

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 19th October 2016 at 7.00pm.

PRESENT: Councillors Pavey (Chairman), Mrs Ferrett (Vice Chairman), Ms Cadby, Crabtree, Ekinsmyth, Holmes, Miss Pollock, Mrs Roberts, Szoka, Mrs Thompson and Williams

IN ATTENDANCE: Ms S Willsher, Clerk; Mrs J Curtis, Admin Assistant and three members of the public (until points mentioned)

The Chairman explained the safety procedures.

FC16/10/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Ford and Uren

There were no members absent.

FC16/10/2 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.

FC16/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations.

FC16/10/4 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

A member of the public raised concerns about the speed of traffic through Park Bottom, in particular at the junction of Park Road. The junction was dangerous and action needed to be taken to slow the traffic. It was suggested that extra white lines might help; it was noted that Cormac had already agreed to re-paint lines on the junction which were faded.

The Council agreed that this issue would be deferred to the next planning meeting for further discussion.

Two members of the public left the meeting at 7.10pm.

FC16/10/5 CHAIRMAN'S ANNOUNCEMENTS

There were no announcements.

FC16/10/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 21ST SEPTEMBER 2016 AND THE CHAIRMAN TO SIGN THEM

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

FC16/10/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 21st September 2016 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC16/10/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

Minute FC16/09/18 – Quotes for Legionella Testing were being sought. However, it may be possible for the Council to undertake training to enable monitoring of this in future and this would be followed up.

Minute FC16/09/20 Point 6 – The Clerk reported that she had responded to the request for the Council to consider refurbishing the historic finger post at Bridge. The Clerk had stated that the post was in Portreath Parish and she had included a map which showed the Parish boundaries and location of the finger post. The enquirer had offered to help with any finger posts in the Illogan Parish. It was noted that there was a finger post in the hedge at East Lodge on the corner of Alexandra Road and Cot Road which could do with some attention.

Minute FC16/09/21 – The Clerk reported that an internal audit was outstanding and needed to be undertaken; Cllr Mrs Thompson offered to take this forward.

Minute FC16/09/27 – The Clerk reported that the report for the plans for Illogan Park and an estimate of the cost had been received from the Quantity Surveyor. This would be discussed at the next Full Council meeting.

Minute FC16/09/22 (b) – Cllr Ekinsmyth reported that the 'Speed Watch' scheme had been halted as police resources were limited and they were unable to take this forward at the moment.

Minute FC16/09/15 – Cllrs Pavey and Crabtree had been unable to have a further meeting with the developer but would follow this up.

FC16/10/8 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

- i. Finance and Resources Committee – 14th September 2016**
- ii. Planning and Environmental Services Committee – 21st September 2016**
- iii. Illogan Park Improvements Working Group – 3rd October 2016**
- iv. Planning and Environmental Services Committee – 5th October 2016**

v. Community Liaison Committee – 10th October 2016

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

FC16/10/8.2 RESOLVED to note the Minutes of the following Committee meetings held since the last Full Council meeting:

- i. Finance and Resources Committee – 14th September 2016**
- ii. Planning and Environmental Services Committee – 21st September 2016**
- iii. Illogan Park Improvements Working Group – 3rd October 2016**
- iv. Planning and Environmental Services Committee – 5th October 2016**
- v. Community Liaison Committee – 10th October 2016**

On a vote being taken the matter was approved unanimously.

FC16/10/9 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF SEPTEMBER 2016

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

FC16/10/9.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of September 2016.

On a vote being taken the matter was approved unanimously.

FC16/10/10 TO APPROVE THE FEE FOR THE CLERK TO RESUBMIT SECTION 7 'THE GENERAL POWER OF COMPETENCE' SECTION OF CiLCA AND AGREE ANY FUTURE ACTIONS

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

FC16/10/10.2 RESOLVED that the fee for the Clerk to resubmit Section 7 'The General Power of Competence' of CiLCA is approved.

On a vote being taken the matter was approved unanimously.

FC16/10/11 TO RECEVIE A REPORT ON TRAVEL COSTS TO THE SLCC NATIONAL CONFERENCE AND AGREE THE AMOUNT TO BE GIVEN TO THE CLERK FOR HER TRAVEL

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

FC16/10/11.2 RESOLVED that travel costs for the Clerk to attend the SLCC National Conference is agreed at £157.60.

On a vote being taken the matter was approved unanimously.

FC16/10/12 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF OCTOBER 2016 (UP TO DATE LIST TO BE TABLED AT THE MEETING)

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

FC16/10/12.2 RESOLVED to authorise payment of accounts for the month of October 2016 in the sum of £25,764.40 inc. VAT to include the fee to resubmit section 7 of CiLCA and the Clerks travel expenses to the SLCC National Conference and that the cheque for Coastline is withheld until the outstanding work at Illogan Park has been completed.

