

## ILLOGAN PARISH COUNCIL

**The public is reminded that these are DRAFT minutes, which means that they are not approved at the time of publication and may be subject to amendment before final approval at the next Parish Council meeting. The agreed minutes will be uploaded once they have been agreed by the Council at the appropriate meeting.**

Minutes of the Full Council Meeting held at The Old School Centre, Nance Lane, Illogan on Wednesday 15<sup>th</sup> December 2021 at 7.00pm.

**PRESENT:** Councillors Crabtree (Chairman), Pavey (Vice Chairman), Ms Cadby, Cullimore, Ekinsmyth, Mrs Ferrett, Ford, Holmes, Jobson, Ms Kemp, Miss Pollock, Szoka and Williams.

**IN ATTENDANCE:** Ms S Willsher, Clerk; Mrs A. Edwards, Administration Assistant

The Chairman explained the safety procedures.

**FC21/12/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Ms Cadby, Mrs Ferrett and Mrs Thompson.

There were no members absent.

**FC21/12/2 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**

There were no interests declared.

**FC21/12/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no requests from members for dispensations.

**FC21/12/4 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.

**FC21/12/5 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported that the three Christmas Lights Switch - On events were enjoyed by those who had attended. The Illogan School children's' parade was well attended. He thanked those members of the council who had helped with the events.

Due to the escalating Coronavirus transmission concerns the intention was to keep the meeting as brief as possible.

**FC21/12/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 17<sup>th</sup> NOVEMBER 2021 AND THE CHAIRMAN TO SIGN THEM**

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

**FC21/12/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 17<sup>th</sup> November 2021 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

**FC21/12/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising

**FC21/12/8 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETINGS, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS**

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

**FC21/12/8.2 RESOLVED to receive the Delegated Decisions register since the last meetings and ratify all decisions made.**

On a vote being taken the matter was approved unanimously.

**FC21/12/9 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF NOVEMBER 2021**

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

**FC21/12/9.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of November 2021.**

On a vote being taken the matter was approved unanimously.

**FC21/12/10 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF DECEMBER 2021 (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC21/12/10.2 RESOLVED to authorise payment of accounts for the month of December 2021 in the sum of £26,645.09 inc VAT.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC21/12/11 TO RECEIVE THE RECOMMENDATIONS FROM THE FINANCE AND RESOURCES COMMITTEE ON THE BUDGET AND PRECEPT FOR THE FISCAL YEAR 2022/2023**

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

**FC21/12/11.2 RESOLVED to receive the recommendations from the Finance and Resources committee on the budget and precept for the fiscal year 2022/2023.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC21/12/12 TO SET THE BUDGET FOR THE FISCAL YEAR 2022/2023**

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

**FC21/12/12.2 RESOLVED that the budget for the fiscal year 2022/2023 is set at £204, 524.00.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC21/12/13 TO SET A PRECEPT TO CORNWALL COUNCIL FOR THE FISCAL YEAR 2022/2023**

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

**FC21/12/13.2 RESOLVED to set a precept of £198,540.00 to Cornwall Council for the fiscal year 2022/2023.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC21/12/14 TO CONSIDER THE PLANTING OF THE GROUND LEVEL SHRUB BED IN FRONT OF THE NEWLY BUILT WALL AT ILLOGAN PARK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC21/12/14.2 RESOLVED that no more than £100 be spent on purchasing the plants and suitable planting materials and subject to satisfactory Health & Safety assessment these will be planted by Councillor Kemp without cost to the parish council.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC21/12/15 TO CONSIDER MANAGEMENT, MAINTENANCE, AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The modular toilet block had arrived. The necessary electrical, water and sewage services needed to be connected and a draft tender drawn up for the cleaning of the toilets following their commissioning early next year.

**FC21/12/16 TO DISCUSS THE PROPOSED IMPROVEMENTS TO THE BRIDGE ROAD/CHURCH ROAD JUNCTION AND AGREE ANY ASSOCIATED EXPENDITURE**

The Chairman reported that following a recent meeting with Coastline Housing and three members of the Parish Council, including the previous Divisional Member, it was agreed that Coastline would fund the planters as part of the Section 38 and the Parish Council would be asked to plant and maintain them.

It was hoped that the new road layout redesign scheme could now proceed due to the number of complaints regarding buses going on the wrong side of the current bollards.

