

ILLOGAN PARISH COUNCIL

Minutes of the Community Liaison Committee held at The Council Office, Tolvaddon Energy Park on Monday 4th February 2019 at 7.00pm.

PRESENT: Cllr Williams (Chairman), Cllr Ford, Cllr Mrs Thompson, Mr Dolling and Mrs Knuckey.

ALSO PRESENT: Ms S Willsher, Clerk; Mr Marks, Grapevine (from point mentioned); Mr Moore, contractor; Mr Uren, Adelaide Stores (from and until points mentioned)

The Chairman explained the safety procedures.

CL19/02/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Crabtree, Pavey and Mrs Roberts.

There were no members absent.

CL19/02/2 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

There were no interests declared.

CL19/02/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

CL19/02/4 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINUTES – EVERY SPEAKER A LIMIT OF 3 MINUTES UNDER COUNCIL STANDING ORDERS)

There were no members of the public present.

CL19/02/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 12TH NOVEMBER 2018 AND THE CHAIRMAN TO SIGN THEM

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

CL19/02/5.2 RESOLVED that the minutes of the meeting of the Community Liaison Group Committee held on the 12th November 2018 are received and approved and signed by the Chairman.

On a vote being taken on the matter there were 2 votes FOR and 0 votes AGAINST.

CL19/02/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

CL19/02/7 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET, AND AGREE ANY FUTURE ACTIONS

Members asked the Clerk to confirm that all her travel expenses were included in the budget especially the travel to select the Christmas trees.

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

CL19/02/7.2 RESOLVED that the updated events budget is received and to recommend to the Finance and Resources Committee that any unspent budget is vired to Ear Marked Reserves (EMR) at the end of the year.

On a vote being taken the matter was approved unanimously.

Mr Marks entered the meeting at 7.10pm.

CL19/02/8 TO CONSIDER DONATIONS TO ORGANISATIONS WHO ASSISTED WITH THE CHRISTMAS LIGHTS SWITCH ON EVENTS, AND AGREE ANY FUTURE ACTIONS

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

CL19/02/8.2 RESOLVED that a donation of £300 is given to Camborne Youth Band for playing at the Illogan and Park Bottom Christmas Lights Switch On Events.

On a vote being taken the matter was approved unanimously.

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

CL19/02/8.3 RESOLVED that a donation of £150 is given to Illogan Sparnon Silver Band for playing at the Tolvaddon Christmas Lights Switch On Events.

On a vote being taken the matter was approved unanimously.

Mr Uren entered the meeting at 7.12pm.

CL19/02/9 TO REVIEW THE 2018 TOLVADDON CHRISTMAS LIGHTS SWITCH ON EVENT, CONSIDER ALTERATIONS OR IMPROVEMENTS AND AGREE ANY FUTURE ACTIONS

Mr Uren apologised that the refreshments were a little dis-organised and late.

Mr Uren reported that they had purchased an awning to erect in the side of the shop for shelter, it had not been erected due to concerns about the strength of the wind.

There were CCTV cameras around the shop, he wondered whether one large tree at the front of the shop would be more noticeable and

encourage more people to attend the event than that the two small ones mounted up high. They would install a power supply to the front of the shop which the lights could be plugged into and they were happy for a metal sleeve to be put into the section of pavement owned by the shop.

It was agreed that the Clerk would obtain quotes for the supply and installation of a metal sleeve at the front of Adelaide Stores.

It was agreed that the Council should consider purchasing a suitable PA System.

Mr Uren said that when the Fire Service hold their open day they cable a banner to the railings at the front of the shop, the banner had interchangeable dates. It was agreed that the Clerk would obtain quotes for an advertising banner to be made with interchangeable dates to advertise the Christmas Lights Switch On Events.

It was suggested that the Council should liaise with the band regarding the music and consider playing traditional carols and other Christmas music during future events.

Mr Uren left the meeting at 7.25pm.

