

ILLOGAN PARISH COUNCIL

Minutes of the Projects Committee held at Trevenson House, Church Road, Pool, Redruth on Monday 5th September 2022 at 10.30am.

PRESENT: Cllr Ekinsmyth (Chairman), Cullimore (Vice Chairman), Jobson (not a member of this Committee), Pavey and Mrs Thompson

ALSO PRESENT: Mrs S Rimell, Clerk; Mr Wood, GPJ Consulting (until point mentioned)

The Chairman explained the safety procedures.

PC22/09/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Crabtree and Ms Kemp.

There were no members absent.

PC22/09/2 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.

PC22/09/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

PC22/09/4 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.

PC22/09/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE PROJECTS COMMITTEE HELD ON THE 23RD OF AUGUST 2022 AND THE CHAIRMAN TO SIGN THEM

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

PC22/08/5.2 RESOLVED that the minutes of the Projects Committee held on the 23rd of August 2022 are received and approved with the correction of the page number and signed by the Chairman.

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

PC22/09/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

PC22/09/7 TO RECEIVE AN UPDATE AND REVIEW THE TIMELINES ON THE ILLOGAN PARK PROJECTS FROM THE PROJECT MANAGER, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Project Manager, Mr Wood, reported that:

Footpath

The footpath was now complete and looking good. There was certainly a great deal of local enthusiasm for the scheme, and he have seen a lot of locals using the facilities whilst walking his dog in the park.

There was within the project a package of refurbishment for the play area ground surface treatment. Part of this had been carried out by laying a new bonded rubber mulch to the Pirate Ship activity equipment. This looked really good and was a huge improvement from the original rubber grass matting.

CORMAC had not carried out any works on the other matting to the swings etc, and as such we would negotiate a reduction to their final account to claim back this element of the works. They had been asked to re-tender the play area surfacing for prices to finish with grass matting and bonded rubber mulch. GPJ were more than happy to carry out this work but would need to request an additional fee.

Parish Council Offices

Construction of the offices was underway at Wernick's factory in York. It was scheduled to leave the factory on the 5th of September and arrive on site during the morning of the 6th of September.

The groundworks for the foundations had been completed and signed off by Building Control.

In response to a question, the Project Manager did not know if there would be any additional costs if strong winds prevented the building being unloaded from the lorries.

The Project Manager reported that the delivery date for the units had only been confirmed a few weeks ago which was not enough time to apply for a road closure. Cones would be put out to prevent parking opposite the site entrance. The bus routes would not be shut. There would be disruption whilst each lorry individually reversed into the site. The other lorries would be held at Tolvaddon Industrial Estate until they were required.

When the building had been delivered, it was expected to take 1 day to become waterproof and secure.

Wernick's installation team would then take approximately 2.5 weeks to finish the electrical and plumbing installations, flooring fit out and timber cladding.

Pipework for the drainage and water supply was in position and ready for connection to the mains drain and South West Water service. This was expected to be carried out just prior to delivery of the building allowing time for Wernick's connection slot of on or about the 13th of September.

Wernick were expected to handover the completed building on the 29th of September.

It was agreed that the Projects Committee would attend site and do a snagging visit along with the Project Manager to sign off the building at handover.

At present the only issues GPJ envisage were the provision of a mains electrical and broadband supply.

Western Power Distribution originally quoted a 4-6week lead time for new connections. This was a rapidly moving deadline which unfortunately had jumped to 12 weeks. As such we had been offered a connection date of the 17th of October 2022. This had been accepted so that we had a firm installation date. The other part of this was that in the current energy crisis electrical supply companies (Eon, EDF, British Gas etc) were unable to provide fixed quotes for commercial electricity contracts. When he last spoke to the Clerk the Council still had not received a quotation on which to place an order for the electrical supply and Broadband connections.

With this in mind we would need to arrange for a temporary generator to provide power for the building to enable Wernick to finalise the electrical installation. The hire of a generator may be for one or two days but could be extended if the Council wished to operate the building after handover.

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

PC22/08/7.2

RESOLVED

that a complaint would be registered with the top person in Western Power Distribution regarding the delays in connecting the electricity to the site with a request for them to supply or pay for the generator required to test the electrics.

