

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held at The Old School Centre, Nance Lane, Illogan on Wednesday 19<sup>th</sup> October 2022 at 7.00pm.

**PRESENT:** Councillors Pavey (Chairman), Crabtree (Vice Chairman), Cullimore, Mrs Ferrett (until point mentioned), Ford, Ms Kemp and Szoka

**IN ATTENDANCE:** Mrs S Rimell, Clerk; and Miss E James, Assistant to the Clerk

The Chairman explained the safety procedures.

### **FC22/10/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Ekinsmyth, Holmes, Jobson, Miss Pollock, Mrs Thompson, and Williams

Cllr Ms Cadby was absent.

### **FC22/10/2 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.

### **FC22/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

### **FC22/10/4 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 comments from members of the public.

### **FC22/10/5 CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements from the Chairman

### **FC22/10/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 28<sup>TH</sup> SEPTEMBER 2022 AND THE CHAIRMAN TO SIGN THEM**

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

### **FC22/10/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 28<sup>th</sup> September 2022 and the Chairman to sign them.**

On a vote being taken on the matter there were 4 votes FOR and 0 votes AGAINST.

**FC22/10/7**

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

**FC22/09/14.2** – The signage had been ordered. As soon as it arrived, Heras fencing would be erected to prevent access from the corner entrance into Illogan Park whilst tenders were obtained for a permanent structure. The Clerk had downloaded a rights of way modification pack and was starting the process.

**FC22/08/17.2** – Further discussion around the need for white lines from Park Road to Trevelyan Road and it was queried why there was a need to meet with Cornwall Council Highways as a meeting was last held with them in June 2021. Members agreed that this needed to be followed up with Cornwall Council Highways to get the white lines reinstated.

**FC22/10/8**

**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 Crabtree and

**FC22/10/8.2**

**RESOLVED** that the Delegated Decisions Register since the last meeting is received, approved, and all decisions are ratified.

On a vote being taken the matter was approved unanimously.

**FC22/10/9**

**TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF SEPTEMBER 2022 AND AGREE ANY FUTURE ACTIONS**

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

**FC22/10/9.2**

**RESOLVED** to receive the reports on payments, receipts and bank reconciliations for the month of September 2022

On a vote being taken the matter was approved unanimously.

**FC22/10/10**

**TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF OCTOBER 2022(UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC22/10/10.2**

**RESOLVED** to authorise payment of accounts for the month of October 2022 in the sum of £46,483.34 including VAT.

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST.

**FC22/10/11 TO NOTE THAT NO GRANT APPLICATIONS HAVE BEEN RECEIVED AND AGREE ANY FUTURE ACTIONS**

It was noted that although previously advertised in the Illogan Review, no applications have yet been received. It was agreed to include another article in the next edition of the review.

**FC22/10/12 TO RECEIVE INFORMATION ON CAR PARK SECURITY AND AGREE ANY FUTURE ACTIONS**

Members felt the most appropriate solution would be a height barrier. Many car parks in the surrounding area had height barriers and these appeared to be effective. It was agreed that locking gates would probably not be a practical solution. It was suggested to use the height of ones in the surrounding areas as a guide for our own.

It was suggested that, once open, the car park by the new parish offices should be used as the main parking for the site and the car park at the changing room side of the park then be gated off and locked with access given just when needed.

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

**FC22/10/12.2 RESOLVED that the Clerk would investigate the costs of a Height barrier for the new car park at Illogan Park and gating the other entrance near the changing rooms.**

On a vote being taken the matter was approved unanimously.

**FC22/10/13 TO REVIEW THE FREQUENCY OF THE EMPTYING OF THE BINS ON SPAR LANE AND TREVELYAN ROAD AND AGREE ANY FUTURE ACTIONS**

It was proposed by Cllr Ms Kemp, seconded by Cllr Cullimore and

**FC22/10/13.2 RESOLVED that the frequency of emptying the bins on Spar Lane and Trevelyan Road would remain as weekly collections.**

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST.

**FC22/10/14 TO CONSIDER A REQUEST TO INSTALL ADULTS' SPORTS EQUIPMENT IN ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS**

Members discussed their reservations about installing new equipment until the current issues in the park had been resolved. A member had looked briefly at the specifications and costs of packages as well as warranty information.

It was proposed by Cllr Ford, seconded by Cllr Ms Kemp and

**FC22/10/14.2 RESOLVED to task the Projects Committee with looking**

**further into the installation of Adult Sports Equipment at Illogan Park**

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST.