CL19/02/10

TO REVIEW THE 2018 ILLOGAN CHRISTMAS LIGHTS SWITCH ON EVENT, CONSIDER ALTERATIONS OR IMPROVEMENTS AND AGREE ANY FUTURE ACTIONS

It was felt that there needed to be a better light display, more lights and possible larger, brighter ones. It was suggested that there were more lights erected around the Platt and possibly leading into the Woods. It was suggested that baubles could be erected in the Woods to reflect the lights from the Platt.

It was noted that historically lights used to be erected along Robartes Terrace. A lot of the residents used to put lights out on the front of their houses. If the Council wanted to erect lights along Robartes Terrace they would need to seek appropriate permissions from Cornwall Council and would need to stress test all the fittings and fixings each year etc; it would be a lot more work.

It was suggested that the Council could host an illuminated window competition in Robartes Terrace and possibly extend the area in future years if it proved popular. It was felt that the competition would encourage people to illuminate their windows and would add lights along the road. There could be a small entry fee which could be used to pay for the prize(s).

Illogan School were storing all the lanterns that were returned to them in a suitable re-usable condition at the end of the 2018 event and they would be used in the parades for following years. It was suggested that there was a budget set to assist the School in increasing their lantern stock each year. It was suggested that the lantern parade needed some sound to accompany it, the school children could learn songs to sing to music. It

was agreed that music should accompany the lantern parade and that it would be recorded music played through a portable CD player.

The School had enjoyed learning the Merritt carol and explaining to the pupils the reasons for learning the song and the history of Merritts carols etc.

It was noted that the briefings, organisation of the event on the evening and debriefings needed to be improved for future years.

The Clerk felt that more help was needed on the evening and suggested that the Council should employ people to assist during the event. Members agreed that they would compile a list of tasks that would need to be done and the nature and demand of the tasks and that volunteers could be sought from the wider public.

It was agreed that the Clerk needed to be mobile during the event to be able to monitor the event and make necessary arrangements.

It was suggested that the Council needed to be clearer on the role of the Community Choir at the event; were they there to boost numbers or to lead the singing?

It was agreed that the Clerk would seek quotes for a professional, experienced person to review the road closure paperwork, signs to be put out, maps etc.

It was also suggested that the diversion route used along Well Lane etc should be signed as not suitable for lorries.

CL19/02/11

TO REVIEW THE 2018 PARK BOTTOM CHRISTMAS LIGHTS SWITCH ON EVENT, CONSIDER ALTERATIONS OR IMPROVEMENTS AND AGREE ANY FUTURE ACTIONS

It was noted that when there was inclement weather people gravitated into the pub. It was suggested that consideration should be given to ways to encourage them to come outside and stay outside and participate in the event.

It was suggested that a choir or other organisation could support the event.

Members needed to consider providing lighting for the band so that they can read their music sheets.

Grapevine were willing to support the event.

CL19/02/12

TO CONSIDER SIGNAGE TO BE ERECTED ON OR NEAR THE CHRISTMAS TREES FOR 2019 AND FUTURE YEARS AND AGREE ANY FUTURE ACTIONS

It was agreed that the Clerk would obtain quotes for the design and supply of banners to go in Illogan, Park Bottom and Tolvaddon, with interchangeable dates to advertise the Christmas Lights Switch On Events.

CL19/02/13 TO SET THE DATES FOR THE 2019 ILLOGAN, PARK BOTTOM AND TOLVADDON CHRISTMAS LIGHTS SWITCH ON EVENTS

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

CL19/02/13.2 RESOLVED that the 2019 Tolvaddon Christmas Lights Switch On Event will be held on Thursday 5th December, Illogan on Friday 6th December and Park Bottom on Saturday 7th December.

On a vote being taken the matter was approved unanimously.

It was agreed that the trees would be taken down as close to the twelfth night as possible.

CL19/02/14 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

There were no items raised.

CL19/02/15 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Monday 1st April 2019, 7pm in the Council Office.

There being no further business the meeting closed at 8.01pm.

Signed

Date0.....