss any of the paperwork or accounts being sent out they could contact the Clerk.
 - Health and Safety work is ongoing.

On a vote being taken the matter was approved unanimously.

FC14/09/15 TO RECEIVE THE CORNWALL COUNCIL SCHEDULE OF FOCUSED CHANGES TO THE CORNWALL LOCAL PLAN – STRATEGIC POLICIES – PROPOSED SUBMISSION DRAFT MARCH 2014 CONSULTATION, AGREE A RESPONSE AND ANY FUTURE ACTIONS

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

FC14/09/15.2 RESOLVED to receive the Cornwall Council Schedule of Focused Changes to the Cornwall Local Plan and to respond that Illogan Parish Council had no further comment but would spend its time instead on developing a Neighbourhood Plan.

On a vote being taken on the matter there were 7 votes FOR and 1 AGAINST.

FC14/09/16 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS

1. Cornwall Council - Planning Conferences for Local Councils – Launceston 8 October at 2pm, St Austell 18 November at 2pm and Pool, 30 September at 2pm- £10 per delegate

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

FC14/09/16.2 RESOLVED that Cllrs Holmes and Miss Pollock would attend one of the Planning Conferences for Local Councils at a cost of £10 per delegate.

On a vote being taken the matter was approved unanimously.

2. Cornwall Council – Invitation to attend the Budget Consultation Meeting on Wednesday 15 October 2014, 7pm at Pool Innovation Centre – **To be discussed at FC14/09/19.**
3. Email and letter from Cllr John Pollard regarding the letter circulated from Chacewater Parish Council regarding Cornwall Council – **Noted.**
4. Email from Chacewater Parish Council – meeting regarding Cornwall Council on Tuesday 23 September 2014, 2pm in Chacewater Village Hall - **Cllrs Holmes and Miss Pollock would attend the meeting.**
5. Cornwall Council’s Leisure Provision Options Document Consultation– link to a questionnaire on survey monkey – **Noted.**
6. Cornwall Council invitation to attend the Cornwall Community Flood Forum’s third AGM on Wednesday 1 October, 9.30am- 3.30pm at The Eden Project – **Noted.**
7. Email from the First Group regarding changes to the bus service from the 7 September 2014 – **Noted.**

8. Letter from David Edwards, Cornwall Council Group Leader Passenger Transport regarding Bus Services in response to this Council's letter – **Copy of the letter would be circulated to members.**
9. Letter from the Department for Communities and Local Government regarding Illogan Parish Council's comments on the Operational Programme for Cornwall and Isles of Scilly and confirmation that Cornwall and the Isles of Scilly will continue to have the same freedoms and flexibility to set local priorities and spending choices for European funding allocated to the region – **Noted.**
10. Devon and Cornwall Police and Crime Panel has put out a call for evidence as part of a scrutiny review in relation to the "Police and Crime Commissioner's joint announcement with the Chief Constable in respect of Devon and Cornwall Police Public Contact Strategy – Station Enquiry Rationalisation" – **Noted.**

FC14/09/17

TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

Police

The Clerk had received notification that the Police would no longer send a representative to the Parish meetings, nor supply a written report. A report could be accessed via the internet which was not detailed and which included Portreath's statistics.

It was proposed by Cllr Ford, seconded by Cllr Miss Pollock and

FC14/09/17.2

RESOLVED

that the Clerk would write stating that members regretted the decision, that the electronic report lacked detail, that at the very least a representative should attend the Annual Parish Assembly and advising that a copy would be sent to the Police Commissioner.

On a vote being taken the matter was approved unanimously.

Representatives to Outside Organisations

There were no reports from representatives to outside organisations.

Cornwall Councillors

Cllr Ekinsmyth reported that since being in post he had been appointed to the Planning West Committee, the Devolution and Localism Committee and the Transport & Waste Committee.

Another £196M, representing a 30% decrease, would be cut from the budget in the next four years.

Cllr Ekinsmyth stated he would work for Illogan Parish Council on any matters members wished to put forward to Cornwall Council.

