

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 15<sup>th</sup> March 2023 at 7.00pm.

**PRESENT:** Councillors Ekinsmyth (Chairman), Crabtree (Vice Chairman), Cullimore, Ford, Holmes, Miss Kelly, Ms Kemp, Miss Pollock, Szoka, Thompson and Williams.

**IN ATTENDANCE:** Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk; and 2 members of the public (until point mentioned).

The Chairman explained the safety procedures.

### **FC23/03/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Jobson.

There were no members absent.

### **FC23/03/2 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.

### **FC23/03/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no requests from members for dispensations.

### **FC23/03/4 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

There were no comments from members of the public.

### **FC23/03/5 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that he had attended the Tolvaddon litter picking with Mrs Edwards and Cllr Ford. He hoped more people would attend the next litter picking.

The Illogan Regeneration Group has held a meeting. The group was initially set up to support community groups. It had been dormant for a while. The group had funds available and hoped to get up and running and work alongside Illogan Parish Council.

**FC23/03/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 15<sup>TH</sup> FEBRUARY 2023 AND THE CHAIRMAN TO SIGN THEM**

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

**FC23/03/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 15<sup>th</sup> February 2023 and the Chairman to sign them.**

On a vote being taken on the matter there were 9 votes FOR and 0 votes AGAINST.

**FC23/03/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

**FC23/02/14.2** – The Operational Play Inspection course being held in May did not have enough spaces when the Clerk sent the booking form in. The Clerk and Assistant to the Clerk would therefore be attending the course on the 13<sup>th</sup> and 14<sup>th</sup> September 2023.

**FC23/02/28.2** - the signage on the office and entrance had been installed.

**FC23/03/8 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETING, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS**

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

**FC23/03/8.2 RESOLVED that the Delegated Decisions Register since the last meeting is received, approved and all decisions are ratified.**

On a vote being taken the matter was approved unanimously.

**FC23/03/9 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF FEBRUARY 2023 AND AGREE ANY FUTURE ACTIONS**

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

**FC23/03/9.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of February 2023.**

On a vote being taken the matter was approved unanimously.

**FC23/03/10 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF MARCH 2023 AND AGREE ANY FUTURE ACTIONS (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC23/03/10.2 RESOLVED to authorise payment of accounts for the month of March 2023 in the sum of £12,600.61 inc VAT.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC23/03/11 TO CONSIDER TOLVADDON FIRE SERVICE USING THE COMMUNITY ROOM FOR DRILLS SOME EVENINGS AND AGREE ANY FUTURE ACTIONS**

Tolvaddon Fire Service had asked whether they could use the Community Room for drills. As emergency services were not covered in the policy, the Clerk had emailed the Chairman and Vice Chairman of the Council and asked whether they should be charged for use as they were an emergency service and the drills could potentially save parishioners lives.

It was noted that Tolvaddon Fire Service had allowed use of their community room for Neighbourhood Development Plan and Community Event Committee meetings free of charge.

It was proposed by Cllr Holmes, seconded by Cllr Miss Kelly and

**FC23/03/11.2 RESOLVED that Tolvaddon Fire Service could use the Community room for drills free of charge.**

On a vote being taken on the matter there were 8 votes FOR and 1 vote AGAINST.

**FC23/03/12 TO CONSIDER ACCESS TO THE COUNCIL OFFICE AND COMMUNITY ROOM, CONSIDER WHETHER AUTOMATIC DOOR OPENERS SHOULD BE INSTALLED AND AGREE ANY FUTURE ACTIONS**

There were two issues. One was that the door self-closer were not sufficient to fully close the door which was causing it to swing wide open when the wind caught it. The other was accessibility for disabled persons, wheelchair users and people with pushchairs and prams. Some people were finding it difficult to use the door. Easier access would encourage more use of the community room.

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

**FC23/03/12.2 RESOLVED that the Clerk would ask Wernick to rectify the issues with the door closers not being sufficient to close the door properly as it was within its warranty period. The Clerk would also get information and quotes for automatic door openers.**

On a vote being taken the matter was approved unanimously.

**FC23/03/13 TO CONSIDER APPOINTING MEMBERS TO FILL VACANCIES ON COMMITTEES AND AGREE ANY FUTURE ACTIONS**

It was noted that membership of all Committees would be reset at the Annual Council meeting in May 2023.

It was proposed by Cllr Holmes, seconded by Cllr Miss Pollock and

**FC23/03/13.2 RESOLVED to appoint Cllr Miss Kelly to the Community Events and Projects Committee.**

On a vote being taken the matter was approved unanimously.

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

**FC23/03/13.3 RESOLVED to appoint Cllr Ms Kemp to the Governance Review Committee.**

On a vote being taken the matter was approved unanimously.

**FC23/03/14 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

There was nothing to report.

**FC23/03/15 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

A member of the public had reported inappropriate mobile telephone use whilst in Illogan Park. The Clerk has notified the police.

The Clerk had resolved an issue with unacceptable behaviour in Illogan Park.

