

## ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Monday 6<sup>th</sup> November 2023 at 7pm.

PRESENT: Cllr Cullimore (Chairman), Cllr Cooke, Cllr Ford, Cllr Mrs O'Donnell (not a member of this Committee), and Mr Dolling.

ALSO PRESENT: Mrs S Rimell, Clerk

The Chairman explained the safety procedures.

### **CL23/11/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Ms Kemp.

There were no members absent.

### **CL23/11/2 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.

### **CL23/11/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

### **CL23/11/4 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.

### **CL23/11/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON 16<sup>TH</sup> OCTOBER 2023 AND THE CHAIRMAN TO SIGN THEM**

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

### **CL23/11/5.2 RESOLVED that the minutes of the meeting of the Community Events Committee held on the 16<sup>th</sup> October 2023 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

### **CL23/11/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**CL23/11/7 TO APPOINT A VICE-CHAIRMAN OF THE COMMUNITY EVENTS COMMITTEE FOR THE REST OF THE MUNICIPAL YEAR 2023/2024**

It was agreed to defer this item until the next meeting.

**CL23/11/8 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET, AND AGREE ANY FUTURE ACTIONS**

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

**CL23/11/8.2 RESOLVED that the updated events budget is received.**

On a vote being taken the matter was approved unanimously.

**CL23/11/9 TO AGREE THE ARRANGEMENTS FOR THE 2023 CHRISTMAS LIGHTS SWITCH ON EVENTS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

BBC Radio Cornwall were not taking any bookings until after Armistice Day.

A member of the public had been in contact offering to donate a Christmas tree. The tree would need to be felled and transported. The Council's contractor would be providing a quote and further information.

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

**CL23/11/9.2 RESOLVED that two boxes of 48 pasties are purchased for the Park Bottom Christmas Lights Switch On Event at a maximum cost of £150.**

On a vote being taken the matter was approved unanimously.

Park Bottom Stores would donate 1 box of 48 pasties to the Park Bottom Christmas Lights Switch On and would cook all of the pasties and keep them warm until they were required.

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

**CL23/11/9.3 RESOLVED that 200 selection boxes are purchased for the Santa's grottos at Tolvaddon and Park Bottom events, to be purchased at the most economic price and to not exceed £300 in total.**

On a vote being taken the matter was approved unanimously.

Song sheets needed to be designed and printed for all of the Switch On events. The Clerk would liaise with the bands and Illogan School.

**Park Bottom**

The New Inn would provide mulled wine and mince pies. They would set up a Santa's grotto and had a Santa to go in the grotto and hand the presents to children.

Camborne Youth Band would start playing at 6pm with the Christmas songs and lights switch on with mulled wine, mince pies and pasties being served on after the lights are on.

### **Tolvaddon**

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

**CL23/11/9.4 RESOLVED that 2 rolls of snow would be ordered at a maximum cost of £50.**

On a vote being taken the matter was approved unanimously.

### **Illogan**

The Santa from previous years would need to leave the event about 7/7.30pm. It was agreed to look for alternative options.

The lantern parade, Camborne Youth Band and Santa would muster at the school, the parade would leave the school at 6pm.

The choir would start singing outside the Robartes Arms at 6pm and would then accompany Camborne Youth Band.

Cllr Ford agreed to be the standby introducer if no-one else could be found to do it.

The Clerk would draft running orders for all events to be considered and agreed at the next meeting.

**CL23/11/10 TO REVIEW MEMBERSHIP REQUIREMENTS FOR THE COMMUNITY EVENTS COMMITTEE INCLUDING CO-OPTED MEMBERS OF THE PUBLIC, AGREE ANY FUTURE ACTIONS AND ANY RECOMMENDATIONS TO FULL COUNCIL**

It was agreed that the Clerk would design an invitation to invite members of the public to join the Community Events Committee. The invites will be included in the Illogan Review, uploaded to the Council's website and Facebook page, sent to Illogan School to be sent home with the children and for flyers at events.

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

**CL23/11/10.2 RESOLVED to recommend to Full Council to aspire to there being 7 Councillors and 7 co-opted members of the public on the Community Events Committee.**

On a vote being taken the matter was approved unanimously.

**CL23/11/11 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

To consider the donation of a Christmas tree.

**CL23/11/12      DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Monday 20<sup>th</sup> November 2023 at 7pm, in the Council Office.

**CL23/11/13      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 Cullimore, seconded by Cllr Ford and

**CL23/11/13.2    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.

**CL23/11/14      TO RECEIVE QUOTES FOR CHRISTMAS TREES, APPROVE A QUOTE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**CL23/11/14.2    RESOLVED            that the Christmas trees are ordered from Cedarcroft.**

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 7.58pm.

Signed .....

Date .....