

## ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held at The Old School Centre, Nance Lane, Illogan on Monday 18<sup>th</sup> July 2022 at 7.00 pm.

PRESENT: Cllr Cullimore (Chairman); Cllr Williams (until point mentioned), Mr Dolling; and Mrs Edwards

ALSO PRESENT: Mrs S Rimell, Clerk; and 1 member of the public.

The Chairman explained the safety procedures.

### **CL22/07/19 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Jobson and Mrs Wills.

Cllrs Ms Cadby Ms Kemp was absent.

### **CL22/07/20 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.

### **CL22/07/21 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

### **CL22/07/22 PUBLIC PARTICIPATION (MAXIMUM OF 15 MINUTES – EVERY SPEAKER A LIMIT OF 3 MINUTES UNDER COUNCIL STANDING ORDERS)**

There were no comments from members of the public.

### **CL22/07/23 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 4<sup>TH</sup> of JULY 2022 AND THE CHAIRMAN TO SIGN THEM**

This item was deferred until the next meeting.

### **CL22/07/24 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

### **CL22/07/25 TO RECEIVE A REPORT ON THE UNVEILING OF THE QUEEN'S JUBILEE COMMEMORATIVE BENCH AND AGREE ANY FUTURE ACTIONS**

The Action Group had met and had an initial discussion about what the event would potentially look like. The Group had made the following recommendations:

- Quote to be confirmed and agreed for the groundworks.
- The Unveiling would commence on 4 September 2022 at 2.00pm.
- Buckingham Palace had been corresponded with to request a member of the Royal Family to unveil the bench. If unsuccessful they had also written to the Lord Lieutenant Edward Bolitho to consider undertaking the unveiling, as part of his role is to represent the Queen. As soon as they had a response they would confirm. If this was also not an option, then they needed to rethink a suitable person.
- Free Tea, Coffee, and Juice to be served, together with Cream Teas.
- Electricity supply to be explored to just inside the woods to enable the tea urn to be activated. We may be able to contact the Council to see if a temporary supply could come from a streetlight, alternatively the residents directly behind the woods may be willing to supply. We needed to ensure there would be no slips, trips, or falls.
- The gates of Manningham Woods to be unlocked to enable the audience to be off the roadside.
- Radio Cornwall, Pirate FM and Cornwall Live to be contacted to do the publicity.
- Parish Councillors/Volunteers to do a doorstep drop, Facebook page, Council website and noticeboards and if the Illogan Review is to be published before that time then the information to be disseminated in the magazine.
- Posters to be erected around the village when the event details are finalised.
- Volunteers to be sourced to serve the tea and coffee and serve the cream teas.
- Donations to be explored for the above.
- Next action group meeting will be on Tuesday 26<sup>th</sup> July 2022 at 7.00pm at The Platt in Illogan Square to review the location of the bench.

### **Actions**

1. Confirm and agree the quote for the groundworks.
2. Confirm action group volunteers for the preparation of the event and on the day.

3. Advertise the event and for stall holders in the next edition of the Illogan Review, on Facebook, Council's Website and Noticeboards and the doorstep drop.
4. Contact suppliers to obtain donations of tea, coffee, paper plates and cups and cream teas, or alternatively explore a sponsor of the Event, if unsuccessful ask the Parish Council to fund the refreshments from the Events budget 2022.
5. Invite reporters from the West Briton and The Packet to attend the event.
6. Encourage ALL Councillors to attend the event and invite them to meet and greet the parishioners of Illogan.
7. Clerk to complete a risk assessment on the proposals and amend paperwork with the help of the Action Group.
8. Confirm the person to undertake the unveiling.
9. Posters to be printed, laminated, and erected around the village.
10. Explore the options regarding the temporary electricity supply for the refreshments.

The Clerk said that she would try and get the Illogan Review delivered as early as possible to enable the unveiling of the bench to be advertised in it.

Cllr Williams asked whether the Robartes Arms had been considered for an electrical supply. It was noted that this would require a cable being run across two footways and the road and therefore was not a viable option.

Mrs Edwards suggested looking into a mini generator.

Mr Dolling suggested offering a donation for use of the electricity from one of the neighbouring houses.

Mrs Edwards asked whether a PA system had been considered.

It was agreed that the action group would continue with their proposals and that there would be an agenda item for the next meeting to agree the plans and any required funding.

