

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 16th October 2019 at 7.00pm.

PRESENT: Councillors Crabtree (Chairman), Pavey (Vice Chairman), Ekinsmyth, Mrs Ferrett, Ford, Holmes (from point mentioned), Mrs Lang, Szoka and Williams.

IN ATTENDANCE: Ms S Willsher, Clerk; Mrs J Curtis, Administration Assistant; and Cllr Desmonde, Cornwall Councillor (from and until points mentioned).

The Chairman explained the safety procedures.

FC19/10/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Holmes, Miss Pollock, Mrs Share, Mrs Thompson and Weatherburn

Cllr Ms Cadby was absent.

FC19/10/2 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.

FC19/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations.

FC19/10/4 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

No members of the public were present.

FC19/10/5 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Mrs Thompson on her return to the Council; she was unable to attend this meeting.

He reported that he had attended the Mayor of Camborne's Civic Service in Camborne Church on Sunday 28th September. He would be attending the Remembrance Services in Carn Brea and Portreath on 3rd November. He reminded the meeting that the Illogan Parade leaves from the RBL at 2.30pm on Sunday 10th November and those wishing to join the parade should assemble at 2.15pm

The Chairman reported that he and the Vice Chairman were concerned of the number of abstentions that were occurring at meetings. He explained CALC and the Code of Conduct guidelines on voting and abstaining.

Cllr Crabtree thanked Councillors and members of the public who participated in the litter pick on 5th October.

FC19/10/6 TO RECEIVE A REPORT FROM CLLR FORD ON THE CORNWALL COUNCIL PLANNING COMMITTEE MEETING AND AN UPDATE ON THE GLEBE FIELD AND AGREE ANY FUTURE ACTIONS

Cllr Ford circulated a copy of the report he gave at the CC Planning Committee. He explained that the application had been approved by Cornwall Council.

FC19/10/7 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18TH SEPTEMBER 2019 AND THE CHAIRMAN TO SIGN THEM

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

FC19/10/7.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 18th September 2019 and the Chairman to sign them.

On a vote being taken on the matter there were 5 votes FOR and 0 votes AGAINST.

FC19/10/8 TO RECEIVE AND APPROVE THE MINUTES OF THE EXTRA ORDINARY FULL COUNCIL MEETING HELD ON THE 30TH SEPTEMBER 2019 AND THE CHAIRMAN TO SIGN THEM

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

FC19/10/8.2 RESOLVED to receive and approve the Minutes of the Extra Ordinary Full Council meeting held on 30th September 2019 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC19/10/9 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

Page 918 - Minute FC19/09/17 - Cllr Ford asked when and where the consultation for Park Bottom Play Area would be held. It was agreed that the Clerk would gather further information by the Planning and Environmental Services Committee meeting to be held on the 6th November 2019.

FC19/10/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF SEPTEMBER 2019

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

FC19/10/10.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of September 2019.

On a vote being taken the matter was approved unanimously.

FC19/10/11 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF OCTOBER 2019 (UP TO DATE LIST TO BE TABLED AT THE MEETING)

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

FC19/10/11.2 RESOLVED to authorise payment of accounts for the month of October 2019 in the sum of £11,024.74 excl VAT

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

FC19/10/12 TO RECEIVE AND APPROVE THE UPDATED FINANCIAL REGULATIONS AND AGREE ANY FUTURE ACTIONS

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

FC19/10/12.2 RESOLVED to receive and approve the updated Financial Regulations.

On a vote being taken the matter was approved unanimously.

FC19/10/13 TO RECEIVE A REPORT FROM THE STAFFING COMMITTEE ON THE APPOINTMENT OF A LOCUM CLERK TO COVER MATERNITY LEAVE

Cllr Williams explained the interview process and the qualifications required for the Locum Clerk position. He reported that a Locum Clerk had been appointed to cover Maternity Leave and would be starting on 2nd December 2019.

Cornwall Councillor Desmonde entered the meeting at 7.17pm

FC19/10/14 TO CONSIDER WHETHER TO JOIN THE CORNWALL COUNCIL INCIDENT REPORT CARDS PILOT AND AGREE ANY FUTURE ACTIONS

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

FC19/10/14.2 RESOLVED to join the Cornwall Council Incident Report Cards Pilot.

On a vote being taken the matter was approved unanimously.

FC19/10/15 TO RECEIVE CORRESPONDENCE FROM THE COUNCIL'S CONTRACTOR ON THE BIN AT THE PAYNTERS LANE END OF THE FOOTPATH TO PENWARTHA, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC19/10/15.2 RESOLVED to empty the bin at the Paynters Lane End of the footpath to Penwartha on a weekly basis and to review in 12 months' time.