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

FC16/10/13 TO CONSIDER WHETHER TO PAY THE PENSIONS CONTRIBUTIONS BY DIRECT DEBIT FROM THE COUNCIL'S STAGING DATE AND AGREE ANY FUTURE ACTIONS

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

FC16/10/13.2 RESOLVED that the Pension contributions will be paid by Direct Debit when appropriate.

On a vote being taken the matter was approved unanimously.

FC16/10/14 TO RECEIVE A REQUEST FROM THE ILLOGAN PARISH NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP REGARDING THE USE OF IT EQUIPMENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC16/10/14.2 RESOLVED that the Neighbourhood Development Plan Steering Group are offered the free use of the Council's Laptop, to be used at the Council Office only. The Steering Group will be charged for any printing at cost price.

On a vote being taken the matter was approved unanimously.

FC16/10/15 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. Cornwall Council Planning Training (information circulated by email). Cllr Crabtree would like to attend

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

FC16/10/15.2 RESOLVED to approve the expenditure for Cllrs Crabtree and

Mrs Thompson to attend Cornwall Council Planning Training on 10th November in Penzance at a cost of £10 per delegate.

On a vote being taken the matter was approved unanimously.

2. CALC weekly news roundup 23.09.16 – CALC open meeting; Consultation Paper on Local Government Finance Settlement (closing date for responses 28th October 2016); Changing times; Transparency fund reminder and vacancies

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

FC16/10/15.3 RESOLVED that the Consultation Paper on Local Government Finance Settlement would be deferred to the next Finance and Resources Committee Meeting.

On a vote being taken the matter was approved unanimously.

3. The Old School Centre have been accepted by the Co Op for their Community Fund – Co Op members can choose where their 1% goes – the Old School Centre have requested that you go online and choose them for your 1%.

4. CALC weekly news roundup 30.09.16 – Is your favourite local green space the best in the UK?; NALC Toolkit – Sustainable Communities Act (SCA); NALC response to Park Inquiry consultation and vacancies.

5. CALC weekly news roundup 07.10.16 – Star council awards 2016; CALC AGM; smaller councils meeting; NALC legal topic notes; Cornwall site allocations development plan document; Transparency fund more good news; my community; Localism summit and budget and priorities event (31st Oct, 12 to 5pm in Wadebridge); latest update on EU fund and vacancies.

6. CALC weekly news roundup 14.10.16 – Council tax referendum principles campaign; Neighbourhood planning; NALC parish meeting survey; Town and Parish Councils on-line learning hub and vacancies.

7. CPIR Community Network meeting Wednesday 23rd November 2016, 7-9pm at Pool Innovation Centre.

8. Cornwall Council Special Bulletin – Electoral review panel puts forward proposal for future size of Cornwall Council.

Cllr Holmes requested a copy of the Cornwall Council Special Bulletin and the Clerk agreed to send this to him.

9. Cornwall Council Neighbourhood Planning e-bulletin

10. The Town and Country Planning (Local Planning) (England) Regulations 2012 - Regulation 25: Publication of the recommendations of the appointed person in relation to the Cornwall Local Plan

11. DIS extra
12. Cornwall Council – Communities and Devolution Newsletter – localism summit and budget priorities event 2016; Cornwall Council annual report; Cornwall flood forum; hackney carriage consultation; Cornwall sustainability awards; Town and Parish Councils learning hub; the planning partnership; sexual health consultation; local council capping; primed for success; star council awards and future of public parks inquiry launched.
13. Cornwall Council Special Bulletin – Clean air for Cornwall strategy
14. Wheal Jane newsletter
15. Safer Cornwall newsletter
16. Mineral Trails website – hoping to progress project soon and will be organising a meeting between Camborne and Redruth.
17. Came and Company newsletter
18. Great Western Railway – notice of improvement works over the Christmas period.

FC16/10/16 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Clerk reported that the recent water meter reading was the same as the previous one at 71. It was suggested that as the readings continue to be fairly static that it does not need to be reported unless there is a notable change.

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

FC16/10/16.2 RESOLVED that in future the Clerk would only report the Water Meter readings if there was a notable change from the previous reading.

On a vote being taken the matter was approved unanimously.

The Clerk advised that she will be attending a NEBOSH course next month.

FC16/10/17 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

a. Police

Cllr Mrs Roberts reported that she attended a Police Liaison Meeting on 8th November which she felt was very useful. The Police reported an increase in handbag thefts in the Camborne/Redruth area; 4 individuals were recently apprehended and 40 handbags recovered.

There had also been an increase in stolen 'contactless' bank cards.

A number of 'Rape' cases had also been recorded recently, it was noted that these were mainly historical events which individuals had only recently felt able to report.

