

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 9 December 2015 at 7.00pm.

PRESENT: Cllrs Pavey (Chairman), Ms Cadby, Crabtree, Ekinsmyth, Mrs Ferrett, Ford, Holmes, Miss Pollock, Szoka Mrs Thompson and Uren.

IN ATTENDANCE: Ms Willsher, Clerk; Ms Whitmore, Admin. Assistant.

The Chairman explained the safety procedures.

FC15/12/1 CHAIRMAN'S WELCOME AND APOLOGIES

Apologies were received from Councillors Mrs Loxton, Richardson and Mrs Roberts.

There were no members absent.

FC15/12/2 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 declarations of disclosable pecuniary or non-registerable interests.

FC15/12/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

FC15/12/4 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

There were no members of the public present.

FC15/12/5 CHAIRMAN'S ANNOUNCEMENTS

The Chairman said that the Christmas Lights Events were a success although every year there is something to learn to make the events better. He felt the School should be congratulated on the lantern parade.

FC15/12/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18 NOVEMBER 2015 AND THE CHAIRMAN TO SIGN THEM

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

FC15/12/6.2 RESOLVED to receive and approve the Minutes of the Full Council Meeting held on 18 November 2015 and the Chairman to sign them.

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

FC15/12/7

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

FC15/11/7 - FC15/10/7 - FC15/09/5.3 – Cornwall Association of Local Councils were emailed regarding advice on whether Illogan Parish Council and Carn Brea Parish Council could prosecute the person(s) responsible for the unlawful closure of the lane from Spar Lane to Merritts Hill and the Clerk had chased and a response was awaited.

FC15/11/7 - FC15/10/17 - FC15/09/19.2 – Cornwall Council were contacted requesting ownership of the war memorial, a map had been sent showing where the war memorial was as requested by Cornwall Council and a response was awaited.

FC15/11/10.2 – Truro Diocesan Board was written to regarding the Manningham Path Licence Fee – they were still chasing payment – to be considered as an agenda item for the payment of accounts for December 2015.

FC15/11/13.2 – The precept demand has been sent to Cornwall Council.

FC15/11/16.2 – Letters had been sent to North Coast Cluster Group and Cornwall Councillor Paynter – further emails received and included in the agenda item for correspondence.

FC15/11/17.2 – the wooden barriers and signs had been erected in Manningham Wood to prevent access to the area within falling distance of the damaged tree.

FC15/11/22.2 – the tender for the Independent Internal Auditor had been advertised.

FC15/12/8

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

- i. Planning and Environmental Services Committee 18 November 2015**
- ii. Community Liaison Committee 23 November 2015**
- iii. Staffing Committee 25 November 2015**
- iv. Illogan Park Improvements Working Group 30 November 2015**

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

FC15/12/8.2

RESOLVED

to note the Minutes of the following Committee Meetings held since the last Full Council Meeting:

- i. Planning and Environmental Services Committee 18 November 2015**

- ii. **Community Liaison Committee 23 November 2015**
- iii. **Staffing Committee 25 November 2015**
- iv. **Illogan Park Improvements Working Group 30 November 2015**

On a vote being taken the matter was approved unanimously.

FC15/12/9 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATION FOR THE MONTH OF NOVEMBER 2015

It was proposed by Cllr Crabtree, seconded by Cllr Uren and

FC15/12/9.2 RESOLVED to receive reports on the payments, receipts and bank reconciliation for the month of November 2015

On a vote being taken the matter was approved unanimously.

FC15/12/10 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF DECEMBER 2015 (UP TO DATE LIST TO BE TABLED AT THE MEETING)

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

FC15/12/10.2 RESOLVED to authorise payment of accounts for the month of December 2015 in the sum of £10,308.73.

On a vote being taken the matter was approved unanimously.

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

FC15/12/10.3 RESOLVED that the Clerk would write to the Truro Diocesan Board regarding the outstanding licence fees due for Manningham Path, stating that the payment made last month was for the six most recent years and that the previous three years had fallen out of time.

On a vote being taken the matter was approved unanimously.

