

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held via teleconferencing on Wednesday 13th May 2020 at 7.00pm.

PRESENT: Councillors Crabtree (Chairman), Pavey (Vice Chairman), Ekinsmyth, Ford, Holmes, Miss Pollock, Mrs Thompson and Williams.

IN ATTENDANCE: Ms S Willsher, Clerk; Mrs J Curtis, Administration Assistant

FC20/05/1 VIRTUAL MEETINGS. TO MAKE A RESOLUTION TO ALLOW FOR A TEMPORARY CHANGE TO STANDING ORDERS TO PERMIT VIRTUAL MEETINGS OF THE COUNCIL AND ITS COMMITTEES AND THIS TO LAST UNTIL 7TH MAY 2021 OR THE REPEAL OF LEGISLATION WHICHEVER IS THE EARLIER.

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

FC20/05/1.2 RESOLVED to allow for a temporary change to Standing Orders to permit virtual meetings of the Council and its Committees to last until 7th May 2021 or the repeal of legislation whichever is the earlier.

On a vote being taken the matter was approved unanimously.

FC20/05/2 CHAIRMAN'S WELCOME, PROCEDURES FOR THE REMOTE MEETING AND APOLOGIES

The Chairman welcomed the Clerk on her return from maternity leave. He explained that Coronavirus had created an unusual situation and although consideration had been given to the possible furlough of the Clerk and Admin Assistant, it was not possible as their salaries were included in the precept.

Apologies were received from Cllrs Mrs Ferrett, Mrs Lang and Mrs Share.

Cllrs Ms Cadby, Szoka and Weatherburn were absent

FC20/05/3 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.

Cllr Ford declared an interest in agenda item 15 relating to the Public Sector Deposit Fund as he was a member of NALC.

FC20/05/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS.

There were no applications from members for dispensations.

FC20/05/5 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.

FC20/05/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18TH MARCH 2020 AND THE CHAIRMAN TO SIGN THEM.

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

FC20/05/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 18th March 2020 and the Chairman to sign them.

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

FC20/05/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY.

P980 – FC20/03/19.2 - Cllr Ford Cllr Ford confirmed that Police powers to tackle unauthorised encampments had yet to be followed up at NALC because nothing had yet been sent to CALC. He wasn't clear as to the other nominated recipients, whether they also were still to be contacted

P978 - FC20/03/1 - It was noted that the item regarding Illogan Park had been deferred to the next Full Council meeting.

FC20/05/8 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF APRIL 2020

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

FC20/05/8.2 RESOLVED to receive the bank reconciliation for the month of April 2020.

On a vote being taken the matter was approved unanimously.

FC20/05/9 TO CONSIDER ARRANGEMENTS FOR FUTURE REMOTE MEETINGS

The Chairman reported that he had received conflicting information but he would meet with Cllr Pavey and the Clerk next week to look at alternative options. It was planned to find an option which would enable everyone to join the meeting either by video link or telephone. The Clerk had spoken to NCI and suggested that a conference call with them would be useful so their advice could be sought further.

FC20/05/10 CORONAVIRUS – TO RATIFY THE DELEGATION OF POWERS TO ENSURE COUNCIL BUSINESS CONTINUITY DURING THE PERIOD OF THE PANDEMIC CORONAVIRUS AND TO RATIFY THE CORONAVIRUS ACTION PLAN.

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

FC20/05/10.2 RESOLVED to ratify the Delegation of Powers to ensure Council business continuity during the period of the pandemic Coronavirus and to ratify the Coronavirus action plan.

DELEGATION OF POWERS DURING THE PANDEMIC CORONAVIRUS

- 1. That the Council delegates authority to the Clerk in Office at the time, in consultation with the Chairman and Vice Chairman of the Council or Chairman of the relevant committee to take any actions necessary with associated expenditure to protect the interest of the community and ensure Council business continuity during the period of the pandemic Coronavirus, informed by consultation where possible with the members of the Council.**
- 2. That no further Council meetings are scheduled at the moment apart from the annual meetings which will be held in May, unless further advice is received, at which time if it is still a requirement to complete within the specified time, further consideration will be given on how to comply with these events.**
- 3. That the Council delegates authority to the Clerk in Office at the time in conjunction with the Chairman of the Council to approve expenditure for all items up to £1,000 during the period of the pandemic Coronavirus.**
- 4. That in cases of extreme risk to the delivery of Council services, the Clerk in Office at the time may authorise expenditure on behalf of the Council, which in their judgement it is necessary to carry out up to £1,000. The Clerk in Office at the time shall report such action to the Chairman as soon as possible and to the Council as soon as is practicable thereafter.**
- 5. That the Council office will be closed until further notice and that the Clerk in Office at the time and Admin Assistant work remotely from home to comply with the travel to work**

only if necessary restrictions that are currently in place.

6. Any major decisions regarding the improvements in Illogan Park that may be required during this period will be by various communication means with all Councillors and a vote will be required from all members after consultation on a final proposal
7. That the Council delegates authority to the Clerk in Office at the time in consultation with the Chairman, Vice Chairman of the Council and Chairman, Vice Chairman of the Planning Committee to agree responses to Planning Applications once the following process has been followed :-

The Clerk in Office at the time/Admin Assistant will advertise on the Council's website links to all the planning applications received from the planning authority on the day that they are received and circulate them to members of the Planning Committee at the same time.

