

## ILLOGAN PARISH COUNCIL

Minutes of the Projects Committee held at Trevenson House, Church Road, Pool on Tuesday 4<sup>th</sup> October 2022 at 10.30am.

PRESENT: Cllr Ekinsmyth (Chairman), Cullimore (Vice Chairman), Ms Kemp; and Mrs Thompson

ALSO PRESENT: Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk

The Chairman explained the safety procedures.

### **PC22/10/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Crabtree and Pavey.

### **PC22/10/2 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.

### **PC22/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

### **PC22/10/4 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.

### **PC22/10/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETINGS OF THE PROJECTS COMMITTEE HELD ON THE 5<sup>TH</sup> SEPTEMBER 2022 AND THE CHAIRMAN TO SIGN THEM**

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

### **PC22/10/5.2 RESOLVED that the minutes of the Projects Committee held on the 5<sup>th</sup> September 2022 are received and approved and signed by the Chairman.**

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

### **PC22/10/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

The Clerk reported that the office had been handed over. The car park and area around the office and community room would be completed in about two weeks.

**PC22/10/7**

**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 was pursuing the larger windows and serving hatch.

The rubber mulch hadn't bonded properly. The contractor would be lifting it and relaying it. There were option on colours; members chose blue.

The items raised during the snagging of the Office and Community Room would be rectified at the end of October.

The Clerk was looking into responders for the intruder alarm and measures to combat the anti-social behaviour happening in the Park.

The Clerk had received an email and hoped to receive costs for an electrical contract by the 13<sup>th</sup> October 2022.

**PC22/10/8**

**TO AGREE EQUIPMENT REQUIRED FOR THE COMMUNITY ROOM INCLUDING QUANTITIES AND SPECIFICATIONS AND AGREE ANY FUTURE ACTIONS**

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

**PC22/10/8.2**

**RESOLVED**

**that the following equipment for the community room would be required. All electrical products would be as energy efficient as possible. The Clerk would look at the costs and availability of hiring tables and chairs for the Community Room as an interim measure to enable its use prior to the Council purchasing them. The following items would be included in the grant application:**

- **Logging in system for everyone entering the building**
- **60 stackable chairs**
- **12 foldable, stackable, cleanable tables**
- **Trolley to store tables in when not in use**
- **2 tables with privacy panels for council meetings**
- **75/85" TV/screen on a trolley**
- **P A System**
- **80-100 mugs, plates, bowls, cutlery – basic and white**
- **80-100 glasses**
- **Jug**
- **6 platters**
- **Fridge/freezer**
- **Commercial dishwasher**
- **Oven**
- **Kettle**
- **Toaster**
- **Microwave**
- **Coffee machine**

- **Leaflet holder**
- **Display cabinet**
- **2 reception chairs (similar to ones on Trevenson House reception)**
- **Small side table**

On a vote being taken the matter was approved unanimously.

**PC22/10/9            DATE AND TIME OF NEXT MEETING**

The next meeting would be held when required.

There being no further business the meeting closed at 11.37am.

Signed .....

Date .....