

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 18<sup>th</sup> September 2019 at 7.00pm.

**PRESENT:** Councillors Crabtree (Chairman), Ms Cadby, Ekinsmyth, Ford, Holmes, Pavey, Miss Pollock, Mrs Share, Szoka

**IN ATTENDANCE:** Ms S Willsher, Clerk; Mrs J Curtis, Administration Assistant and 2 members of the public

The Chairman explained the safety procedures.

### **FC19/09/7 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Mrs Ferrett, Weatherburn and Williams

Cllr Mrs Lang was absent

### **FC19/09/8 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.

### **FC19/09/9 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations.

### **FC19/09/10 TO RECEIVE A PRESENTATION FROM CORNWALL COUNCIL'S COMMUNITY PROTECTION TEAM ON INCIDENT REPORT CARDS AND AGREE ANY FUTURE ACTIONS**

Mr Peck introduced himself and explained that the Community Protection Team had a new innovative, safe, non-contact enforcement tool developed to combat littering, dog fouling and fly tipping. An incident report card had been devised and the Parish Council could decide whether they would like to sign up to the new partnership pilot to tackle the problem.

Last year there were over 4,000 incidents of fly tipping, 600 dog fouling reports and 73 reports of littering. Although there were only 600 reports of dog fouling it was thought that this was massively under reported. Cornwall Council could only act on what was reported to them.

Cleaning up Cornwall's littering cost Cornwall Council £5 million a year. During the peak season there was a 45% increase in the amount of litter and rubbish. There were more than 200 workers covering 40,000 miles annually to keep roads, town centres and beaches tidy. Over the last year community groups volunteered more than 48,066 hours to picking up litter.

He explained the levels of fixed penalty notices and who could be trained to issue them.

The incident reporting card was a new, no contact, non-confrontational enforcement tool for use in tackling littering, dog fouling and fly tipping. The report card recorded essential information to enable a fixed penalty notice to be served by Cornwall Council by post. There had been great early successes.

He explained how to return completed incident report cards, how Cornwall Council processed the cards and the notifications Town and Parish Clerks would receive.

In response to a questions Mr Peck:

- Confirmed that Parish and Town Council contractors could be trained to use Incident Reporting Cards.
- Said that there was no correlation between waste being fly tipped and waste charges at the recycling centres.
- Confirmed that details of the person completing the incident report card would not be disclosed to offenders unless they didn't pay the fine and the case ended up in court at which point the person who reported the incident could drop the case and remain anonymous.
- Confirmed that the scheme applied to all land and not just land owned by Cornwall Council.
- Said that at the moment there were no plans to communicate the early pilot phases of the project to the general public. There would be a review held in November 2019, during which publicity would be considered.
- Said that horse waste was unenforceable as it did not contain the harmful E.coli bacteria in dog waste.

It was agreed that there would be an agenda item for the next Full Council meeting to consider whether to participate in the pilot.

The Chairman thanked Mr Peck for his presentation.

## **FC19/09/11**

### **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 referred to the Cornwall Council Planning Committee meeting being held on Monday 23<sup>rd</sup> September regarding the Glebe Field. They were not sure whether they would be able to attend and asked how the outcome would be relayed to the community as they felt there had been difficulty in communicating in the past. They continued to have concerns about possible flooding and traffic issues. It was noted that residents were still upset about the development.

Cllr Crabtree advised that in the light of these concerns the agenda item for the Glebe Field would be brought forward.

**FC19/09/12**

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

Cllr Crabtree reported that Cllr Ford had agreed to attend Cornwall Council's Planning meeting to speak on behalf of the Parish Council.

Mr Peck left the meeting at 7.33pm

Cllr Crabtree reported that he and Coastline Housing were asked about the current situation on Radio Cornwall today. On the radio Coastline Housing had said that they would be painting the properties in a heritage colour instead of white as originally planned, they had agreed to look into the request for trees to be planted within the development and were also considering lowering the boundaries.