**FC23/03/16 TO RECEIVE CORRESPONDENCE FROM THE 8<sup>TH</sup> FEBRUARY 2023 UNTIL THE 7<sup>TH</sup> MARCH 2023, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS**

- 1.** Cornwall Council – Pop up sites tender for Tehidy – no responses were received. They were looking to tender again for the next season (May to Oct)
- 2.** Cornwall Council – training available for council officers for Fixed Penalty Notices (FPNs). There was also a new light touch educational training initiative available for everyone to attend

Cllr Ford reported that NALC were hosting a Climate Literacy Event.

Cllr Holmes asked for copies of correspondence to be posted to him.

**FC23/03/17**

**TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS**

Cllr Crabtree reported that:

“It was confirmed today that the works to alter the junction of Bridge Road and Church Road will commence next week, with the spraying of the roads to mark the location of the new kerbs taking place tomorrow. The estimated time for these works to be carried out is three weeks and there will be 3-way traffic lights in place, which may be operating 24/7 for safety reasons.

After almost 6 months of lobbying, I am pleased to say that the residents of Park Bottom and Tolvaddon will with effect from 2 April once again be able to get on a bus, without the need to change in Illogan to get to Redruth and Barncoose Hospital. The lack of this service was costing some residents £14 in taxi fares so that they could attend an appointment at Barncoose.

The Council Tax Bills will be issued this week and as per previous years, an increase can only go to one decimal point and has to be rounded out, it will show a 3% increase instead of the 2.99% but the calculations are correct at the latter figure. I am also pleased to say that our IPC Band D precept figure during our budget setting was accurate with only a 1p difference on the annual figure.

Our Police Neighbourhood Beat Manager is retiring in June, however due to the amount of leave he has accumulated he will not around much from April onwards. It is anticipated that there will be a one week handover period to the new Beat Manager before he goes and she takes over.

An invitation will be going out to all Planning Committee members within The CRIP and Mining Villages Community Network Panel Meeting to come along or join via Teams the meeting on 26<sup>th</sup> April where Ben Dancer, the Planning Officer who deals with all applications that fall with the WHS (approx. 900pa) will do a presentation outlining why some cases do not cause a problem whilst others can put the status for Cornwall at risk.”

**FC23/03/18**

**TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:**

**i. Planning and Environmental Services Committee – 15<sup>th</sup> February and 1<sup>st</sup> March 2023**

Cllr Mrs Thompson reported that the Committee had done well and members had taken planning applications seriously.

**ii. Governance Review Committee – 22<sup>nd</sup> February 2023**

Cllr Ford reported that he was absent for most of the meeting, however the Committee reviewed many policies.

**iii. Community Events Committee – 6<sup>th</sup> March 2023**

Cllr Cullimore outlined the Committees plans for the planned events; most of which were a work in progress.

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

- FC23/03/18.2 RESOLVED** **to note the Minutes of the following Committee meetings held since the last Full Council meeting:**
- i. Planning and Environmental Services Committee – 15<sup>th</sup> February and 1<sup>st</sup> March 2023**
  - ii. Governance Review Committee – 22<sup>nd</sup> February 2023**
  - iii. Community Events Committee – 6<sup>th</sup> March 2023**

On a vote being taken the matter was approved unanimously.

**FC23/03/19 TO RECEIVE A 2-MINUTE UPDATE FROM THE COUNCIL REPRESENTATIVE ON OUTSIDE BODIES INCLUDING THE POLICE LIASON COMMITTEE AND FROM COUNCILLORS WHO HAVE ATTENDED TRAINING COURSES**

Cllr Crabtree reported that he has attended the Police Liaison meeting. There were no issues in Illogan. Two people had been arrested and were waiting to appear on court regarding car thefts in Pool. A youth had been badly beaten in Tesco car park in Camborne. There were anti-social behaviour problems in Redruth outside buildings with free access to wi-fi.

**FC23/03/20 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

No items were raised.

**FC23/03/21 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 19<sup>th</sup> April 2023, 7.00pm in Illogan Parish Council Community Office.

**FC23/03/22 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 Mrs Thompson and

- FC23/03/22.2 RESOLVED** **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.**

On a vote being taken the matter was approved unanimously.

2 members of the public left the meeting at 7.45pm.

**FC23/03/23 TO RECEIVE AND APPROVE THE DRAFT TENDER DOCUMENT TO SECURE THE CAR PARK BEHIND THE CHANGING ROOMS DURING EVENING HOURS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC23/03/23.2 RESOLVED** that the draft tender document to secure the car parks at the changing rooms during evening hours is received and approved with an amendment that the gate would be located in its original place on the corner of the entry road. The Clerk would get quotes for signage to inform users that the gates would be locked between 4.30pm and 9am; the sign would be erected prior to the gates being locked to warn users. The Clerk would contact the cleaners of the toilets and ask if they would lock the gates once they had cleaned the toilets; the football and rugby clubs would be asked to lock the gate after use of the pitch if this was after the cleaners had left.

On a vote being taken the matter was approved unanimously.