PC Ellie Gray was the Community Management Officer for this area. Police resources are being affected because of training courses being undertaken and this is restricting the number of Police Officers currently available for duty.

b. Representatives to Outside Organisations

There were no reports from Outside Organisations.

c. Cornwall Councillors

Cllr Ekinsmyth reported that:

- The Cornwall Council Planning Committee had unanimously refused the proposed planning development behind the shop in Park Bottom.
- The group objecting to the development at the Glebe Field was very active and had been seeking support via Facebook, the internet and by door drops in the community.
- Cllr Ekinsmyth had been working with PC Ellie Gray to set up the speed watch plan but this had been difficult to put in place because of the police staffing issues.
- Resources were still being cut by local government and a 4year budget was available to view on the local government website. The cuts were manageable this year but would cause greater pressure in 2years time.
- Cllr Ekinsmyth felt that the neighbourhood plan was important and should be supported.
- The electoral review panel was continuing; the outcome of this would come into effect in 2020/21.
- The appeal for the Glebe land was progressing. A planning inspector would be visiting the site in private to assist with his considerations on the appeal.

FC16/10/18

**TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;
AGREE WHERE TO DISCUSS AND TIMESCALES**

It was agreed that the traffic issues in Park Bottom would be discussed at the next Planning and Environmental Committee meeting on Wednesday 2nd November.

FC16/10/19

DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 23rd November 2016, 7.00pm in Penwartha Hall.

The member of the public left the meeting at 7.51pm

FC16/10/20 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 Mrs Roberts, seconded by Cllr Crabtree and

FC16/10/20.2 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.

FC16/10/21 TO RECEIVE QUOTES FOR PAT TESTING AND FIRE RISK ASSESSMENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC16/10/21.2 RESOLVED that PAT Testing would not be undertaken this year. The Governance Review Committee would review the requirement for PAT testing and the Council's policies at their next meeting. The Fire Risk Assessment will be deferred until after the Clerk has completed the NEBOSH course.

On a vote being taken the matter was approved unanimously.

FC16/10/22 TO AGREE THE FEE STRUCTURE FOR USE OF THE SPORTS PITCHES AND CHANGING FACILITIES AT ILLOGAN PARK FOR THE YEAR BEGINNING 1ST SEPTEMBER 2016 UNTIL THE 31ST AUGUST 2017 AND AGREE ANY FUTURE ACTIONS

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

FC16/10/22.2 RESOLVED that the Council would increase the 2015/16 fees to all Clubs by 10% for the 2016/17 year and in addition would charge a £2 fee for every match held. The Clerk would write to the Clubs regarding the fees and would include in the letter that the Council expected the changing rooms to be left clean and tidy and that if they were not left in an acceptable condition the Clubs would be charged for the Council to clean them. The Council would be negotiating with the Illogan RBL AFC for additional charges for any games over and above their historic use.

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 8.25pm

Signed

Date

ACCOUNTS FOR PAYMENT OCTOBER 2016								
Ref:	Cheque	Expenditure	Payee	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)	Legislation
952	3347	Contractor	D Heyes		£1,176.99		£1,176.99	LGA 1972 s.111(1)
953 - 955	3348 - 3350	Salaries	All employees		£3,396.45		£3,396.45	LGA 1972 s.112 and Income Tax Act 2007, s.38 and National Insurance Contributions Act 2015
956	3351	Buildings Insurance	Vine Property Management		£65.93	£13.19	£79.12	LGA 1972 s.140(1)
957	3352	Planning Training	Launceston Town Council	PM16/09/9.7	£15.00	£3.00	£18.00	LGA 1972 s.112
958	3353	Stationery	Complete Office Solutions		£46.54	£9.31	£55.85	LGA 1972 s.111(1)
959	3354	National Conference	SLCC	FC16/07/22.3	£450.00	£27.00	£477.00	LGA 1972 s.112
960	3355	IT Support and Web Hosting	Focus Technology		£34.50	£6.90	£41.40	LGA 1972 s.111(1)
961	3356	Contractor	Greens Grounds and Trees		£2,365.00		£2,365.00	LGA 1972 s.111(1)
962	3357	Refurbishment of Illogan Park Changing Facilities	Coastline Services Limited	FC16/06/13.2	£14,282.29	£2,856.46	£17,138.75	
963	3358	Petty Cash Top Up	S Willsher		£82.28		£82.28	LGA 1972 s.111(1)
964	3359	Expenses	S Willsher		£54.45		£54.45	Local Government (Financial Provisions) Act 1963 s.5
965	DD	Telephone	BT		£112.22	£22.44	£134.66	LGA 1972 s.111(1)
966	DD	Photocopier Lease Rental	Siemens		£366.78	£73.35	£440.13	LGA 1972 s.111(1)
967	DD	Photocopier Asset Protection Charge	Siemens		£39.49	£7.89	£47.38	LGA 1972 s.111(1)
968	SO	Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00	LGA 1972 s.111(1)
969	3360	Section 7 of CiLCA	SLCC		£30.00	£0.00	£30.00	LGA 1972 s.112
970	3361	Expenses	S Willsher		£157.60	£0.00	£157.60	Local Government (Financial Provisions) Act 1963 s.5
					£22,718.85	£3,028.21	£25,747.06	