

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 20<sup>th</sup> February 2019 at 7.00pm.

**PRESENT:** Councillors Mrs Roberts (Chairman) (to and from points mentioned), Crabtree (Vice Chairman), Ekinsmyth, Mrs Ferrett, Ford, Holmes (to and from points mentioned), Pavey, Miss Pollock, Mrs Share, Szoka, Mrs Thompson and Williams (until point mentioned).

**IN ATTENDANCE:** Ms S Willsher, Clerk; Mrs J Curtis, Administration Assistant, Cllr P. Desmonde, Cornwall Council; and 3 members of the public (until points mentioned).

The Chairman explained the safety procedures.

### **FC19/02/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Ms Cadby

There were no members absent.

### **FC19/02/2 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**

No interests were declared.

### **FC19/02/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations

### **FC19/02/4 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 from the public,

### **FC19/02/5 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman wished to record that any Councillor wishing to have their vote recorded should make this request prior to the vote being taken.

### **FC19/02/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 16<sup>TH</sup> JANUARY 2019 AND THE CHAIRMAN TO SIGN THEM**

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

### **FC19/02/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 16<sup>th</sup> January 2019 and the Chairman to sign them.**

On a vote being taken on the matter there were 10 votes FOR and 0 votes AGAINST.

1 member of the public left the meeting at 7.05pm.

**FC19/02/7**

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

Councillors Miss Pollock and Holmes reported that they were unable to attend the CALC AGM but would like to attend next time.

Page 798 - Minute FC19/0/10.2 - Cllr Ford reported that he had been unable to attend the previous NALC meeting and would raise the anomaly identified with eligibility criteria with the funding opportunity from the Ministry of Housing, Communities and Local Government.

Page 799 – Minute FC19/01/13.2 – The Clerk emailed Cornwall Council to request advise on parish wide criteria for street lighting. The Clerk had actively chased a response and had received one earlier in the day.

Page 800 – Minute FC19/01/14.2 – Letters were sent to the Secretary of State, local MP, CALC, NALC and Cornwall Council re the planning application for Collingwood. A holding letter has been received from Cornwall Council and a response on behalf of the Secretary of State. Copies of the letters were circulated to members.

Page 805 – Minute FC19/01/17.2 – The gas bottles had been collected from Illogan Park. The boarding up of the damaged doors was an agenda item as the criteria agreed by the Council was not fully met.

Page 806 – Minute FC19/01/18.2 – The Clerk was advised by the member of the public that there had never been a letter received directly from Defra. The letter that mentioned Defra was from the local MP.

**FC19/02/8**

**TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF JANUARY 2019**

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

**FC19/02/8.2**

**RESOLVED** to receive the reports on payments, receipts and bank reconciliations for the month of January 2019.

On a vote being taken the matter was approved unanimously.

**FC19/02/9**

**TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF FEBRUARY 2019 (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC19/02/9.2**

**RESOLVED** to authorise payment of accounts for the month of February 2019 in the sum of £7,840.12 (excl. VAT)

On a vote being taken on the matter there were 11 votes FOR and 1 vote AGAINST.

**FC19/02/10 TO RECEIVE A REPORT AND RECOMMENDATIONS FROM THE ILLOGAN PARK MAINTENANCE AND MANAGEMENT TASK AND FINISH GROUP, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC19/02/10.2 RESOLVED that the report from the Illogan Park Maintenance and Management Task and Finish Group is received and that the following recommendations are received and approved:**

- That there should be delegated powers to complete emergency repairs and maintenance to be agreed by any two out of the Clerk and 2 Councillors and that the maximum expenditure on emergency repairs would be £2,000 and the expenditure must be within the relevant budget.
- That quotes were sought for removable football goal posts and that the Council considers applying for community chest funding for 50% of the cost of the posts. It was also agreed to recommend that the goal posts are removed at the end of the football season to rest the goal mouths and that a mini pitch or another goal post was set up for the community to use whilst the goal mouths were resting.
- That the Council should communicate with members of the public through the Illogan Review and that the Council should consider erecting a notice board in Illogan Park.
- That the Council should review the fees for the use of the changing facilities as the gas boilers had been removed and replaced with electric powered hot water cylinders.
- That the Council includes a storage facility at Illogan Park to store the road signs etc. instead of having to rent a container to store them and having to pay the associated expenditure.
- That a Task and Finish Group is created to work with the project managers on the creation of a community facility and the bigger project forward to completion. The Clerk would draft the Terms of Reference for the Task and Finish Group.
- That the draft Terms of Reference for the Task and Finish Group would be an agenda item on the next Full Council meeting.
- That the Clerk writes to all of the Clubs reiterating how they should be

