

ILLOGAN PARISH COUNCIL

Minutes of the Community Liaison Committee held at The Old School Centre, Nance Lane, Illogan on Wednesday 8th September 2021 at 7.00 pm.

PRESENT: Cllr; Crabtree, Vice Chairman; Cllr Cullimore; Cllr Jobson.

In the absence of Cllr. Pavey (Chairman) the Vice Chairman chaired the meeting.

ALSO PRESENT: Mrs A Edwards, Administration Assistant

The Vice Chairman explained the safety procedures.

CL21/09/01 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Pavey (Chairman)

CL21/09/02 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.

CL21/09/03 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

CL21/09/04 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINUTES – EVERY SPEAKER A LIMIT OF 3 MINUTES UNDER COUNCIL STANDING ORDERS)

There were no members of the public present.

CL21/09/05 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 5th JULY 2021 AND THE VICE CHAIRMAN TO SIGN THEM

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

CL21/09/05.2 RESOLVED that the minutes of the meeting of the Community Liaison Group Committee held on the 5th July 2021 are received and approved and signed by the Vice Chairman.

On a vote being taken there were 2 votes FOR and 0 AGAINST.

CL21/09/06 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

CL21/09/07 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET, AND AGREE ANY FUTURE ACTIONS (TO BE TABLED AT THE MEETING)

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

CL21/09/07.2 RESOLVED that the events budget is received as there has been no expenditure.

CL21/09/07.3 that an audit and safety check of the Christmas lights currently in storage be carried out

On a vote being taken the matter was approved unanimously.

CL21/09/08 TO CONSIDER THE CAROLS AND CHRISTMAS SONGS TO BE PLAYED BY THE BANDS AND SUNG BY THE CHOIRS DURING THE CHRISTMAS LIGHTS SWITCH ON EVENTS, AGREE HOW TO LIAISE WITH THE BANDS AND CHOIRS AND AGREE ANY FUTURE ACTIONS

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

CL21/09/08.2 RESOLVED that the carols to be sung would be the same as those in 2019 as there were printed carol sheets remaining. The carols will be Silent Night Holy Night, Away in A Manger, While Shepherds Watched, Hark The Herald Angles Sing and O Come All Ye Faithful. The Administration Assistant will contact Camborne Youth Band Musical director to agree the Christmas music to be played while leading the lantern procession and Illogan Community Choir about singing carols until the lantern procession arrives at The Platt.

CL21/09/08.3 that the Administration Assistant will liaise with Camborne Youth Band to confirm arrangements for the Park Bottom Switch On.

CL21/09/08.4 that the Administration Assistant will liaise with Illogan Sparnon Band to confirm arrangements for the Tolvaddon Switch On.

On a vote being taken the matter was approved unanimously.

CL21/09/09 TO CONSIDER LIGHTING FOR THE BAND AND CHOIRS AT THE ILLOGAN CHRISTMAS LIGHTS SWITCH ON EVENT AND AGREE ANY FUTURE ACTIONS

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

CL21/09/09.2 RESOLVED to obtain quotes for the hire of 3 portable freestanding lights.

On a vote being taken the matter was approved unanimously.

CL21/09/10 TO CONSIDER THE ARRANGEMENTS FOR THE 2021 ILLOGAN CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

- CL21/09/10.2 RESOLVED** that the Administration Assistant would Review the Illogan Christmas Lights Switch On Action Plan and confirm those arrangements previously made.
- CL21/09/10.3** that contact would be made with Illogan School for a representative to sit on the committee.
- CL21/09/10.4** that coloured pencil sets to the value of £25 in total would be purchased as prizes for the winners of the Christmas Card competition.
- CL21/09/10.5** that quotes are to be requested for marshalling the event, the supply of fencing to reserve space for the band and the choir to stand in and for the supply of the Christmas tree would be received at the next meeting.

On a vote being taken the matter was approved unanimously.

CL21/09/11 TO AGREE HOW THE BRIEFINGS AND DEBRIEFINGS WILL BE DELIVERED, CONTENT, LOCATION, TIMINGS ETC AND AGREE ANY FUTURE ACTIONS

The Vice Chairman deferred this item until the next meeting.

CL21/09/12 TO CONSIDER HELP REQUIRED ON THE EVENING, HOW TO GET APPROPRIATE HELP AND ALLOCATE TASKS ETC AND AGREE ANY FUTURE ACTIONS

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

- CL21/09/12.2 RESOLVED** that councillors would be reminded of the events taking place and asked if they could help at these
- CL21/09/12.3** that Cllr. Cullimore would be responsible for reserving the area fenced off for the band and choir to stand in at the Illogan event.
- CL21/09/12.4** that Cllr. Cullimore would act as contact with the Community Choir.
- CL21/09/12.5** that Cllr. Ford has volunteered to deliver notices advising of road closures to residents affected in Robartes Terrace, Illogan

CL21/09/12.6 that Cllr. Crabtree has volunteered to deliver notices to residents affected by the road closure in the Park Bottom area

On a vote being taken the matter was approved unanimously.

CL21/09/13 **TO CONSIDER THE ARRANGEMENTS FOR THE 2021 PARK BOTTOM CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

CL21/09/13.2 **RESOLVED** that the Administration Assistant would Review the Park Bottom Christmas Lights Switch On Action Plan and confirm those arrangements previously made.

CL21/09/13.3 that Cllr. Crabtree would liaise with the owner of Premier Stores at Park Bottom over the catering arrangements and report to the next meeting.

On a vote being taken the matter was approved unanimously.

CL21/09/14 **TO CONSIDER THE ARRANGEMENTS FOR THE 2021 TOLVADDON CHRISTMAS LIGHTS SWITCH ON EVENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

CL21/09/14.2 **RESOLVED** that the Administration Assistant would Review the Tolvaddon Christmas Lights Switch On Action Plan and confirm those arrangements previously made.

CL21/09/14.3 that the Administration Assistant liaise with the owners of Adelaide Stores with regards to providing refreshments, setting up of the gazebo and access to the outside power socket.

On a vote being taken the matter was approved unanimously.

CL21/09/15 **TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

There were no items raised.

CL21/09/16 **DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Monday 11th October 2021 at 6.30 pm at a venue to be confirmed.

CL12/09/17 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

There were no members of the public in attendance.

CL12/09/18 TO RECEIVE QUOTES FOR THE MEWP AND 2 OPERATIVES FOR 2 DAYS – 1 DAY TO HELP ERECT AND DECORATE THE CHRISTMAS TREES AND 1 DAY TO UNDECORATE AND REMOVE THE CHRISTMAS TREES, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

CL21/09/18.2 RESOLVED to approve the quote from Greens Grounds & Trees for the hire of the MEWP and 2 operatives for 2 days – 1 day to help erect and decorate the Christmas Trees and 1 day to undecorate and remove the Christmas Trees.

On a vote being taken the matter was approved unanimously.

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

Signed

Date