Cllr Ekinsmyth reported that he had spoken to the Cornwall Council Planning Officer who was concerned about the height of the boundary into the road and for the tandem parking spaces to be revised. He advised that although he was a member of the Cornwall Council Planning Committee, as the local member he did not have a vote on The Glebe application, he could speak during the item though. He was trying to get the design as close as possible to what the community wanted.

One member of the public left the meeting at 7.41pm

**FC19/09/13**

**CHAIRMAN'S ANNOUNCEMENTS**

Cllr Crabtree reported that Mrs Thompson had resigned from the Council. He gave thanks to her for her service and assistance during her time as a Councillor; she had been involved in many things.

Cllr Crabtree and his wife had attended the Battle of Britain Memorial Service at Illogan Parish Church and RAF Portreath.

The Council would be litter picking on 5<sup>th</sup> October and he would like as many volunteers as possible. Volunteers were asked to meet outside Premier Stores for Park Bottom, Adelaide Stores for Tolvaddon and the Village Hall for Illogan; all should meet at 10.30am

**FC19/09/14**

**TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 21<sup>st</sup> AUGUST 2019 AND THE CHAIRMAN TO SIGN THEM**

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

**FC19/09/14.2**

**RESOLVED to receive and approve the Minutes of the Full Council meeting held on 21<sup>st</sup> August 2019 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

**FC19/09/15 TO RECEIVE AND APPROVE THE MINUTES OF THE EXTRA ORDINARY FULL COUNCIL MEETING HELD ON THE 4<sup>th</sup> SEPTEMBER 2019 AND THE CHAIRMAN TO SIGN THEM**

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

**FC19/09/15.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 4<sup>th</sup> September 2019 and the Chairman to sign them.**

On a vote being taken on the matter there were 6 votes FOR and 0 votes AGAINST

**FC19/09/16 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

Page 905 – Minute FC19/08/17.2 – Cornwall Councils response re the Park Bottom Play Area Consultation was circulated to members. Cornwall Council had compiled a brief to seek information and quotes from suppliers. Once this information had been received in November Cornwall Council would be arranging a public consultation.

**FC19/09/17 TO APPOINT A VICE CHAIRMAN FOR THE REMAINDER OF THE 2019/2020 MUNICIPAL YEAR**

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

**FC19/09/17.2 RESOLVED that Cllr Pavey was appointed Vice Chairman for the remainder of the municipal year 2019/2020**

On a vote being taken the matter was approved unanimously.

**FC19/09/18 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF AUGUST 2019**

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

**FC19/09/18.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of August 2019**

On a vote being taken the matter was approved unanimously.

Cllr Holmes left the meeting at 7.50pm.

**FC19/09/19 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF SEPTEMBER 2019 (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC19/09/19.2 RESOLVED to authorise payment of accounts for the month of September 2019 in the sum of £11,294.72 (excl VAT)**

On a vote being taken on the matter there were 7 votes FOR and 1 vote AGAINST.

**FC19/09/20 TO RECEIVE RECOMMENDATIONS FROM THE FINANCE AND RESOURCES COMMITTEE ON THE INSURANCE RENEWAL, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllr Holme re-entered the meeting at 7.56pm.

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

**FC19/09/20.2 RESOLVED to receive and approve the recommendations from the Finance and Resources Committee on the Insurance Renewal. That insurance would be taken out with Zurich under a 3-year long term agreement as per their quote.**

On a vote being taken the matter was approved unanimously.

**FC19/09/21 TO RECEIVE THE EXTERNAL AUDITORS REPORT FOR THE FINANCIAL YEAR ENDED 31<sup>st</sup> MARCH 2019, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC19/09/21.2 RESOLVED to receive and approve the external Auditors report for the financial year ended 31<sup>st</sup> March 2019.**

On a vote being taken the matter was approved unanimously.

**FC19/09/22 TO APPOINT A CLLR TO CONSIDER, AGREE AND EDIT ARTICLES TO BE INCLUDED IN THE ILLOGAN REVIEW AND AGREE ANY FUTURE ACTIONS**

It was agreed to defer the appointment of a Councillor to consider, agree and edit articles to be included in the Illogan Review to the next Full Council meeting.