FC15/12/11 TO CONSIDER AND AGREE OFFICE OPENING HOURS OVER THE CHRISTMAS AND NEW YEAR PERIOD AND CONTACT ARRANGEMENTS IN CASE OF AN EMERGENCY

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

FC15/12/11.2 RESOLVED that the office would be closed from Thursday 24 December 2015 until Monday 4 January 2016.

On a vote being taken the matter was approved unanimously.

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

FC15/12/11.3 RESOLVED that the emergency contacts during the office closure period would be Cllrs Mrs Thompson and Cllr Crabtree.

On a vote being taken the matter was approved unanimously.

FC15/12/12 TO RECEIVE A REPORT REGARDING NEIGHBOURHOOD DEVELOPMENT PLANS AND AGREE A DATE OF THE FIRST MEETING TO AGREE HOW TO COMMENCE THE PROJECT AND ANY APPROPRIATE FUTURE ACTIONS

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

FC15/12/12.2 RESOLVED to receive the report regarding Neighbourhood Development Plans, that the first meeting to agree how to commence the project and any appropriate future actions would be on Wednesday 27 January at 7.00pm, and that Cllr Mrs Loxton is cop-opted on to the Neighbourhood Development Plan Group.

On a vote being taken the matter was approved unanimously.

FC15/12/13 TO AGREE THE 2016 MEETING DATES AND AGREE ANY FUTURE ACTIONS

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

FC15/12/13.2 RESOLVED to agree the 2016 meeting dates as follows:

Full Council

January – 20
February – 17
March – 16
April – 20
May – 18 (Annual meetings)
June – 15
July – 20
August – RECESS
September – 21
October – 19
November – 16
December – 14

Planning and Environment

January – 6 & 20
February – 3 & 17
March – 2 & 16

April – 6 & 20
May – 4 & 18
June – 1 & 15
July – 6 & 20
August – 3 & 17
September – 7 & 21
October – 5 & 19
November – 2 & 16
December – 7

Community Liaison

January – 11
June – 6
September – 12
October – 10
November – 14

Finance and Resources

May – 11
July – 13
September – 14
October – 12
November – 14

Governance Review

January – 13
February – 10
April – 13
June – 8

Staffing

March – 23
September – 28

FC15/12/14 TO RECEIVE THE RECOMMENDATION FROM THE ILLOGAN PARK IMPROVEMENTS WORKING GROUP 'THAT THE DRAFT TERMS AND CONDITIONS FOR USE OF THE SPORTS PITCHES AND CHANGING FACILITIES AT ILLOGAN PARK AND THE DRAFT ILLOGAN PARK PITCH INSPECTIONS CHECKLIST ARE RECEIVED AND APPROVED' AND TO AGREE ANY FUTURE ACTIONS

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

FC15/12/14.2 RESOLVED that the recommendation from the Illogan Park Improvements Working Group and the draft terms and conditions for use of the sports pitches and changing facilities at Illogan Park and the draft Illogan Park pitch inspections checklist are received and approved.

On a vote being taken the matter was approved unanimously.

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

- FC15/12/14.3 RESOLVED** that the Clerk would send copies of the Terms and Conditions for the Use of Illogan Park for them to sign and date and return to the Council by the end of January 2016.

On a vote being taken the matter was approved unanimously.

- FC15/12/15 TO CONSIDER THE FEE STRUCTURE FOR USE OF THE SPORTS PITCHES AND CHANGING FACILITIES AT ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS (REFERRED BY THE ILLOGAN PARK IMPROVEMENTS WORKING GROUP**

Members discussed the fees the clubs had been paying to Cornwall Council, the floodlights that had been installed at the park, the cost of maintenance of the park, complaints received regarding the condition of the pitches and facilities, charges made by other organisations for use of sports facilities, discussions between the clubs and the Illogan Park Improvements Working Group and the history of the park and sports facilities.

It was proposed by Cllr Holmes and seconded by Cllr Miss Pollock that the fee structure for use of the sports pitches and changing facilities at Illogan Park be set as for the previous year with the addition of £200 from the New Inn Titans.