**communicating with the Council; that they must tell us when they when they are using the facilities and when matches etc. were cancelled; that if they didn't tell us they were using the facilities the Council would assume that they were available and might book them for other things; and that any issues or maintenance requirements etc. should be reported to the Council Office.**

On a vote being taken on the matter there were 11 votes FOR and 0 votes AGAINST

**FC19/02/11 TO NOTE REFERENCES FOR FAITHFUL AND GOULD AND AGREE ANY FUTURE ACTIONS**

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

**FC19/02/11.2 RESOLVED that the references for Faithful and Gould were noted.**

On a vote being taken the matter was approved unanimously.

**FC19/02/12 TO RECEIVE THE PROJECT MANAGEMENT CONTRACT FROM FAITHFUL AND GOULD AND ADVICE FROM STEPHEN AND SCOWN, AGREE WHETHER TO SIGN THE CONTRACT AND ANY FUTURE ACTIONS**

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

**FC19/02/12.2 RESOLVED that the Project Management Contract from Faithful and Gould would be deferred to the next Full Council meeting and that Cllrs Crabtree and Pavey would liaise with the Clerk to clarify any queries raised by the next meeting.**

On a vote being taken on the matter there were 11 votes FOR and 0 votes AGAINST

**FC19/02/13 TO RECEIVE CORRESPONDENCE AND INFORMATION FROM FAITHFUL AND GOULD ON ANTICIPATED PROGRAMME DATES AND CLIENT BRIEF REVIEW FOR THE PROJECT AT ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS**

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

**FC19/02/13.2 RESOLVED that correspondence and information from Faithful and Gould on anticipated programme dates and client brief review for the project at Illogan Park would be deferred to the next Full Council meeting.**

On a vote being taken the matter was approved unanimously.

**FC19/02/14 TO CONSIDER APPOINTING CLLR MRS T SHARE TO THE GOVERNANCE REVIEW COMMITTEE AND AMENDING THE TERMS OF REFERENCE FOR THE COMMITTEE IN TERMS OF MEMBERS AND AGREE ANY FUTURE ACTIONS**

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

**FC19/02/14.2 RESOLVED that Cllr Mrs T Share would be appointed to the Governance Review Committee and that the Terms of Reference would be amended to there being 6 members on the Committee.**

On a vote being taken the matter was approved unanimously.

**FC19/02/15 TO RECEIVE THE RESOLUTIONS MADE BY THE STAFFING COMMITTEE ON HOW THE COUNCIL OFFICE SHOULD DEAL WITH REQUESTS FROM CLLRS SUCH AS ASKING FOR THINGS TO BE REPORTED ON THEIR BEHALF OR TO ASSIST OUTSIDE BODIES OR PARISHIONERS, AND AGREE ANY FUTURE ACTIONS**

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

**FC19/02/15.2 RESOLVED to receive and approve the following resolutions made by the Staffing Committee:**

- **That Council Officers can report things such as fly-tipping, street lights out etc. or sign post members of the public or Cllrs to someone who could assist them. If Council Officers are in doubt they should err on the side of caution and check with the Chairman and Vice Chairman of the Council or relevant Committee and if still unsure it should be included as an item on the Full Council agenda for the Council to decide. If by assisting, the public could think that Illogan Parish Council are involved, then the decision should be made by the Full Council.**
- **That it is important that Cllrs and Officers work together and treat each other with respect at all times and particularly during public meetings, as per the Code of Conduct. Any differences that occur should be aired in private not in public.**

On a vote being taken the matter was approved unanimously.