**FC19/09/23 TO RECEIVE CORRESPONDENCE FROM THE ILLOGAN VILLAGE HALL COMMITTEE REGARDING THE COMMUNITY SHELTER, AGREE A RESPONSE AND ANY FUTURE ACTIONS**

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

**FC19/09/23.2 RESOLVED that the Council would support the Illogan Village Hall Committee in the removal of the Community Shelter at the Hall.**

On a vote being taken the matter was approved unanimously.

**FC19/09/24 TO RECEIVE INFORMATION ON THE SLCC LOCAL TRAINING SEMINAR TO BE HELD ON 13<sup>th</sup> NOVEMBER 2019, IN SALTASH FROM 8.45AM UNTIL 4.10PM, CONSIDER WHETHER TO SEND A REPRESENTATIVE AND AGREE ANY ASSOCIATED EXPENDITURE**

There would not be a representative from this Council attending the SLCC Local Training Seminar on 13<sup>th</sup> November 2019.

**FC19/09/25 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

There had been no further information on the development at Illogan Park. The Council were awaiting survey results before anything further could be considered.

**FC19/09/26 TO RECEIVE CORRESPONDENCE UP TO THE DATE OF THE MEETING FOR INFORMATION ONLY**

1. Cornwall Council – Save the date for this year’s Localism Summit on Wednesday 6<sup>th</sup> November 2019, 9.30am – 3.30pm at Wadebridge
2. Cornwall Council – Community Governance Review Stage 2 – public meeting about potential changes suggested affecting the parishes of Camborne, Carn Brea, Redruth, Lanner, Helston and Wendron on Tuesday 1<sup>st</sup> October 2019, 6.30pm for a 7pm start at Heartlands
3. Cornwall Council Dogs on Beaches Consultation – closing date 19<sup>th</sup> November 2019
4. NALC chief executives bulletins and newsletters
5. Invitation to Cornwall Rural Housing Association Limited’s AGM on Monday 23<sup>rd</sup> September 2019, 10.45am in Wadebridge
6. NALC Policy consultation – Independent review of local government audit – closing date is Friday 18<sup>th</sup> October
7. Cornwall Council draft homelessness and rough sleeping strategy
8. CALC newsletters
9. Camborne and Redruth Charities Walk 29<sup>th</sup> September 2019
10. Cornwall Council – Hayle Growth Area Masterplan public consultation, closing date 14<sup>th</sup> October 2019
11. Cornwall Council – Launceston Southern Growth Area Masterplan public consultation, closing date 14<sup>th</sup> October 2019
12. Cornwall Community Flood Forum flood warden training workshop Wednesday 25<sup>th</sup> September 2019

13. CALC Finance training – Introduction to VAT Tuesday 15<sup>th</sup> October 10am – 1pm in Treverbyn; Business Activities Tuesday 15<sup>th</sup> October 2-4pm
14. Cornwall Council CPIR Community Network meeting, 11<sup>th</sup> September 7-9pm at Pool Academy
15. Its Christmas Southwest – selling adverts in the brochure
16. AONB newsletter
17. Great Western Railway improvement work in the South West for the remainder of 2019

**FC19/09/27**

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

The Clerk reported that a representative from each ward was needed to collect the litter picking equipment from the office before and after the event on 5<sup>th</sup> October. The Clerk or Administration Assistant would be in contact with Cllrs to arrange this.

There had been a problem with the toilet in the office not filling up. A plumber had been out to rectify the issue and could not find anything wrong; it was currently working. Any further issues would be reported.

**FC19/09/28**

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

- i. **Governance Review Committee – 14<sup>th</sup> August 2019**
- ii. **Staffing Committee – 19<sup>th</sup> August 2019**
- iii. **Planning and Environmental Services Committee – 21<sup>st</sup> August 2019**
- iv. **Community Liaison Committee – 2<sup>nd</sup> September 2019**
- v. **Planning and Environmental Services Committee – 4<sup>th</sup> September 2019**

It was proposed by Cllr Holmes, seconded by Cllr Mis Pollock and

**FC19/09/28.2**

**RESOLVED**

**to note the Minutes of the following Committee meetings held since the last Full Council meeting:**

- i. **Governance Review Committee – 14<sup>th</sup> August 2019**
- ii. **Staffing Committee – 19<sup>th</sup> August 2019**
- iii. **Planning and Environmental Services Committee – 21<sup>st</sup> August 2019**
- iv. **Community Liaison Committee – 2<sup>nd</sup> September 2019**
- v. **Planning and Environmental Services Committee – 4<sup>th</sup> September 2019**

On a vote being taken the matter was approved unanimously.