- FC15/12/15.2 RESOLVED AS A SUBSTANTIVE MOTION** that the fee structure for use of the sports pitches and changing facilities at Illogan Park be set as for the previous year with the addition of £200 from the New Inn Titans plus a charge of £30.00 per usage of the pitches, and that the Clerk would write to the Clubs concerned to explain the decision.

On a vote being taken on the matter there were 5 votes FOR and 2 votes AGAINST. Cllr Holmes voted against the Motion.

Cllrs Ford, Szoka and Mrs Thompson left the meeting at 8.03pm.

Cllr Szoka returned to the meeting at 8.05pm.

- FC15/12/16 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

1. LSI Independent Utility Brokers - renewal of supply of electricity (copy circulated).

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

- FC15/12/16.2 RESOLVED** **to accept the recommendations of LSI Independent Utility Brokers regarding the renewal of supply of electricity for a period of 24 months.**

On a vote being taken the matter was approved unanimously.

2. PC Church – update on car transporter selling vehicles at the side of the road – **The Clerk spoke to the email received from PC Church which highlighted the various investigations that had been made.**
3. Email from Oliver Bennett, Cornwall Council Tree Officer – request for Councillors to attend a meeting on the morning of the 18 December to discuss a possible Tree Preservation Order at Tehidy Park

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

- FC15/12/16.3 RESOLVED** **that Cllrs Holmes and Miss Pollock would attend the meeting on 18 December to discuss a possible Tree Preservation order at Tehidy Park.**

On a vote being taken the matter was approved unanimously.

4. Email and information regarding Tesco Local Community Scheme (copy circulated) – **It was agreed that the Council would submit an application for play equipment when in a better situation to do so.**
5. Further correspondence from the North Coast Cluster Group regarding the LMP scheme (copy circulated) - **Noted**

Cllrs Mrs Thompson returned to the meeting at 8.13pm.

6. Cornwall Council – Communities and Devolution Bulletin – items include a profile of Mark Gwennap; an update with Geoff Brown; The Transparency Fund; Local Action Cornwall; and Neighbourhood Toolkit help - **Noted**
7. Cornwall Land & Planning on behalf of their client seeking to ensure that the Steering Committee was aware of his land at Primrose Farm and that the Committee would include his site within its identification of potential future sites capable of offering residential development opportunity within the Parish - **Noted**
8. Community Network Panel meeting 10 February 2016, 7-9pm at Pool Innovation Centre - **Noted**

9. Leaflet re Kneehigh Rambles Project – **The Clerk would circulate the leaflet.**
10. Communities and Devolution – Information on the pots, tubs and trays recycling scheme trial - **Noted**
11. Office for National Statistics – study to find out how businesses use flexible employment contracts – the Council had been selected for the study and would be contacted to complete an interview - **Noted**
12. LCR magazine – **Noted**

Cllr Ford returned to the meeting at 8.16pm.

FC15/12/17

TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

- The water meter reading on 18 November 2015 was 69 and on 8 December 2015 it was 69.
- The pre-application advice had been received from Cornwall Council regarding Illogan Park – the Planning and Environmental Services would be starting to consider and plan a public consultation event on options for the Park at the meeting on 6 January 2016.
- The agenda packs for the Planning and Environmental Services Committee meeting to be held on Wednesday 6 January 2016 would be circulated on 23 December 2015.
- The Christmas Lights Events were held without incident.
- Other health and safety work was ongoing.

FC15/12/18

TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

a. Police

There was no police report.

b. Representatives to Outside Organisations

There were no reports from representatives to outside organisations.

c. Cornwall Councillors

Cllr Ekinsmyth reported that he had attended the Camborne Pool Illogan Redruth Community Network Panel meeting on 24 November which included presentations by Cornwall Council Environment Service on service standards, a proposed BMX track at Carn Brea, Safer Cornwall's Partnership Plan and a presentation by the Strategy & Planning Officer for the Police.

The recent extra-ordinary meeting of Cornwall Council covered the Cornwall Local Plan Strategic Policies 2010-2030 with recommendations from the Cabinet and the appointment of an electoral review panel regarding revised arrangements for the May 2017 unitary elections.

