

ILLOGAN PARISH COUNCIL

Minutes of the Parish Plan Review Committee held at The Old School Centre, Nance Lane, Illogan on Monday 25<sup>th</sup> July 2022 at 7pm.

PRESENT: Cllr Ekinsmyth (Chairman), Cllr Ms Kemp (Vice Chairman, Cllr Jobson, Cllr, Cllr Williams, and Mrs Wills

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

The Chairman explained the safety procedures.

**PPR22/07/1 TO ELECT A CHAIRMAN OF THE PARISH PLAN REVIEW COMMITTEE FOR THE MUNICIPAL YEAR 2022/2023**

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

**PPR22/07/1.2 RESOLVED: that Cllr Ekinsmyth is elected Chairman of the Parish Plan Review Committee for the municipal year 2022/2023.**

On a vote being taken the matter was approved unanimously.

**PPR22/07/2 TO APPOINT A VICE CHAIRMAN OF THE PARISH PLAN REVIEW COMMITTEE FOR THE MUNICIPAL YEAR 2022/2023**

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

**PPR22/07/2.2 RESOLVED: that Cllr Ms Kemp is appointed Vice Chairman of the Parish Plan Review Committee for the municipal year 2022/2023.**

On a vote being taken the matter was approved unanimously.

**PPR22/07/3 TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies were received; all members were present.

**PPR22/07/4 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY OVER £25**

There were no interests declared.

**PPR22/07/5 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

**PPR22/07/6 PUBLIC PARTICIPATION**

It was agreed to take public comments with the agenda items.

**PPR22/07/7 TO REVIEW ACHIEVEMENTS FROM THE PARISH PLAN**

Cllr Ekinsmyth reported that the Parish Plan was published in 2011 following around 3 years of work. The Steering Group put a lot of effort into public consultation including holding a road show at three different locations in the parish; a good response was received. The Steering Group consisted of about 60% members of the community and 40% councillors. Funding was achieved from Cornwall Council and the regeneration team assisted with the plan. Actions from the plan had been delivered more by chance than design. The plan was a big document that contained a lot of objectives, he felt it needed to be reduced to bite-sized portions.

Cllr Jobson said that it was a remarkable document and congratulated all concerned with its production. He felt that it would make a good template for another five-year plan that could be reviewed monthly. The priorities in the plan needed to be prioritised.

It was noted that the parish was difficult. There were 3 distinct areas that did not associate with each other. The majority of the parish felt rural, although it felt more urbanised closer to Pool.

Members discussed the Terms of Reference for the Committee, reviewing, renewing, reconsulting and refreshing the plan.

**PPR22/07/8 TO AGREE HOW THE REVIEW OF THE PARISH PLAN WILL BE COMPLETED, THE OUTCOMES, INCLUDING TIMESCALES AND AGREE ANY FUTURE ACTIONS**

The Committee went through each objective and categorised them as:

1. Work in progress
2. Important but requires more information
3. Completed
4. Deferred for a year

**Community**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
1.1	Creating and publicising a community events calendar.	Work in progress
1.2	Identifying key locations where people usually gather and to work with other	Work in progress

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	stakeholders to provide community notice boards.	
1.3	Raising awareness of where the open spaces are and the facilities that are provided at each location.	Work in progress
1.4	Raising awareness of where our community buildings are and what activities and facilities are available.	Work in progress
1.5	Creating and distributing a Parish Services and Information booklet which would include community events, facilities, useful contacts, surgery times etc.	Completed
1.6	Introducing community information points – <ul style="list-style-type: none"> <li>o at a basic level - places where people can obtain information relating to activities in the village, lists of local tradespersons etc... with perhaps someone on hand to assist you with your enquiry.</li> <li>o at an intermediate level – where, at regular times during the month, a parish councillor is available to talk to.</li> <li>o at a high level – where someone is available to offer independent professional help and guidance i.e. Citizens Advice Bureau.</li> </ul>	Work in progress
1.7	Promoting Illogan Parish to those who live outside the parish	Work in progress

