

ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held at Tolvaddon Community Fire Station on Monday 7th November 2022 at 6.00pm

PRESENT: Cllr Cullimore (Chairman); Cllr Ford; Cllr Ms Kemp; Mrs Littlejohns; and Mrs Wills

ALSO PRESENT: Mrs S Rimell, Clerk, Miss E James, Assistant to the Clerk and 2 members of the Fire Service (until point mentioned)

The Chairman explained the safety procedures.

CL22/11/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Mr Dolling, Cllr Jobson and Cllr Williams

CL22/11/2 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.

CL22/11/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

CL22/11/4 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.

CL22/11/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON 20TH OCTOBER 2022 AND THE CHAIRMAN TO SIGN THEM

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

CL22/11/5.1 RESOLVED that the minutes of the meeting of the Community Events Group Committee held on the 20th October 2022 are received and approved and signed by the Chairman.

On a vote being taken the matter was approved unanimously.

CL22/11/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

CL22/11/7 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET AND AGREE ANY FUTURE ACTIONS

The budget was circulated.

CL22/11/8

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

Cllr Ms Kemp asked for the outline of requirements to be sent to her for these to be passed on to her friend to finalise the draft of the publicity posters. Assistant to the Clerk would be sending these in the next few days.

CL22/11/9

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

Tolvaddon Event

Cllr Ms Kemp advised she had been in contact with BBC Radio Cornwall who would be attending and broadcasting from the event. They would require a 4m x 4m area, a designated parking space and an electricity supply.

The Firemen advised the tree could be put on the corner outside the station and could be powered from the station. They would advertise on Facebook for a tree to be donated.

The Fire Service would need access for the engines in case of call outs but the Firemen confirmed there would be off duty officers available to help in this instance.

£200 has been secured by the Fire Service towards the hot drinks and mince pies. They would also approach companies for help with items for this. The Fire Service would be able to manage this service.

The Fire Service would send the Clerk a copy of their Risk Assessment.

The Fireman advised they would approach Holman Climax Male Voice Choir and ask them if they could attend and sing.

Roseworthy Farms had confirmed they would be attending both Tolvaddon and Illogan events.

2 members of the Fire Service left the meeting at 6.26pm.

Illogan Office Opening

Cllr Ms Kemp advised that BBC Radio Cornwall would be attending the Parish Office opening from 2pm.

Kim Conchie had confirmed he would cut the ribbon.

Tea, Coffee and cream teas would be provided at no cost for attendees.

Application forms for the craft stalls had started being sent out. Advised that, so far, only one response had been received and confirmed.

Mrs Wills advised she had 5 people to assist with the opening.

Illogan Lights Switch On

Cllr Ms Kemp would ask if BBC Radio Cornwall could stay later for the lantern parade arrival and lights switch on.

Suggested that a children's Christmas character should turn on the lights. Fancy dress should also be encouraged.

Song sheets for participation for the band and choir still needed to be confirmed. It was suggested to include songs the children would know such as Jingle Bells, Away in a Manger, Silent Night and Rudolph the Red Nosed Reindeer.

It was confirmed that the playground would be closed off for safety.

It was agreed that mulled wine would not be supplied at the event due to licensing issues.

Steve Robinson would be asked to compere.

The grotto would be manned by 2 members of the Community Events Committee.

The Clerk advised that more Road Closed signs would be needed as well as some Stop/Go boards due to the extension of the route.

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

CL22/11/9.2 RESOLVED that the Clerk would obtain extra Road Closed signs and Stop/Go boards at a maximum cost of £616

On a vote being taken the matter was approved unanimously.

Park Bottom

It was confirmed that the new owner of the New Inn was happy to take part.

The Chairman of the Council be requested to switch on the lights.

Premier Stores would be approached to help supply pasties for the event.

CL22/11/10 TO RECEIVE A REPORT FROM THE FUTURE EVENTS ACTION GROUP, AGREE ANY ACTIONS AND ANY ASSOCIATED EXPENDITURE

Deferred until the 2023/2024 budget had been finalised.

CL22/11/11 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

No items were raised.

CL22/11/12 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Monday 28th November 2022 at The Old School Centre at 7.00pm

CL22/11/13 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 Kemp and

CL22/11/13.2 RESOLVED that under the 1960 Public Bodies (Admission to Meeting) 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.

CL22/11/14 TO RECEIVE QUOTES FOR CHRISTMAS TREES, AGREE WHERE TO PURCHASE AND ANY FUTURE ACTIONS

It was discussed if 4 trees were necessary. With the increase in costs and with there already being trees at the Platt and Illogan Park that could be decorated it was asked if it would be wiser to just purchase trees for the Tolvaddon and Park Bottom events. It was agreed these would be the priority but that it would be nice, if financially viable, to have as many as possible.

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

CL22/11/14.2 RESOLVED that the Clerk be delegated power to purchase a minimum of 2 trees, up to a maximum of 4 trees, at a cost no greater than £300.

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 7.34pm.

Signed

Date