Members will then have 7 days in which to respond to the Clerk in Office at the time and then collate them.

Under the Powers of Delegation the Clerk and the appropriate members will agree a council response which identifies relevant material considerations and may give local information or opinion. The draft response is then shared with members for 2 days for any comments, before being sent to Cornwall Council with the following statement :

"Due to the restrictions placed on the Council as a result of the pandemic Coronavirus, this response represents the opinion of members of Illogan Parish Council identified through a consultation process and will be ratified at the next appropriate meeting of the Council"

8. The return to work request for the Clerk will be considered by the Chairman and Vice Chairman of the Staffing Committee along with Cllr David Ekinsmyth, by way of communication in the way in which they consider appropriate.

On a vote being taken the matter was approved unanimously.

FC20/05/11 TO APPROVE THE DELEGATED DECISIONS MADE SINCE 25TH MARCH 2020

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

FC20/05/11.2 RESOLVED to approve the delegated decisions made since 25th March 2020 including Staffing decisions as follows:

- **06.04.20 Planning comments submitted re 26 Alexandra Road and 83 Sunnyside Parc**
- **16.04.20 Notice to Locum Clerk and approve Clerk's return**
- **20.04.20 Planning comments submitted re Tallem, Keepers Gate, Greenways**
- **23.04.20 Planning comments re 3 Trevelyan Road**
- **28.04.20 Planning comments re Beringer House**

On a vote being taken the matter was approved unanimously.

FC20/05/12 PLANNING APPLICATIONS – TO CONSIDER CHANGES TO THE PROCEDURES DURING THE PANDEMIC AND TO MODIFY THE ACTION PLAN IF REQUIRED.

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

FC20/05/12.2 RESOLVED that all members of the Planning and Environmental Services Committee would be sent a copy of each planning application as soon as possible after it was received so as much time as possible was available to them to research information. No site visits would be undertaken but members could use the internet to gather further information on each application. Comments would be sent to the Council Office by email, the Clerk or Administration Assistant would collate responses. Responses would be sent to all Committee members 48 hours before being submitted for agreement of the majority decision. Final comments will then be submitted to Cornwall Council's Planning department as usual and by the deadline date stated.

On a vote being taken the matter was approved unanimously.

FC20/05/13

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

The Chairman reported that the play area at Illogan Park had been closed as per instructions set out by the Government because of the Coronavirus pandemic. The area had been chained and padlocked. One of the chains and padlocks had been found missing and had been replaced.

The development of the Park had been deferred from the last Full Council meeting. Faithful and Gould had previously provided a plan for modular changing rooms which included toilets, a kitchen and the possibility of an area for a café.

However, the original plans to build the facilities could be reviewed, but we would need to go out to tender for a number of things including the demolition of the current building. It was suggested that the plans already drawn up would be suitable for the planning application. Members considered whether Faithful and Gould should obtain further tenders or whether the Council should do it themselves.

Due to the current Coronavirus restrictions it was not clear when teams could start playing again. However, it was suggested that they may be able to use the pitch in the interim period but not the changing facilities; for which they would not be charged. It was thought that now was a good time to take this forward.

VAT advice had been received from Parkinson Partnership LLP; this would be circulated and discussed at a future meeting and prior to any decisions on the development of the Park being made.

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

FC20/05/13.2

RESOLVED

that the Clerk would liaise with Faithful and Gould and would compile tender documents for the demolition of the current changing facilities at Illogan Park and the supply and installation of a modular build.

On a vote being taken the matter was approved unanimously.

FC20/05/14

THE LAND ADJACENT TO THE COTTAGE, TOLVADDON (PA19/04532) – TO CONSIDER THE PROPOSED STREET NAME OF COTTAGE GARDENS

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

FC20/05/14.2

RESOLVED

to propose that the land adjacent to The Cottage, Tolvaddon should be named Lowarth Tolvann. This was sited on what was originally a smallholding and would be in keeping with the historic area of the site.

On a vote being taken the matter was approved unanimously.

FC20/05/15 ARRANGEMENTS FOR TRANSFER OF MONIES FROM BARCLAYS BANK PLC TO THE PUBLIC SECTOR DEPOSIT FUND

Cllr Ford declared an interest in this agenda item due to his involvement with NALC and did not participate in the discussion or decision.

It was proposed by Cllr Pavey seconded by Cllr Crabtree and

FC20/05/15.2 RESOLVED that the Clerk would make arrangements to transfer all monies above the compensation limit from Barclays Bank PLC to the Public Sector Deposit Fund as soon as possible.

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

FC20/05/16 TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE – 18TH MARCH 2020

This agenda item was not discussed.

FC20/05/17 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES

Due to the Coronavirus situation items for discussion would be prioritised by level of urgency.

FC20/05/18 DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 17th June 2020, 7pm, method to be advised.

There being no further business the meeting closed at 7.58pm

Signed

Date