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

**FC21/12/16.2 RESOLVED that Illogan Parish Council would plant and maintain the planters provided by Coastline Housing.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**C21/12/17 TO RECEIVE AN UPDATE ON PLANNING APPLICATION PA21/07502 LAND SOUTH WEST OF 4 THE MEADOW ILLOGAN AND APPROVE ANY ASSOCIATED EXPENDITURE.**

The Chairman reported that despite objections from neighbours and the Parish Council planning permission had been granted by the West Sub Area Planning Committee.

He thanked Cllr Mrs Thompson who represented the Council at the meetings and Cllr Ford who had been advising for their efforts.

An email thanking the Parish Council for their efforts had been received from the residents of The Meadows.

**FC21/12/18 TO RECEIVE A STREET NAMING APPLICATION FOR LAND ADJACENT TO WENAPPA, AGREE A RESPONSE AND ANY FUTURE ACTIONS.**

Councillors discussed the suggestion from the developers of Carn Vogue, however it was decided that while they understood the reasoning for the suggestion it meant nothing in the Cornish language. It was suggested

that the development was named Kew Fogue (Kew meaning close and Fogue being a derivative of Vogue).

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

**FC21/12/18.2 RESOLVED that a reply be sent to the applicant informing them of the Parish Councils' suggestion of Kew Fogue as an appropriate name for their development.**

On a vote being taken the matter was approved unanimously

**FC21/12/19 TO CONSIDER AND AGREE OFFICE OPENING HOURS OVER THE CHRISTMAS AND NEW YEAR PERIOD AND CONTACT ARRANGEMENTS IN CASE OF AN EMERGENCY**

Councillors Crabtree, Ekinsmyth and Cullimore agreed to their contact details being made available in the case of an emergency while the office was closed between December 17<sup>th</sup> and January 4<sup>th</sup>, 2022. These details were to be made available on the Councils' website and Facebook pages and would be displayed in each of the Parish Council noticeboards.

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

**FC21/12/19.2 RESOLVED that Councillors Crabtree, Ekinsmyth and Cullimore are emergency points of contacts during the office closure from December 17<sup>th</sup> to January 4<sup>th</sup>, 2022.**

On a vote being taken the matter was approved unanimously

**FC21/12/20 TO RECEIVE AND APPROVE THE MEETING DATES FOR 2022 AND AGREE ANY FUTURE ACTIONS**

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

**FC21/12/20.2 RESOLVED that the meeting dates for 2022 are received and ratified at the January 2022 full council meeting.**

On a vote being taken the matter was approved unanimously

**FC21/12/21 TO RECEIVE CORRESPONDENCE FROM THE 10.11.2021 UNTIL THE 09.12.2021, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS**

1. Email received from Cornwall Council advertising Generation Expo event launch day on 01.04.2022 to showcase all regeneration and renewal projects in CPIR and Mining Villages community network.
2. Email received from Chairman of Cornwall Council Standards Committee regarding changes to Code of Conduct standards.

3. Email received from Cornwall Council advertising The Springboard Programme offering support to community programmes
4. Email from NALC advertising Working together to make communities safer online event
5. Email from NALC containing Onward report for levelling up to expand neighbourhood control through local councils.
6. Email received from CALC containing link to lottery funding pots for Queen's platinum jubilee projects
7. Email received from CALC advising of 2 courses for 2022.
8. NALC newsletter dated 24.11.2021 contain item on climate and ecological emergencies.
9. Letter received from owner of 1 Harmony Terrace regarding positioning of name sign outside his property.

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

**FC21/12/21.2 RESOLVED that Cornwall Council are contacted to request that a signpost is placed on the roadside outside 1, Harmony Terrace, Bassett Road, Illogan**

On a vote being taken the matter was approved unanimously

10. Email received form Redruth Rotary informing that the grant given towards supplying the safeguarding book 'Watch Out!' had been delivered to all KS2 pupils within the parish and thanking the councillors for their generosity and faith in Redruth Rotary to deliver this learning aid.
11. Email received form CALC dated 30.11.2021 advising that unless there is a specific change in the law, any meeting held under the 1972 Local Government Act Sch 12 including council, committee, subcommittee, and parish meetings must be held physically.
12. Email received from Cornwall Council identifying email addresses from which SCAM emails had been sent.
13. Email from NALC, advertising two ticketed online conferences
  - Levelling up the nation and our communities
  - Working together to make communities safer.

