

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 15th June 2016 at 7.00pm.

PRESENT: Councillors Pavey (Chairman), Mrs Ferrett (Vice Chairman), Ms Cadby, Crabtree, Ekinsmyth, Ford, Mrs Loxton, Mrs Roberts, Szoka, Mrs Thompson and Uren.

IN ATTENDANCE: Ms S Willsher, Clerk; Mrs J Curtis, Admin Assistant.

The Chairman explained the safety procedures.

FC16/06/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Holmes, Miss Pollock and Williams.

There were no members absent.

FC16/06/2 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.

FC16/06/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations.

FC16/06/4 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

There were no comments made by the members of the public.

FC16/06/5 CHAIRMAN'S ANNOUNCEMENTS

Cllr Pavey reported on the Illogan Park consultation which took place on Saturday 11th June. He reported that attendance was good particularly in the morning and he had interesting conversations with some of those attending. The information was now on the website and it was hoped that the community would continue to provide feedback.

FC16/06/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18TH MAY 2016 AND THE CHAIRMAN TO SIGN THEM

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

FC16/06/6.2 RESOLVED to receive and approve the Minutes of the Full

Council meeting held on 18th May 2016 and the Chairman to sign them with the following amendments:

- **Page 378 – Minute FC16/05/14.2 - Deletion of Young People Cornwall;**
- **Page 382 – Minute FC16/05/26 – second paragraph amend to read 'Cllr Crabtree spoke about the ...'; and**
- **The correction of typo's.**

On a vote being taken the matter was approved unanimously.

FC16/06/7

TO NOTE THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON THE 18TH MAY 2016 AND AGREE ANY FUTURE ACTIONS

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

FC16/06/7.2

RESOLVED to note the minutes of the Annual Parish Meeting held on the 18th May 2016.

On a vote being taken the matter was approved unanimously.

FC16/06/8

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

Page 375 – Minute FC16/05/9 – Cornwall Council had phoned to confirm that the refund for the fees was being processed in response to the letter from this Council requesting a refund of the fees paid by the Football and Rugby Clubs for the use of Illogan Park once this Council had taken over the freehold.

Page 378 – Minute FC16/05/14.2 – The Cornwall Bus Forum had ceased to exist. It would soon be replaced by the Rural Transport Forum which would be more locally based. The details were being finalised and information would be sent as soon as it was available.

Page 381 – Minute FC16/05/24.2 – a letter had been sent to CALC regarding posting notices for planning applications – CALC had emailed to confirm that they were checking what Cornwall Council believed its minimum responsibility was.

Page 383 – Minute FC16/05/27 – a poster or similar advertising material had been requested from the Robartes Arms for the Beer and Cider Festival to upload to the Councils Facebook page – no information had been received to date.

All other actions had been completed.

FC16/06/9

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

- i. **Planning and Environmental Services Committee 11th May 2016**

- ii. **Finance and Resources Committee 11th May 2016**
- iii. **Illogan Park Improvements Working Group 17th May 2016**
- iv. **Planning and Environmental Service Committee 25th May 2016**
- v. **Planning and Environmental Services Committee 1st June 2016**
- vi. **Community and Liaison Committee 6th June 2016**

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

FC16/06/9.2 RESOLVED to note the Minutes of the following Committee meetings held since the last Full Council meeting:

- i. **Planning and Environmental Services Committee 11th May 2016**
- ii. **Finance and Resources Committee 11th May 2016**
- iii. **Illogan Park Improvements Working Group 17th May 2016**
- iv. **Planning and Environmental Service Committee 25th May 2016**
- v. **Planning and Environmental Services Committee 1st June 2016**
- vi. **Community and Liaison Committee 6th June 2016**

On a vote being taken the matter was approved unanimously.

FC16/06/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF MAY 2016

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

FC16/06/10.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of May 2016.

On a vote being taken the matter was approved unanimously.

FC16/06/11 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF JUNE 2016 (UP TO DATE LIST TO BE TABLED AT THE MEETING)

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

FC16/06/11.2 RESOLVED to authorise payment of accounts for the month of June 2016 in the sum of £11,049.29 inc VAT.

On a vote being taken there were 10 votes FOR and 1 vote AGAINST.

