

ILLOGAN PARISH COUNCIL

Minutes of the Annual Council Meeting held at the Penwartha Hall on Wednesday 15th May 2019 at 7.30pm.

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

IN ATTENDANCE: Ms S Willsher, Clerk; Mrs J Curtis and 8 members of the public.

The Chairman explained the safety procedures.

FC19/05/1 TO ELECT A CHAIRMAN OF THE COUNCIL FOR THE MUNICIPAL YEAR 2019/2020 AND THE ELECTED CHAIRMAN TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE

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

FC19/05/1.2 RESOLVED that Cllr Crabtree is elected Chairman of the Council for the municipal year 2019/2020 and that the Declaration of Acceptance of Office is signed.

On a vote being taken the matter was approved unanimously.

Cllr Crabtree presented Cllr Mrs Roberts, the outgoing Chairman, with a bouquet of flowers and thanked her for her hard work over the last year.

FC19/05/2 TO APPOINT A VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2019/2020

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

FC19/05/2.2 RESOLVED that Cllr Mrs Thompson is appointed Vice Chairman of the Council for the municipal year 2019/2020.

On a vote being taken the matter was approved unanimously.

FC19/05/3 SAFETY PROCEDURES

The Chairman reminded the meeting that safety procedures had already been explained.

FC19/05/4 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE

Cllr Crabtree welcomed everyone to the meeting.

There were no apologies received; all members were present.

FC19/05/5

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.

FC19/05/6

TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations.

FC19/05/7

TO PRESENT THE RAY UREN AWARD

The Ray Uren Award was presented to Mr Tompsett. Mr Tompsett had been a consistent servant of Parish matters for many years. He was a friend of Manningham Wood, providing advice and arranging for the placing of Bird nesting boxes in the wood and was instrumental in obtaining and placing the nature signs in the wood.

Mr Tompsett contributed to St. Illogan Churchyard as a Living Churchyard and advised on conservation issues surrounding that scheme.

He advised on and enabled the planting of apple trees in several locations around the Parish including Illogan School, where he arranged for pupils to help to plant trees. He enabled the saving and renewal of the ancient apple orchard in Tehidy Country Park thus developing a community orchard, at the same time involving local volunteers of all ages to help. He also provided training opportunities for those interested in the selection, planting, pruning and grafting of apple trees.

Mr Tompsett also judged horticultural produce competitions at local events and annually ensured that the interior of St Illogan Church was a blaze of floral colour at Easter. He led the team of Illogan School pupils and other volunteers in the Well Dressing at Marys Well in the Olympics year 2012.

Mr Tompsett provided, at the request of the Parish Council 11 years ago, an illustrated report on the Parsonage Well area, with advisory comments. He had been an exemplary member of our community.

Mr Tompsett replied that he was delighted with the award and gave thanks to Ray Uren's daughter for presenting the award and to the Clerk and Administration Assistant for being a point of contact for village issues. He reported that he had two main interests; the Living Churchyard and Tehidy Orchard.

Ten years ago he wrote an article for Link, the church magazine, in which he outlined the living churchyard. A living churchyard had a mix of wildlife with a variety of habitats. He was pleased with the compromise that had been made with the area being a wildlife habitat but also accessible to people. His second pleasure had been the restoration of the orchard at Tehidy where there were 50 apple trees of many different local Cornish varieties. The collapse of Illogan market made a big difference as they used to make a small amount of money from selling the apples. He added

that his future involvement would become more advisory but he hoped that the village would continue to look beautiful.

Cllr Mrs Roberts handed in her letter of resignation. Cllr Crabtree thanked her and wished her well.

3 members of the public left the meeting at 7.49pm

2 members of the public left the meeting at 7.50pm

FC19/05/8

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

Cllr Mrs Roberts left the meeting at 7.52pm.

A member of the public felt that Coastline Housings claims that they had completed anthrax testing on the Glebe Field were not true. The digger that had been in the Glebe Field was doing percolation testing, this had been confirmed by members of the public who had approached him and talked to him whilst he was completing the work. The driver had not been aware of the possible issue of anthrax in the field and was therefore not wearing protective clothing. They stated that Defra guidance was that no work should be undertaken until the implementation of appropriate investigation had been conducted that identified the local of any animal burial pit(s) within the site and the degree of contamination by anthrax. No development of the site should be undertaken until the site is deemed clear of any contamination by anthrax or until remediation works had been completed and evidence is provided to demonstrate that there was no threat to public health from the development of the site.