On a vote being taken the matter was approved unanimously.

FC19/10/16 TO AGREE WHO WILL ASSIST AT THE CHRISTMAS LIGHTS SWITCH ON EVENTS AND AGREE ANY FUTURE ACTIONS

Cllr Ford completed and returned his form which indicated his offer of help. It was agreed that there would be an agenda item next month to finalise assistance from Cllrs; it was hoped that other Councillors might be willing to assist.

FC19/10/17 TO APPOINT A COUNCILLOR TO CONSIDER, AGREE AND EDIT ARTICLES TO BE INCLUDED IN THE ILLOGAN REVIEW AND AGREE ANY FUTURE ACTIONS

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

FC19/10/17.2 RESOLVED that subject to confirmation in her absence, Cllr Mrs Thompson would be appointed to consider, agree and edit articles to be included in the Illogan Review.

On a vote being taken the matter was approved unanimously.

FC19/10/18 TO APPOINT A CLLR TO BE THE REPRESENTATIVE FOR THIS COUNCIL ON THE HARRIS MILL VILLAGE COMMITTEE AND AGREE ANY FUTURE ACTIONS

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

FC19/10/18.2 RESOLVED to appoint Cllr Williams to represent this council on the Harris Mill Village Hall Committee.

On a vote being taken the matter was approved unanimously.

FC19/10/19 TO RECEIVE THE POLICY E-BRIEFING ON THE DRAFT ICO DATA SHARING CODE OF PRACTICE, AGREE A RESPONSE AND ANY FUTURE ACTIONS

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

FC19/10/19.2 RESOLVED to receive the policy E-Briefing on the draft ICO Data Sharing Code of Practice and that the Chairman of the Council, Chairman of the Finance and Resources Committee, Councillor Ford and the Clerk would prepare and return a response.

On a vote being taken the matter was approved unanimously.

FC19/10/20 TO CONSIDER APPLYING FOR GRANTS FOR THE ILLOGAN PARK PROJECT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was initially understood that the Football and Rugby clubs using Illogan Park would be applying for grants through the FA or RFU but no further information had been received from them. It was noted that applications

for grants needed to be completed in advance and that time was running short if this was to be taken forward.

It was understood that Charlotte Caldwell at Cornwall Council would be able to help with identifying where to source grants and to assist with the applications.

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

- FC19/10/20.2 RESOLVED** **that the Clerk would write to the Football and Rugby Clubs to confirm that that the Illogan Park Project was going ahead and that if the Clubs did not make applications for grants towards the project their fees would increase considerably to reflect the costs incurred by this Council; that the Chairman of the Council, Chairman of the Finance and Resources Committee, Cllr Mrs Share if willing and the Clerk are given delegated powers to apply for grants on behalf of this Council; that the Clerk would write to local businesses seeking sponsorship towards the Illogan Park Project; that the Chair of the Council, the Chair of the Finance and Resources Committee, Cllr Mrs Share if willing and the Clerk would meet with Charlotte Caldwell, Cornwall Council to seek her help and assistance with sourcing and applying for grants for Illogan Park; and that there would be an article in the Illogan Review to seek any interest from the community in assisting with sourcing and applying for grants.**

On a vote being taken on the matter there were 7 votes FOR and 0 votes AGAINST.

Cllr Holmes left the meeting at 7.50pm.

Cllr Desmonde left the meeting at 7.53pm.

Cllr Holmes re-entered the meeting at 7.54pm

Cllr Mrs Lang left the meeting at 7.54pm.

- FC19/10/21 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

There were no items raised.

- FC19/10/22 TO RECEIVE CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS**

Cllr Mrs Lang and Desmonde re-entered the meeting at 7.55pm.

1. Email from a member of the public interested in becoming involved in community events – the Clerk has responded

2. NALC Newsletters and Chief Executives Bulletins
3. NHS Kernow long term plan newsletter
4. South Crofty Mine Local Liaison Meeting, Friday 25th October 2019, 2pm at South Crofty Mine
5. AONB Annual Conference, Saturday 23rd November 2019, 3.30pm at the Royal Cornwall Showground
6. South West Councils Newsletter
7. Cornwall Council Localism Newsletter
8. Smartline conference, 7th & 8th November 2019, Alverton Hotel
9. CALC newsletter
10. CALC Board vacancies
11. Cornwall Council invitation to the next CPIR Community Network Panel on Tuesday 12th November 2019, 5.45pm at Crossroads House Care Home then onto Kresen Kernow
12. Cornwall Council Communities Bulletin
13. Safer Cornwall PoCA funding application form
14. Community Governance Review next steps
15. School for Social Entrepreneurs free business support and grant for Community Businesses
16. RoSPA play safety conference, 5th December in Birmingham
17. Cornwall Community Flood Forum free conference Monday 4th November 2019, 9.30am – 4pm in Penzance
18. Cornwall AONB latest news – items included Annual conference; Eventbrite; Wheal Buzzy Project; Bumblebee Conservation Trust
19. Email from Power for People asking if the Council will support their campaign re national community energy
20. Wasson Kerrier event, Wednesday 23rd October, Redruth Youth Centre from 1-4pm.