**FC19/02/16**

**TO RECEIVE THE FOLLOWING RECOMMENDATIONS FROM THE GOVERNANCE REVIEW COMMITTEE AND AGREE ANY FUTURE ACTIONS:**

*'That items of correspondence that require a decision to be made are included as agenda items and that any other correspondence raised at a meeting is for information only and that the relevant agenda item is reworded to read 'To receive correspondence up to the date of the meeting for information only.'*

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

**FC19/02/16.2**

**RESOLVED**

**to receive and approve the recommendations from the Governance Review Committee that items of correspondence that require a decision to be made are included as agenda items and that any other correspondence raised at a meeting is for information only and that the relevant agenda item is reworded to read 'To receive correspondence up to the date of the meeting for information only.'**

On a vote being taken the matter was approved unanimously.

**FC19/02/17**

**TO RECEIVE CORRESPONDENCE AND DOCUMENTATION FROM ILLOGAN VILLAGE HALL REGARDING THE LEASE OF SOLAR PANELS, AGREE A RESPONSE AND ANY FUTURE ACTIONS**

The Clerk reported that The Village Hall Committee had agreed to proceed with the solar panels based on the outline proposals provided by CEP. However, the Committee felt that the full agreement was different to the outline proposals and put a lot of liabilities and risks onto the Committee, which they had not realised from the outline proposals. The Committee had concerns with clauses in the lease such as costs to remove and reinstall the panels if they needed to work on the roof underneath them, reimbursement of Feed In Tariff and lost electricity generation if the panels were off the roof for more than 4-weeks, onerous compensation clauses etc. The Committee felt that they needed to be indemnified against any additional costs, risks or liabilities of the panels being put on the roof by either the Parish Council or CEP.

The Clerk had been advised by CEP that the Parish Council would need to sign the lease for the roof as custodian trustees. The Clerk queried this and suggested that written legal advice should be sought to clarify the situation as charity law was complicated. CEP responded that they had spoken to their solicitor and as the Parish Council were named on the Land Registry document as owners of the Hall they would need to sign the lease and the Hall Committee would need to sign the Power Purchase Agreement.

The lease as circulated with the Full Council agendas was amended and the Power Purchase elements removed and put into a separate document.

CEP had organised for Stephen and Scown Solicitors to represent the Parish Council at no cost to the Council; CEP would pay the solicitors fees. The Clerk had told the solicitors that she was unable to instruct them until the Council had resolved that she could do so. Whilst speaking to the solicitor the Clerk asked what would happen if for instance the Parish Council signed the lease and the Village Hall Committee declined to sign the Power Purchase Agreement and was told that the project could not then proceed.

The Council were being asked to:

- Sign the lease.
- Sign the Valuation Instruction Confirmation Sheet from Alder King - a document that set out the proposed terms of engagement and fees to prepare a S119 Charities Act Report on behalf of Illogan Parish Council. They also required individual proof of ID from the Clerk to comply with Anti Money Laundering Regulations, as she would be signing any documents on behalf of the Council.
- Instruct Stephens and Scown to act on behalf of the Council to provide legal advice on the solar panel lease etc at CEP's expense.

This morning the Clerk spoke to the CEP re whether there was any possibility that the Village Hall Committee could be indemnified against any costs associated with having the solar panels on the roof as the benefits to them were minimal. CEP agreed and said they would speak to their solicitor to get the documents amended.

The Clerk had arranged a meeting to be held next week with CEP, the Village Hall Committee and representatives from this Council to clarify the project and the involvement of all parties etc.

The Clerk suggested that the Council needed to liaise with the Village Hall Committee as to whether they wanted the panels on the roof etc as this was key to the project proceeding; that 2 or 3 members of Illogan Parish Council attended a meeting with CEP and the Village Hall Committee to discuss the potential project; and that legal advice, from a solicitor specialising in Charity Law, was sought to confirm the signing arrangements for the lease in writing i.e. should the custodian trustees be signing the lease, or should it be the managing trustees etc. That the Council negotiated with CEP regarding the legal costs for this legal work.

Cllr Williams reported that he had received correspondence from members of the Village Hall Committee. The Committee was concerned that as the Hall was mainly used in the evening that there was limited benefit to them to have the solar panels on the roof.

Cllr Ford explained the history of the Village Hall, the trust and associated documentation. He did not believe that custodian trustees should sign leases.

