

ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held at The Old School Centre, Nance Lane, Illogan on Monday 3rd October 2022 at 7.00 pm.

PRESENT: Cllr Cullimore (Chairman); Cllr Jobson (Vice Chairman); Cllr Ms Kemp; Mr Dolling; Mrs Littlejohns; and Mrs Wills

ALSO PRESENT: Mrs S Rimell, Clerk; three members of Red Watch from Tolvaddon Fire Station (from and until point mentioned)

The Chairman explained the safety procedures.

CL22/10/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Williams and Mrs Edwards.

Cllrs Ms Cadby and Ford were absent.

CL22/10/2 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.

CL22/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

CL22/10/4 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.

CL22/10/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 5TH of SEPTEMBER 2022 AND THE CHAIRMAN TO SIGN THEM

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

CL22/10/5.2 RESOLVED that the minutes of the meeting of the Community Events Committee held on the 5th of September 2022 are received and approved and signed by the Chairman.

On a vote being taken on the matter there were 3 votes FOR and 0 votes AGAINST.

CL22/10/6

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

CL22/09/8.2 – The Clerk had confirmed Illogan Community Choirs bank details and the donation would be made during the October payment run.

CL22/09/9 – Invitations to the Illogan Remembrance Parade had been sent.

CL22/09/9.2 – The Clerk had written to the Illogan RBL confirming that Illogan Parish Council would take responsibility for organising the Illogan Remembrance Parades.

CL22/09/10 – The Clerk was in the process of obtaining costs to re-letter the granite plaque in Illogan Park.

CL22/09/12 – The Clerk was in the process of obtaining costs for ten handy hoops.

CL22/10/7

TO RECEIVE AN UPDATE ON THE EVENTS BUDGET, AND AGREE ANY FUTURE ACTIONS

The budget including forecasting until the end of the fiscal year was circulated and considered by members.

CL22/10/8

TO CONSIDER PROMOTION AND PUBLICITY FOR EVENTS AND THE COUNCIL AND AGREE ANY FUTURE ACTIONS

The Council needed to develop a brand to attract attention. A logo, branding and messaging as needed. A young art student may be able to assist.

The target audience needed to be identified to enable promotion and publicity to be aimed at them.

It was agreed that the Clerk would obtain a copy of the Census to provide information on the demographic of the area.

The promotion and publicity could be altered depending on who the Council want to target.

Cllr Ms Kemp said that one of her friends had a child looking for a project for their art GCSE's. She offered to speak to them to see if they would be interested.

CL22/10/9

TO RECEIVE AN UPDATE ON THE ILLOGAN RBL REMEMBRANCE PARADE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The transfer for the organisation of the parade from the Illogan Royal British Legion to Illogan Parish Council was complete. The invites had been sent. The Illogan Royal British Legion would supply refreshments. The quotes for marshals for the parade would be considered at the next meeting.

TO RECEIVE A REPORT FROM THE ACTION ON THE PLANS FOR THE OPENING OF THE PARISH OFFICE AND COMMUNITY ROOM AND THE CHRISTMAS LIGHTS SWITCH ON ACTION GROUP AND AGREE ANY FUTURE ACTIONS

It was agreed to look into solar and battery-operated lights for the trees.

Due to the current difficulties being experienced with energy prices and the potential forecast power shortages and blackouts, it was agreed that the amount of time the Christmas lights were turned on would be reduced to four hours a day. It was also noted that the lights were LED and used a low level of energy.

Three members of Red Watch from Tolvaddon Fire Station entered the meeting at 7.30pm.

Tolvaddon Event

The Firemen explained that White Watch would be on duty during the Christmas Lights Switch On Event at Tolvaddon Fire Station.

It was noted that all Fire Fighters were trained in Safeguarding and First Aid.

The Fire Service would spread their fire safety messages, serve tea and coffee etc.

The tree would be placed on the corner of the entrance. The energy for the lights would be offset by the solar panels and storage batteries on the fire station and the fire headquarters buildings.

The Fire Service were happy for there to be hog roast for sale. Mrs Littlejohns was contacting suppliers.

Cllr Ms Kemp was making enquiries about a cake stall.

There would be a member of the Fire Service with the Council during the whole event.

