

ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Monday 3rd July 2023 at 7.00 pm.

PRESENT: Cllr Cullimore (Chairman), Cllr Cooke, Mr Dolling, Mrs Edwards, and Mrs Wills

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

The Chairman explained the safety procedures.

CL23/07/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Mrs Edmunds, Ford and Miss Kelly.

CL23/07/2 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.

CL23/07/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

CL23/07/4 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.

CL23/07/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 12TH JUNE 2023 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Mrs Wills, seconded by Mr Dolling and

CL23/07/5.2 RESOLVED that the minutes of the meeting of the Community Events Committee held on the 12th June 2023 are received and approved and signed by the Chairman.

On a vote being taken the matter was approved unanimously.

CL23/07/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

CL23/07/7

TO RECEIVE AN UPDATE ON THE EVENTS BUDGET AND AGREE ANY FUTURE ACTIONS

The update on the Events Budget was deferred until the next meeting.

CL23/07/8

TO RECEIVE A REPORT FROM THE FUN DAY WORKING GROUP, AGREE PLANS FOR FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Coppice Theatre had been contacted regarding cover and they advised they did not have their own marquee or gazebo. They advised that if the weather was bad they would still be able to go ahead with the storytelling but would do so without their props.

It was agreed that the Citizens Advice Bureau would be invited to attend the events. Portreath Surf Life Saving Club and Isight Cornwall had been invited.

Cornish Oven had donated 30 cocktail pasties for the volunteers at the event. It was suggested that Cornish Oven should be invited to bring their van to the event.

Over 100 masks and 180 colouring pencils had been donated for the craft stall. The volunteers running the craft stall were both DBS checked and teachers qualified for Special Educational Needs (SEN). They had requested a small budget to purchase some additional items that were needed.

There was a discussion of what would take place in the community room. It was suggested it could be used to hold a public consultation about the new outdoor sports equipment and covered seating schemes for Illogan Park and for information on what the Council do.

There were ongoing attempts to contact RNAS Culdrose to arrange a flyover. It was suggested a competition to guess the height could be run and a small prize given.

An events board would be put up with a timeline of the day.

The office car park would be kept open for the day. The Fire Engine, Police Car, Dance Style Café Organ and any other vehicles attending would use the changing room car parks.

It was advised that the deadline for quotes for the PA system was Monday 10th July. The Clerk had received advise that an electrical supply would be required and that the electrical cables should be run over the path using 4m poles.

The plan for the layout of the event was in progress but could not be completed yet until other details for the day had been finalised.

There was currently no update on the music licence. The Clerk would follow up on that.

The Town Crier had advised that, subject to any other official appointments, they would attend to open the event.

It was noted that there had been no response yet from St John's Ambulance regarding attending. Cornwall Ambulance Service had been contacted and advised they would charge to attend the event for the day.

It was noted there had been no response from BBC Radio Cornwall yet.

Posters advertising the event were needed.

The tug of war rope had been looked into and a suitable rope would need to be purchased. The New Inn Titans had advised they might be able to take part. It was noted that a keep fit group had been seen training in Illogan Park on Sunday and it was suggested inviting them to take part.

It was proposed by Cllr Cullimore, seconded by Mr Dolling and

CL23/07/8.2 RESOLVED the following actions would be completed:

- **That agree the attendance of all the stall holders who have applied to date.**
- **The Clerk would obtain quotes for open sided marquees/gazebos to provide cover for The Coppice Theatre and the craft making stall.**
- **The Clerk would obtain quotes for an open fronted stage for the bands.**
- **That the Clerk would get quotes for the electrical supply for the bands.**
- **The Clerk would contact the companies tendering for the outdoor sports equipment and covered seating to invite them to hold a consultation in the community room at the Fun Day.**
- **The Clerk would get quotes for signage for the events being held.**
- **That masks are made during the crafts and are worn by any children that want to and showcased as part of the grand finale**
- **That tables and chairs are provided for the children making the crafts – 2 x preschool tables and 14 preschool chairs have been purchased second hand using the donation from the stallholder at the Office Opening. The older children could use the older meeting tables from the community room.**
- **That the craft making is held between 11.30 am and 3pm**
- **That there will be a minimum of 2 organisers in attendance at all times**
- **That the public consultation for the outdoor fitness equipment and covered shelter is held in the community room**

- That there is information in the community room about the parish council such as publicising what the council does; information on what the public has asked for and what the council has delivered; information on council expenditure – ‘this is where your money goes’; asking what people want from the parish council; a suggestions box; Illogan Trail leaflets
- That there are councillors in attendance all day to talk to members of the public
- That members of the public are encouraged to go into the community room and engage with councillors by advertising a free raffle and that tickets are obtained from councillors in the community room
- That the 10 minute rolling loop of historical photos would not be shown.
- That the fire engine, organ etc are parked in the car park by the changing rooms.
- That the car park off Trevelyan Road is left open as normal for parking.

On a vote being taken the matter was approved unanimously.

CL23/07/9

TO DISCUSS ARRANGEMENTS FOR THE 2013 REMEMBRANCE PARADE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was advised that invitations for the event were normally sent at the end of August / beginning of September so as to give 8 weeks’ notice.

Illogan RBL had confirmed that they would be providing the parade marshal, the band and the end of parade refreshments. They would also obtain poppies for the lampposts and make the arrangements for them to be installed.

CL23/07/10

TO DISCUSS THE ILLOGAN FEAST, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was noted that ideas for the event and people and companies to attend had been discussed, a date had been confirmed and the church had been booked.

It was noted that it would have been nice to reintroduce the Tea Treat and to increase the knowledge of the history and heritage of the village.

It was felt that maybe this event was too soon after fun day for it to be given the attention it needed and that it was better not to rush it. It was suggested to defer the event to next year, although the same issue might happen if the fun day became an annual event and that maybe it should be considered to move it to another time in the year, such as Easter.

It was proposed by Mrs Edwards, seconded by Mrs Wills and

CL23/07/10.2 RESOLVED that the Illogan Feast would be deferred until 2024

On a vote being taken the matter was approved unanimously.

CL23/07/11 TO CONSIDER ARRANGEMENTS FOR THE CHRISTMAS LIGHTS SWITCH ON EVENTS AND AGREE ANY FUTURE ACTIONS

This item was deferred until the next meeting.

CL23/07/12 TO CONSIDER EVENTS TO MARK THE 80TH ANNIVERSARIES OF D-DAY AND VE DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was suggested that the committee considered what Illogan Royal British Legion would be doing to celebrate these events before making any decisions. It might be possible to join up with them to hold a joint event.

It was noted that a committee member had a contact with a second world war reenactment group.

CL23/07/13 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

Duck Race at Tehidy for Easter

CL23/07/14 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Thursday 20th July 2023 at 7pm in the Council Office.

There being no further business the meeting closed at 8.02pm.

Signed

Date