On a vote being taken the matter was approved unanimously.

Car Park Works

The car park works had commenced this week. DA Giles had cleared the perimeter wall along Trevelyan Road and formed a public access point and a fenced route for them to gain safe access to the park.

D A Giles would be off-site for a couple of days, returning on Thursday to continue the works.

The site was being cleared to a suitable level having been set out by DA Giles to the drawings. On Tuesday 30th they would carry out a percolation test to determine the drainage capacity of the ground.

This in turn would determine the soakaway for the car park rainwater.

Once completed the car park would be laid with compacted hard core ready for the office crane and delivery lorries. When the building had been delivered and the site trades had thinned out DA Giles would return and

carry out the hard landscaping with kerbs, drainage, tarmac, timber fencing etc.

In response to a question, the Project Manager confirmed that D A Giles would be re-instating the Cornish wall to the apple tree.

Additional Items

There had been talk of a height restriction barrier to limit the type of vehicles that may enter the car park such as travellers vans/caravans. A quote had been provided for the supply and installation of a heavy-duty barrier. This would require concrete pads to fix to and we would estimate this would be more cost effective if carried out as part of the car park contract works.

As part of the car park project, we had allowed for two timber posts to be installed at the Trevelyan Road entrance for the installation of a sign board to identify the park, offices etc. The Council ideally needed to contact a local signage company to design and supply a suitable sign.

It was agreed that the Project Manager would provide a more specific date for the sign and information on the size of it.

Changing Room Water Supply

As part of the office works, we had installed a 32mm pipe from the new office connection to the changing rooms in the drainage trench. This was to enable a larger water supply to connect to the changing rooms to help with the low flow and pressure conditions.

This pipe would need to be brought into the changing rooms and swapped with the existing supply. Quotes/Tenders would need to be obtained.

It was agreed that the connection for the new water supply would be tendered along with replacing the water heater. The Project Manager agreed to supply the Clerk with an appropriate form of words to use in the tender document for connecting the water supply.

Cllr Jobson asked the Project Manager if a risk register had been completed for the project as it was standard practice. The Project Manager confirmed that it had not been completed and had no explanation as to why. Cllr Jobson was disappointed with this situation.

The next two weeks the following works will be being completed:

- The office would be delivered and made watertight by Tues 6th Sept/Weds 7th Sept
- The office would be clad this week
- The outside of the office would be finished early next week
- The trades would be in and out completing the flooring
- The electricians would be wiring the building
- D A Giles would be laying kerbs, landscaping, and tarmacking
- L & R would be tarmacking around the building and the compound at the back of the office.

Mr Wood left the meeting at this point.

Members were concerned about the lack of forward planning.

It was agreed that at the end of the project a full assessment would be completed, and lessons learnt.

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

PC22/08/7.3 RESOLVED that Cllrs Ekinsmyth and Mrs Thompson would deliver leaflets around Illogan Park advising of the disturbances from the lorries delivering the offices.

On a vote being taken the matter was approved unanimously.

It was suggested that there should be feedback to all parties at the end of the project.

PC22/09/8 DATE AND TIME OF NEXT MEETING

The next meetings would be held on Monday 19th September 2022 and Monday 3rd October 2022 at 10.30am in Trevenson House.

PC22/09/9 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 Ekinsmyth, seconded by Cllr Pavey and

PC22/08/5.2 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 the matter was approved unanimously.

PC22/09/10 TO RECEIVE CORRESPONDENCE FROM GPJ CONSULTING REGARDING THE PLAY AREA SURFACING, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

PC22/08/10.2 RESOLVED that the Clerk would seek clarification of GPJ Consulting was asking regarding the play area surfacing.

On a vote being taken the matter was approved unanimously.

PC22/09/11 TO APPOINT AN ELECTRICAL SUPPLIER, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

There were still no quotes available from suppliers.

It was agreed that the Clerk would continue to try and obtain a quote for an electrical supplier and would also make enquiries and obtain costings for a generator for the Office until an electrical supplier could be secured.

There being no further business the meeting closed at 11.45am.

Signed

Date