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

- FC19/02/17.2 RESOLVED** to receive correspondence and documentation from Illogan Village Hall regarding the lease of solar panels. It was agreed that the meeting would move on to the next business on the agenda.

On a vote being taken the matter was approved unanimously.

- FC19/02/18 TO RECEIVE INFORMATION ON THE INSURANCE IMPLICATIONS FOR COMMUNITY USE DEFIBRILLATORS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

- FC19/02/18.2 RESOLVED** that the Clerk would seek quotes for the installation of 4 or 5 Community Use Defibrillators.

On a vote being taken on the matter there were 11 votes FOR and 0 votes AGAINST

- FC19/02/19 TO DISCUSS THE POTENTIAL ERECTION OF PARISH BOUNDARY SIGNS AND AGREE ANY FUTURE ACTIONS (CLLR HOLMES TO REPORT)**

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

- FC19/02/19.2 RESOLVED** that Illogan Parish Council should erect Illogan Parish signs on the roads crossing our boundary into neighbouring parishes. That in the first instance two parish Boundary Signs are erected at Carvannel on our border with Portreath and at Reskajeague on our border with Camborne at either end of the North Cliff coastal roads. Costings to be sought for those two signs and for their erection, the quotes would be for metal road signs to include Cornish and English. In future years all 13 signs to be erected subject to budget funding. That all the signs are in Cornish and English.

On a vote being taken the matter was approved unanimously.

- FC19/02/20 TO CONSIDER THE MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The Clerk reported that an email was received from Cornwall Council Friday afternoon stating that they were conducting an Authority wide exercise to ensure all monies held relating to S106 pre-2009 were allocated and spent as soon as possible. Cornwall Council were being



requested to provide an update on all public open space contributions they held.

There were two allocations from developments at Millgrist showing as being available for expenditure at Illogan Park totalling £29,945.20.

They asked whether this Council would be able to give an indication whether they could utilise this money to develop and deliver a scheme within the 2109/20 financial year and if so to provide a few details? This would be sufficient for Cornwall Council to note against these allocations and ensure that the sums remain held for that purpose.

The Clerk responded that the Council had appointed a Project Manager to help to deliver improvements to the changing facilities at Illogan Park which would include public toilets, a tennis court, seating including memorial benches, a new entrance and additional parking etc. It was hoped that this work would commence at the end of the 2019/20 fiscal year and would roll into the 2020/21 fiscal year.

Cornwall Council had asked the Parish Council to complete an application form including what details we had available asap. They would then get this approved by the Council's portfolio holder in the usual manner recognising that quotations and details of the scheme were still to be developed. Assuming approval was granted an exchange of letters confirming that funds would be used to deliver the scheme would be sufficient to release the monies to the Parish Council.

The application form needed to be completed and returned by the end of the day on Monday (25<sup>th</sup> February).

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

**FC19/02/20.2 RESOLVED that Cllrs Pavey and Crabtree would meet with the Clerk to complete the application form for Section 106 funding to claim unspent monies totalling £29,945.20.**

On a vote being taken the matter was approved unanimously.

**FC19/02/21 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS**

1. South West Councils Newsletter – items included Darren Newman Employment Law Update; GDPR Workshop – next steps; Government open consultations; Future high streets fund; coaching; forthcoming events
2. NALC newsletters and chief executive bulletins - items included:
  - NALC shines a light on 150 local councils;
  - NALC sends an open letter to its 100,00 councillors;
  - New year message from chairman;
  - Points of light 2019; Policy committee;
  - Out and about;
  - Smaller Authorities Audit Appointments (SAAA);
  - Other meetings and events;