FC19/10/23

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

- Advance Housing were collecting used stamps from offices on the Business Park to send to Little Harbour who could sell them to raise funds for the hospice. Stamps need to have a small border around

them. If anyone wanted to participate, you could drop stamps into the Council Office or directly to Advance.

- H & S Training was held last night
- If any Cllrs were interested in First Aid Training, please let the Clerk know
- The left hand-side section of the noticeboard at the entrance to Manningham Wood won't unlock; we have tried spraying it with WD40. There were notices that were out of date in it and notices which needed to be put up. It was agreed that the Clerk would arrange for the locksmith to look at and repair the lock.
- We had received reports of a wasp nest in Manningham Wood. The Clerk had sought advice on whether the nest would die off over the winter and whether it was likely to return next year and had been informed that "the nest would die off soon, this was very late in the season for active nests. The queens would soon be leaving to hibernate for the winter. There was a chance something could build a new nest next year, but not definite.'

FC19/10/24

TO RECEIVE A 2 MINUTE UPDATE FROM COMMITTEE CHAIRMAN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

- i. Finance and Resources Committee – 11th September 2019**
- ii. Governance Review Committee – 16th September 2019**
- iii. Planning and Environmental Services Committee – 18th September 2019**
- iv. Staffing Committee – 25th September 2019**
- v. Planning and Environmental Services Committee – 2nd October 2019**
- vi. Staffing Committee – 7th October 2019**
- vii. Community Liaison Committee – 7th October 2019**

The Chairman of the Finance and Resources Committee reported that the Committee were looking at the Councils finances and budgets for the current and following year; this required a lot of work. They had looked at the insurance policy renewal.

The Chairman of the Governance Review Committee reported that there had been a new format for Health and Safety Policies and these had been adopted and utilised. Any additions in the future would be incorporated. Health and Safety training had been undertaken by some members.

Chairman of the Planning and Environmental Services Committee reported that the situation had been depressing as the Council had been overruled on a number of applications. It appeared that when appeals were referred to Bristol that we lost. However, on a positive note the litter pick event was successful and the equipment recently bought worked well.

The Chairman of the Community Liaison Committee reported that the arrangements for the Christmas events were progressing well. Children from Pool Academy would be involved in the Lantern Parade and the Choir. They were helping children from Illogan School to make their lanterns. A cordless amplification system for the event in Illogan had been agreed.

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

FC19/10/24.2 RESOLVED to note the Minutes and the updates from the following Committee meetings held since the last Full Council meeting:

- i. Finances and Resources Committee – 11th September 2019**
- ii. Governance Review Committee – 16th September 2019**
- iii. Planning and Environmental Services Committee – 18th September 2019**
- iv. Staffing Committee – 25th September 2019**
- v. Planning and Environmental Services Committee – 2nd October 2019**
- vi. Staffing Committee – 7th October**
- vii. Community Liaison Committee – 7th October 2019**

On a vote being taken the matter was approved unanimously.

FC19/10/25 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:

a. Police

It was understood the next Police Liaison meeting would be held on Monday 21st October.

b. Representatives to Outside Organisations

Cllr Williams reported that the Village Hall Committee had discussed the internal repairs. It had been noted that there was a decline in the number of organisations using the premises.

c. Cornwall Councillors

Cllr Desmonde reported that there had been some success with local planning applications. Cornwall Council had supported our rejection of the applications for 5 houses at Tranquil Cross and 2 houses at Halgoss and had taken notice of our comments for the infill plot at Tehidy. Enforcement action at Tolvaddon had resulted in a Cornish hedge being built instead of the erection of a fence and trees.

Support from Cornwall Council had been gained regarding the proposed re-opening of Carn Brea railway halt; this would enhance support for local organisations.

Houses in Tolvaddon had all been taken and residents would be moving into them at the beginning of November. There were still some self-build plots available. However, the affordable housing situation continued to be disappointing.

Concerns had been raised of the taxi service in place for disadvantaged children and it had not been as successful as initially thought. There were concerns that taxis were late collecting the children going to school; they were carrying more children than they should and drivers were being changed without parents being notified, this was upsetting some children.