FC16/06/12 TO APPROVE THE FEE FOR THE CLERK TO SUBMIT SECTION 7 'THE GENERAL POWER OF COMPETENCE' SECTION OF CILCA AND AGREE ANY FUTURE ACTIONS

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

FC16/06/12.2 RESOLVED to authorise payment of the fee of £30 for the Clerk to submit Section 7 'The General Power of Competence section of CiLCA

On a vote being taken the matter was approved unanimously.

FC16/06/13 TO RECEIVE THE RECOMMENDATION FROM THE PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE ON THE CONTRACTOR TO COMPLETE THE IMPROVEMENT TO ILLOGAN PARK CHANGING FACILITIES, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

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

FC16/06/13.2 RESOLVED that the recommendation from the Planning and Environmental Services Committee are received and approved and that the improvements to Illogan Park Changing facilities are completed by Coastline Services in line with the tender documents.

On a vote being taken there were 10 votes FOR and 1 vote AGAINST.

FC16/06/14 TO RECEIVE THE RECOMMENDATION FROM THE ILLOGAN PARK IMPROVEMENTS WORKING GROUP THAT THE TERMS OF USE OF THE SPORTS PITCHES AND CHANGING FACILITIES AT ILLOGAN PARK IS AMENDED SO THAT THE RESPONSIBILITIES AND LIABILITIES REMAIN WITH THE CLUBS AND NOT INDIVIDUAL MEMBERS AND AGREE ANY FUTURE ACTIONS.

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

FC16/06/14.2 RESOLVED that the recommendations from the Illogan Park Improvements Working Group are received and approved; that the Terms of Use of the Sports pitches and changing facilities at Illogan Park is amended so that the responsibilities and liabilities remain with the Clubs and not individual members; that the Clerk amends the agreements and re-issues them to the Clubs with a reminder that the outstanding fees are due to be paid.

On a vote being taken the matter was approved unanimously.

FC16/06/15 TO CONSIDER IN PRINCIPAL WHETHER TO OPEN THE TOILETS AT ILLOGAN PARK FOR THE SUMMER, AGREE ANY FUTURE ACTIONS AND APPROVE ANY ASSOCIATED EXPENDITURE

Members considered the practicalities of opening the toilets given the work planned for the changing rooms. Although in principal it was considered

to be a good idea members felt that the timing was not right but this would be reviewed in the future.

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

FC16/06/15.2 RESOLVED That the toilets at Illogan Park would not be opened to members of the public this year due to the works being completed to the changing rooms in the next few months; that this decision would be reviewed in the future and that an update is included on the Councils website and Facebook page to keep the public updated.

On a vote being taken the matter was approved unanimously.

FC16/06/16 TO RECEIVE AN UPDATE ON THE PROPOSED ALLOTMENT LAND AT PARK BOTTOM AND AGREE ANY FUTURE ACTIONS

Cllr Crabtree provided a history of the proposal and reported on the discussions held at the meeting between himself, Cllr Pavey and Mr Bainbridge. Further to an in-depth discussion:

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

FC16/06/16.2 RESOLVED that the Clerk writes to Waller and Hart Solicitors, with a copy to Peter Bainbridge stating:

“we are in receipt of your letter dated 16 withdrawing the offer of the land in Trevelyan Road, which was a surprise, especially after months of asking you finally released, via Robertson Developments the actual size of plot in question on 13 May. Indeed none of matters raised in the past would cause the Section 106 Fifth Schedule to be amended as the stipulations were from Park Bottom Developments. After a meeting between Cllrs Crabtree and Pavey with Peter Bainbridge on 14 June 2016 may we ask for a meeting to discuss the matter further, especially as section 2.2 of the Fifth Schedule clearly states that if the Council refuses to enter into a Transfer the Owner shall use all reasonable endeavours to consult with the Parish Council with regard to an alternative use of the Allotment Land. We look forward to an early response so this matter can be brought to a swift conclusion, bearing in mind the Parish Council does not meet in August.”

That the Clerk also writes to the landowner of the old cricket field at Mary’s Well regarding the

potential for allotments on that site.

On a vote being taken the matter was approved unanimously.

