

## ILLOGAN PARISH COUNCIL

Minutes of the Community Liaison Committee held at The Council Office, Tolvaddon Energy Park on Monday 20<sup>th</sup> July 2015 at 7.00 pm.

PRESENT: Cllr Mrs Loxton (Chairman), Cllr Holmes (Vice Chairman), Ms Cadby, Pavey, Miss Pollock and Mrs Roberts and Mr Dolling.

ALSO PRESENT: Ms S Willsher (Clerk) and one member of the public

The Chairman explained the safety procedures.

**CL15/07/1 TO ELECT A CHAIRMAN FOR THE MUNICIPAL YEAR 2015/16**

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

**CL15/07/1.2 RESOLVED to elect Cllr Mrs Loxton as Chairman of the Community Liaison Committee for the municipal year 2015/16.**

On a vote being taken the matter was approved unanimously.

**CL15/07/2 TO RECEIVE APOLOGIES FOR ABSENCE**

There were no apologies received.

Absent: Ms S Prouse.

**CL15/07/3 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.

**CL15/07/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

**CL15/07/5 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINUTES – EVERY SPEAKER A LIMIT OF 3 MINUTES UNDER COUNCIL STANDING ORDERS)**

There were no comments from the public.

**CL15/07/6 TO APPOINT A VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2015/16**

It was proposed by Cllr Ms Cadby, seconded by Cllr Mrs Roberts and

**CL15/07/6.2 RESOLVED to appoint Cllr Holmes as Vice Chairman of the**

**Community Liaison Committee for the  
municipal year 2015/16.**

On a vote being taken the matter was approved unanimously.

Members asked the Clerk to confirm whether co-opted members of the public could be appointed as Chairman or Vice Chairman.

**CL15/07/7 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING  
HELD ON 9<sup>TH</sup> MARCH 2015 AND THE CHAIRMAN TO SIGN THEM**

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

**CL15/07/7.2 RESOLVED that the minutes of the meeting of the Events  
Committee held on the 9<sup>th</sup> March 2015 are  
received and approved and signed by the  
Chairman.**

On a vote being taken the matter was approved unanimously of those entitled to vote.

**CL15/07/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON  
PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

Page 77 – Minute EC15/03/7 – it was confirmed that unfortunately the phone used to take the photos of the tree planting to mark the 10<sup>th</sup> anniversary of the opening of Manningham Wood had been lost along with all of the photos.

**CL15/07/9 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET AND AGREE  
ANY FUTURE ACTIONS**

A copy of the events budget was circulated to members.

**CL15/07/10 TO CONSIDER OBJECTIVES FOR THE YEAR AND MAKE  
RECOMMENDATIONS TO FULL COUNCIL**

Members discussed the terms of reference of the Committee; the organisations and groups that the Committee currently worked with; how best to liaise with members of the public i.e. we go to them rather than them coming to us; communication channels; developing a mission statement and the Committee acting as a conduit between organisations.

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

**CL15/07/10.2 RESOLVED that a list of organisations and venues in the  
parish will be compiled.**

On a vote being taken the matter was approved unanimously.

**CL15/07/11 TO CONSIDER THE ARRANGEMENTS FOR THE 2015 ILLOGAN CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**CL15/07/11.2 RESOLVED** that the Clerk updated all appropriate paperwork and submitted the road closure application to Cornwall Council; that the Clerk obtained all relevant quotes for the next meeting; Mr Dolling would contact Ms Prouse at Illogan School regarding the Christmas competition; the Clerk would write to Revered Robinson regarding the blessing and giving him the date of the switch on event; the Clerk would contact Camborne Youth Band and Illogan Community Choir to obtain costings and availability and if available ask them to pencil the date into their diaries and members would start considering who could act as Father Christmas.

On a vote being taken the matter was approved unanimously.

**CL15/07/12 TO CONSIDER THE ARRANGEMENTS FOR THE 2015 PARK BOTTOM CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**CL15/07/11.2 RESOLVED** that the Clerk updated all appropriate paperwork and submitted the road closure application to Cornwall Council; that the Clerk obtained all relevant quotes for the next meeting; the Clerk would write to Churches Together regarding the blessing and giving them the date of the switch on event; the Clerk would contact Camborne Youth Band and Illogan Community Choir to obtain costings and availability and if available ask them to pencil the date into their diaries; members would start considering who could act as Father Christmas; the Clerk would contact Western Power and ask whether they would be prepared to help erect the trees and put out the signs the same as last year and the Clerk would write to the landlords of the New Inn and Robartes Arms regarding the events and asking if there is anything they need from us.

On a vote being taken the matter was approved unanimously.

**CL15/07/13**

**TO RECEIVE A LETTER FROM WALLER & HART SOLICITORS TO REQUEST FOR ILLOGAN PARISH COUNCIL TO TAKE THE TRANSFER OF THE PROPOSED ALLOTMENT LAND AT PARK BOTTOM, ILLOGAN AGREE HOW TO CONSULT AND DISCUSS THE PROPOSALS WITH INTERESTED PARTIES AND THE PUBLIC; CONSIDER THE DRAFT TERMS AND CONDITIONS THAT THE COUNCIL WOULD WANT AND MAKE RECOMMENDATIONS TO FULL COUNCIL (DEFERRED FROM FULL COUNCIL 17.06.15, MINUTE NO – FC15/06/23.2)**

Further to an in-depth discussion:

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

**CL15/07/11.2**

**RESOLVED**

**that the Clerk would make enquiries and confirm the size of the area allocated for allotments the planning decision for the development at Park Bottom; the Clerk would contact the Allotment Group regarding the proposals, asking how many people were interested in having an allotment and whether the proposed site would be suitable and to invite two representatives to the next meeting of this Committee; the Clerk would write to Waller & Hart solicitors advising them that the Council were considering the proposals and would respond in due course; the Clerk would look up information and model documents from the National Allotment Association and that this would be an agenda item in September 2015.**

On a vote being taken the matter was approved unanimously.

**CL15/07/14**

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

There were no items raised.

**CL15/07/15**

**DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Monday 7<sup>th</sup> September 2015, 7pm in the Council Office.

There being no further business the meeting closed at 8.18pm.

Signed .....

Date .....