

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at the Penwartha Hall on Wednesday 11<sup>th</sup> December 2019 at 7.00pm.

**PRESENT:** Councillors Crabtree (Chairman), Pavey (Vice Chairman), Ekinsmyth, Mrs Ferrett, Mrs Lang (late), Mrs Share, Szoka, Mrs Thompson, Weatherburn and Williams.

**IN ATTENDANCE:** Ms S Willsher, Clerk; Mr M Mills, Locum Clerk and Mrs J Curtis, Administration Assistant

The Chairman explained the safety procedures.

### **FC19/12/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Ford and Mrs Lang (late)

Cllrs Cadby, Holmes and Miss Pollock were absent

### **FC19/12/2 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**

No pecuniary interests were declared.

### **FC19/12/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations

### **FC19/12/4 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

There were no members of the public present.

### **FC19/12/5 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed the locum Clerk to the meeting. The Chairman and Cllr Mrs Share had attended Illogan School assembly and presented the winners of the Christmas Card competition. The competition had been difficult to judge as there had been so many excellent cards.

The Chairman gave thanks to all who had helped at the Christmas Switch On events. A number of issues had been identified and a review would be undertaken in the new year.

### **FC19/12/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 20<sup>th</sup> NOVEMBER 2019 AND THE CHAIRMAN TO SIGN THEM**

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

**FC19/12/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 20<sup>th</sup> November 2019 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

**FC19/12/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

SC19/11/16 iii The Chairman reported that it had come to his attention that the Staffing Committee had become involved in Financial matters without recommending it to the Finance Committee, therefore the Chairman of the Finance Committee would be calling a meeting of the Finance Committee for Wednesday 8<sup>th</sup> January, prior to the Planning meeting, to rectify the situation. The agenda would be issued in due course. The Clerk pointed out that such a change would need to be referred to the Full Council.

**FC19/12/8 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF NOVEMBER 2019**

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

**FC19/12/8.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of November 2019.**

On a vote being taken the matter was approved unanimously.

**FC19/12/9 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF DECEMBER 2019 (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC19/12/9.2 RESOLVED to authorise payment of accounts for the month of December 2019 in the sum of £9,611.49 (ex VAT)**

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

**FC19/12/10 TO RECEIVE A REPORT FROM THE CLERK ON THE PAYMENT OF FEES FOR THE USE OF THE FACILITIES AT ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS**

The Clerk reported that the Titans had paid in full for both of their teams to use the pitch. The Rugby Club had not paid and had not responded to correspondence. They had reported issues at the changing rooms via Councillors and not through the office although they had been notified that this was the correct process.

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

- FC19/12/10.2 RESOLVED** that the Locum Clerk would write a letter to the Rugby Club giving them 7 days notice to quit. They would be asked to remove their goal posts. It was suggested that the locks to the changing rooms would be changed.

On a vote being taken the matter was approved unanimously.

Cllr Mrs Lang joined the meeting at 7.20pm

- FC19/12/11 TO RECEIVE VISUALS FOR THE PROJECT AT ILLOGAN PARK, OTHER CORRESPONDENCE AND OUTLINE PROGRAMME, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

- FC19/12/11.2 RESOLVED** that Cllr Mrs Lang, in her professional capacity of Project Manager, would review the paperwork received from Faithful & Gould for the project at Illogan Park; she would also check that the cost for the 3 options was the same. Cllr Mrs Lang will work with the Locum Clerk to collate a final response to Faithful & Gould. A meeting would be arranged for the Task and Finish Group.

On a vote being taken the matter was approved unanimously

- FC19/12/12 TO CONSIDER AND AGREE OFFICE OPENING HOURS OVER THE CHRISTMAS AND NEW YEAR PERIOD AND CONTACT ARRANGEMENTS IN CASE OF AN EMERGENCY**

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

- FC19/12/12.2 RESOLVED** that the Council Office would close for the Christmas period from Friday 20<sup>th</sup> December and would re-open on Thursday 2<sup>nd</sup> January. This would be advertised on the Council's website and Facebook.

On a vote being taken the matter was approved unanimously

- FC19/12/13 TO RECEIVE AND APPROVE THE MEETING DATES FOR 2020 AND AGREE ANY FUTURE ACTIONS**

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

- FC19/12/13.2 RESOLVED** to receive and approve the meeting dates for 2020 with the addition of an extra Staffing meeting in February.