The papers for Illogan Park had been signed off although Illogan Parish Council was still waiting for a number of questions to be answered. In the future devolution would be handled differently by Cornwall Council; a new group would be set up which would have over-riding powers over other Cornwall Council officers.

Cllr Holmes stated that other than the road at North Cliffs, all other roads in Illogan had not been classified, which would mean any funding for repairs was unlikely to be allocated by Cornwall Council. He requested that Cllr Ekinsmyth seek to re-classify some of the roads so that they could be earmarked for future repairs.

Cllr Mrs Roberts left the meeting at 8.44 pm.

**FC14/09/18 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;
AGREE WHERE TO DISCUSS AND TIMESCALES**

None.

Cllr Mrs Roberts left the meeting at 8.44pm.

**FC14/09/19 TO NOTE THE CORNWALL COUNCIL BUDGET CONSULTATION
MEETING AT POOL INNOVATION CENTRE ON WEDNESDAY 15
OCTOBER 2014 FROM 7PM AND CONSIDER THE DATE OF THE
NEXT FULL COUNCIL MEETING TO ENABLE MEMBERS TO
ATTEND AND AGREE ANY FUTURE ACTIONS**

It was noted that the Cornwall Council Budget Consultation meeting at Pool Innovation Centre was on the same evening as the next Full Council meeting on 15 October.

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

**FC14/09/19.2 RESOLVED that Illogan Parish Council do not hold a Full
Council meeting on Wednesday 15 October
2014 so that members could attend the
Cornwall Council Budget Consultation
Meeting on that day.**

On a vote being taken on the matter there were 5 votes FOR and 2 AGAINST. Cllr Holmes requested a recorded vote. Cllrs Ekinsmyth, Ford, Pavey, Miss Pollock and Szoka voted FOR and Cllrs Holmes and Richardson voted AGAINST.

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

FC14/09/19.3 RESOLVED that the Full Council Meeting previously scheduled for 15 October 2014 be moved to Wednesday 22 October 2014 and that the Finance & Resources Meeting scheduled for 22 October would be changed to another date.

On a vote being taken on the matter there were 5 votes FOR and 1 AGAINST.

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

FC14/09/19.4 RESOLVED the employee salaries and regular contractors invoices would be paid on Wednesday 15 October in the normal way.

On a vote being taken the matter was approved unanimously.

FC14/09/20 DATE AND TIME OF NEXT MEETING

Wednesday 22 October, 7.00 pm at Penwartha Hall.

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

Signed

Date

Expenditure	Payee	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
Contractor	D Heyes		£2,300.94		£2,300.94
National Conference Fees	SLCC	FC14/07/11.2	£500.00	£100.00	£600.00
Service Charge for Office	DTZ		£231.97	£46.39	£278.36
2nd Quarter Chairmans Allowance	G Ford		£125.00		£125.00
Lease for Manningham Wood	Mr and Mrs Rule		£1.00		£1.00
Lease for Manningham Wood	Mr and Mrs Manico		£1.00		£1.00
Salaries	All Employees		£3,505.64		£3,505.64
Electric for Office	Southern Electric		£138.36	£6.91	£145.27
Rent for Office Sept14-Dec14	Homes& Communities Agency		£1,462.50	£292.50	£1,755.00
Insurance Premium	Came & Company		£2,078.76		£2,078.76
Support & Training	B E White		£150.00		£150.00
Expenses	J Whitmore		£14.76		£14.76
Contractor	T Jordan		£2,000.00		£2,000.00
IT Support	Focus Technology	FC14/07/15.2	£40.00	£8.00	£48.00
Expenses	S Willsher		£13.95		£13.95
Stationery	Martin Luck		£97.90	£19.58	£117.48
Water for Office	South West Water		£203.06		£203.06
Paint for Manningham Gates	Macsalvors	PM14/04/14.2	£11.04	£2.21	£13.25
Repair leaking tap	Ben Daddow		£30.10	£6.02	£36.12
Petty Cash	S Willsher		£170.21		£170.21
Stotage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00
Photocopies	1st Office		£326.45	£65.29	£391.74
	Total		£13,445.97	£555.57	£14,001.54