

ILLOGAN PARISH COUNCIL

Minutes of the Virtual Full Council Meeting held on Wednesday 17th June 2020 at 7.00pm.

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

IN ATTENDANCE: Ms S Willsher, Clerk; a representative from South Crofty (until point mentioned)

The Chairman explained the safety procedures.

FC20/06/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Mrs Share

Cllr Ms Cadby and Szoka were absent.

FC20/06/2 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.

FC20/06/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no requests from members for dispensations.

FC20/06/4 TO RECEIVE A PRESENTATION AND REPORT ON THE PROPOSED SOUTH CROFT DRILLING AT PARK BOTTOM

The representative from South Crofty explained that the current plan was to try and drill as much depth as they could from the surface and near the surface workings. The drilling was due to commence at South Crofty on the 20th June 2020; it was hoped that this drilling would prove the concept. The concept was to drill under the mine until they got to the depths of interest where they would then curve the drill and split it. If the concept worked it would open up more options. The proposed works at Park Bottom would drill into the North Pool Zone. They were unsure of the timeline for the works and the submission of the General Permitted Development Order to Cornwall Council.

The site at Park Bottom was two fields at the end of Trevelyan Road. They intended to drill between one to three holes. The General Permitted Development Order would allow them to drill for a period of six months; if they needed/wanted to drill for an extended period of time they would need to submit a full planning application to Cornwall Council. The COVID-19 pandemic had hampered their stakeholder and house to house discussions.

In responses to question:

It was confirmed that as they were using a rotating diamond drill there would be no vibrations and therefore there would be no insurance problems or foundation issues experienced by neighbouring properties.

It was confirmed that there would be no ecological damage from the drilling. The permits were very strict and required that the site was left in the same or a better condition than at the start of the works. Any waste would be disposed of offsite.

It was confirmed that the flooded mine workings should not cause them any problems. They would not be entering the flooded working and if they did, they had procedures in place to withdraw and reposition.

Mineral rights owners could apply for a General Permitted Development Order to drill as long as they adhered to the regulations relating to items such as noise and this allowed them to drill for a period of six months.

It was noted that they were aware of the underground workings to the north of the bypass.

It was estimated that production would commence by the end of 2020 and that this would create about 270 local jobs.

The representative from South Crofty left the meeting at 7.35pm.

FC20/06/5

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.

FC20/06/6

CHAIRMAN'S ANNOUNCEMENTS

A former Chairman of the Council, Ms Poole, had passed away at the weekend. It was agreed that Cllr Holmes would attend the funeral and represent the Parish Council as numbers able to attend the funeral were limited due to the COVID-19 pandemic.

The Chairman asked all members to respond to emails from Council Officers by the deadlines as the Officers would no longer be chasing them for responses

FC20/06/7

TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 13TH MAY 2020 AND THE CHAIRMAN TO SIGN THEM

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

FC20/06/7.2

RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 13th May 2020 and the Chairman to sign them with the page numbers starting at 987 and going through to 993.

On a vote being taken on the matter there were 9 votes FOR and 0 votes AGAINST.

FC20/06/8**MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

The Clerk reported that she was still chasing Faithful and Gould for the specifications to enable her to draft tender documents for the project at Illogan Park.

FC20/06/9**TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETING, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS**