On a vote being taken the matter was approved unanimously

**FC19/12/14 TO DISCUSS THE ROADS AND VERGES ON THE CORONATION ESTATE AND AGREE ANY FUTURE ACTIONS**

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

**FC19/12/14.2 RESOLVED to write a letter to Coastline Housing, copied to Cornwall Council, to request that they liaise with each other to address the poor condition of the verges and parking area on Coronation Estate. Also to ask who residents should contact if they wish to claim compensation.**

On a vote being taken the matter was approved unanimously

**FC19/12/15 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllrs Crabree, Pavey, Mrs Share and the Clerk met with Charlotte Caldwell from Cornwall Council to discuss funding for Illogan Park. A further meeting date had been set.

**FC19/12/16 TO RECEIVE CORRESPONDENCE UP TO THE DATE OF THE MEETING FOR INFORMATION ONLY (UP TO DATE LIST TO BE TABLES AT THE MEETING)**

1. E mail 10/12/19 Cornwall Council re electricity poles at Park Bottom Playing Field asking for assistance re moving of poles (WPD currently quoting IRO £15000)
2. E mail 9/12/19 Treverbyn Community Hall – survey re climate change
3. E mail Cornwall Association of Local Councils 10/12/19 – advice that local councils cannot spend money on grants for works on property relating to affairs of a church
4. Flyer re sale of former Redruth Library building – community open event Saturday 14 December 1.30 to 4
5. Invitation re CPIR Community Network Panel meeting which takes place on Wednesday 22nd January 2020 (agenda and other documents available from Parish Office on request)
6. E mail Cornwall ALC re s 137 Local Government Act 1972 – appropriate sum is £8.32 per elector
7. E mail Cormac re winter maintenance service
8. News round up Cornwall ALC -AGM, website, training, community governance review, pocket parks, loneliness, legal topics, alternates to pesticides, tree charter, health and wellbeing webpage and job vacancies
9. E mail Redruth and Camborne TC's re climate emergency – meetings 8th January 2020 and 22nd February 2020
10. Letter BT 11/11/19 re payphones (removal of payphones not within parish)
11. SLCC re regional training seminar 29th January 2020 Plymouth
12. Letter Cornwall Council re request for designation of Neighbourhood Development Plan area for Parish of Camborne

13. Letter Cornwall Council re business rates relief on public conveniences  
 – unclear if this will now come into force on 1st April 2020
14. Letter from Barclays re changes to loyalty reward

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

**FC19/12/16.2 RESOLVED that the Clerk would write a letter to Duchy Defibrillators to check on progress and possible alternative placement of the defibrillator.**

On a vote being taken the matter was unanimously approved

**FC19/12/17 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The Clerk reported that the Audit had been completed and everything in the report had been actioned.

**FC19/12/18 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. Planning and Environmental Services Committee – 20<sup>th</sup> November 2019**
- ii. Community Liaison Committee – 27<sup>th</sup> November 2019**
- iii. Governance Review Committee – 27<sup>th</sup> November 2019**

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

**FC19/12/18.2 RESOLVED to receive a 2-minute update from Committee Chairman and to note the Minutes of the following Committee meetings held since the last Full Council meeting:**

- i. Planning and Environmental Services Committee – 20<sup>th</sup> November 2019**

**Cllr J Ferret reported that there had been a few planning appeals which had been supported by the planning inspector in Bristol. In January the meeting would be looking at the environmental issue of climate change.**

- ii. Community Liaison Committee – 27<sup>th</sup> November 2019**

**Cllr Pavey reported that it had been very difficult to judge the Christmas Card competition and this year it included Curnow School. The lantern parade at Illogan Switch On event had been very good. Rev Robinson**

**had expressed a wish to be involved in the planning of the Christmas events next year. The Switch On event in Tolvaddon had been well attended. The committee would be planning an event to celebrate VE Day next year.**

**iii. Governance Review Committee – 27<sup>th</sup> November 2019**

**Feedback from the Health & Safety Consultant had been received and actioned. All risk assessments had been completed.**

On a vote being taken the matter was approved unanimously.

**FC19/12/19**

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

**a. Police**

There had been no further Police Liaison meetings held.

**b. Representatives to Outside Organisations**

There was nothing to report.