**CL22/07/26**

**TO RECEIVE A REPORT ON THE OPENING OF THE OFFICE AND COMMUNITY ROOM AND AGREE ANY FUTURE ACTIONS**

It was agreed that in the absence of Cllr Jobson, the action group lead, that this item would be deferred until the next meeting.

**CL22/07/27**

**TO RECEIVE A REPORT ON THE CHRISTMAS LIGHTS SWITCH ON EVENTS AND AGREE ANY FUTURE ACTIONS**

The Clerk reported that the Illogan School Christmas Bazaar was being held on Friday 2<sup>nd</sup> December 2022. Unfortunately, this clashed with the scheduled date for the Illogan Christmas Lights Switch On Event

It was proposed by Mrs Edwards, seconded by Mr Dolling and

**CL22/07/27.2**

**RESOLVED**

**that subject to the availability of the bands and choirs the Christmas Lights Switch On Events would be held the following week – Tolvaddon Thursday 8<sup>th</sup> December, Illogan Friday 9<sup>th</sup> December and Park Bottom Saturday 10<sup>th</sup> December. If the bands and choir were not available on those dates, the Clerk would enquire as to what dates they had available.**

On a vote being taken the matter was approved unanimously

**Illogan Christmas Lights Switch On Event – Friday 2<sup>nd</sup> December 2022**

The Action Group had met and had a good discussion about the Christmas Lights Switch On Events. The Group have made the following recommendations:

**Illogan**

- The Lantern Parade would start at Illogan School and end in Illogan Park
- Santa and Camborne Youth Band would lead the lantern parade
- There would be a Christmas tree erected and decorated in Illogan Park
- A Christmas tree would be planted in Illogan Park to grow with a view to it being decorated in the future so that a cut one does not need to be sourced each year.
- The trees in Illogan Park would be decorated with Fairy lights – high up out of reach to avoid vandalism
- There would be tables in the Community Room for Christmas craft stalls etc. The stall holders would rent the table/space with fund raised being donated to the Illogan Royal British Legion
- A Santa grotto would be created with children being given a colouring book and pencils rather than sweets
- There would be face painting

- Refreshments would be available – mince pies, mulled wine, tea, coffee, squash etc
- A Christmas hat competition would be run, judged on the evening and prizes presented.
- The play equipment would be lit so that the children could play on it safely, weather permitting.
- Johnny Cowling to be asked to compere
- Will Keating to be asked to attend and sing including Cornwall my Home
- Consider combining the event with the Office and Community Room Opening

### **IF combine Christmas and Opening**

- Lucy from Pirate FM could cut the ribbon and open the building

### **Actions**

1. Check the date of Illogan School Bazaar
2. Advertise the event and for stall holders in the next edition of the Illogan Review, on Facebook, Council's website, and noticeboards
3. Review the songs, played and sung – Trelawney and more modern and known Christmas songs
4. Contact Cornish Oven etc re donating mince pies for the event – advertise the companies making donations before the event and on advertising material
5. Advertise the event in the media, on Pirate FM in the Illogan Review, on Facebook, Council's website, and noticeboards during November
6. Contact Illogan School to discuss the lanterns, the lantern parade, and the hat competition
7. Invite reporters from the West Briton and The Packet to attend the event
8. Encourage ALL Councillors to attend the event
9. The Clerk to contact last year's Father Christmas's and ask if they would be willing to be Father Christmas this year
10. Clerk to risk assess proposals and amend paperwork for road closures etc
11. That the Clerk would look into marshals training and security companies to assist with the road closures and crowd control. The

need for a security company to assist with road closures and crowd control would be reviewed annually.

12. To consider Cornwall Ambulance Service or St Johns Ambulance to provide medical cover for the event.

### **Park Bottom Christmas Lights Switch On Event – Saturday 3<sup>rd</sup> December 2022**

That this event to continue as it had previously done.

### **Tolvaddon Christmas Lights Switch On Event – Thursday 1<sup>st</sup> December 2022**

The Clerk had been told by a Cllr that Adelaide Stores was up for sale. The Clerk would speak to the owners and confirm this.

It was suggested that the event could be moved to Tolvaddon Fire Station and could incorporate the Fire Service

Mrs Edwards felt that there should be a tree outside the Robartes Arms and that The Platt at Manningham should be decorated with lights and baubles. To maintain tradition and this was also a central part of the parish. She also felt that there should be the blessings at the events as in previous years. She also suggested planting a Christmas tree on The Platt.