- Final few places available for NALC study tour;
  - NALC works with partners on loneliness;
  - NALC judge £2.5m Aviva community fund;
  - NALC supports the Great British Spring Clean;
  - Spring conference 2019;
  - NALC larger councils committee;
  - LCR interviews Queen's Park Community Council Eartha Pond;
  - Final local government finance settlement;
  - NALC management board;
  - Committee on standards in public life report;
  - NALC/LGRC local council expo 2019;
  - Staffing changes;
  - NALC elections campaign;
  - Communities framework;
  - Policy consultations;
  - NALC open days;
  - County Officers forum;
  - NALC smaller councils committee;
  - MHCLG Brexit bulletins;
  - Rural England 'State of Rural Services' report; and
  - LCR Winter 2019.
3. Copy of an email to Cllr Ekinsmyth re tree felling between Lamanva Road and Lamanva Close – *'I'm writing to you regarding the proposed felling of the trees. I have been informed by our neighbour that they received an email from you stating this is scheduled to take place in February. I'd like to bring to your attention the fact that there are wild birds that have started nesting within the trees and so should be protected by the Wildlife and Countryside Act 1981. I also believe that when Lamanva Close was built the trees were planted as part of a boarder to separate the new development of Lamanva Close from Lamanva Road as part of the granted planning permission. Please see pictures attached to show the break between to two developments. I don't believe that at present the trees are in any way in danger of falling down or posing a safety risk, so if looked after the right way (which the residents have said they are willing to do) would still fulfil the original purpose of creating a border between the two developments. There is also the fact that none of the residents effected by the felling of these trees from both Lamanva Road and Close wanted them to be removed in the first place and they have come up with a proposal to manage the up keep of them themselves. Has this not been taken into account? These trees form a natural tidy break between Lamanva Road and Close and provide both privacy and security to both sides. If removed the area would become a mis-match of untidy un-kept under growth and wooden fencing. For your information, a copy of this email has been sent to the Cornwall Council Wildlife Team, the Devon and Cornwall Police Wildlife Officer and Illogan Parish Council's Clerk.'*
  4. Citizens Advice Rural Access report
  5. Email from a member of the public who worked voluntarily with a large group of people across Cornwall who were interested in climate change and had been individually reaching out to our local Parish Councillors to work with them on community resilience and climate change mitigation.

6. Climate Change and Neighbourhood Planning Conference, Saturday 9th March from 10am organised by Professor Richard Cochrane, Charmian Larke and Sheelah Goldsmith
7. LGRC and NALC Form Partnership to Stage Local Council EXPO 2019 – 21st June at Chateau Impney in Driotwich – it would feature the largest exhibition for Local Councils taking place anywhere. It would include demonstrations of products and services and a programme of presentations on the practical aspects of running modern local councils.
8. Great Western Railway Williams Review consultation and closures of Whiteball and Marley tunnels for maintenance upgrades from 18th February
9. Cornwall Council advance notice of polling district and polling places review
10. Invitation to the next CPIR Community Network Panel on Tuesday 12th March 2019, 7pm in The Gallery, The Bungalow, Pool Academy
11. Redruth electronic newsletter
12. Mining trail forum minutes and reports
13. Forthcoming roadworks on the A30 at Scorrier
14. Copy of an email from Cornwall Council to a member of the public and comment from Cllr Desmonde on obstructive parking along the road past Tolvaddon Fire Station
15. Email from Cllr Desmonde to Cllr Collins, Camborne Town Council re litter and fast food outlets
16. Invitation to attend the Cornwall Community Resilience Workshop, 19th March 9.30am – 4.30pm – it would provide you with an introduction to flood and emergency planning for your community.
17. SLCC Procurement training, 5th April in St Erme Village Hall, 9.30am – 4.30pm - £85 per person
18. Cornwall Council – details of new support for Superfast links
19. Scribe January update and Year End newsletter and web-based Scribe update
20. Keith Uren Health and Safety newsletter
21. SLCC newsletter
22. Cornwall Council emails regarding the costs to purchase and re-fill salt bins
23. Thank you letter from the attendees of the afternoon tea.
24. CPRE Winter magazine
25. LCR magazine

**FC19/02/22**

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

The Clerk reported that:

- Both quarterly internal audits were due. It was agreed that Cllrs Crabtree and Pavey would complete one audit and Cllrs Mrs Roberts and Mrs Thompson would complete the other audit.
- The gas bottles had been collected from Illogan Park. When the Clerk met Warrior Gas on site it turned out that one bottle was Warrior Gas and the other bottle was Calor Gas. The Clerk,

therefore, contacted Cornwall Gas and arranged for them to collect the Calor Gas bottle.

