

## ILLOGAN PARISH COUNCIL

Minutes of the Community Liaison Committee held at The Council Office, Tolvaddon Energy Park on Monday 7<sup>th</sup> October 2019 at 7.00 pm.

PRESENT: Cllr Pavey (Chairman), Cllr Crabtree (Vice Chairman), Cllr Ford, Cllr Williams and Mr Dolling and Mrs Knuckey (until point mentioned).

ALSO PRESENT: Ms S Willsher, Clerk.

The Chairman explained the safety procedures.

### **CL19/10/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Mrs Share.

There were no members absent.

### **CL19/10/2 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY OVER £25**

There were no interests declared.

### **CL19/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

### **CL19/10/4 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.

### **CL19/10/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 2<sup>ND</sup> SEPTEMBER 2019 AND THE CHAIRMAN TO SIGN THEM**

It was proposed by Cllr Crabtree, seconded by Mr Dolling and

### **CL19/10/5.2 RESOLVED that the minutes of the meeting of the Community Liaison Group Committee held on the 2<sup>nd</sup> September 2019 are received and approved and signed by the Chairman.**

On a vote being taken on the matter there were 3 votes FOR and 0 votes AGAINST.

### **CL19/10/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**CL19/10/7 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET AND AGREE ANY FUTURE ACTIONS**

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

**CL19/10/7.2 RESOLVED that the update on the events budget is noted.**

On a vote being taken the matter was approved unanimously.

**CL19/10/8 TO REVIEW THE 2019/20 BUDGETS THAT THIS COMMITTEE IS RESPONSIBLE FOR AND MAKE RECOMMENDATIONS TO THE FINANCE AND RESOURCES COMMITTEE FOR THE BUDGETS FOR THE 2020/21 FISCAL YEAR**

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

**CL19/10/8.2 RESOLVED that the 2019/20 budget that the Community Liaison Committee is responsible for have been reviewed and to recommend to the Finance and Resources Committee that the budgets for the 2020/2021 fiscal year are the same as the 2019/2020 budgets.**

On a vote being taken the matter was approved unanimously.

**CL19/10/9 TO RECEIVE A REPORT FROM CLLRS CRABTREE AND PAVEY ON PA SYSTEM AND AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed to defer this item until the next meeting as Cllrs Crabtree and Pavey had been unable to listen to the PA system; they were listening to it tomorrow.

**CL19/10/10 TO CONSIDER THE ARRANGEMENTS FOR THE 2019 ILLOGAN CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was noted that Pool Academy would be joining the lantern parade and that their choir would be joining the Community Choir and Illogan School Choir. Mrs Knuckey confirmed that she had also been liaising with Pool Academy regarding the lantern parade. Pool Academy would be hosting Illogan School to make the lanterns.

It was agreed that the carol sheets would be emailed to Illogan School.

It was agreed that Mrs Knuckey would confirm which Dazzle Assembly would be appropriate to present the Christmas Card competition prizes.

**CL19/10/11 TO AGREE HOW THE BRIEFINGS AND DEBRIEFINGS WILL BE DELIVERED, CONTENT, LOCATION, TIMINGS ETC AND AGREE ANY FUTURE ACTIONS**

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

**CL19/10/11.2 RESOLVED that the Clerk and Cllrs Pavey and Mrs Share would be given delegated powers to arrange the briefings and debriefings including their content, delivery etc**

On a vote being taken the matter was approved unanimously.

**CL19/10/12 TO CONSIDER HELP REQUIRED ON THE EVENING, HOW TO GET APPROPRIATE HELP AND ALLOCATE TASKS ETC AND AGREE ANY FUTURE ACTIONS**

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

**CL19/10/12.2 RESOLVED that the Clerk would create a table to cover all 3 Christmas Lights Switch On Events and the help that was required and that there would be an item on the next Full Council agenda to request volunteers to assist with the tasks.**

On a vote being taken the matter was approved unanimously.

Mrs Knuckey left the meeting at 7.15pm.

**CL19/10/13 TO CONSIDER THE ARRANGEMENTS FOR THE 2019 PARK BOTTOM CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

There were no actions required at this time.

**CL19/10/14 TO RECEIVE A REPORT FROM CLLR CRABTREE ON HIS DISCUSSION WITH PREMIER STORES AND AGREE ANY FUTURE ACTIONS**

Cllr Crabtree reported that the Premier Stores were willing to donate some pasties. They had explained that they had expected to be reimbursed for some of the pasties provided last year.

The Premier Stores had telephoned the Clerk and explained that last year they had provided 4 boxes of 40 pasties and they had run out. It was agreed that the Clerk or Administration Assistant would attend the shop and do a card transaction after the event for any pasties the Council purchased.

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

**CL19/10/14.2 RESOLVED that the Clerk would contact Premier Stores and ask if they were willing to donate 2 boxes of pasties and the Council would purchase 3 boxes and that the associated expenditure was approved.**

On a vote being taken the matter was approved unanimously.

- CL19/10/15** **TO CONSIDER THE ARRANGEMENTS FOR THE 2019 TOLVADDON CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**
- It was noted that the Christmas tree sleeve would be installed in the next couple of weeks.
- CL19/10/16** **TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**
- There were no items raised.
- CL19/10/17** **DATE AND TIME OF NEXT MEETING**
- The next meeting would be held on Monday 21<sup>st</sup> October 2019, 7pm in the Council Office.
- CL19/10/18** **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 Ford, seconded by Cllr Pavey and
- CL19/10/18.2** **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.
- CL19/10/19** **TO RECEIVE QUOTES FOR MARSHALS FOR THE ILLOGAN CHRISTMAS LIGHTS SWITCH ON EVENT, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**
- It was proposed by Cllr Pavey, seconded by Cllr Crabtree and
- CL19/10/19.2** **RESOLVED** **to appoint A.Rons Security to provide marshals for the Illogan Christmas Lights Switch On Event as per their quote.**
- On a vote being taken the matter was approved unanimously.
- CL19/10/20** **TO CONSIDER AND AGREE HOW MUCH TO DONATE TO THE BANDS AND CHOIRS FOR PARTICIPATING IN THE EVENTS AND AGREE ANY FUTURE ACTIONS**
- It was proposed by Cllr Crabtree, seconded by Cllr Pavey and
- CL19/10/20.2** **RESOLVED** **that the following donations would be made to the bands and choirs participating in the Christmas Lights Switch On Events:**
- Illogan Sparnon Silver Band - £150**  
**Camborne Youth Band - £300**  
**Illogan Community Choir - £50**
- On a vote being taken on the matter there were 3 votes FOR and 0 votes AGAINST.

There being no further business the meeting closed at 7.36pm.

Signed .....

Date .....