**Community Safety**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
2.1	Raising awareness of the issue of dog fouling and its consequences with dog owners, ensuring sufficient bins are provided to dispose of animal waste and by “firm but fair” enforcement of existing laws.	Work in progress
2.2	Raising awareness of the litter issue, ensuring sufficient bins are provided at known hot spots and by firm but fair enforcement of existing laws.	Work in progress
2.3	Pro-actively engaging with the likely perpetrators of vandalism and anti-social behaviour.	Work in progress

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2.4	Ensuring equipment installed in vulnerable locations is vandal resistant.	Work in progress
2.5	Encouraging a sense of community ownership of public spaces and facilities and by supporting the enforcement of existing laws.	Work in progress
2.6	Requesting an increased police presence (both foot and car patrols) at known anti-social behaviour hotspots.	Work in progress
2.7	Ensuring that proposed changes to community facilities will benefit facility users <b>and</b> considers those who may be affected by any change i.e. neighbouring properties.	Work in progress
2.8	Seeking improvements to vital traffic routes to enable motorists to enter, move through and exit the parish safely.	Work in progress
2.9	Seeking improvements to minimise the risk of injury to pedestrians and cyclists throughout the parish.	Work in progress
2.10	Identifying essential walking routes used by the less physically capable, children and by pushchair users to ensure that safe walking routes are available and that they are maintained to the best possible standard.	Work in progress
2.11	Supporting the construction of a safe walking route from Tolvaddon to Pool School.	Completed

**Health**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
3.1	Developing and building robust relationships with health care providers to ensure essential health care services are available and accessible to all residents of Illogan Parish.	Important but requires more information
3.2	Working with health care providers to ensure services are co-ordinated and delivered effectively.	Important but requires more information
3.3	Working with local dental practices to ensure that all residents have access to dental services.	Important but requires more information
3.4	Promoting the idea of a new NHS Dental Practice within Illogan Parish	Important but requires more information

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	and working with health care providers in order to set up a mobile check up service within the parish in the interim.	
3.5	Identifying suitable premises within the parish (i.e. halls, meeting rooms or houses) that could be used as locations to base mobile health and related services. i.e. breast screening, hairdressing, counselling etc.	Work in progress
3.6	Providing better access to healthcare services in general by pressing for the introduction of mobile health services for those who are not able to travel great distances. The services provided could be preventative, supportive or corrective. They could include practical services, such as chiropody, as well as those concerned with an individual's general wellbeing, such as counselling and mental health support.	Important but requires more information
3.7	Increasing the number and range of facilities and activities that help to improve health i.e. cycle ways, step aerobics, line dancing, gardening clubs and sports clubs.	Work in progress
3.8	Raising awareness of the range of health care services available to them, where these services can be obtained from, the hours of availability and who to contact for information or to book an appointment.	Work in progress
3.9	Ensuring information on healthcare services is included in a Parish Services and Information booklet and on-line.	Work in progress

**A Greener Parish**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
4.1	Engaging with those partners who have strategic influence in order to support research into and the implementation of green initiatives in Illogan Parish.	Work in progress
4.2	Enabling residents to access information on greener lifestyles and technologies.	Work in progress
4.3	Supporting the use of green technologies within the parish where	Work in progress

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	sufficient interest and support for them can be demonstrated.	
4.4	Identifying schemes that reduce the cost of implementing green technologies, including the use of community buying power.	Work in progress
4.5	Identifying parts of the community whose contribution to making the parish greener is currently low and helping them to improve.	Work in progress
4.6	Identifying a range of incentives such as holding competitions and rewarding/recognising those that do well. e.g. roads, estates, distinct areas could be given an Illogan Parish green rating based on levels of recycling, re-using, composting, waste reduction, energy efficiency, etc...	Work in progress
4.7	Supporting the introduction of local or national incentive schemes that reward greener lifestyles.	Work in progress
4.8	Promoting initiatives that help residents to eliminate or reduce the amount of waste they produce.	Work in progress
4.9	Supporting initiatives that help residents to recycle all recyclable waste materials that would otherwise go into landfill.	Work in progress
4.10	Identifying organisations, in addition to the local authority, who are interested in taking the full range of waste materials households produce.	Work in progress
4.11	Helping residents of the parish to re-use items rather than to throw them away. This could include raising awareness of organisations that accept redundant items and materials to enable their re-use or re-distribution.	Work in progress
4.12	Promoting the composting of all garden waste	Work in progress
4.13	Identifying locations or outlets for community composting	Work in progress
4.14	Identifying organisations that would be prepared to subsidise the purchase of composting bins etc...	Work in progress
4.15	Promoting the idea of growing your own food at home.	Work in progress