A member of the public asked if the Council were aware of Health and Safety Regulations about building housing estates next to a graveyard. The ground of the Glebe Field needed to be checked for toxins that might have leaked from the burials in the graveyard.

A member of the public stated that the recipient of the Ray Uren Award had inspired them to fight for the Glebe Field. The open space included in Coastline Housings proposals was too small. Most developers left some green space in developments as they put the soakaways underneath them. They asked whether everyone could think sideways about how the Glebe Field could be protected such as the grow wild scheme, writing to Mr Gove MP following his announcement about the importance of open spaces, grants that could be applied for etc.

Cllr Crabtree reported that the Council were in a state on limbo until the planning application for the Glebe was submitted and that the Council could not comment on the Glebe Field in case they predetermined themselves thus meaning that they would be unable to comment on the planning application when it was submitted.

FC19/05/9 TO RECEIVE REPORTS FROM THE 2018/2019 CHAIRMAN AND VICE CHAIRMAN

Cllr Crabtree reported that it had been an interesting year. He had enjoyed working alongside Cllr Mrs Roberts as Chairman, although he was aware of the difficulties experienced with the Glebe Field. Cllr Mrs Roberts and himself had attended the Festival of Remembrance, remembrance services and functions which awarded children and young people for a variety of achievements. He was pleased that the Illogan Parish Neighbourhood Development Plan was in place. He suggested that the Council should monitor how Cornwall Council dealt with planning applications and the Illogan Parish Neighbourhood Development Plan especially as it had recently lost in the high court to St Mawgan Parish Council in a planning matter involving a Neighbourhood Development Plan.

FC19/05/10 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 17TH APRIL 2019 AND THE CHAIRMAN TO SIGN THEM

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

FC19/05/10.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 17th April 2019 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC19/05/11 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

Page 846 – Minute FC19/04/15.2 – The letter was sent to Cornwall Council requesting a housing needs survey. Cornwall Council had responded and there would be an agenda item for the next Full Council meeting to receive the responses.

Page 847 – Minute FC19/04/20.2 – The letter was sent to Cornwall Council expressing this Council's disappointment in the planning appeal decision for Land adjacent to Harmony Terrace etc. A response had been received on Monday and would be included in the next Full Council agenda.

Cllr Ford reported that the plumbing works at Mary's Well had been completed and commended the plumber on his work – a job well done!

FC19/05/12 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF APRIL 2019

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

FC19/05/12.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of April 2019.

On a vote being taken the matter was unanimously approved.

FC19/05/13 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF MAY 2019 AND AGREE ANY FUTURE ACTIONS (UP TO DATE LIST TO BE TABLED AT THE MEETING)

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

FC19/05/13.2 RESOLVED to authorise payment of accounts for the month of May 2019 in the sum of £76,821.50 (excl. VAT) and that the cheque for Park Bottom Institute is not sent until they provide evidence that the remaining funding is in place to complete the project.

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

FC19/05/14 TO RECEIVE AND APPROVE THE DRAFT ANNUAL REPORT FOR 2018/2019 AND AGREE ANY FUTURE ACTIONS

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

FC19/05/14.2 RESOLVED that the 2018/2019 Annual Report is received and approved.

On a vote being taken the matter was approved unanimously.

2 members of the public left the meeting at 8.08pm.

FC19/05/15 TO RECEIVE THE INDEPENDENT INTERNAL AUDITORS REPORT FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2019 AND AGREE ANY FUTURE ACTIONS

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

FC19/05/15.2 RESOLVED that the Independent Internal Auditors Report for the financial year ending 31st March 2019 is received.

On a vote being taken the matter was approved unanimously.

FC19/05/16 TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2019 AND APPROVE THE CLERK/RFO AND CHAIRMAN TO SIGN THEM

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

FC19/05/16.2 RESOLVED that the Annual Governance Statement for the financial year ending 31st March 2019 was completed, answering yes to questions 1-8 and N/A to question 9 and the Clerk/RFO and Chairman to sign the Statement

On a vote being taken the matter was approved unanimously.

