

The public is reminded that these are DRAFT minutes, which means that they are not approved at the time of publication and may be subject to amendment before final approval at the next Parish Council meeting. The agreed minutes will be uploaded once they have been agreed by the Council at the appropriate meeting.

Minutes of the Parish Plan Review Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Thursday 30th March 2023 at 10am.

PRESENT: Cllr Ekinsmyth (Chairman), Cllr Ms Kemp (Vice Chairman), Cllr Cooke (not a member of this Committee), and Cllr Jobson.

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

The Chairman explained the safety procedures.

PPR23/03/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Mrs Wills

Cllr Williams was absent.

PPR23/03/2 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.

PPR23/03/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

PPR23/03/4 PUBLIC PARTICIPATION

There were no comments from the public.

PPR23/03/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETINGS OF THE PARISH PLAN REVIEW COMMITTEE HELD ON THE 25TH JULY 2022 AND THE CHAIRMAN TO SIGN THEM

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

PPR23/03/5.2 RESOLVED: that the minutes of the meeting of the Parish Plan Review Committee held on the 25th July 2023 are received and approved and signed by the Chairman.

On a vote being taken the matter was approved unanimously.

PPR23/03/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

PPR23/03/7 TO RECEIVE THE COLLATED IDEAS ON HOW TO PROGRESS THE PARISH PLAN AND AGREE ANY FUTURE ACTIONS

The Chairman explained the purpose of this Committee. The aims and objectives were very similar today to when the Parish Plan was published in 2011. He felt that this was a strategic committee and that other committees such as community events and projects would agree the details and complete the actions to achieve the strategic outcome. It needed to be clear what the Council were trying to achieve, how it would be achieved, when it would be completed and how we would know if we were doing well. The Parish Plan was designed until 2030. The Illogan Parish Neighbourhood Development Plan was more practical than the Parish Plan, although it did fulfil some of the actions.

It was noted that although ideally the Committee would like to complete a complete review of the Parish Plan, including a full re-consultation process, Unfortunately, the Council did not have the resources for this. The Committee needed to find practical ways to move the plan forward.

Members discussed:

- How to communicate with residents.
- Participation in events both those hosted by the Council and externally.
- Reaching out to residents, groups and organisations and starting discussions rather than waiting for them to come to us.
- Hosting regular social events such as coffee mornings, afternoon teas, councillor surgeries etc.
- Councillors and Council staff being identifiable at events.
- Reviewing the Council's online presence and social media platforms it utilised. That teens and young adults were not using Facebook much, they were using Twitter, Instagram and TikTok.
- How to regularly consult with the public and obtain their views.
- That the Committee should be more tactical than strategic.
- Grouping the Plan into 5 or 6 strategic headings and small groups to discuss how to progress them.

ILLOGAN PARISH COUNCIL

- The following heading – Communication; Community Awareness of the Council, Community Engagement.
- The Councils presence and how it promotes itself.
- Reviewing progress on the implementation of the Plan every 6 months.
- That there were some residents in Tehidy and Tolvaddon that don't realise they were part of the parish of Illogan.
- Changing the name of the Council to 'Illogan, Tehidy and Tolvaddon Parish Council'.
- Providing ideas and guidance to the Council on projects and actions to progress the Parish Plan.
- The Illogan Review and whether the content and frequency of production was appropriate.
- Creating a large external display map of the parish highlighting footpaths, greenspaces, local facilities, cycle ways etc.
- Improving connections with schools.
- Walking routes on the Mining Villages website.
- Providing opportunities to improve physical and mental health such as with the introduction of the outdoor sport/fitness equipment, events, training, gardening groups etc.
- Facilitating community wellbeing through signposting, information sharing and advertising the use of the Community Room to professional trained persons such as the Samaritans etc.
- Improved advertising through posters in windows, radio etc.
- Hosting competition such as best kept street, Illogan in Bloom etc.
- Elevator Pitches and agreeing 5/6 lines that explain the purpose of the Council that all Councillors and staff buy into and then display it on walls, publish it etc.
- Councillors commitment to the Council and that they should all be working hard for the community.
- Whether there should be rules and commitments formally made by Councillors.
- That most of the housing actions that had been covered in the Illogan Parish Neighbourhood Development Plan.
- Publishing individual resolutions and action points from meetings – like the decision about the sports / fitness equipment from the Projects meeting could have been mentioned on Facebook etc.

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

PPR23/03/7.2 RESOLVED: to make the following recommendations to Full Council:

- **That communication with residents is improved through the Councillors participating in events hosted by the Council and others.**

- **That the Council investigates a uniform for Councillors and Council Staff for use when completing Council business or attending events.**
- **That the Council's online presence and social media platform usage is reviewed.**
- **That there is a full review of the content, production methods and frequency of production the Illogan Review.**
- **That a map of the parish is created and displayed on a large external display board highlighting green spaces, footpath and public facilities, cycle ways etc.**
- **That the Council reaches out to local residents, groups and organisations and starts discussions rather than waiting for them to come to us, such as attending The Old School Centres coffee morning, contacting local clubs and asking if we can attend and participate and answer any queries attendees may have etc.**
- **That the Council hosts regular social events such as a coffee mornings, afternoon teas, councillor surgeries etc.**
- **That a Communication Committee is set up to focus on improving communication with local residents. To consider items such as are there sufficient noticeboards and are they in the right locations; connecting with local organisations, groups and schools; online presence and social media; how to publicise and promote the Council such as highlighting resolutions of interest on notice boards, social media etc.**
- **That the Council facilitates community wellbeing through connecting with local organisations (i.e. The Samaritans), signposting and advertising use of the community room for counselling sessions, support groups etc.**

On a vote being taken the matter was approved unanimously.

PPR23/03/8 DATE AND TIME OF NEXT MEETING

The next meeting would be held at the end of April 2023, 10am in Illogan Parish Council Community Office.

There being no further business the Chairman closed the meeting at 12pm.

Signed: Chairman

Date:

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