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

FC20/06/9.2**RESOLVED****to ratify the following delegated decisions:**

Date of Decision	Reference Number	Decision Taken By	Actioned By	Financial Value	S137 Yes or No	Details	Other information
Around 07.05.20		MM	MM	£69.97	No	Calculation and payment of NEST Pension	
Pre-11.05.20		MM	MM	As per contract	No	DJM Gardening and Groundwork Solutions return to normal working including disinfecting the bus shelter seats	
19.05.20		JF, DC, MT, GW, LP	JC	£0.00		PA20/03024 - Huntersfield, Tehidy - nplanning comments of no objections submitted to Cornwall Council	
20.05.20		DC, LP, GW	SW	Sensitive info		May salary payment to be made to Clerk	
20.05.20		DC, LP, GW	SW	Sensitive info	No	May salary payment to be made to Locum Clerk	
20.05.20		DC, LP, GW	SW	Sensitive info	No	Calculation of May pension payment - NEST refunding overpayment of £5.03	Refund from NEST has been received
20.05.20		DC, LP, GW	SW	£13.95	No	Expenses payment to be made to Locum Clerk	
21.05.20		DC, LP and Clerk	SW	£6,119.71	No	Accounts for Payment for May 2020	
21.05.20		MT, DC, GF, PL, JF,LP	JC	£0.00		PA20/03446 - Chencaud - planning comments of no objection submitted to	
24.05.20		MT,JF,DC,GF,DC.GW, PH, PL, LP	JC	£0.00		PA20/03398 - 43 Sunnyside Parc - planning comments of no objection submitted to Cornwall Council	
02.06.20		SW	SW	£60.00	No	Closure of Manningham Wood due to a dangerous tree	
08.06.20		DC, LP and Clerk	SW	£0.00	No	To hold the Finance and Resources Committee meeting on the 8th July to receive and consider the VAT advice received for the Illogan Park project - after this meeting the full report and recommendation from the Committee will be considered by Full Council	
08.06.20		DC, LP and Clerk	SW	£0.00	No	To circulate the Annual Play Inspection report to all members and that it will be considered as an agenda item closer to the play area being re-opened.	
08.06.20		DC, LP, the Administration Assistant and the Clerk	SW	£0.00	No	To use 3CX for virtual Council meetings as there were connection difficulties being experienced with Microsoft Teams	
09.06.20		SW	SW	£0.00	No	Re-opening of Manningham Wood after the removal of the dangerous tree	
09.06.20		DC, LP and Clerk	SW	£0.00	No	The compilation of the DPIA for Conference Calling and sending it to the DPO	

On a vote being taken the matter was approved unanimously.

FC20/06/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTHS OF APRIL AND MAY 2020 AND AGREE ANY FUTURE ACTIONS

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

FC20/06/10.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the months of April and May 2020.

On a vote being taken the matter was approved unanimously.

FC20/06/11 TO RATIFY THE PAYMENT OF ACCOUNTS FOR THE MONTH OF MAY 2020 AND AGREE ANY FUTURE ACTIONS

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

FC20/06/11.2 RESOLVED to ratify the payment of accounts for the month of May 2020 in the sum of £6,119.71 including VAT.

On a vote being taken the matter was approved unanimously.

FC20/06/12 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF JUNE 2020 AND AGREE ANY FUTURE ACTIONS

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

FC20/06/12.2 RESOLVED to authorise payment of accounts for the month of June 2020 in the sum of £10,682.51 including VAT.

On a vote being taken the matter was approved unanimously.

FC20/06/13 TO RECEIVE THE INDEPENDENT INTERNAL AUDITORS REPORT FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2020 AND AGREE ANY FUTURE ACTIONS

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

FC20/06/13.2 RESOLVED to receive the Independent Internal Auditor's report for the financial year ended 31st March 2020.

On a vote being taken the matter was approved unanimously.

FC20/06/14 TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2020 AND APPROVE THE CLERK/RFO AND CHAIRMAN TO SIGN THEM

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

FC20/06/14.2 RESOLVED that the Annual Governance Statement for the financial year ending 31st March 2020 was completed, answering yes to questions 1-8 and N/A to question 9 and the Clerk/RFO and Chairman to sign the Statement

On a vote being taken the matter was approved unanimously.

FC20/06/15 TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTING STATEMENTS, EXPLANATION OF VARIANCES AND BANK RECONCILIATIONS FOR THE ANNUAL RETURN FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2020 AND APPROVE THE CHAIRMAN TO SIGN THEM

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

FC20/06/15.2 RESOLVED to receive and approve the end of year accounting statements for the annual return for the financial year ending 31st March 2020 and the Clerk/RFO and Chairman to sign the audit form.

On a vote being taken the matter was approved unanimously.

FC20/06/16 TO RECEIVE THE UPDATED ASSET REGISTER AND AGREE ANY FUTURE ACTIONS

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

FC20/06/16.2 RESOLVED to receive the updated asset register.

On a vote being taken the matter was approved unanimously.