FC19/05/17 TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTING STATEMENTS, EXPLANATIONS OF VARIANCES AND BANK RECONCILIATIONS FOR THE ANNUAL RETURN FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2019 AND APPROVE THE CHAIRMAN TO SIGN THEM

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

FC19/05/17.2 RESOLVED to receive and approve the end of year accounting statements for the annual return for the financial year ending 31st March 2019 and the Clerk/RFO and Chairman to sign the audit form.

On a vote being taken the matter was approved unanimously.

FC19/05/18 TO APPOINT STANDING COMMITTEES AND AGREE THE NUMBER OF MEMBERS ON EACH COMMITTEE FOR THE 2019/2020 MUNICIPAL YEAR

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

FC19/05/18.2 RESOLVED that at the Standing Committees and number of members on each Committee for the 2019/2020 municipal year will be:

- **Community Liaison Committee – 5 members**
- **Finance and Resources Committee – 7 members**
- **Governance Review Committee – 6 members**
- **Planning and Environmental Services Committee – 9 members**
- **Staffing Committee – 5 members**
- **Illogan Park Project Task and Finish Group – 4 members**

On a vote being taken there were 9 votes FOR and 2 votes AGAINST

1 member of the public entered the meeting at 8.15pm.

FC19/05/19 TO SET THE TERMS OF REFERENCE FOR ALL STANDING COMMITTEE FOR THE 2019/2020 MUNICIPAL YEAR AND AGREE ANY FUTURE ACTIONS

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

FC19/05/19.2 RESOLVED that the Terms of Reference for all Standing Committees would be set as detailed below:

Community Liaison Committee

Purpose

To provide and facilitate events and activities to be hosted by the Council including Illogan Christmas Lights Switch On, Park Bottom Christmas Lights Switch On, Illogan Parish Fair.

To promote involvement in and participate in community events.

To liaise with outside organisations and the community such as invitations to present prizes at Illogan School etc.

To receive reports from Council representatives on outside bodies.

To liaise with the Governance Review Committee to ensure that all suitable and sufficient policies, procedures, planning, health and safety requirements, risk assessments and any other documentation is in place to minimise risks at events.

To monitor and review actions in the Parish Plan.

To make recommendations to Full Council on progressing actions within the Parish Plan.

To monitor and review projects in the relation to the Parish Plan.

To liaise with outside organisations to improve and regenerate the area and progress projects i.e. Green Ripple, Illogan Regeneration Group.

Scope

Events, community liaison, Illogan Parish Fair, communications between the Council and outside bodies, outreach, in reach, parish plan review and projects.

Ordinarily the Committee will meet no more than six times per year unless the Full Council resolves that extra meetings are held for a specific reason.

Governance

Committee of Illogan Parish Council.

Council Members of the Events Committee are appointed at the Annual Parish Meeting. Representatives of Community Organisations, partner agencies and interested members of the public may be co-opted onto the Committee provided they accept and

adhere to Illogan Parish Council's Code of Conduct, Standing Orders, Financial Regulations and all other policies.

There must be a minimum of three Illogan Parish Councillors present at a meeting for any decision to be made. Only Illogan Councillors may vote on decisions taken by this Committee.

Resources

Delegated responsibility for the Events budgets.

Finance and Resources Committee

Purpose

To prepare and recommend the annual budget and precept for approval by the Full Council.

To monitor income, expenditure and budgetary positions through the year.

To monitor and review the Council's annual subscriptions.

To prepare forward financial forecasts.

To monitor and review capital purchases and leases.

To review office facilities and equipment.

To monitor and review the Council's insurance provision.

To monitor and review the Council's banking arrangements.

To monitor and manage all aspects of the Council's website and IT provision.

Governance

Ordinarily the Committee will meet a maximum of six times per year with four meetings being held between June and December unless the Full Council resolves that extra meetings are held for a specific reason.

Committee of Illogan Parish Council

Council members will be appointed at the Annual Council Meeting.

Resources

Delegated responsibility for the website maintenance budget.