FC16/06/17 TO RECEIVE THE TERMS OF REFERENCE FOR THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP AND AGREE ANY FUTURE ACTIONS

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

FC16/06/17.2 RESOLVED that the Terms of Reference for the Neighbourhood Development Plan Steering Group are received.

On a vote being taken the matter was approved unanimously.

FC16/06/18 TO RECEIVE AN UPDATE ON THE GLEBE LAND AND AGREE ANY FUTURE ACTIONS

Extensive discussions considered a variety of options in relation to future possible action including a referendum and hiring of a professional consultant neither of which were considered appropriate at this time. It was agreed that the Parish Council would attend the next meeting of Cornwall Council when this issue would be discussed further.

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

FC16/06/18.2 RESOLVED that Cllr Pavey would liaise with Cllr Mrs Ferrett and one of them would attend and speak on behalf of this Council at the Cornwall Council Planning Committee meeting to be held on Monday 27th June at 2pm when there will be further discussion on the Glebe Land.

On a vote being taken the matter was approved unanimously.

FC16/06/19 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS

1. Correspondence from Charlotte Caldwell and Verity Palk re waste management in Illogan Park

Members discussed waste management in Illogan Park and previous discussions with Cornwall Council when negotiating the freehold of the Park.

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

FC16/06/19.2 RESOLVED that the Clerk would look through previous correspondence from Cornwall Council received during the discussions about the devolution of the Park specifically regarding any conditions

and contracts that would apply once the transfer had taken place and that the Clerk would respond to Charlotte and Verity accordingly and then report to the next meeting.

On a vote being taken the matter was approved unanimously.

2. Correspondence re Illogan Park further to the consultation event

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

PM16/06/19.3 RESOLVED that the Clerk responds to the corresponders thanking them for their emails, explaining the consultation process and assuring them that their comments would be taken into consideration.

On a vote being taken the matter was approved unanimously.

3. CALC - NALC briefing on the Bus Services Bill
4. CALC – email regarding national developments and meetings
5. Camborne Town Council – email requesting that this Council considers signing a petition for Cornwall Council re Camborne Town Council being devolved Camborne Recreation and Rugby Ground

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

FC16/06/19.4 RESOLVED that the Clerk would sign the petition on behalf of this Council for Cornwall Council to devolve Camborne Recreation Ground to Camborne Town Council.

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

6. CALC May newsletter update – items included news from CALC; transparency fund; procurement tendering and contacts; coastal communities fund; councillor code of conduct training; model financial regulations update; payscale updates; council of the month; burial ground survey and NALC consultations
7. CALC burial grounds survey – closing date 20th June 2016
8. CALC - NALC consultation papers and responses on rural broadband, crematoria review, larger council transparency code and public works loan board
9. CALC – RSPB briefing statement on urban gulls for local authorities
10. CALC – bills announced in Queens speech 2016

11. 3 members of the public have contacted the Council Office regarding the communal areas at Penrose Court that are not being cut. The land is unregistered and has previously been maintained by local residents. The public are asking whether this Council can organise for the grass to be cut.

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

FC16/06/19.5 RESOLVED that Illogan Parish Council would not provide grass cutting services to communal areas at Penrose Court and suggest that individuals seek other quotes or contact Coastline Services.

On a vote being taken the matter was approved unanimously.

12. Cruse Bereavement Care Cornwall – invitation to AGM on Tuesday 26th July 2016, 7.30pm at the Council Chambers, New County Hall, Truro
13. Wheal Jane newsletter – items included reflections on a Wheal Jane past; butterflies, birds and ballast bags; Wheal Jane Laboratory offers solution to environmental mining issue; turning jewellery into 24 carat gold and; National History Museum to study shipwrecked tin ingots
14. Safer Cornwall community safety newsletter – items included Landmark law to tackle legal highs commences 26th May and a roundup of their latest activity in Cornwall
15. Communities and Devolution bulletin on One public transport system
16. Communities and Devolution newsletter – items included a message from Julian German; The Copyright Licence Agency; free food available to feed the needy, elderly or vulnerable and street trading in Cornwall.
17. Communities and devolution bulletin on shaping the future of health care in Cornwall and the Isles of Scilly
18. Cornwall Sports Partnership bulletin – items included Sport England announce bold new strategy; keep the Cornwall games alive; Sport England active lives survey and Cornwall sports partnership and Whirlwind Sports.
19. Police and Crime Commissioner Alison Hernandez’s Monthly report May 2016
20. Airfields of Britain Conservation Trust – historical information enquiry re potential World War Two airfield at Tehidy, are there any details as to the precise location, opening and closing dates and other historical facts
21. Telephone call from Cornwall Council updating on fly tipping at Park Bottom – the cameras had been stolen although they did capture some images before they were taken. One fixed penalty notice had been issued and they were putting a file together to prosecute a person who was caught twice on the cameras, they hoped that this case would go