Cornwall Council confirmed that none of the outstanding conditions from 2005 could be enforced at Millgrist Meadow because of the length of time they have been outstanding. There was existing planning permission for the plot so it can be developed at any time. The matter of the 'track access' to Millgrist Meadow could not be pursued other than by private prosecution. A 'tidy up' could only be enforced if the condition of the area was causing serious risk, injury or danger to the public. Cornwall Council would try again to contact the developer to discuss his intentions.

Cllrs Ekinsmyth, Pavey and Crabtree attended a meeting with Park Bottom Developments to discuss terms for the transfer of the allotment land and were awaiting confirmation of agreement to the terms as set out in the Section 106 Agreement.

The campaign was ongoing to get a sign to Illogan off the A30.

Cllr Ekinsmyth was getting a lot of mail regarding the Glebe land.

**FC15/12/19 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;
AGREE WHERE TO DISCUSS AND TIMESCALES**

There were no items tabled for discussion at the next meeting.

FC15/12/20 DATE & TIME OF NEXT MEETING:

Wednesday 20 January 2016, 7pm in Penwartha Hall.

**FC15/12/21 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 Ford, seconded by Cllr Holmes and

**FC15/12/21.2 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.

FC15/12/22 TO RECEIVE RECOMMENDATIONS FROM THE STAFFING COMMITTEE REGARDING THE CLERK'S AND ADMINISTRATION ASSISTANTS TERMS AND CONDITIONS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC15/12/22.2 RESOLVED to receive the report from the Chairman regarding the Clerk's Annual Appraisal and to approve the recommendations from the Staffing Committee that the Clerk's and Administration Assistant's Terms and Conditions remain the same and that the Governance Review Committee considers the suggested amendments to the Annual Appraisal Protocol at its next meeting.

On a vote being taken the matter was approved unanimously.

FC15/12/23 TO RECEIVE THE RECOMMENDATIONS FROM THE PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE ON THE LETTER FROM THE COUNCIL'S LITTER PICKING AND GENERAL MAINTENANCE CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC15/12/23.2 RESOLVED to receive and the recommendations from the Planning and Environmental Services Committee that the Council's Litter Picking and General Maintenance Contract is extended for one year.

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 8.31pm.

Signed

Date

ACCOUNTS FOR PAYMENT DECEMBER 2015							
Ref:	Cheque	Expenditure	Payee	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
780	3188	Third quarter Chairman's Allowance	L Pavay		£125.00		£125.00
781	3189	IT Support and Website hosting	Focus Technology		£34.50	£6.90	£41.40
782-784	3190-3192	Salaries	All Employees		£3,586.54		£3,586.54
785	3193	Service Charges for Office	Vine Property Management		£223.88	£44.78	£268.66
786	3194	Office Rent	Vine Property Management		£1,462.50	£292.50	£1,755.00
787	3195	Cable Ties	Macsalvors		£3.35	£0.67	£4.02
788	3196	Contractor	D Heyes		£1,997.46		£1,997.46
789	3197	Open Spaces	T Jordan		£150.00		£150.00
790	3198	Fire alarm service & PAT testing	Fal Fire Protection		£175.55	£35.11	£210.66
791	3199	Annual Subscription	SLCC		£235.00		£235.00
792	3200	Christmas Trees	Cornish Garden Nurseries	CL15/11/15.2	£240.00	£48.00	£288.00
793	3201	Expenses	S Willsher		£39.75	£3.99	£43.74
794	3202	Marshals for Illogan Christmas Lights Event	Will Secure	CL15/09/15.2	£240.00	£48.00	£288.00
795	3203	Batteries for Xmas Lights on The Platt	D Dolling		£14.69		£14.69
796	3204	Expenses	J Whitmore		£6.75		£6.75
797	3205	Petty Cash	S Willsher		£119.33		£119.33
798	3206	Stationery	Martin Luck		£35.40	£7.08	£42.48
799	3207	Concept sketch designs	Lavigne Lonsdale Limited	FC15/06/7.2	£900.00	£180.00	£1,080.00
	SO	Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00
					£9,633.03	£675.70	£10,308.73