**FC22/10/15 TO CONSIDER A REQUEST FOR YOUTH/TEEN FACILITIES FOR ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS**

Concerns were raised about previous consultations and the objections raised about them. Cases of vandalism and ongoing issues in the park were also discussed and members felt that this would need to be addressed first.

It was suggested that the Young People Cornwall scheme may be able to help. They engage youths and build trust to encourage them to change behaviours which had been shown to improve issues of vandalism and anti-social behaviour in other areas.

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

**FC22/10/15.2 RESOLVED that the Projects Committee should look further into the introduction of youth/teen facilities at Illogan Park**

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST.

**FC22/10/16 TO RECEIVE A PROGRESS REPORT FROM THE PARISH PLAN REVIEW COMMITTEE AND AGREE ANY FUTURE ACTIONS**

There was nothing to report.

**FC22/10/17 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ASSOCIATED EXPENDITURE**

1. A couple of members of the public had requested that the cluster of picnic benches were dispersed to lone locations around the park. This was to prevent youths congregating on the benches, especially in the evenings.

There had been several reports of youths causing a nuisance with their loud music, shouting, swearing and littering.

The benches were fairly close to neighbouring properties.

Councillors discussed the complaints about the benches being clustered together and the suggestion that this may be encouraging some of the anti-social behaviour. The tables were well used by families during the daytime and by football spectators. It was felt it would be a shame to separate them due to these reasons and there

was some discussion about the possibility of relocating them to another area of the park.

There was a suggestion to install CCTV in the area along with signage to make it clear that the area was being watched to try and discourage the anti-social behaviour.

It was proposed by Cllr Ms Kemp seconded by Cllr Szoka and

**FC22/10/17.2 RESOLVED that the Clerk would obtain quotes for CCTV to watch the picnic tables in Illogan Park. That these would be visible and high up to avoid vandalism. Appropriate CCTV signage would be erected.**

On a vote being taken the matter was approved unanimously.

2. There had been requests to install a bin closer to the cluster of picnic tables.

It was proposed by Cllr Ms Kemp, seconded by Cllr Pavey and

**FC22/10/17.3 RESOLVED that the Clerk would obtain costs for a new bin to be situated picnic benches in Illogan Park.**

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST.

3. The Ray Uren Award has not been held since before the Pandemic.

Do the Council want to continue with the Ray Uren Award, if so, I thought it would be nice, if it was advertised and then presented at the first Full Council meeting to be held in the new Community Room at Illogan Park and then annually either at the Annual meeting as previous or on the anniversary month of the first meeting held in the Community Room.

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

**FC22/10/17.4 RESOLVED that the Ray Uren Award be reinstated to coincide with the first Full Council meeting to be held in the new Community Room.**

On a vote being taken the matter was approved unanimously.

4. A contract for electricity was signed by the Clerk on Monday. The Clerk was awaiting confirmation of when the electricity would be live.
5. BT were due to install the internet connection on 18.10.22. However, some data had been entered incorrectly their end and the order and install were cancelled with no notification. The error had been rectified and the order reinstated. The internet would be going live on the 2nd of November 2022.

- Members discussed the finishing of the new Community Room and agreed it would be shame for it to be unusable due to a lack of furniture. There was a suggestion about the possibility of using the room as a warm room considering the current economic climate and concern. Cllr Crabtree advised he will send over the details of the regulations around Warm Rooms.

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

**FC22/10/17.5 RESOLVED that the Projects Committee would meet in the Community Room on 26<sup>th</sup> October to finalise a list of equipment; the Clerk would obtain quotes to be considered at the November Full Council meeting.**

On a vote being taken the matter was approved unanimously.

- When did the Council intend to leave Trevenson House; there had to be 1 full months' notice

It was proposed by Cllr Pavey, seconded by Cllr Ms Kemp and

**FC22/10/17.6 RESOLVED that Notice for Trevenson House would be submitted by the Clerk for the end of December 2022.**

On a vote being taken on the matter there were 6 votes FOR and 1 ABSTAINED

- The Council had previously received a report on green spaces in the Parish suggesting maintenance that could be completed.

Highways had confirmed that they could issue approval for the Council to undertake weed treatment. They could not approve use of herbicide (glyphosate) – as Cornwall Council had banned its use (in all but extreme situations). Provided damage was not deliberate or caused by excessive treatment (e.g., wire brush ripper being held in place too long or say someone digging out macadam to get to roots), they would arrange repairs and cover costs. Damage done must be reported to them to prevent claims.