**c. Cornwall Councillors**

Cllr Ekinsmyth reported that the electoral review of councils was out for Consultation.

Cllr Ekinsmyth and Cllr Mrs Thompson had met with Adrian Drake from Cornwall Council to look at the road system around the Glebe. It was a narrow road and the plan being considered would change the orientation of the bollard into bridge road. S106 money was available for the highway around the Glebe Field and Coastline would be contributing to this. However, a contribution from Illogan Parish Council would be required to fund planters by the yellow lines to prevent cars parking inside them. It was planned that yellow lines would be put on each corner of the Bridge Road junction.

Cornwall Council would be going ahead with felling the remainder of the fir trees in Lamanva Road before the nesting season got underway. The stumps would be left to enrich the soil as they deteriorated. The fir trees would be replaced by holly trees.

Cllr Ekinsmyth reported that he was aware that Moody's had down-graded finance for Council's. Cornwall Council had not saved as much as expected in their 4-year plan and reserves had been depleted. He added that there was a new S151 officer who was a very important person; they had set up an internal audit of Social Care.

**FC19/12/20**

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

No other items had been identified.

**FC19/12/21      DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 22<sup>nd</sup> January 2020, at 7.00pm in Penwartha Hall.

There being no further business the meeting closed at 8.10pm

Signed .....

Date .....

ACCOUNTS FOR PAYMENT DECEMBER 2019						
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)	Legislation
Webhosting	Kernowtek		£10.00		£10.00	LGA 1972 s.111(1)
Grant	Illogan Sparmon Silver Band	CL19/10/20.2	£150.00		£150.00	LGA 1972 s. 137
Grant	Camborne Youth Band	CL19/10/20.2	£300.00		£300.00	LGA 1972 s. 137
Grant	Illogan Community Choir	CL19/10/20.2	£50.00		£50.00	LGA 1972 s. 137
Grant	Cornwall Air Ambulance	FC19/11/15.2	£300.00		£300.00	LGA 1972 s. 137
Cable Ties & Letters & Numbers	Macsalvors Ltd		£22.49	£4.50	£26.99	LGA 1972 s.111(1)
Hall Hire Oct, Nov & Dec 2019	LiveWest		£36.00	£7.20	£43.20	LGA 1972 s.111(1)
Lease rental	Siemens		£363.64	£72.72	£436.36	LGA 1972 s.111(1)
Account fee, cheque and electronic payment fees	Barclays		£19.60		£19.60	LGA 1972 s.111(1)
Postage, Office Consumables etc.	Barclaycard		£93.27		£93.27	LGA 1972 s. 111(1)
Subscription	SLCC		£254.00		£254.00	LGA 1972 s. 111(1)
Salaries	All Employees		£5,019.24		£5,019.24	LGA 1972 s.112 and Income Tax Act 2007, s.38
Security	A.Rons Security		£262.50		£262.50	LGA 1972 s.111(1)
Stationery	Complete Business Solutions		£10.75	£2.15	£12.90	LGA 1972 s. 111(1)
Replace rotten door frame & re-hang new door at Illogan Park	RG Kellow	FC19/11/23.4	£215.00	£43.00	£258.00	LGA 1972 s.111(1)
Road Closure - Christmas Lights	Cornwall Council	CL19/07/12.2	£47.00		£47.00	LGA 1972 s.111(1)
Service Charge	RR Bristol Ltd		£234.46	£46.89	£281.35	LGA 1972 s.111(1)
Hire of portable PA	GK Electronics		£75.00	£15.00	£90.00	LGA 1972 s.111(1)
Expenses	S Willsher		£23.85		£23.85	Local Government (Financial Provisions) Act 1963 s.5
Litter Picking & General Maintenance	DJM		£1,332.49		£1,332.49	LGA 1972 s.111(1)
Agreement ProSupport	NCI Technologies		£148.10	£29.62	£177.72	LGA 1972 s.111(1)
Supply of MEWP & operatives	Greens Grounds & Trees	CL19/09/22.2	£400.00	£80.00	£480.00	LGA 1972 s.111(1)
Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00	LGA 1972 s.111(1)
Electricity	SSE		£200.77	£10.03	£210.80	LGA 1972 s.111(1)
	<b>TOTAL</b>		<b>£9,611.49</b>	<b>£319.78</b>	<b>£9,931.27</b>	