to court. They had monitored the area for the last two weeks and had not seen any new fly tipping. If fly tipping started again in the area we need to report it and they would put more cameras up.

FC16/06/20 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Clerk reported that the Water Meter at the Council office had been read and there was little change from the previous reading.

Cllrs Ekinsmyth and Uren agreed to undertake the Audit for April 2016 and Cllrs Pavey and Crabtree agreed to undertake the Audit for May 2016.

FC16/06/21 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

a. Police

Cllr Mrs Roberts reported that she was disappointed that the police had not sent a representative to the Annual meeting and that she had unfortunately been missed off of the invitation to the last police liaison meeting.

b. Representatives to Outside Organisations

There were no reports from Outside Organisations.

c. Cornwall Councillors

Cllr Ekinsmyth advised that there was nothing to report this month.

FC16/06/22 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES

It was suggested that the Quality Council Scheme should be explored further and it was agreed that this would be discussed before the next budget in October.

It was agreed that the Planning and Environmental Services Committee would consider a policy for dealing with unregistered areas of land in the Parish and requests for the maintenance of them.

FC16/06/23 DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 20th July 2016, 7.00pm in Penwartha Hall.

There being no further business the meeting closed at 8.17pm

Signed

Date

ACCOUNTS FOR PAYMENT JUNE 2016								
Ref:	Cheque	Expenditure	Payee	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)	Legislation
875	3284	Grant	Cornwall Air Ambulance	FC16/05/18.2	£300.00		£300.00	LGA 1972 s.137
876	3285	Chairmans Allowance 1st quarter	Cllr L Pavay		£125.00		£125.00	LGA 1972 s.15(5)
877	3286	T-shirts	Trophy Textiles	FC16/05/22.2	£31.05	£6.21	£37.26	LGA 1972 s.111(1)
878	3287	Office rent and service charge	Vine Property Management		£1,686.38	£337.26	£2,023.64	LGA 1972 s.111(1)
879	3288	IT Support and Web Hosting	Focus Technology		£34.50	£6.90	£41.40	LGA 1972 s.111(1)
880	3289	Contractor	D Heyes		£1,952.55		£1,952.55	LGA 1972 s.111(1)
881-883	3290-3292	Salaries	All employees		£3,717.96		£3,717.96	LGA 1972 s.112
884	3293	Oil for Strimmer	Portreath Garden Machinery		£5.42	£1.08	£6.50	LGA 1972 s.111(1)
885	3294	Trimming overhanging branches from Manningham Wood to the Churchyard	DJM Gardening and Groundworks Solutions	PM16/05/28.2	£132.00		£132.00	LGA 1972 s.111(1)
886	3295	Annual fire alarm and extinguisher testing	Fal Fire		£79.75	£15.95	£95.70	Health and Safety at Work Act 1974
887	3296	Grass Cutting, Operation Play Inspection and Footpath and Open Space Maintenance	Greens Grounds and Trees		£1,650.00		£1,650.00	LGA 1972 s.111(1) and Highways Act 1980 s.43
888	3297	Stationery and Printing	Martin Luck		£849.90	£3.98	£853.88	LGA 1972 s.111(1)
889	3298	Part of remedial works to Play Equipment in Illogan Park	DJM Gardening and Groundworks Solutions	PM16/06/22.2	£337.92		£337.92	LGA 1972 s.111(1)
890	3299	Petty Cash Top Up	S Willsher		£60.88		£60.88	LGA 1972 s.111(1)
	DD	South West Water	Water for Office		£22.60		£22.60	
	SO	Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00	LGA 1972 s.111(1)
					£11,029.24	£380.05	£11,409.29	