

## ILLOGAN PARISH COUNCIL

Minutes of the Community Liaison Committee held at The Council Office, Tolvaddon Energy Park on Monday 9<sup>th</sup> November 2015 at 7.00 pm.

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

ALSO PRESENT: Ms S Willsher (Clerk) and three members of the public

The Chairman explained the safety procedures.

### **CL15/11/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Ms Cadby, Cllr Mrs Roberts and Mrs Prouse.

There were no members absent.

### **CL15/11/2 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.

### **CL15/11/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

### **CL15/11/4 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINUTES – EVERY SPEAKER A LIMIT OF 3 MINUTES UNDER COUNCIL STANDING ORDERS)**

There were no members of the public present.

### **CL15/11/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 12<sup>TH</sup> OCTOBER 2015 AND THE CHAIRMAN TO SIGN THEM**

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

### **CL15/11/5.2 RESOLVED that the minutes of the meeting of the Community Liaison Group Committee held on the 12<sup>th</sup> October 2015 are received and approved with the correction of the typo on page 93 and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

### **CL15/11/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising; all were items on the agenda.

**CL15/11/7 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET AND AGREE ANY FUTURE ACTIONS**

An updated budget had been circulated.

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

**CL15/11/7.2 RESOLVED that the update on the events budget is received and to recommend to the Finance and Resources Committee that the 2016/17 budgets are the same as 2015/16 for Cost Code 309 – Events at £3,000 and that Cost Code 504 – Christmas Lights at £1,000.**

On a vote being taken the matter was approved unanimously.

**CL15/11/8 TO RECEIVE A REQUEST FROM ILLOGAN SCHOOL FOR FINANCIAL HELP TOWARDS THE LANTERNS FOR THE CHRISTMAS PARADE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**CL15/11/8.2 RESOLVED to receive the request from Illogan School for financial help towards the lanterns for the Christmas Parade and to approve to contribute a maximum of £100 towards the lanterns.**

On a vote being taken the matter was approved unanimously.

The Clerk would request that the Schools encourage as many pupils as possible to enter the Christmas card competition.

**CL15/11/9 TO RECEIVE AN UPDATE FROM THE CLERK AND CONSIDER THE ARRANGEMENTS FOR THE 2015 PARK BOTTOM CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed that the Clerk would ask Ms Prouse whether she would be able to drop the Christmas Card entries into Cllr Pavey before the meeting on the 23<sup>rd</sup> November so that they can be judged.

It was agreed that the carols would be the same as last year with the addition of the Merritts version of 'While Shepherds' being played by the band after Father Christmas had made his appearance. Cllr Holmes would provide the words to the Merritts carol to be included on the sheets in case anyone wants to sing along.

It had been confirmed that the Church could be used to hold the event in case of inclement weather.

Cllr Pavey had been approached by volunteers who were willing to help during the event.

The Robartes Arms were closing the kitchen and would be putting on a bbq.

It was agreed to consider and look into the possibility and requirements for collection buckets to be taken around during the events.

**CL15/11/10 TO RECEIVE AN UPDATE FROM THE CLERK AND CONSIDER THE ARRANGEMENTS FOR THE 2015 ILLOGAN CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllr Pavey reported that the landlord had organised to have external sockets installed to plug the Christmas lights into. The landlord had a PA system with a wireless microphone which could be used on the evening; they would set it up either inside or in a gazebo outside.

The New Inn would provide mulled wine and mince pies. The Premier Stores would provide 50 pasties which would be offered to the band and helpers first and then to members of the public attending the event.

The New Inn would not accept any contribution from the Council towards the event.

It was agreed that the Clerk would do an itinerary for the events to circulate to all involved.

**CL15/11/11 TO CONSIDER WHO WILL ACT AS FATHER CHRISTMAS**

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

**CL15/11/11.2 RESOLVED that Cllr Crabtree would act as Father Christmas.**

On a vote being taken the matter was approved unanimously.

**CL15/11/12 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

Christmas card judging.

To finalise the arrangements for the Christmas events.

Responses to the letters sent to local organisations introducing the committee.

**CL15/11/13 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Monday 23<sup>rd</sup> November 2015, 6.30pm in the Council Office.

**CL15/11/14 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT THE PRESS AND PUBLIC ARE EXCLUDED DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED**

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

**CL15/11/14.2 RESOLVED that under the 1960 Public Bodies (Admissions 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.

**CL15/11/15 TO RECEIVE QUOTES FOR CHRISTMAS TREES, AGREE WHERE TO PURCHASE AND AGREE THE ASSOCIATED EXPENDITURE**

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

**CL15/11/15.2 RESOLVED that two 15ft Norway Spruce trees would be ordered from Cornish Garden Nurseries at £144 per tree including delivery. The Clerk would confirm the price excluding delivery and would arrange the collection/delivery of the trees.**

On a vote being taken the matter was approved unanimously.

**CL15/11/16 TO RECEIVE QUOTES FOR FATHER CHRISTMAS SUITS, AGREE WHERE TO PURCHASE AND AGREE THE ASSOCIATED EXPENDITURE**

It was proposed by Cllr Miss Pollock, seconded by Cllr Mrs Loxton and

**CL15/11/16.2 RESOLVED that a Father Christmas Suit would be ordered from Clowning Around; that up to a maximum of £125 is approved to purchase a suit with the preferred option being the suit for £85; that Cllr Crabtree or if unavailable Cllr Mrs Loxton would go and look at the suits and get the most appropriate suit; the Clerk would confirm that everything including a beard is included with the suits and that they are suitable for use outside.**

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 7.42pm.

Signed .....

Date .....