Governance Review Committee

Purpose

To review at least annually all of the Council's policies.

To update and amend Council policies when required.

To approve, monitor and review Health and Safety and Risk Assessments.

To make recommendations to the Full Council on amendments to Standing Orders and Financial Regulations.

To monitor changes in legislation and how they apply to the Council and its policies.

To investigate and decide on any complaints received as per the Procedure.

Governance.

Ordinarily the Committee will meet a maximum of six times per annum unless the Full Council resolves that extra meetings are held for a specific reason.

Committee of Illogan Parish Council.

Council members will be appointed at the Annual Council Meeting.

Resources

Delegated responsibility for the Health and Safety budget.

Planning and Environmental Services Committee

Purpose

To comment on planning applications, development and control matters to Cornwall Council as statutory consultees.

To hold pre-application discussions and meetings.

To deal with all transportation and highways matters.

To monitor the maintenance of footpaths and green spaces in the parish.

Parish Signs Sub Committee

To agree a procedure to review the condition of signs in the parish.

To hold site visits to assess the condition of signs.

To compile a report on the condition of signs including maintenance recommendations for the Planning and Environment Committee.

To consider sites for the erection of new signs.

To compile reports and recommendations to go to the Planning and Environmental Services Committee.

Paynters Lane End Traffic Sub Committee

To hold a site visit and monitor traffic issues.

To seek public comments on traffic issues.

To compile reports and recommendations on traffic issues to go to the Planning and Environment Committee.

Governance

The Committee will meet on the 1st and 3rd Wednesday of each month unless otherwise agreed by the Council. the meeting on the third Wednesday of each month will only deal with commenting on any planning applications as statutory consultees.

Committee of Illogan Parish Council.

Council members will be appointed at the Annual Council Meeting.

A representative from the Illogan Parish Neighbourhood Development Plan Steering Group may be co-opted onto the Committee in a non-voting capacity to advise on information they have gathered and the work they have been completing in developing a Neighbourhood Development Plan for the Parish that is relevant to the considerations being made by the Committee at the time.

Resources

Delegated responsibility for the Amenities (except Events), Bus Shelters, Footpaths Maintenance, Parish Signs, Bins and Verge Clearing budgets.

Staffing Committee

Purpose

To compile and monitor terms and conditions of all council employees.

To agree job descriptions, person specifications, adverts and contracts for council employees.

To interview and appoint council employees when appropriate.

To receive and take the relevant action with regard to all employee complaints, grievances and any disciplinary action in line with Council policies and procedures.

To complete annual performance reviews for all council employees.

To monitor and approve training requirements for all employees.

Governance

The Committee will meet twice a year or as and when required.

Committee of Illogan Parish Council.

Council Members will be appointed at the Annual Council Meeting.

Resources

Delegated responsibility for the staffing budgets.

Illogan Park Project Finish Group

The Illogan Park Project Task and Finish Group will:

- Liaise with Faithful and Gould via the Clerk/Council Office
- Meet regularly as and when required. Meetings of The Illogan Park Project Task and Finish Group will not be formally called with a set agenda to allow them to be reactive and to be called in a timely manner. All meetings will be

held in the Council Office and will be minuted by the Clerk or a Council Officer if the Clerk is unavailable. Site meetings may be held prior to a full discussion in the Council Office if required;

- Review documentation before it is presented to Full Council and raise any queries which might arise with Faithful and Gould etc. prior to the Full Council meeting to help the meeting run smoothly and make decisions;
- Report on their discussions to the monthly Full Council meetings;
- Look for organisations that can support Illogan Park in terms of funding and resources;
- Agree minor amendments that have no new or additional financial implications to the Council in the preparations and during the construction phase of the project
- Complete regular inspections of Illogan Park with the Clerk and any other appropriate representatives i.e. Faithful and Gould, contractors etc. as necessary to assess progress etc.
- The Clerk will liaise with a minimum of 3 members of the Task and Finish Group, however the Clerk will strive to liaise with all members.

On a vote being taken the matter was approved unanimously.