**FC19/09/29**

**TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:**

**a. Police**

There had been no recent Police Liaison meetings. Cllr Crabtree reported that he had been told that on some evenings there were no police officers anywhere in West Cornwall who were authorised to use blue lights. This item would be raised at the next Police Liaison meeting.

**b. Representatives to Outside Organisations**

There were no representatives from outside organisations.

**c. Cornwall Councillors**

Cllr Ekinsmyth reported there had been an interesting debate on the new waste strategy and the use of an inhouse waste team. There had been discussions on how Brexit would affect Cornwall. There were 12 meetings scheduled between now and the end of October when the Governance Review had been scheduled.

**FC19/09/30**

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

No further items were noted.

**FC19/09/31**

**DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 16<sup>th</sup> October 2019, 7.00pm in Penwartha Hall.

There being no further business the meeting closed at 8.19pm

Signed .....

Date .....



<b>ACCOUNTS FOR PAYMENT SEPTEMBER 2019</b>						
<b>Description</b>	<b>Supplier</b>	<b>Minute Number</b>	<b>Net Total (ex VAT)</b>	<b>Vat</b>	<b>Total (inc VAT)</b>	<b>Legislation</b>
Salaries	All employees		£3,739.15		£3,739.15	LGA 1972 s.112 and Income Tax Act 2007, s.38
IT support and Office 365 Licences	NCI Technologies Ltd		£112.90	£22.58	£135.48	LGA 1972 s.111(1)
Plumbing investigations in Office	Holman		£69.76	£13.95	£83.71	LGA 1972 s.111(1)
Lease of Manningham Wood	Mr and Mrs Manico		£1.00		£1.00	LGA 1972 s.111(1)
Lease of Manningham Wood	Mr and Mrs Rule		£1.00		£1.00	LGA 1972 s.111(1)
Litter Picking & General Maintenance	DJM		£1,481.74		£1,481.74	LGA 1972 s.111(1)
Printing Illogan Review	St Austell Printing Company		£771.00		£771.00	LGA 1972 s.111(1)
Tree works and removal of flytipping	Kernow Tree Surgery Ltd		£150.00	£30.00	£180.00	LGA 1972 s.111(1)
Project Management	Faithful and Gould	FC19/01/24.3	£3,500.00	£700.00	£4,200.00	LGA 1972 s.111(1)
Hi-Viz vests and gloves	First for Safety Ltd	PM19/08/24.2	£98.00	£19.60	£117.60	LGA 1972 s.111(1)
Webhosting	KernowTek		£10.00		£10.00	LGA 1972 s.111(1)
Hall Hire July - Sept 2019	LiveWest		£36.00	£7.20	£43.20	LGA 1972 s.111(1)
Legionella Testing	Churchill Service Solutions		£28.50	£5.70	£34.20	LGA 1972 s.111(1)
Contractor	Greens Grounds and Trees		£415.00	£83.00	£498.00	LGA 1972 s.111(1)
Stationery	Complete Business Solutions		£112.54	£22.51	£135.05	LGA 1972 s.111(1)
Water - Mary's Well	South West Water		£15.78		£15.78	LGA 1972 s.111(1)
Water - Office	South West Water		£23.91		£23.91	LGA 1972 s.111(1)
Electricity for Office	SSE		188.6	9.43	198.03	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		£16.95		£16.95	LGA 1972 s.111(1)
Postage, Office Consumable etc	Barclaycard		£115.92		£115.92	LGA 1972 s.111(1)
Lease rental	Siemens		£363.64	£72.72	£436.36	LGA 1972 s.111(1)
	<b>TOTAL</b>		<b>£11,294.72</b>	<b>£995.36</b>	<b>£12,290.08</b>	