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4.16	Enabling members of the community to link up with people who are prepared to share their gardening skills and knowledge for free.	Work in progress
4.17	Enabling those with specific knowledge relating to "how to grow your own fruit and vegetables at home" to share that knowledge.	Work in progress
4.18	Promoting and encouraging access to common, community or private land so that residents can grow their own produce.	Work in progress
4.19	Promoting the sustainable development of community land for community benefit i.e. planting fruit trees.	Work in progress

**Education**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
5.1	Engaging with learning providers to ensure that residents learning needs can be met either by an existing local provider, remotely through open learning or be delivered at suitable local premises, so long as sufficient demand for that learning need can be established.	Deferred for a year
5.2	Encouraging a greater percentage of residents of the parish to obtain a qualification.	Deferred for a year
5.3	Promoting "lifelong learning" and its benefits to residents.	Work in progress
5.4	Helping skilled and knowledgeable residents of the parish to share their skills with other residents.	Work in progress
5.5	Ensuring that residents are <b>informed</b> of learning opportunities on offer to them.	Work in progress
5.6	Helping residents <b>access</b> learning opportunities by working with local providers of public transport to ensure that, when reasonably practicable, residents can travel to courses on offer to them.	Work in progress
5.7	Helping residents to access sources of advice and support for learning,	Work in progress

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	including how to obtain financial assistance with tuition fees.	
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**Housing**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
6.1	Developing good relationships with Cornwall Council planning department, developers and other organisations with similar interests to ensure that the views of the residents are represented at every stage of the development process and taken into account when submitting development plans.	Work in progress
6.2	Ensuring the loss of farmland is minimised and the green corridors retained.	Work in progress
6.3	Working with Cornwall Council planning department to produce a new area development plan that the majority of residents would support.	Work in progress
6.4	Supporting the provision of sustainable housing and, in particular, the creation of affordable housing for young people and the promotion of more sheltered housing schemes.	Work in progress
6.5	Ensuring that all future developments provide for the needs of residents including the provision of social and affordable housing.	Work in progress
6.6	Ensuring that all future developments do not erode the "village feel" quality enjoyed by many residents, maintain the semi-rural character of the parish and are sympathetic in style to existing properties.	Work in progress
6.7	Ensuring future developments include improvements to local infrastructure e.g. parking, utilities and increases in traffic.	Work in progress

**Local Economy**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
7.1	Working with other organisations on business and tourism projects to ensure that the interests of residents of the	Work in progress



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	parish are represented in order to minimise any adverse affect and, when possible, to ensure that residents benefit from such projects.	
7.2	Promoting the role of business in the parish and to support local businesses and services by providing information to residents.	Work in progress
7.3	Improving access to shops, businesses and local services by: <ul style="list-style-type: none"> <li>o permitting new premises or mobile services where demand for those services is established and is acceptable to affected residents,</li> <li>o petitioning for better transport links to existing providers</li> <li>o working to re-introduce a market day so that residents are able to buy local produce locally and at affordable prices.</li> </ul>	Work in progress
7.4	Working in partnership with local retailers to provide, on a regular basis, affordable locally produced produce at times convenient to the residents of the parish.	Work in progress
7.5	Informing residents of the people or organisations they can contact in order to get assistance with personal finance matters and to get guidance on how to improve their financial position.	Work in progress
7.6	Promote and supporting projects within the parish and local area that would increase the prosperity of and disposable incomes of residents on the parish, i.e. pressing for better paid jobs in the area and projects that could reduce the cost of living for residents.	Work in progress

**Transport**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
8.1	Engaging with partner organisations to develop safer sustainable transport for all.	Work in progress
8.2	Building a good working relationship with the local Highways Department and other partner organisations to	Work in progress

