

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 18<sup>th</sup> October 2023 at 7pm.

**PRESENT:** Councillors Ekinsmyth (Chairman), Cullimore (Vice Chairman), Cooke, Mrs Edmunds, Ford, Holmes, Jobson, Ms Kemp, Miss Pollock, Szoka, and Thompson.

**IN ATTENDANCE:** Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk (from point mentioned) and 5 members of the public (from and until points mentioned)

The Chairman explained the safety procedures.

### **FC23/10/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Crabtree.

There were no members absent.

### **FC23/10/2 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.

### **FC23/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no requests from members for dispensations.

### **FC23/10/4 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 the members of the public.

### **FC23/10/5 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reminded everyone of the upcoming Remembrance Parade and would like as many members to attend as possible.

### **FC23/10/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 20<sup>TH</sup> SEPTEMBER 2023 AND THE CHAIRMAN TO SIGN THEM**

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

### **FC23/10/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 20<sup>th</sup> September 2023 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

**FC23/10/7**

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

Minute FC23/09/14.2 – in response to a question, Cllr Jobson confirmed that he had received notification of the meeting of the Camborne, Pool, Illogan, Redruth Place Shaping Board, although he had been unable to attend.

**FC23/10/8**

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

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

**FC23/10/8.2**

**RESOLVED to receive the Delegated Decisions Register and ratify all decisions made.**

On a vote being taken the matter was approved unanimously.

The fire alarm sounded. All present evacuated the building via the emergency exits. The Clerk completed a head count, and alarm was silenced. Everyone returned to the building and the meeting resumed following a successful fire drill.

**FC23/10/9**

**TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF SEPTEMBER 2023**

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

**FC23/10/9.2**

**RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of September 2023**

On a vote being taken the matter was approved unanimously.

**FC23/10/10**

**TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF OCTOBER 2023 (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC23/10/10.2**

**RESOLVED to authorise payment of accounts for the month of October 2023 in the sum of £29,494.76 inc VAT.**

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

**FC23/10/11 TO RECEIVE THE DRAFT COMMUNICATIONS AND COMMUNITY ENGAGEMENT STRATEGY AND ACTION PLAN AND AGREE ANY COMMENTS TO FEEDBACK**

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

**FC23/10/11.2 RESOLVED to receive and approve the Communications and Community Engagement Strategy and Action Plan.**

On a vote being taken on the matter there were 8 votes FOR and 3 votes AGAINST.

**FC23/10/12 TO RECEIVE A REPORT FROM CLLR MS KEMP ON RHS ILLOGAN IN BLOOM, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllr Ms Kemp advised that Illogan in Bloom had received a Silver award in the RHS in Bloom Village Pennant. She was unable to attend the ceremony but one of the volunteers had attended in her absence. She said she was very pleased with the result given how little time they had to prepare.

She advised herself and two volunteers had been working very hard and were already implementing the judge's feedback. She wished to thank the volunteers for their time but also expressed a need for more backing and equipment.

Cllr Ms Kemp asked for the Council to allocate funds to the Illogan in Bloom to enable them to purchase a small tool shed, tools and bulbs.

Cllrs agreed that volunteers should not be expected to use their own tools.

It was agreed that the Council would write to the volunteers to thank them for their hard work.

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

**FC23/10/12.2 RESOLVED that £3,000 be allocated for the purchase of a small shed, equipment and bulbs for use by volunteers to assist with Illogan in Bloom.**

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

**FC23/10/13 TO CONSIDER THE GRANT APPLICATION RECEIVED FROM THE OLD SCHOOL CENTRE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

£500 had been requested by The Old School Centre towards replacing a balance flue heater in the Centre Lounge.

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

**FC23/10/13.2 RESOLVED that a grant application from the Old School**

**Centre be approved for the amount of £500 towards replacing a balance flue heater in the Centre Lounge.**

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

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

**FC23/10/13.3 RESOLVED that for all future grant applications, the applicants account information will be circulated to members before the meeting in which it is to be discussed.**

On a vote being taken the matter was approved unanimously.

**FC23/10/14 TO RECEIVE THE EXTERNAL AUDITORS REPORT AND AGREE ANY FUTURE ACTIONS**

The Clerk advised that the comments from the External Auditor had arisen due to the Internal Audits not being completed in a timely manner each quarter. The Internal Audits would be conducted more promptly going forward.

There was a comment in relation to the period for the exercise of public rights. The paperwork sent to the External Auditor had a typo on the date, but the notices had been placed on the noticeboards within the correct time frame. The 2023/2024 paperwork would be completed as advised by the External Auditor in their report and all dates would be checked before being sent off or notices displayed.

1 member of the public entered at 7.40pm.