FC20/06/17 TO RECEIVE AND APPROVE THE CORNWALL COUNCIL SERVICE LEVEL AGREEMENT FOR THE EXTENSION OF THE LEASE FOR THE PERMISSIVE PATH FROM MANNINGHAM WOOD TO THE CHURCHYARD AND AGREE ANY FUTURE ACTIONS

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

FC20/06/17.2 RESOLVED to receive and approve the Cornwall Council Service Level Agreement for the extension of the lease for the permissive path from Manningham Wood to the Churchyard.

On a vote being taken the matter was approved unanimously.

FC20/06/18

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

Cllr Crabtree reported that the Clerk was chasing Faithful and Gould for the specifications needed for inclusion in the tender packs.

There had been complaints of youths gathering in the Park and making a lot of noise including revving scooters. It was suggested that the Clerk logged these issues with the police and provide the complainants with the reference number and ask them to report incidents to the police whilst they were happening.

A window in the toilet block had been cracked.

The closed signs in the play area were replaced as they had been removed.

The Rugby Club had commenced training on the pitch; they were not using the changing facilities at all. It was anticipated that contact sports would start at some point during the next season.

FC20/06/19

TO RECEIVE CORRESPONDENCE FROM THE 11TH MAY 2020 UP TO THE 10TH JUNE 2020 FOR INFORMATION ONLY

A list of correspondence had been circulated to members. If members wanted full copies of the correspondence, they needed to contact the Council Office and it would be forwarded.

- 1.** Letter received from a local resident regarding concerns of the state of the retaining wall fronting houses in Polgrain Road, Tolvaddon.
- 2.** Letter received from the Treasurer of Park Bottom Institute outlining the use of the Grant we awarded them.
- 3.** Letter received from a member of the public raising concerns of melting tarmac outside their home at Mary's Well.
- 4.** Email about creating a community edible garden.
- 5.** Sport England Emergency Fund
- 6.** Cornwall AONB April News
- 7.** Monumental Improvement Project – notification of intent to produce a quarterly newsletter to keep people up to date.
- 8.** Copy of correspondence sent to George Eustice MP about dangerous driving from the crossroads in Pool towards Tolvaddon and the A30
- 9.** Press release with details of a song, performed by a unique young man from Cornwall, who has a life limiting condition called Duchenne Muscular Dystrophy. The song is backed by X Factor Celebrity

participant and Action Duchenne patron, Martin Bashir. **Cllr Holmes suggested the Chairman should write a congratulatory letter.**

- 10.** Cornwall Council Planning Spring newsletter
- 11.** Property Flood Resilience Awareness Questionnaire
- 12.** South West Councils News
- 13.** Opportunity to become a member of Citizens Advice Bureau
- 14.** Cornwall Council Core brief for community networks
- 15.** NALC extends deadline on research into dementia within town and parish councils
- 16.** Information on the VILLAGE project
- 17.** Email from Cllr Desmonde re agreeing to disagree with the Planning Officer on the application for Bassett Cottage
- 18.** Announcement that the Tour of Britain has been postponed
- 19.** NALC newsletter on coronavirus details
- 20.** Cornwall Council food safety update – Covid 19 support for businesses
- 21.** NALC chief executives bulletins
- 22.** Various Cornwall Council Coronavirus updates
- 23.** Cornwall Council – Cornwall’s response to Coronavirus
- 24.** Email from Cllr Desmonde and other correspondence re Dudley Car Sales and changes to the access caused by compulsory purchases and stopping up orders
- 25.** Mining trails update looking at funding and the stonework etc
- 26.** Introduction from Inspector Shields and asking about the capabilities to hold/attend a Skype meeting for a Police Liaison Group Meeting
- 27.** Introduction of the Healthy Habits Academy
- 28.** CALC Guide to Risk Assessment
- 29.** NALC LCR Magazine is now available online
- 30.** Email from a member of the public re loud motor bike noise
- 31.** Email from CRCC re hosting events post lockdown to kick start communities
- 32.** Information on community resources from Cornwall Wildlife Trust