Cllr Ekinsmyth reported that he had gone on a coach trip arranged by Cornwall Council to view some of the newly built estates in Cornwall. Thousands of houses were being built, many of the same design and colours. The new school at Newquay was very impressive.

He reported that he was continuing to pursue the concerns of access at the development at the Glebe Field. His views had been dismissed as not important and he had been told that it would be dealt with separately from the development.

There were concerns of the state of the verge in Coronation Road; it was full of mud and water and was a risk to those using it.

**FC19/10/26 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;
AGREE WHERE TO DISCUSS AND TIMESCALES**

The issues in Coronation Road would be considered at the next Full Council meeting.

FC19/10/27 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Wednesday 20th November 2019, 7pm in Penwartha Hall, Voguebeloth, Illogan

FC19/10/28 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 Ford and

FC19/10/28.2 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.

FC19/10/29 TO RECEIVE QUOTES FOR ADVICE ON VAT FOR THE ILLOGAN PARK PROJECT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC19/10/29.2 RESOLVED to receive and accept the quote for advice on VAT for the Illogan Park Project from Parkinson Partnership.

On a vote being taken on the matter there were 8 votes FOR and 1 vote AGAINST

FC19/10/30 TO RECEIVE A REPORT ON PARISH COUNCIL OFFICE FACILITIES, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC19/10/30.2 RESOLVED that the Clerk, Cllrs Crabtree and Pavey be thanked for their researches and enquiries into this proposal in its two potential realisations together with the figures and detail not laid out; that the Council regrets that the report does not lay out a fully costed and sequenced Business Plan on either the capital or revenue sides, especially in view of its prior commitments to another major development project soon to commence; that the Council notes that severally on the capital side the initial budget costings do not fully cover various certain contingencies not specifically addressed although mentioned in the option summaries and advantages and disadvantages schedule whilst equally on the revenue side, makes no draft estimates to either short-term staffing and support costs for project management and development nor the subsequent new requirements as to management and maintenance of the proposed asset and facilities; and that, in view of these mis-giving, the Council takes no further action on respect of this proposal.

On a vote being taken on the matter there were 7 votes FOR and 2 votes AGAINST. Cllrs Crabtree, Mrs Ferrett, Ford, Mrs Lang, Pavey, Szoka and Williams voted FOR the motion. Cllrs Ekinsmyth and Holmes voted AGAINST the motion.

There being no further business the meeting closed at 9.03pm

Signed

Date

ACCOUNTS FOR PAYMENT OCTOBER 2019						
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)	Legislation
Salaries	All Employees		£3,739.15		£2,209.87	LGA 1972 s.112 and Income Tax Act 2007, s.38
Expenses	Sarah Willsher		£26.55		£26.55	Local Government (Financial Provisions) Act 1963 s.5
H&S Awareness Training	JNC Safety Services Ltd	GR19/06/24.2	£350.00	£70.00	£420.00	Health & Safety at Work etc Act 1974
Litter Picking & General Maintenance	DJM		£1,709.24		£1,709.24	LGA 1972 s.111(1)
Webhosting	KernowTek		£10.00		£10.00	LGA 1972 s.111(1)
Flood Risk Assessment Works	Ambiental Environmental Assessment	FC19/08/11.2	£995.00	£199.00	£1,194.00	LGA 1972 s.111(1)
Insurance Renewal	Zurich Municipal	FC19/09/20.2	£1,615.95		£1,615.95	LGA 1972 s.140(1)
Maintenance	South West Play	FC19/08/31.2	£940.00	£188.00	£1,128.00	LGA 1972 s.111(1)
Transfer	Public Sector Deposit Fund		£64,126.00		£64,126.00	
Contractor	Greens Grounds & Trees		£240.00	£48.00	£288.00	LGA 1972 s.111(1)
Stationery/Litter Pickers	Complete Business Solutions	Partly PM19/07/10.2	£186.79	£37.36	£224.15	LGA 1972 s.111(1)
IT support and Office 365 Licences	NCI Technologies Ltd		£187.84	£37.57	£225.41	LGA 1972 s.111(1)
Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00	LGA 1972 s.111(1)
Telephone Services	BT		£112.45	£22.49	£134.94	LGA 1972 s.111(1)
Photocopying	1st Office		£356.02	£71.20	£427.22	LGA 1972 s.111(1)
Postage, Office Consumable etc	Barclaycard		£93.27		£93.27	LGA 1972 s.111(1)
Account fee, cheque and electronic payment fees	Barclays		£19.15		£19.15	LGA 1972 s.111(1)
Elemental Cost Analysis	Truro Quantity Surveying	FC19/09/37.2	£400.00		£400.00	LGA 1972 s.111(1)
	TOTAL		£75,150.74	£682.29	£74,303.75	