

ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Tuesday 22nd August 2023 at 7.00 pm.

PRESENT: Cllr Cullimore (Chairman), Cllr Cooke, Cllr Crabtree (not a member of this Committee), Cllr Ford, Mr Dolling, Mrs Edwards, and Mrs Wills

ALSO PRESENT: Mrs S Rimell, Clerk.

The Chairman explained the safety procedures.

CL23/08/23 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Miss Kelly and Ms Kemp.

There were no members absent.

CL23/08/24 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.

CL23/08/25 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

CL23/08/26 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.

CL23/08/27 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 7TH AUGUST 2023 AND THE CHAIRMAN TO SIGN THEM

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

- CL23/08/27.2 RESOLVED** that the minutes of the meeting of the Community Events Committee held on the 7th August 2023 are received, approved, and signed by the Chairman with the following amendment:
- **Page 340 – Minute CL23/08/17.2 – last line – amend to read 'On a vote being taken on the matter there were 2 votes FOR and 0 votes AGAINST.'**

On a vote being taken the matter was approved unanimously.

CL23/08/28 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

CL23/08/29 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET, AND AGREE ANY FUTURE ACTIONS

The was noted.

CL23/08/30 TO FINALISE PLANS FOR THE ILLOGAN FUN DAY, ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was noted that in the latest correspondence there had been some inconsistencies with the original emails. The format of the workshops needs to be clarified and copies of their insurance and risk assessments need to be obtained.

Mrs Edwards tried unsuccessfully to contact the Circus Skills Workshop to clarify the details during the meeting. She left a message asking that they urgently contacted the Clerk tomorrow.

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

CL23/08/30.2 RESOLVED that the Clerk is given delegated powers in liaison with the Chairman of the Events Committee to contact the circus skills workshop to clarify the details of the workshops and obtain copies of all necessary documentation to the Councils satisfaction. That if the matter could not be satisfactorily resolved, the Clerk and Chairman of the Community Events Community would have delegated powers to source and book alternate entertainment.

On a vote being taken the matter was approved unanimously.

It was agreed that Mrs Cooke would serve the squash.

It was hoped that participants for the walking carnival would turn up on the day. If no participants turned up, the majorettes would parade around the perimeter path on their own. Cllr Ford and Mrs Wills would meet, greet, and organise carnival entrants.

No response had been received from Radio Cornwall's Saturday team to date. This would be chased.

It was noted that this was the first Illogan Fun Day hosted by Illogan Parish Council and that some elements would be better than others.

The walking carnival and Fun Day needed to be promoted through the village Facebook pages etc.

There were no changes to the layout from the last meeting. The Clerk would allocate spaces for each stall holder and will circulate the plan to all participants in the event to assist with set up. Cllr Ford would be on hand to assist with stall holders and directing them to the correct location etc.

The lack of bouncy castle was raised. It was noted that bouncy castles had been discussed at previous meetings. Bouncy castles are expensive, there were difficulties with the blowers, there are insurance implications, risk of injury and a lot are only available for use indoors.

The timetable was discussed. It was agreed to amend the start times to allow for the raffle draw to take place at 3.30pm. The timetable would be publicised around the site during the Fun Day.

The booking for Redruth Town Crier needed to be confirmed.

The chest freezer which had been donated would be delivered to the Community Room at 10am on Tuesday 29th August 2023.

Raffle prizes included:

	Prize	Donator
1	Burger night Monday for 2	Portreath arms
2	A framed glass fusion picture	Shop in River Barns
3	£20 voucher	Schoose
4	1 year membership for Upcycle toolkit session	Upcycle
5	Box of Roses	Costcutter - Portreath
6	1 x bottle of wine	Costcutter - Portreath
7	Various children's doing packs	member of the public
8	1 big jar of coffee	Morrisons daily
9	10 x big bars of chocolate and bags of sweets	Morrisons daily
10	Various jars of chutney and jam	Sisley Crelow
11	Cream tea	Penny's Tea Rooms
12	Glass Fusion ornament and glass bowl	Penny's Tea Rooms
13	£10 donation	Illogan Kebab Shop
Promised but not collected		
14	2x night stay in a shepherd hut	River Barns
15	Family cream tea	The POD
16	Family ticket for Roar	Roar
17	Tickets for Base Camp/Golf?	Gwel and Mor
18	Something	Portreath Bakery
19	Something	Sea and Salt
20	Something	Bassett Arms
21	Snack Hamper	Robartes Arms
22	Carvery meal for 4	New Inn
23	Fish and Chip Supper	Cousin Jacks
24	Something	Trevenson Moor
25	Something	Park Bottom Premier Shop
26	Voucher	Hideaway
27	Electric toothbrush	Cllr Ford

It was agreed not to include the wine in the raffle; it would be saved for another event.

Cllrs will hand out one raffle ticket to each person they speak to. Raffle prizes would be displayed in the Community Room. A list of donors would be displayed and advertised on the Councils website and Facebook page. The person would need to be present when the raffle was drawn to be able to claim a prize. The prizes would be numbered and allocated in the order they are drawn i.e., first ticket drawn would win prize one, the second would win prize 2 etc. The Clerk would purchase a book of raffle tickets. The Chairman of Illogan Parish Council, Cllr Ekinsmyth would draw the raffle.

The donated ice cream was being collected from Tesco Extra 9am on Friday 1st September and being dropped into the Community Room freezer. An additional 8 litres of ice cream would be purchased from Tesco Extra. The ingredients for the ice cream would be displayed.

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

CL23/08/30.3 RESOLVED that the Council would accept the kind donation and discount for cups, lids, ice cream tubs and spoons from Carters Packaging Limited as per their invoice, and that the Clerk would officially contact them to place the order, Mrs Edwards would collect at 8.30am on Friday 1st September 2023.

On a vote being taken the matter was approved unanimously.

The coffee would be served from the pump action flasks and the tea from a large tea pot.

Milk, tea, coffee, sugar, and biscuits would be purchased.

It was agreed that the Clerk would update the site plan for the Fun Day to include allocated spaces for each stall holder. The plan and directions would be sent to all stall holders and entertainers. Cllr Ford would be available to assist with set up and locations during the event.

Wet weather contingency and cancellation insurance were discussed. The Clerk would investigate the cost of cancellation insurance. Most of the activities would be able to continue in wet weather.

It was agreed to ask Cllr Ekinsmyth if he could bring his gazebo to serve the refreshments from in case of wet weather.

It was suggested that there could be stocks for Cllrs to go in and have wet sponges thrown at them. It was agreed that the provisions, health and safety and insurance implications would be investigated.

CL23/08/31 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETING

There would be an item on the September agenda for debrief from the Fun Day.

CL23/08/32 DATE AND TIME OF NEXT MEETING

The next meeting would be held on the Tuesday 12th September 2023, 7pm in the Illogan Parish Council Community Office.

CL23/08/33 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 Cullimore and

CL23/08/33.2 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.

CL23/08/34 TO RECEIVE QUOTES FOR FIRST AID PROVISION FOR ILLOGAN FUN DAY, APPOINT A CONTRACTOR AND AGREE ANY FUTURE ACTIONS

It was proposed by Cllr Cullimore, seconded by Cllr Cooke and

CL23/08/34.2 RESOLVED to appoint White Cross Training to provide one responder as per their quote for first aid cover for Illogan Fun Day.

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 8.33pm.

Signed

Date