FC19/05/20 TO APPOINT MEMBERS TO STANDING COMMITTEES FOR THE 2019/2020 MUNICIPAL YEAR AND AGREE ANY FUTURE ACTIONS

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

FC19/05/20.2 RESOLVED that Cllrs Ekinsmyth, Mrs Ferrett, Miss Pollock, Szoka and Williams are appointed to the Staffing Committee for the 2019/2020 municipal year.

On a vote being taken the matter was approved unanimously.

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

FC19/05/20.3 RESOLVED that the following members would be appointed to the following Standing Committees for the municipal year 2019/2020:

- **Community Liaison Committee – Cllrs Crabtree, Ford, Pavey, Mrs Share and Williams**
- **Finance and Resources Committee – Cllrs Crabtree, Ekinsmyth, Ford, Pavey, Szoka and Mrs Thompson**
- **Governance Review Committee – Cllrs Crabtree, Ford, Pavey, Mrs Share and Mrs Thompson**
- **Planning and Environmental Services Committee – Cllrs Crabtree, Mrs Ferrett, Ford, Holmes, Pavey, Szoka, Mrs Thompson and Williams**
- **Illogan Park Project Task and Finish Group – Cllrs Crabtree, Ekinsmyth, Pavey and Mrs Thompson**

On a vote being taken the matter was approved unanimously.

FC19/05/21 TO ELECT THE CHAIRMAN OF THE FINANCE AND RESOURCES COMMITTEE FOR THE 2019/2020 MUNICIPAL YEAR

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

FC19/05/21.2 RESOLVED that Cllr Pavey is elected Chairman of the Finance and Resources Committee for the 219/2020 municipal year.

On a vote being taken the matter was approved unanimously.

FC19/05/22 TO CONFIRM THE BANK MANDATE AND APPOINT SIGNATORIES FOR THE 2019/2020 MUNICIPAL YEAR AND AGREE ANY FUTURE ACTIONS

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

FC19/05/22.2 RESOLVED that the bank mandate and signatories for the municipal year 2019/20 would remain the same as last year.

On a vote being taken the matter was approved unanimously.

FC19/05/23 TO RECEIVE THE LCR MAGAZINE SUBSCRIPTION RENEWAL, AGREE HOW MANY COPIES TO ORDER, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC19/05/23.2 RESOLVED that the LCR magazine subscription would be renewed and 9 copies would be ordered; there would be a copy each for the Council Office, Cllrs Ms Cadby, Crabtree, Mrs Ferrett, Ford, Holmes, Pavey, Mrs Share and Mrs Thompson.

On a vote being taken the matter was approved unanimously.

FC19/05/24 TO CONSIDER PAYMENT OF ANY SUBSCRIPTIONS FALLING TO BE PAID ANNUALLY

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

FC19/05/24.2 RESOLVED that annual subscriptions would be paid to CALC, SLCC, South West Councils, DIS and LCR magazine.

On a vote being taken the matter was approved unanimously.

FC19/05/25 TO REVIEW REPRESENTATION ON OR WORK WITH EXTERNAL BODIES FOR THE 2019/2020 MUNICIPAL YEAR AND ARRANGEMENTS FOR REPORTING BACK AND AGREE ANY FUTURE ACTIONS

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

FC19/05/25.2 RESOLVED that the following members are appointed as representatives to the following outside bodies and that representatives would report back to Full Council after attending a meeting the same as 2019/2020:

- Cornwall Association of Local Councils (CALC) – Cllr Ford
- Illogan Village Hall Management Committee – Cllr Williams
- Illogan and Tolvaddon Regeneration Groups – Cllrs Ekinsmyth and Ford
- Mineral Tramways – Cllr Mrs Share
- Cornwall Bus Forum – Cllr Ford, Mrs Share and Mrs Thompson
- Police Liaison Group – Cllrs Ford and Mrs Share
- South Crofty Mine Liaison Group – Cllrs Holmes, Miss Pollock and Mrs Thompson on a rota basis depending on how many delegates the Council are permitted to send.

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

FC19/05/26 TO SET THE DATES, TIMES AND PLACE OF ORDINARY MEETINGS OF THE FULL COUNCIL FOR THE YEAR AHEAD AND AGREE ANY FUTURE ACTIONS

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

FC19/05/26.2 RESOLVED that the set dates, times and place of ordinary meetings of the Full Council for the year ahead were set.