- The Clerk and the Administration Assistant undertook the Scribe training that was agreed at the October Full Council meeting. The training was very good, helpful, and they both learnt a lot of useful information which had been noted and some of which was in the process of being implemented. The trainer said that Scribe was in good shape.
- The Governance Review Committee were in the process of compiling an application for the Quality level of the Local Council Award Scheme. One of the criteria was the publication of draft minutes and therefore the Committee had agreed a disclaimer and procedure for the publication of draft minutes. A copy of the disclaimer and procedure would be circulated to all members. Draft minutes would be published from now on starting with the draft minutes of tonight's meetings.

**FC19/02/23**

**TO RECEIVE AN UPDATE ON THE GLEBE FIELD AND AGREE ANY FUTURE ACTIONS**

From previous meetings it was thought that a letter from Defra had been received by a parishioner regarding The Glebe. However, on further investigation it was confirmed that the letter had not been from Defra, but reference was made to them in a letter from the MP to a parishioner.

It was currently understood that a buyer for the development had been found but legal documents had not been exchanged yet.

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

**FC19/02/23.2**

**RESOLVED that no further action was required on The Glebe Field. It was noted that no letter had been received from Defra as initially thought.**

On a vote being taken the matter was unanimously approved.

**FC19/02/24**

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

- i. **Finance and Resources Committee – 9<sup>th</sup> January 2019**
- ii. **Planning and Environmental Services Committee – 9<sup>th</sup> January 2019**
- iii. **Illogan Park Maintenance and Management Task and Finish Group – 15<sup>th</sup> January 2019**
- iv. **Planning and Environmental Services Committee – 16<sup>th</sup> January 2019**
- v. **Staffing Committee – 23<sup>rd</sup> January 2019**
- vi. **Governance Review Committee – 30<sup>th</sup> January 2019**
- vii. **Community Liaison Committee – 4<sup>th</sup> February 2019**
- viii. **Planning and Environmental Services Committee – 6<sup>th</sup> February 2019**

**ix. Illogan Park Maintenance and Management Task and Finish Group – 11<sup>th</sup> February 2019**

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

- FC19/02/24.2 RESOLVED** to note the Minutes of the following Committee meetings held since the last Full Council meeting:
- i. Finance and Resources Committee – 9<sup>th</sup> January 2019**
  - ii. Planning and Environmental Services Committee – 9<sup>th</sup> January 2019**
  - iii. Illogan Park Maintenance and Management Task and Finish Group – 15<sup>th</sup> January 2019**
  - iv. Planning and Environmental Services Committee – 16<sup>th</sup> January 2019**
  - v. Staffing Committee – 23<sup>rd</sup> January 2019**
  - vi. Governance Review Committee – 30<sup>th</sup> January 2019**
  - vii. Community Liaison Committee – 4<sup>th</sup> February 2019**
  - viii. Planning and Environmental Services Committee – 6<sup>th</sup> February 2019**
  - ix. Illogan Park Maintenance and Management Task and Finish Group – 11<sup>th</sup> February 2019**

On a vote being taken the matter was approved unanimously

**FC19/02/25 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:**

**a. Police**

No report had been received from the Police. It was agreed that the Clerk would contact them to enquire as to the date of the next Police Liaison meeting.

Cllr Ferrett referred to a vehicle on the side of the road near the Illogan Park which was severely damaged. She felt that the police should keep the Parish Council informed when incidents like this occur. It was agreed that the Clerk would enquire with the police regarding this incident.

**b. Representatives to Outside Organisations**

Councillors Mrs Roberts and Mrs Thompson reported that they had attended a meeting of the Mining Trails Group but were disappointed as there had been no introductions by the committee and no information was provided. They would not be prepared to attend further meetings unless information was provided in advance.

### **c. Illogan Parish Neighbourhood Development Plan Steering Group**

The Chairman reported that the referendum date was Thursday 11<sup>th</sup> April 2019; the polling station would be open from 7am until 10pm. It was understood that Cornwall Council would pay to produce all advertising materials for the referendum and its distribution to every household in the parish. Posters would also be put up throughout the parish. Councillors agreed to promote the referendum throughout the village by word of mouth as and when possible.