**FC21/12/22 TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS.**

Cornwall Councillor Crabtree reported that 127 parish and town councils had now agreed to the '20 is Plenty' campaign. Trials in Falmouth and Penryn and Camelford were to be set up, prior to a gradual roll out in the early spring.

The Covid infection rate for Illogan and Portreath ward had dropped to 19 cases per 100,000 as of 15.12.2021. However, vigilance and care to stay safe were paramount in stopping the rate from rising once again.

**FC21/12/23 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:**

- i. Planning & Environmental Committee – 01.12.2021**
- ii. Community Liaison Committee – 22.11.2021**
- iii. Finance & Resources Committee Meeting – 08.12.2021**

**INCLUDING A REPORT FROM THE COUNCIL REPRESENTATIVE ON THE POLICE LIAISON COMMITTEE AND FROM REPRESENTATIVES ON ANY OTHER OUTSIDE BODIES**

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

**FC21/12/23.2 RESOLVED that as the minutes of the meetings were not available that this item be deferred to the January 2022 full council meeting.**

On a vote being taken the matter was approved unanimously.

**FC21/12/24 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

No items were tabled

**FC21/12/25 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

**FC21/12/25.2 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 on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC21/12/26 TO RECEIVE TENDERS FOR THE CONSTRUCTION OF THE PARISH OFFICE BUILDING AT ILLOGAN PARK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC21/12/26.2 RESOLVED that GPJ Consulting be instructed to submit a planning application variation for the design of the roof of the parish office building to be a flat cedar roof rather than the original approved pitched roof.**

On a vote being taken the matter was approved unanimously.

**FC21/12/27 TO REVIEW SECURITY PATROLS AT ILLOGAN PARK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.**

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

**FC21/12/27.2 RESOLVED that Illogan Parish Council continue with the existing arrangement and that this is reviewed once 24-hour CCTV monitoring becomes available with the completion of the parish office building.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC21/12/28 TO RECEIVE QUOTES FOR THE REPLACEMENT OF THE PIVOT BEARING ON THE BIRD'S NEST SWING AT THE PLAY AREA IN ILLOGAN PARK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC21/12/28.2 RESOLVED to accept the quote from Southwest Playground Equipment to fit a pivot bearing obtained from the manufacturer and that maintenance requirements are provided by them to maximise the life of the equipment**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC21/12/29 DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 19<sup>th</sup> January 2022, 7.00pm in The Old School Centre, Nance Lane, Illogan.

There being no further business the meeting closed at 8.02pm.

Signed .....

Date .....



<b>ACCOUNTS FOR PAYMENT DECEMBER 2021</b>					
<b>Description</b>	<b>Supplier</b>	<b>Minute Number</b>	<b>Net Total (ex VAT)</b>	<b>Vat</b>	<b>Total (inc VAT)</b>
Illogan Park - Grass Cutting. Christmas Tree. Footpath Maintenance. Fallen Tree. Hedge Trimming	Greens Grounds & Trees		£4,672.84	£934.56	£5,607.40
Illogan Park Security Patrols	Kestrel Guards		£448.00	£89.60	£537.60
Payment Plan Charges	Barclays		£15.95	£0.00	£15.95
Defib Monitoring Packages	Duchy Defibrillators Ltd		£560.00	£112.00	£672.00
Office Rental - December	Trevenson House		£416.66	£83.33	£499.99
Onew Parish Office Project Management	GPJ Consulting Engineers Ltd	FC21/10/19.2i	£7,345.00	£1,469.00	£8,814.00
Low Cost Self- Storage	Conatiner Rental 12.12.2021 - 11.01.2022		£43.33	£8.67	£52.00
Contracted Works	DJM Gardening and Groundworks Solutions		£1,375.06	£0.00	£1,375.06
November Room Rental	The Old School Centre		£51.00	£0.00	£51.00
Microsoft 365 licences and support package	NCI Technologies		£169.90	£33.98	£203.88
Illogan Park Project Managemet	Faithful + Gould		£4,950.00	£990.00	£5,940.00
Legionella Testing	Churchill Environmenal Services		£31.02	£6.20	£37.22
Photocopier Lease Rental	Siemens Financial Services		£363.64	£72.72	£436.36
Expenses	S. Willsher		£89.10	£0.00	£89.10
SLCC Membership	SLCC		£270.00	£0.00	£270.00
Salaries	All employees		£2,043.53	£0.00	£2,043.53
	<b>TOTALS</b>		<b>£22,845.03</b>	<b>£3,800.06</b>	<b>£26,645.09</b>