Members discussed the parents and children that participated in the parade needing to walk back to Illogan School in the dark to collect their cars. It was suggested that lighting the pathway through Manningham and the Churchyard could be considered and investigated.

**CL22/07/28**

### **TO RECEIVE A REPORT ON THE ILLOGAN RBL REMEMBRANCE PARADE AND AGREE ANY FUTURE ACTIONS**

Mr Dolling reported that there was a meeting to discuss the parade on the 19<sup>th</sup> of July 2022; he would report back in due course.

**CL22/07/29**

### **TO RECEIVE A REPORT ON FUTURE EVENTS AND AGREE ANY FUTURE ACTIONS**

#### **Litter Picking**

Mrs Edwards reported that she had been in contact with Suez regarding two litter picking events. Initially they said that they would be able to provide staff to assist with litter picking, however, in subsequent correspondence, they said that due to annual leave etc they would not be able to provide staff during August. They could provide black bags and litter pickers and could collect and dispose of the waste collected.

Mrs Edwards suggested holding litter picking events on the 17<sup>th</sup> and 31<sup>st</sup> August 2022 at 10am. She suggested the two following 3mile circular routes for the litter picks:

Route 1 – Start at Paynters to Illogan School, Aviary Court, The Old School Centre, along Churchtown Road to junction with Bridge Hill, proceed along Bridge Road and along Robartes Terrace to end at Paynters Lane.

Route 2 – Start at Park Bottom, up Clifton Road, both sides of Spar Lane to Marys Well, along Alexandra Road to Paynters Lane and return to Park Bottom along Trevelyan Road.

## **General**

Mrs Edwards suggested that the Community Events Committee could ask Full Council for ideas for events and what events they would like to see.

The Clerk reported that a Cllr had raised concerns about a lack of strategy, corporate aims and outcomes for events being held. Members felt that if there was too much red tape it would put people off and would be counterproductive. Events would raise the profile of the Council, enable communication with parishioners and councillors.

Cllr Williams was disappointed that there was no Parish Council or Church involvement in the Illogan Fair.

It was noted that the parish was fragmented demographically into three wards – Illogan, Park Bottom and Tehidy. The parish covered a large area and as such it was difficult to reach people. There was a lack of communication. Somehow, people needed to be brought together.

## **Future Events**

- Youth Engagement Event – potentially incorporate with the review of the Parish Plan. What do the youth want? Could consider online surveys etc. We could look to raise funding to take youths to skate parks or for surfing lessons etc. The aim would be to develop something for the youngsters and future generations. There were no youth clubs in the area. This was one of the poorest communities in the country. The youth needed to take ownership any projects.
- Treasure Hunt based on the Village Trail. Could be held on a Saturday afternoon with small prizes and refreshments as the end.
- A spring and summer tea treat in Illogan Park
- Illogan Feast to include a re-enactment of who Saint Illogan was
- Village Carnival
- Christmas Lights Competition with residential and commercial categories, and could include best window display or best outdoor lights
- Proud of your road award. Encourage neighbours to work together to improve the area they live in.

It was suggested that an article could be included in the Illogan Review asking residents what they thought of the ideas for future events and whether they had any suggestions of events they would like to see held.

Cllr Williams felt that in the future the Council would not be in a position to arrange many events as there would be pressure from Cornwall Council to do legal and mandatory tasks. He felt that events should be held by the community itself. There were different and fluid communities such as people with children in Illogan School, which became their community whilst the children were in the school once the children left the school the parents would also leave that community.

Cllr Williams left during this item at 8pm.

**CL22/07/30 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

There were no items raised.

**CL22/07/31 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Monday 8<sup>th</sup> August 2022 at 7pm in The Old School Centre, Nance Lane, Illogan subject to the availability of Committee members and the meeting room.

**CL22/07/32 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**

This item was not required.

**CL22/07/33 TO RECEIVE QUOTES FOR THE REGENERATION OF THE PLATT AT MANNINGHAM WOOD AND AGREE A RECOMMENDATION TO FULL COUNCIL**

As the meeting was not quorate of Cllrs this item was not discussed.

There being no further business the meeting closed at 8.28pm.

Signed .....

Date .....