**FC23/10/15 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL ON CHARGEABLE CLEANSING OF DEVOLVED LAND, RECEIVE A REPORT FROM THE CLERK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cornwall Council currently emptied 3 bins within Illogan Park. From April 2024 Cornwall Council would now charge for this service. The Council could agree to accept this charge or could source this service from elsewhere.

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

**FC23/10/15.2 RESOLVED that DJM Gardening and Groundworks would take over responsibility for the three bins in Illogan Park currently emptied by Cornwall Council from 1<sup>st</sup> April 2024.**

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

**FC23/10/16**

**TO RECEIVE CORRESPONDENCE REGARDING CORNWALL COUNCIL HIGHWAYS SCHEME, IF APPROPRIATE COMPLETE AN EXPRESSION OF INTEREST FORM AND AGREE ANY FUTURE ACTIONS**

Cllr Crabtree had sent a comment in his absence, read by the Clerk: "I will be putting forward the one that Adrian Drake suggested over two years ago on my list which is to reduce the turnout of Spar Lane into Clifton Road by removing the slip, his estimated cost then was £5,000."

It was suggested that improvements for the Merritts Hill junction should be investigated. Due to the short timeframe for applications, it would not be feasible right now, but an application should be worked on now for in the future.

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

**FC23/10/16.2 RESOLVED to agree with Cllr Crabtree's suggestion to reduce the turnout at Spar Lane into Clifton Road by removing the slip.**

On a vote being taken on the matter there were 9 votes FOR and 2 votes AGAINST.

**FC23/10/17**

**TO RECEIVE THE CORNWALL COUNCIL CONSULTATION OF THE INTRODUCTION OF NEW WAITING RESTRICTIONS AT BRIDGE ROAD, CHURCH ROAD AND ROBARTES TERRACE, AGREE A RESPONSE AND ANY FUTURE ACTIONS**

It was noted that the restrictions all started due to the development of Park an Lann and that improvements to the junction of Bridge Road and Church Road had recently been completed.

There appeared to be a discrepancy between the map provided and the details given regarding the no waiting at any time restrictions. The map highlighted just the junctions being affected by the restriction but the accompanying information stated Bridge Road for it's entire length.

Cllrs noted they were weary of lines as a traffic calming measure as nothing slows traffic more than parked cars. They also felt opposed to any lines along the length of Bridge Road

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

**FC23/10/17.2 RESOLVED that the following response is sent to the Cornwall Council Consultation of the introduction of new waiting restrictions at Bridge Road, Church Road and Robartes Terrace: 'Illogan Parish Council agree with the introduction of two bus clearways on Church Road and would suggest another bus clearway at the bus stop in Bridge Road'.**

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

**FC23/10/18 TO RECEIVE A REPORT ON CORNWALL COUNCIL YELLOW LINES AND PARKING SCHEME IN CORONATION ROAD AND AGREE ANY FUTURE ACTIONS**

The Clerk spoke to an update provided by Cllr Crabtree in his absence.

Cormac had provided a revised design for the Churchtown Road end of Coronation Road, this was not to be made public until discussions with Coastline were completed, however he confirmed that it included inset bays on both sides of the road and an indication of cost of £18,000 for Cormac to carry out the works. He had a meeting with Coastline to discuss the amended proposals and the funding for them. He had also booked the community room to hold a public meeting to provide an update to the residents of Coronation Road on the discussions.

**FC23/10/19 TO RECEIVE THE CORNWALL COUNCIL POLLING DISTRICTS AND POLLING PLACES REVIEW – CORNWALL COUNCIL – 2023, AGREE A RESPONSE AND ANY FUTURE ACTIONS**

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

**FC23/10/19.2 RESOLVED that Illogan Parish Council is responds to the Cornwall Council Polling Districts and Polling Places Review that there are no changes required.**

On a vote being taken the matter was approved unanimously.

**FC23/10/20 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.

**FC23/10/21 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The Clerk advised that an Internal Audit was due and asked for volunteers. Cllrs Cullimore, Jobson and Mrs Thompson volunteered to complete the Internal Audit.

Confirmation had been received that the vacancy available following Miss Kelly's resignation could be filled by co-option. The Clerk asked for volunteers for a meet and greet with potential candidates on Tuesday 14<sup>th</sup> November 2023. Cllrs Ekinsmyth and Jobson advised they would attend.

**FC23/10/22**

**TO RECEIVE CORRESPONDENCE FROM THE 12<sup>TH</sup> SEPTEMBER 2023 UNTIL THE 11<sup>TH</sup> OCTOBER 2023. AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cornwall Capacity Funding had advised they had received a grant application from Harris Mill Village Hall and requested a comment from the Council within 5 days. The Clerk had commented that the Council supported this application.