**FC23/03/24 TO RECEIVE QUOTES FOR A HEARING LOOP FOR THE COMMUNITY ROOM AND AGREE ANY FUTURE ACTIONS**

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

**FC23/03/24.2 RESOLVED** that the quote for a hearing loop including Installation and commissioning is received and approved from Kernow Installations.

On a vote being taken the matter was approved unanimously.

**FC23/03/25 TO RECEIVE QUOTES TO REPLACE THE SHIPS WHEEL AND BOLT CAPS ON THE PIRATE SHIPE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC23/03/25.2 RESOLVED** to receive and approved the quote to replace the ships wheel and 10 bolt caps from GB Sport and Leisure.

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC23/03/26 TO RECEIVE TENDERS FOR THE DRAINS IN THE CHANGING ROOMS, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC23/03/26.2 RESOLVED to appoint L & R Groundworks to complete the works on the drains in Illogan Park Changing Rooms subject to confirmation of all necessary paperwork being submitted.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC23/03/27 TO RECEIVE A QUOTE FOR A FIRE ALARM AND EMERGENCY LIGHTS FOR THE CHANGING ROOMS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was proposed by Cllr Holmes, seconded by Cllr Crabtree and

**FC23/03/27.2 RESOLVED to receive and approve the quote from Duchy Alarms for the supply, installation and commissioning of a fire alarm in Illogan Park Changing Rooms.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

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

**FC23/03/27.3 RESOLVED that receive and approve the quote from Duchy Alarms for the supply, installation and commissioning of an Emergency Lighting System in Illogan Park Changing Rooms.**

On a vote being taken on the matter there were 10 votes FOR and 1 vote AGAINST.

**FC23/03/28 TO RECEIVE THE QUOTE FOR SCRIBE BOOKINGS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC23/03/28.2 RESOLVED to receive and approve the quote for Scribe Bookings, that the system would be set up to accept provisional bookings which will be reviewed and confirmed by the Council Office.**

On a vote being taken the matter was approved unanimously.



**FC23/03/29 TO RECEIVE APPLICATIONS FOR THE VACANT POSITION OF COUNCILLOR AND INTERVIEW THE CANDIDATES AND CONSIDER ANY FUTURE ACTIONS**

Councillors questioned candidate John Cooke.

**FC23/03/30 TO RE-ADMIT THE PRESS AND PUBLIC**

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

**FC23/03/30.2 RESOLVED to re-admit the press and public.**

On a vote being taken the matter was approved unanimously.

1 member of the public entered the meeting.

**FC23/03/31 TO CO-OPT UP A COUNCILLOR (S) TO THE COUNCIL AND CO-OPTED COUNCILLOR TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE, TO BE WITNESSED BY THE CLERK**

It was proposed by Cllr Holmes, seconded by Cllr Szoka and

**FC23/03/31.2 RESOLVED to co-opt John Cooke into Illogan Parish Council.**

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 8.49pm.

Signed .....

Date .....

<b>ACCOUNTS FOR PAYMENT MARCH 2023</b>					
<b>Description</b>	<b>Supplier</b>	<b>Minute Number</b>	<b>Net Total (ex VAT)</b>	<b>Vat</b>	<b>Total (inc VAT)</b>
Legionella testing	Churchill Environmental Services		£80.00	£16.00	£96.00
Out of Hours Call Handling	Phoneta		£36.06	£7.21	£43.27
Contractor	DJM Gardening and Groundwork Solutions		£1,008.62		£1,008.62
Grant	Citizens Advice Bureau	FC23/02/13.2	£200.00		£200.00
Signs	No2TheSame	FC23/02/28.2	£810.00	£162.00	£972.00
Security patrols 01.02.23 - 15.03.23	KAPAR		£750.00	£150.00	£900.00
Stationery	Banner Business Solutions Ltd T/A Complete		£24.49	£4.90	£29.39
Webhosting	KernowTek		£10.00		£10.00
Illogan Review Printing	St Austell Printing Company		£882.03		£882.03
Fire Risk Assessments	JNC Safety Services Ltd		£595.00	£119.00	£714.00
Annual Subscription	Scribe		£777.60	£155.52	£933.12
Path Licence	Truro Diocese		£110.00		£110.00
Cleaning	X-treme Clean		£1,733.00	£346.60	£2,079.60
Expenses - buttons holes for office opening	Cllr Mrs Thompson		£30.00		£30.00
Expenses - plants for Mary's Well and expenses for attending CALC AGM	Cllr Ford		£51.30		£51.30
Salaries	All employees		£4,169.33		£4,169.33
IT Support	Nci Technologies		£67.00	£13.40	£80.40
Grass Cuttiing	Greens Grounds and Trees		£120.00	£24.00	£144.00
Bank Charges	Barclays		£10.00		£10.00
Electric for changing rooms	SSE		-£61.98	-£3.10	-£65.08
Internet	BT		£24.94	£5.00	£29.94
O365 Licences	Nci Technologies		£117.05	£23.41	£140.46
Water for Illogan Park	Source for Business		£32.23		£32.23
	<b>TOTAL</b>		<b>£11,576.67</b>	<b>£1,023.94</b>	<b>£12,600.61</b>