It was proposed by Cllr Pavey, seconded by Cllr Ms Kemp and

**FC22/10/17.7 RESOLVED that the maintenance of Green Spaces be passed to the Planning and Environmental Services Committee**

On a vote being taken on the matter there were 6 votes FOR and 0 votes AGAINST.

- The secretary of the New Inn Titans had changed. The outgoing secretary had provided contact details for the new secretary.

**FC22/10/18 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

There was nothing to report.

**FC22/10/19 TO RECEIVE CORRESPONDENCE FROM THE 14<sup>TH</sup> SEPTEMBER 2022 UNTIL 11<sup>TH</sup> OCTOBER 2022, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS**

There was no correspondence received.

**FC22/10/20 TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS**

Cllr Crabtree reported:

“There is not a great deal to report this month, however some good news from the local economy point of view is that South Crofty has recently increased its workforce from 20 to 40 and they are hoping to start pumping out in May/June next year.

The raising of the parapets on the bridge over the A30 is delayed which is due to the fact that Highways England have to ensure that the additional height can take the impact of a vehicle hitting it and not falling off onto the A30 below as the current structure is built in.

My visit to Jodrell Bank for the World Heritage Site UK Conference was very informative and at the end of the first day we had the opportunity to look through telescopes, one pointing to Jupiter and the other to Saturn and the images were unbelievable.

I have a meeting on 4 November to discuss the proposals for Coronation Road and Oxland Road. Most of the pavements were cleared of weeds last week including around the bus stop on Church Road.

Bearing in mind that we currently have the Roscroggan Private Gypsy Site still within the planning process, I did attend a Planning Inspectors hearing at Pool Innovation Centre regarding a similar situation within the Portreath part of my Division. The person representing the applicant was a specialist in Gypsy Traveller cases and he indicated that there is a shortage of pitches in Cornwall, especially in West Cornwall. The decision is due within the next 4 weeks, however there are another 2 hearings for other private sites in the first week of November.”

**FC22/10/21 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:**

- i. Planning and Environmental Services Committee – 28<sup>th</sup> September 2022 and 5<sup>th</sup> October 2022**
- ii. Community Events Committee – 3<sup>rd</sup> October 2022**

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

- FC22/10/21.2 RESOLVED** to note the Minutes of the following Committee meetings held since the last Full Council meeting:
- i. **Planning and Environmental Services Committee – 28<sup>th</sup> September 2022 and 5<sup>th</sup> October 2022**
  - ii. **Community Events Committee – 3<sup>rd</sup> October 2022**

On a vote being taken the matter was approved unanimously.

**FC22/10/22 TO RECEIVE REPORTS FROM THE FOLLOWING OUTSIDE BODIES:**

There were no reports to receive.

**FC22/10/23 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

There were no items to be considered.

**FC22/10/24 DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 16<sup>th</sup> November 2022, 7.00pm in The Old School Centre, Nance Lane, Illogan.

**FC22/10/25 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 Ford, seconded by Cllr Crabtree and

- FC22/10/25.2 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 the matter was approved unanimously.

**FC22/10/26 TO RECEIVE INFORMATION ON THE AIR CONDITIONING FOR THE COUNCIL OFFICE AND COMMUNITY ROOM, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

- FC22/10/26.2 RESOLVED** that the servicing of the Air Conditioning for the Council Office and Community Room be deferred until January 2023.

On a vote being taken the matter was approved unanimously.

Cllr Mrs Ferrett left the meeting at 8.09pm



**FC22/10/27 TO RECEIVE A QUOTE FOR SIGNAGE FOR TREVELYAN ROAD SIDE OF ILLOGAN PARK AD THE OFFICE AND COMMUNITY ROOM, AGREE ANY FURTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC22/10/27.2 RESOLVED that the Clerk would go back to No 2 The Same to ask them how vandal resistant the signage would be and to re-quote for the signage on the Office And Community Room so that it wasn't raised.**

On a vote being taken the matter was approved unanimously.

**FC22/10/28 TO RECEIVE A QUOTE TO REPLACE THE WHEEL ON THE PIRTE SHIP, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC22/10/28.2 RESOLVED that the Clerk would obtain further quotes to replace the wheel on the Pirate Ship in Illogan Park**

On a vote being taken on the matter there were 5 votes FOR and 1 vote AGAINST.

**FC22/10/29 TO RECEIVE TENDERS TO REPLACE THE HOT WATER BOILER IN THE KITCHEN AND CONNECT THE NEW WATER SUPPLY IN THE CHANGING FACILITIES AT ILLOGAN PARK, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ASSOCIATED EXPENDITURE**

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

**FC22/10/29.2 RESOLVED that the Clerk would re-tender for the replacement of the hot water boiler in the kitchen and connection of the new water supply in the changing facilities at Illogan Park.**

On a vote being taken the matter was approved unanimously.