In response to a question, they were happy for it to be a multi-agency event with the police being invited to attend with a police car to spread their drink driving awareness messages etc.

The Fire Service asked that they were updated with an ongoing list of what was going to be included in the event so that they could make plans and organise the layout of the site.

The fire station would be shut to traffic during the event. Cars would be parked in Fire Headquarters car park and people would then walk across to the event.

In response to a question, the Clerk confirmed that the Council had a Santa suit that could be used for the event. The Fire Service would bring

Santa onsite on a fire engine, Santa would then jump off the engine and go into the grotto.

It was agreed that there would be a table for the Fire Fighters Charity to display banners and have a collection box etc.

The Firefighters would try to obtain donations to bolster the Councils gifts from Santa.

It was suggested that 'Elves' would be useful to help keep the children occupied and in line whilst queuing to see Santa.

It was suggested that a meeting could be held in the Community Room in the Fire Station and the Committee could be shown around during the meeting.

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

CL22/10/10.2 RESOLVED that the event would commence at 6pm. That £100 would be allocated to decorate the pod for Santa's grotto. The Fire Service would forward links of items they required to decorate the pod to the Clerk who would order the items and deliver them to the Fire Station.

On a vote being taken the matter was approved unanimously.

The Fire Fighters highlighted that Cornwall Council were proposing to close the Critical Control Centre. This would mean that calls would be answered out of Cornwall. They asked that members canvassed the Cornwall Councillors and members of the Neighbourhoods Overview and Scrutiny Committee. The Committee would be considering the future of the Critical Control Centre at their meeting on Thursday 6th October at 10am. Members of the fire service will be at County Hall from 9am.

Three members of Red Watch from Tolvaddon Fire Station left the meeting at 8.07pm.

Cllr Ms Kemp left the meeting at 8.07pm
Cllr Ms Kemp re-entered the meeting at 8.08pm.

Illogan

The roads would be closed at 6pm. The lantern parade would leave Illogan School at 6.15pm, led by Father Christmas and Camborne Youth Band and would arrive at Illogan Park about 6.30pm.

It was hoped that there would be a fire engine and police car at Illogan Park. The Fire and Police Services would be sharing information their fire safety and drink driving awareness campaigns.

Mr Lang would be Father Christmas.

The Illogan Community Choir would sing songs that they had prepared from 6pm and would then accompany Camborne Youth Band.

Cllr Jobson was looking into a suitable PA System.

Cllr Ms Kemp would contact Pirate FM to enquire whether Neil Caddy or Johnny Cowling were available to comper the event.

Song sheets for the carols and songs to be sung would need to be prepared. It was agreed that Illogan School and Pool Academy would be contacted and asked what they sung in the schools and whether they had a choir.

Craft tables would be able to set up from 4.30pm. there would be a charge of £5 per table. There was interest in tables from a stained-glass stall, a wood turner and knitwear seller. Access would be needed all around the tables.

The event would finish about 8pm.

The Clerk was looking into illuminating the play area.

Mrs Littlejohns left the meeting at 8.28pm.

It was agreed that the Clerk would contact Illogan School to try and arrange a meeting with the head teacher to discuss the lantern parade and Christmas card competition.

Mrs Littlejohns re-entered the meeting at 8.30pm.

The Office Opening would take place from 2-3pm. All Councillors would be strongly encouraged to be in attendance to meet and greet members of the public. Councillors would wear smart clothes for the ladies and shirts and ties for the men.

Cream teas would be served.

Edward Bolitho had been invited to open the office.

The latest the event would finish would be 3.30pm to allow the craft stall holders to set up for the Christmas Lights Switch On Event.

Mrs Will had six volunteers to assist with the opening.

CL22/10/11

**TO RECEIVE A REPORT FROM THE FUTURE EVENTS ACTION GROUP,
AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED
EXPENDITURE**

It was agreed that there would be brainstorming and prioritisation of ideas prior to the start of the next meeting.

CL22/10/12 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

No items were raised.

CL22/10/13 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Thursday 20th October 2022, 6pm for brainstorming followed by Committee meeting at 7pm.

There being no further business the meeting closed at 8.56pm.

Signed

Date