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	ensure vital traffic routes are identified and kept in good order.	
8.3	Informing residents of all the available public footpaths, bridleways, permitted rights of way, cycle ways and quiet roads (where motorists are discouraged from using them) in and around the parish.	Work in progress
8.4	Encouraging residents to report poor surface conditions of roads and pathways.	Work in progress
8.5	Liaising with public transport providers to ensure the number of timetabled connections between providers are maximised and where planned, are always held (integrated public transport).	Work in progress
8.6	Working with public transport providers to timetable more frequent, reliable and better routed services.	Work in progress
8.7	Supporting the introduction of alternative means of sustainable transport that will enhance existing services i.e. a community mini bus, electric charge points or a community car scheme.	Work in progress
8.8	Seeking improvements to vital traffic routes to enable motorists to enter, move through and exit the parish more efficiently.	Work in progress
8.9	Identifying frequently used walking and cycling routes.	Work in progress
8.10	Improving signage, safety and overall condition of all walking and cycling routes.	Work in progress
8.11	Identifying walking or cycling routes not currently provided and to promote their construction.	Work in progress
8.12	Identifying footpaths that are falling into disuse and to determine what can be done to bring them back into regular use.	Work in progress
8.13	Identifying walking and cycling routes used mainly for leisure and then to identify ways of discouraging the use of them by motorists.	Work in progress

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**Culture and Recreation**

<b>Ref</b>	<b>Action</b>	<b>Category</b>
9.1	Promoting better communications between community groups.	Work in progress
9.2	Introducing a community event calendar to avoid a clash of community events.	Work in progress
9.3	Including information on community open spaces in the Parish Services and Information Booklet.	Work in progress
9.4	Including information on community buildings in the Parish Services and Information Booklet.	Work in progress
9.5	Working with other community partners to ensure proposed changes or improvements to community facilities are implemented within reasonable timescales.	Work in progress
9.6	Promoting initiatives that result in cleaner community facilities, open spaces and walkways.	Work in progress
9.7	Working with partners to increase the number of litter bins at key locations where a higher than average amount of litter is foreseeable.	Work in progress
9.8	Working with partners to ensure residents in all parts of the parish have easy access to nearby community buildings (Tolvaddon and Park Bottom).	Work in progress
9.9	Working with partners to ensure community buildings are accessible to all residents and that they can be hired by the community at reasonable cost for private use.	Work in progress
9.10	Securing land so that the residents of Illogan Parish have access to allotments.	Work in progress
9.11	Working with partners to ensure that all open spaces cater for the needs of the broadest possible range of people including the young, teens, adults, seniors, families and those with special needs.	Work in progress
9.12	Working with partners to ensure that the £36,000 allocated to Illogan Park as part of Section 106 Developers	Work in progress

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	Contribution is used to best effect to ensure Illogan Park provides facilities for the use of the whole community including the young, teens, adults, seniors, families and those with special needs.	
9.13	Working with partners to ensure residents in all parts of the parish have easy access to nearby open recreational spaces, in particular Churchtown and Tolvaddon.	Work in progress
9.14	Working with partners to improve existing facilities in community open spaces. This could include the provision of benches, bins, toilets, picnic tables and light refreshment outlets (cafés / tea rooms) where practicable.	Work in progress
9.15	Increasing awareness of the leisure trails in and around the parish.	Work in progress
9.16	Identifying and establishing new leisure and nature trails	Work in progress
9.17	Working with partners to identify and promote safe footpaths and cycle trails (i.e. those that avoid motorists)	Work in progress
9.18	Identifying and promoting leisure footpaths and cycle trails that link up the distinct areas within the parish, the hub of which may be centred on Tehidy Park.	Work in progress
9.19	Working with partners to ensure that, where practicable, more parking facilities are available for residents wanting to access community buildings, open spaces and woodland.	Work in progress

Members discussed:

- Making better use of social media
- Improving public relations
- Setting up a green committee
- Involving Illogan School
- Including a page or two of adverts for businesses in the Illogan Review
- Facilitating the community where necessary to encourage neighbourly conduct, engaging with neighbours etc
- Combining A Greener Parish and Culture and Recreation as they link together

It was agreed that ideas on how to progress the Parish Plan would be sent to the Clerk to collate for circulation before the next meeting of this Committee.

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**PPR22/07/9    DATE AND TIME OF NEXT MEETING**

The next meeting would be arranged by the Clerk.

There being no further business the Chairman closed the meeting at 8.45pm.

Signed: ..... Chairman

Date: .....