On a vote being taken the matter was approved unanimously.

FC19/05/27

TO CONSIDER THE MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE

There was currently nothing further to consider.

FC19/05/28

TO RECEIVE CORRESPONDENCE UP TO THE DATE OF THE MEETING FOR INFORMATION ONLY (UP TO DATE LIST TO BE TABLED AT THE MEETING)

1. SLCC News bulletin – items included International Institute of Municipal Clerks (IIMC) arranging its Region XI Seminar to be held in the UK
2. Keith Uren – Health and Safety Update May 2019 – items included ‘Wholly avoidable’ cable strike leads to £35k fine for sign fitter; Oil drum exploded during hot cutting work; Bottle jack support failed to prevent death; £160,000 fine after a 12-year-old boy slipped from a scaffold ladder; Welding safety alert by HSE; The powers of a HSE Inspector
3. Scribe Customer Newsletter May 2019 – items included Web Scribe ready for take-off; Setting up your new year in Scribe; Web Scribe – did you know; Join us on Facebook
4. South West Councils Newsletter – items included Employment update; NALC Star Council Award 2019 launch; Restricting exit payments in the public sector; A new era strikes in the South West; The Times; Best places to live in the UK; Funding for rough sleeping strategy; Job opportunities at SW Councils; Annual coaching conference; Forthcoming events
5. NALC Chief Executive’s Bulletins and Newsletters – items included The Good Councillor’s Guide; NALC/LGRC Expo 2019; Plunkett trusteeships; Rural coalition; Judicial review outcome; The Telegraph article on local elections; Consultations; Borrowing approval guidance; CiLCA trainers forum; Salisbury litter free; Management Board minutes; Meeting with housing minister; Lords report on the rural economy; LCR Spring edition and renewals; Staffing update; VE Day 75 plans announced; Historic England review; Cllr Kevin Wilson; Comprehensive spending review update; The tree charter project; New legal guidance; Out and about; NALC calls to keep audits of smaller bodies proportionate; NALC meets housing minister Kit Malthouse MP; NALC welcomes new House of Lords report;
6. CALC Newsletter – items included LGRC/NALC Local Council EXPO 2019; Cornwall AONB Partnership; NALC Annual Conference; Star Council Awards; Annual Membership; New Documents on the NALC website; Training 2019; Current Vacancies; CALC Office opening hours

7. Cornwall Council Town and Parish Council Newsletter Spring 2019 – items included Welcome; Notes for local councils on Street Naming and Numbering; Community engagement – Pre-application and post-decision; Area Team Planning – Working differently; Quarterly planning enforcement report; Useful information for planning consultees; Useful links
8. Latest news from the Cornwall AONB – items included We're recruiting – Cornwall AONB Partnership Manager; Wheal Buzzy project – walk leaders training; Workshop at Porthcurno on 15th May 2019 – innovative environmental growth along the South West Coast Path in Cornwall; Cornwall AONB 2019 photo competition; Royal Cornwall Show 6th, 7th and 8th June 2019 – Cornwall AONB stand and forestry tent
9. United Downs Deep Geothermal Power Project - Last public drop-in sessions with the drilling rig on site – Saturday 18th May and Saturday 29th June 11am – 1pm
10. Mining Trails Meeting 7th May minutes etc
11. Cornwall Council dogs on beaches pre-engagement letter – Cornwall Council are seeking early views from town and parish councils, prior to a formal public engagement, on the renewal of Public Space Protection Orders relating to seasonal dogs on beach restrictions. Deadline for responses is 18.06.19
12. Press release on the Bangers and Mash-Up Festival
13. Correspondence regarding the fire in Illogan on the 14th May 2019 – people were organising fundraising events – help available from Cornwall Council etc

It was noted that there had been a serious fire in Bridge Road, affecting 4 houses. No one was hurt but all properties had lost their roofs. The community had pulled together with many offers of help.

FC19/05/29

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

The Clerk reported that an Audit was due and asked for volunteers. Cllrs Ford and Mrs Thompson agreed to undertake the quarterly audit.