Notification had been given for a hearing regarding an Application to correct non-registration or mistake registration of Registered Land: CL333, Land called Feadon Wood, Nance Wood and Portreath Moor, Portreath. Copies of the notice had been placed on the noticeboards within the parish as well as on the Council website and Facebook page.

**FC23/10/23**

**TO RECEIVE REPORTS FROM CORNWALL COUNCILLORS**

The Clerk spoke to a report received from Cllr Crabtree:

"I am sorry I am not with you this evening; however, it is our Wedding Anniversary and as I had meetings until 5.30pm this evening I thought I'd better give Lynn some of my time.

The meeting this afternoon was to hopefully finalise the Terms of Reference for the Tehidy Woods Working Group with Charlotte Evans and other Officers and Portfolio Holders of the Council along with Cllr Desmonde since part of the woods fall within his Division and I will report back at the November meeting.

Last week we said goodbye to the Camborne, Pool, Illogan, Redruth, Hayle, Gwinear, Gwithian and Mining Villages Community Area Partnership and said hello to the North Kerrier and East Penwith Community Area Partnership and picked our main objectives for the future.

The current situation regarding Coronation Road was commented upon earlier in the meeting. Whereas most cars are parked legally it was noticed that one is parked within 10 metres of the junction when there are spaces after the same distance marks in Churchtown Road.

In Park Bottom there is the ongoing issue with Travellers parked in the usual location. Fires have been lit requiring the Fire Brigade to attend on at least one occasion. All parties are aware of the situation, and I had a visit from a representative of Wales and West Utilities last week saying he had visited the site. They were informed that they could not be within 3.5 metres of the main gas pipe and monitoring equipment and that there should be no fires within 10 metres of the same. As usual, not only residents in the road, but further afield in Illogan have asked for the road to be blocked off to stop not only travellers but fly tipping and drug taking and indeed one person in Illogan has indicated that they will contribute towards the cost.

The World Heritage Conference in Stirling was a full two days on Equality, Diversity and Inclusion with interesting speakers and presentations and of course the other main talking point was the felling of Sycamore Tree at

Hadrian's Wall since it happened on the Thursday before we gathered on the Sunday. One speaker was from the Historic Royal Palaces which includes the Tower of London and the admission charges average around £30 per adult, however for the Inclusion element, they offer a limited number of tickets online each day for people on benefits at £1 which will admit up to 6 people. A visit to the Forth Bridge was arranged for the Monday evening followed by a reception at Callendar House, which much to everyone's surprise was hidden away behind an estate of high-rise flats.

Tomorrow I will be attending the Speed Watch Conference, and it was confirmed at a meeting with the Police last week that areas that have Speed Watch are the ones that get back up with further speed enforcement.

Tehidy Café would be open from the 21<sup>st</sup> October serving from a hatch and would be fully open on the 28<sup>th</sup> October."

**FC23/10/24**

**TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE 6<sup>TH</sup> SEPTEMBER 2023**

**i. Community Events Committee – 12<sup>th</sup> September 2023**

The last meeting included a review of the Fun Day. There had been a few problems but nothing noticeable to the public. The committee has agreed twice a year litter picking events trying to get as many people involved as possible with afternoon tea at the office given to the volunteers afterwards as a thank you. The Remembrance Parade was all ready to go.

**ii. Planning and Environmental Services Committee – 20<sup>th</sup> September 2023 and 4<sup>th</sup> October 2023**

The recent applications had mainly been tree issues and the Chairman had been looking into the Tree Preservation Order's (TPO's) Kerrier set up as well as tree planning in general to try and clarify issues raised recently. She was grateful to all the committee for their diligence when looking at the applications.

**iii. Governance Review Committee – 27<sup>th</sup> September 2023**

The Governance Committee were continuing their annual review of policies. It was noted the amazing number of small changes that were needed each year, and it was reassuring that the committee members were picking these up.

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

**FC23/10/24.2**

**RESOLVED**

**to note the Minutes of the following Committee meetings held since the last the 6<sup>th</sup> September 2023:**

**i. Community Events Committee – 12<sup>th</sup> September 2023**



- ii. **Planning and Environmental Services Committee – 20<sup>th</sup> September and 4<sup>th</sup> October 2023**
- iii. **Governance Review Committee – 27<sup>th</sup> September 2023**

On a vote being taken the matter was approved unanimously.

**FC23/10/25 TO RECEIVE A 2-MINUTE UPDATE THE COUNCIL REPRESENTATIVES ON OUTSIDE BODIES INCLUDING THE POLICE LIAISON COMMITTEE AND ON CLLRS WHO HAVE ATTENDED TRAINING COURSES OR CONFERENCES**

Cllr Ford advised he had attended a meeting regarding the preliminary budget for Cornwall Council for 2024/25.