**FC22/10/30 TO RECEIVE INFORMATION ON OUT OF HOURS CALL HANDLING OPTIONS INCLUDING COSTINGS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC22/10/30.2 RESOLVED that the current arrangements for Out of Hours call handling arrangements with Phoneta continue and be reviewed in 1 year.**

On a vote being taken on the matter there were 5 votes FOR and 1 vote AGAINST.

**FC22/10/31 TO RECEIVE COSTINGS FOR FLASHING SPEED SIGNS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC22/10/31.2 RESOLVED that the Projects Committee be tasked with agreeing the details of the flashing speed signs.**

On a vote being taken the matter was approved unanimously.

**FC22/10/32 TO RECEIVE THE DRAFT TENDER DOCUMENT FOR THE RESURFACING OF THE PLAY AREA IN ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS**

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

**FC22/10/32.2 RESOLVED to receive and approve the draft Tender Document for the Resurfacing of the Play Area in Illogan Park.**

On a vote being taken on the matter there were 5 votes FOR and 1 vote AGAINST.

**FC22/10/33 TO RECEIVE DRAFT TENDER DOCUMENT TO REMOVE ACCESS TO ILLOGAN PARK FROM THE CORNER AND AGREE ANY FUTURE ACTIONS**

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

**FC22/10/33.2 RESOLVED to receive and approve the tender document to remove access to Illogan Park from the corner entrance and request that all tenderers visit the site.**

On a vote being taken on the matter there were 5 votes FOR and 1 vote AGAINST.

There being no further business the meeting closed at 8.26pm

Signed .....

Date .....

<b>ACCOUNTS FOR PAYMENT OCTOBER 2022</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>
<b>TO RATIFY</b>					
Deposit for CCTV equipment	Nci Technologies		£5,047.24	£1,009.45	£6,056.69
Data Protection Fee	ICO		£35.00		£35.00
Siemens	Photocopier Lease		£363.64	£72.72	£436.36
<b>TO PAY</b>					
Donation for singing at Bench Unveiling	Illogan Community Choir	CL22/09/8.2	£50.00		£50.00
Salaries	All employees		£4,325.17		£4,325.17
Legionella testing	Churchill Environmental Services		£38.18	£7.64	£45.82
Security Patrols	KAPAR		£500.00	£100.00	£600.00
Section 50 notice	Cornwall Council		£450.00		£450.00
IT Support	Nci Techonologies		£64.00	£12.80	£76.80
Repairing disabled lock at Manningham Wood	Tom Hickmott		£50.00		£50.00
Erect boundary signs	Cormac Solutions	FC22/05/37.2	£369.44	£73.89	£443.33
Contractor	DJM Gardening		£2,418.62		£2,418.62
Out of hours call handling set up	Phoneta		£25.00	£5.00	£30.00
Toilet cleaning	X-treme Clean		£1,617.50		£1,617.50
Webhosting	KernowTek		£10.00		£10.00
Closer kits and baby changing table	Healthmatic		£398.51	£79.70	£478.21
Swipe card and key, rent, room hire	Trevenson Holdings		£515.16	£103.03	£618.19
Hedgecutting, grass cutting, operational play inspection	Greens Cornwall Ltd		£4,463.47	£892.69	£5,356.16
Stationary	Complete Business Solutions		£56.44	£11.29	£67.73
Hall Hire	The Old School Centre		£233.50		£233.50
Groundworks for New Council Office	L&R Groundworks Ltd		£23,764.00	£4,752.80	£28,516.80
Tree assessment	Cornwall Tree Consultancy		£195.95		£195.95
Annual Subscription	MVRG		£100.00		£100.00
Manningham Lease	Mr and Mrs Rule		£1.00		£1.00
Manningham Lease	Friendship Cohousing		£1.00		£1.00
Advance Warning signs for Remembrance Parade	Hirst Signs		£230.00	£46.00	£276.00
Expenses	S Rimell		£104.63		£104.63
Remove and replace bus shelter glass at Churchtown	Chance Glass and Glaszing		£207.01	£41.40	£248.41
O365 Licences	Nci Techonologies		£133.35	£26.67	£160.02
Bank Charges	Barclays		£8.50		£8.50
	<b>TOTAL TO PAY</b>		<b>£40,330.43</b>	<b>£6,152.91</b>	<b>£46,483.34</b>