FC19/05/30

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

The Clerk reported that she had received 4 emails which had been anonymised due to GDPR and circulated to all members of the Council. She was also keeping a file that would be included with the paperwork once the planning application had been received. She reminded the meeting that Coastline Housing were holding a public consultation on the Glebe Field on 28th May to be held in Penwartha Hall; this had been advertised on the Council's website, Facebook page and notice boards.

FC19/05/31 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

- i. Staffing Committee – 10th April 2019**
- ii. Planning and Environmental Services Committee – 17th April 2019**
- iii. Governance Review Committee – 24th April 2019**
- iv. Finance and Resources Committee – 1st May 2019**
- v. Planning and Environmental Services Committee – 1st May 2019**

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

FC19/05/31.2 RESOLVED to note the Minutes of the following Committee meetings held since the last Full Council meeting:

- i. Staffing Committee – 10th April 2019**
- ii. Planning and Environmental Services Committee – 17th Aprils 2019**
- iii. Governance Review Committee – 24th April 2019**
- iv. Finance and Resources Committee – 1st May 2019**
- v. Planning and Environmental Services Committee – 1st May 2019**

On a vote being taken the matter was approved unanimously.

3 members of the public left the meeting at 8.47pm

FC19/05/32 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES

There were no items raised.

FC19/05/33 DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 19th June 2019, 7.00pm in Penwartha Hall.

FC19/05/34 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT THE PRESS AND PUBLIC ARE EXCLUDED DUE TO CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED

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

FC19/05/34.2 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.

FC19/05/35 TO RECEIVE A QUOTE FOR A VISUAL BAT INSPECTION AT ILLOGAN PARK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC19/05/35.2 RESOLVED that Cornwall Environmental Consultants were awarded the contract to undertake a Visual Bat Inspection at Illogan Park as per their quote.

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

There being no further business the meeting closed at 8.49pm

Signed

Date

ACCOUNTS FOR PAYMENT MAY 2019						
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)	Legislation
Salaries	All employees		£3,738.95		£3,738.95	LGA 1972 s.112 and Income Tax Act 2007, s.38
Independent Internal Audit	Tiaa		£1,080.00	£216.00	£1,296.00	LGA 1972 s.111(1)
Plumbing Work on Mary's Well	Plumbtastic	PM19/03/20.2	£375.00	£75.00	£450.00	LGA 1972 s.111(1)
Webhosting	KernowTek		£10.00		£10.00	LGA 1972 s.111(1)
Litter Picking & General Maintenance	DJM		£1,406.74		£1,406.74	LGA 1972 s.111(1)
Annual Play Inspection	Rospa	PM18/06/22.2	£79.00	£15.80	£94.80	LGA 1972 s.111(1)
Grant	Park Bottom Institute	FC19/04/10.2	£260.00		£260.00	LGA 1972 s.137
Drain Survey	South West Drains	FC19/02/33.2	£367.50	£73.50	£441.00	LGA 1972 s.111(1)
Expenses	S Willsher		£13.05		£13.05	Local Government (Financial Provisions) Act 1963 s.5
Legionella Testing	Churchill Service Solutions		£28.50	£5.70	£34.20	LGA 1972 s.111(1)
Transfer	Public Sector Deposit Fund		£68,206.00		£68,206.00	
Illogan Park Grass Cutting	Greens Grounds and Trees		£360.00	£72.00	£432.00	LGA 1972 s.111(1)
Stationery	Complete Business Solutions		£29.90	£5.98	£35.88	LGA 1972 s.111(1)
IT support and Office 365 Licences	NCI Technologies Ltd		£307.93	£61.58	£369.51	LGA 1972 s.111(1)
Metal sleeve for Christmas Tree	Nimonic Specialist Welders	CL19/04/21.2	£212.50	£38.50	£251.00	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		£19.80		£19.80	LGA 1972 s.111(1)
Postage, Office Consumable etc	Barclaycard		£95.04		£95.04	LGA 1972 s.111(1)
Internet	BT		£130.20	£26.04	£156.24	LGA 1972 s.111(1)
Water - Office	South West Water		£40.01		£40.01	LGA 1972 s.111(1)
Water - Mary's Well	South West Water		£18.05		£18.05	LGA 1972 s.111(1)
		TOTAL	£76,821.50	£598.77	£77,420.27	