4 members of Illogan Parish Council had completed Traffic Management for Events training.

**FC23/10/26 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

Cllr Holmes suggested discussing the triangle at South Drive. He also noted that Illogan Parish Council support Cornish Language in principle yet don't implement it on any of our headed paper.

**FC23/10/27 DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 15<sup>th</sup> November 2023, 7.00pm in Illogan Parish Council Community Office.

5 members of the public left the meeting at 8.26pm.

**FC23/10/28 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 Ekinsmyth, seconded by Cllr Ford and

**FC23/10/28.2 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.

**FC23/10/29 TO RECEIVE QUOTES FOR TRENCHING AND INSTALLING POWER CABLES, APPOINT A CONTRACTOR AND AGREE ANY FUTURE ACTIONS**

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

**FC23/10/29.2 RESOLVED that the quote from D R Electrical to install an**

**underground power cable from Illogan Park Changing Rooms to 2 poles in Illogan Park be accepted.**

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

**FC23/10/30 TO RECEIVE QUOTES TO REINSTATE FENCING IN ILLOGAN PARK, APPOINT A CONTRACTOR AND AGREE ANY FUTURE ACTIONS**

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

**FC23/10/30.2 RESOLVED that the Clerk would re-tender for the reinstatement of fencing in Illogan Park and would extend the fencing the whole length of the park and on the opposite side of the park by the houses.**

On a vote being taken the matter was approved unanimously.

**FC23/10/31 TO RECEIVE APPLICATIONS FOR THE VACANT POSITION OF COUNCILLOR, SPEAK TO CANDIDATES INDIVIDUALLY AND CONSIDER ANY FUTURE ACTIONS**

Cllrs spoke individually the candidates.

**FC23/10/32 TO RE-ADMIT MEMBERS OF THE PRESS AND PUBLIC**

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

**FC23/10/32.2 RESOLVED to re-admit the press and public.**

On a vote being taken the matter was approved unanimously.

3 members of the public re-entered the meeting at 9.02pm.

**FC23/10/33 TO CO-OPT A COUNCILLOR TO THE ILLOGAN WARD OF 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 Ms Kemp, seconded by Cllr Cullimore and

**FC23/10/33.2 RESOLVED to co-opt Tara O'Donnell onto Illogan Parish Council.**

On a vote being taken the matter was approved unanimously.

1 Member of the public left the meeting at 9.05pm

Cllr Ekinsmyth thanked the candidates and advised that there was going to be another vacancy on the Council and would welcome them to apply again should they wish to. He also noted that they would be very welcome should they wish to volunteer with the Council.

There being no further business the meeting closed at 9.06pm

Signed .....

Date .....

<b>ACCOUNTS FOR PAYMENT OCTOBER 2024</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>
Salaries	All employees		£4,447.73		£4,447.73
Insurance Premium	Zurich		£149.17		£149.17
Contractor	DJM Gardening		£2,558.62		£2,558.62
Legionella Training	Peninsula Water Hygiene		£1,500.00	£300.00	£1,800.00
Web Hosting	KernowTek		£10.00		£10.00
Various	L & R Groundworks		£9,930.00	£1,986.00	£11,916.00
Install gate	D A Giles	FC23/06/27.2	£1,399.00	£279.80	£1,678.80
External Audit	BDO		£1,365.00	£273.00	£1,638.00
Stationery	Complete		£39.98	£8.00	£47.98
Various	Greens		£2,501.63	£500.33	£3,001.96
Vinyl for Remembrance signs	Contract Sign Systems		£33.39	£6.68	£40.07
Lease for Manningham Wood	Friendship Cohousing		£1.00		£1.00
Lease for Manningham Wood	Mr and Mrs Rule		£1.00		£1.00
Legionella Testing	Churchill Environmental Services		£80.00	£16.00	£96.00
IT Support	Nci Technologies		£67.00	£13.40	£80.40
Expenses for plants for Mary's Well	Cllr G Ford		£14.00		£14.00
Cleaning	X-treme Clean		£1,448.00	£289.60	£1,737.60
Out of Hours Call Handling	Phoneta		£29.74	£5.95	£35.69
Water for Mary's Well	Source for Business		£17.45		£17.45
Electricity	Corona Energy		£212.66	£10.63	£223.29
Water for Illogan Park	Source for Business		£38.15		£38.15
O365 Licences	Nci Technologies		£120.05	£24.01	£144.06
Internet	BT		£37.25	£7.45	£44.70
	<b>TOTAL</b>		<b>£26,000.82</b>	<b>£3,689.39</b>	<b>£29,494.76</b>