The Chairman of the Steering Group offered to meet with Councillors to give them a briefing about how policies included in the plan were formed. It was agreed that the Steering Group would give a presentation at a Planning and Environmental Services Committee meeting.

It was noted that the Steering Group would like to move forward with developing Areas of Great Landscape Value (AGLV). It was agreed that the AGLV would be considered as an agenda item at a meeting of the Planning and Environmental Services Committee.

The Steering Group were meeting next week to organise the referendum, sort their finances and agree how to close the group down as it had completed its work.

### **d. Cornwall Councillors**

Cllr Desmonde reported that the planning application for two properties at Halgoss Farm had been refused by Cornwall Council. The applicants were appealing the decision. A complaint had been made against himself as he had not supported the application because he felt it was not justified.

Cllr Desmonde reported that he was the Shadow Transport Portfolio Holder and concerns had been raised of the problems associated with the snow which fell recently. He felt that that there needed to be a policy review of arrangements for snow. He suggested that a policy to encourage schools and businesses to remain at their premises so that the roads did not get blocked with vehicles, which would allow the gritters and emergency services to do their jobs effectively.

£17 million had been earmarked for off road cycle routes to link Newquay, Perranporth, St Agnes and Truro. Cllr Desmonde felt that links were also needed to the CPIR area. He felt that there were too many signs advertising cycle routes where the routes were not properly maintained which resulted in there being overhanging brambles and vegetation which caused an issue for route users.

There had been several complaints of anti-social behaviour around the areas of Tolvaddon/East Hill/Morrisons. Individuals had been causing disturbances and on one occasion, when an individual was asked to quieten down had produced a knife. The police needed to have a

higher profile in the area to curb the behaviour and to reduce the risk to the public and those working in the area.

Cllr Ekinsmyth referred to the Community Network Highways Scheme. Each Community Network Area had been allocated the same budget allowance. Illogan had been allocated £1,300 to install double yellow lines opposite the entrance to Illogan Park in Trevelyan Road. He suggested that the money should be put back in the pot for use in the next financial year with the aim of achieving a more ambitious scheme.

Cllr Ekinsmyth had been informed that SSE had moveable speed signs available, fully serviced for £1,800; he had also advised that this cost was due to increase shortly. He asked whether this could be an agenda item for the next meeting of the Planning and Environmental Services Committee.

**FC19/02/26 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;  
AGREE WHERE TO DISCUSS AND TIMESCALES**

There were no items raised.

**FC19/02/27 DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 20<sup>th</sup> March 2019, 7.00pm in Penwartha Hall.

Cllrs Holmes, Mrs Roberts, Williams and 3 members of the public left the meeting at 8.25pm. Cllr Crabtree took the chair.

**FC19/02/28 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSION 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 Pavey, seconded by Cllr Crabtree and

**FC19/02/28.2 RESOLVED that under the 1960 Public Bodies (Admission 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.

Cllr Holmes re-entered the meeting at 8.28pm

**FC19/02/29 TO RECEIVE QUOTES TO COMPLETE THE EMERGENCY SAFETY WORKS, HIGH PRIORITY SAFETY WORKS, MEDIUM PRIORITY SAFETY WORKS AND HIGH PRIORITY MANAGEMENT WORKS HIGHLIGHTED IN THE FULL HEALTH AND CONDITION TREE INVENTORY INSPECTION COMPLETED ON ILLOGAN PARK, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC19/02/29.2 RESOLVED that Kernow Tree Surgery are appointed to complete the emergency safety works, high priority safety works, medium priority safety works, and high priority management works highlighted in the full health and condition tree inventory inspection completed on Illogan Park.**

On a vote being taken on the matter there were 9 votes FOR and 1 vote AGAINST

Cllr Mrs Roberts re-entered the meeting at 8.30pm and took the chair.