- 33.** Cornwall Council information on dog restrictions on beaches
- 34.** Zurich coronavirus risk guidance and support
- 35.** Cornwall Council Public Spaces Protection Orders are due for renewal, they are proposing to renew them for 1 year due to the current circumstances and difficulties completing effective consultations and then looking at renewing for 3 years from 2021 when they can consult properly. Objections need to be lodged by 21st August
- 36.** CALC reopening town centres and high streets after lockdown guide
- 37.** South West Councils guidance on the Coronavirus job retention scheme
- 38.** South West Property Flood Resilience Pathfinder, Property Flood Resilience Awareness Questionnaire
- 39.** Complaints Handling in the Public Sector Forum | Streamed Live on Wed 30th Sept
- 40.** Flood risk research project – looking for people that have flooded in the last 6 months or at a high risk of flooding to participate in a 90-minute conference call to discuss their experiences, the call would be compensated
- 41.** CALC advice on VAT on digital services from other countries and Payments for working from home
- 42.** Guidance on re-opening your buildings from Cornwall Council's Business Regulatory Support Service
- 43.** Cornwall Foundation – information on emergency fund
- 44.** Cornwall Council Neighbourhood Planning e-bulletin
- 45.** Community Land Trust AGM – Wednesday 24th June 2020, 10am on Zoom
- 46.** Allium Environmental June newsletter
- 47.** Tackling Domestic Abuse Forum - Streamed Live Tuesday 3rd November 2020
- 48.** CALC coronavirus risk assessment guide
- 49.** Office of the Police and Crime Commissioner - information about their Councillor Advocate Scheme
- 50.** Great Western Railway celebrates pride month
- 51.** NALC launches publication on website accessibility

- 52. South West Councils – NJC circular on annual leave and quarantine
- 53. NALC publishes new edition of Points of Light
- 54. Email from a member of the public concerned about lack of screens, social distancing and PPE in shops in Illogan
- 55. Faithful and Gould – options for the parking area of the Illogan Park Project
- 56. CALC Tracking Coronavirus Challenges Survey
- 57. South West Councils - Update - NJC Employers’ final pay offer for 2020/21
- 58. Email from EBC to discuss liaising so that they can schedule their unavoidably noisy work for times when funerals were not being held

FC20/06/20

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

Cllr Crabtree requested an agenda item for the July Full Council meeting to consider the arrangements for the Council Office.

It was noted that there would be a Finance and Resources Committee meeting on Wednesday 8th July 2020 at 7pm in the Council Office. The meeting would adhere to social distancing guidance.

The Clerk, Chairman and Vice Chairman of the Council were regularly monitoring and reviewing the advice and guidance regarding the COVID-19 pandemic.

FC20/06/21

DATE & TIME OF NEXT MEETING

The Chairman thanked everyone for participating.

The next meeting would be held on Wednesday 15th July 2020, 7.00pm.

There being no further business the meeting closed at 8.10pm.

Signed

Date

ACCOUNTS FOR PAYMENT JUNE 2020					
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
Salaries	All Employees		£3,737.35		£3,737.35
IT Support and Office 365 Licences	NCI Technologies Ltd		£148.10	£29.62	£177.72
Service Charge for Office 24.06.20-28.09.20, Insurance and Rent	LSPIM		£2,004.85	£400.97	£2,405.82
Annual fire alarm and extinguisher servicing	Fal Fire		£133.16	£26.63	£159.79
Webhosting	KernowTek		£10.00		£10.00
Litter Picking and General Maintenance	DJM Gardening and Groundwork Solutions		£861.00		£861.00
Grass cutting and tree work	Greens (Cornwall) Limited	Partly PM20/03/20.2	£1,175.00	£235.00	£1,410.00
Independent Internal Audit	tiaa		£1,110.00	£222.00	£1,332.00
Stationery	Complete Business Solutions		£0.85	£0.17	£1.02
Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00
Photocopier Lease	Siemens		£363.64	£72.72	£436.36
Photocopier Annual Service Fee	Siemens		£50.00	£10.00	£60.00
Water for Office	SWW		£3.27		£3.27
Monthly Legionella Testing	Churchill Environmental Services		£30.15	£6.03	£36.18
	TOTALS		£9,670.70	£1,011.81	£10,682.51