**FC19/02/30 TO RECEIVE ADVICE AND QUOTES FOR A TREE PLANTING PLAN IN ILLOGAN PARK, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC19/02/30.2 RESOLVED that Eco Active Arborists are appointed to complete the Tree Planting Plan in Illogan Park.**

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

**FC19/02/31 TO RECEIVE QUOTES FOR THE WORK IDENTIFIED IN THE OPERATIONAL PLAY INSPECTION REPORT, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY APPROPRIATE EXPENDITURE**

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

**FC19/02/31.2 RESOLVED that the work identified in the operational play inspection report would be deferred until the Annual Inspection in April had been completed.**

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



**FC19/02/32 TO RECEIVE TENDERS FOR THE FOOTPATHS AND OPEN SPACE MAINTENANCE, RECEIVE RECOMMENDATIONS FROM THE PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC19/02/32.2 RESOLVED that Greens Grounds and Trees are appointed to compete the Footpath Maintenance and DJM Gardening and Groundwork Solutions are appointed to complete the Open Space Maintenance as per their tenders.**

On a vote being taken the matter was approved unanimously.

**FC19/02/33 TO RECEIVE QUOTES TO CLEAR THE DRAINS IN THE 'AWAY' CHANGING ROOM AT ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS**

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

**FC19/02/33.2 RESOLVED that Aqua Rod are appointed to clear the drains in the 'away' changing room at Illogan Park to a maximum of 2 hours work.**

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

**FC19/02/34 TO RECEIVE QUOTES TO BOARD UP THE DAMAGED DOORS AT ILLOGAN PARK, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC19/02/34.2 RESOLVED that DJM Gardening and Groundwork Solutions are appointed to board up the damaged doors between the toilets at Illogan Park as per their quote.**

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

There being no further business the meeting closed at 8.38pm

Signed .....

Date .....

<b>ACCOUNTS FOR PAYMENT FEBRUARY 2019</b>						
<b>Expenditure</b>	<b>Payee</b>	<b>Minute Number</b>	<b>Net Total (ex VAT)</b>	<b>Vat</b>	<b>Total (inc VAT)</b>	<b>Legislation</b>
<b>To Ratify</b>						
Internet Services	BT		£130.20	£26.04	£156.24	LGA 1972 s.111(1)
Direct Debit taken 31.01.19 - included in January accounts						
<b>To Pay</b>						
Petty Cash	S. Willsher		£114.64		£114.64	LGA 1972 s.111(1)
Salaries	All Employees		£3,640.92		£3,640.92	LGA 1972 s.112 and Income Tax Act 2007, s.38
Expenses	S Willsher	Partly FC18/12/13.2	£71.15		£71.15	Local Government (Financial Provisions) Act 1963 s.5
Hedge Cutting Illogan Park	Kernow Tree Surgery		£500.00	£100.00	£600.00	LGA 1972 s.111(1)
Expenses	Cllr Mrs M Thompson		£11.70		£11.70	Local Government (Financial Provisions) Act 1963 s.5
Legionella Testing	Churchill Service Solutions		£28.50	£5.70	£34.20	LGA 1972 s.111(1)
Scribe Training	Paul Burdick	FC18/10/18.2	£519.49		£519.49	LGA 1972 s.111(1)
Conference	CALC	FC19/01/16.4	£60.00	£12.00	£72.00	LGA 1972 s.111(1)
Grant	Camborne Youth Band	CL19/02/8.2	£300.00		£300.00	LGA 1972 s.137
Grant	Illogan Sparnon Silver Band	CL19/02/8.3	£150.00		£150.00	LGA 1972 s.137
Litter Picking & General Maintenance	DJM		£1,303.38		£1,303.38	LGA 1972 s.111(1)
IT Support and Web Hosting	iCT4 Limited		£133.23	£26.65	£159.88	LGA 1972 s.111(1)
Stationery	Complete Business Solutions		£46.43	£9.29	£55.72	LGA 1972 s.111(1)
Licence for path from Manningham to the Churchyard	Savills (UK) Ltd		£110.00		£110.00	LGA 1972 s.111(1)
Stationery	Complete Business Solutions		£21.50	£4.30	£25.80	LGA 1972 s.111(1)
Printing Illogan Review	St Austell Printing Company		£771.00		£771.00	LGA 1972 s.111(1)
Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00	LGA 1972 s.111(1)
Account fee, cheque and electronic payment fees	Barclays		£14.85		£14.85	LGA 1972 s.111(1)
			£7,840.12	£166.61	£8,006.73	