

## 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> November 2023 at 7.00pm.

**PRESENT:** Councillors Ekinsmyth (Chairman), Cullimore (Vice Chairman), Cooke, Crabtree, Mrs Edmunds, Ford, Jobson, Miss Kelly, Ms Kemp and Mrs O'Donnell

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

The Chairman explained the safety procedures.

### **FC23/11/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Holmes, Miss Pollock, Szoka, and Mrs Thompson.

There were no members absent.

### **FC23/11/2 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**

Cllr Crabtree declared he received a gift of £28 worth of Cornish pasties from Carn Brea Parish Council at the end of the Remembrance Parade.

### **FC23/11/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations.

### **FC23/11/4 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA**

There were no comments from members of the public.

### **FC23/11/5 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman attended the Remembrance Parade and commented that it was the best one for a long time. It was efficiently organised and very well attended by the public. He thanked the Councillors that attended the parade and those working on the road closure.

The Chairman reminded everyone of the upcoming Christmas Lights Switch On Events. He hoped that as many Councillors would attend as possible, the more people that could attend the events led to greater success. He also reminded members that there were leaflets that needed to be delivered.

He noted that meetings were getting longer and to help with this he recommended Councillors obey the Standing Orders and be respectful

when people were talking. It was also asked that members read their papers and ask questions before the meeting to give a chance for answers to be investigated further if needed.

The Communications Strategy suggested that videos of all the Councillors should be published on the Councils social media accounts. He would encourage members to think about what they want to say.

**FC23/11/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 18<sup>TH</sup> OCTOBER 2023 AND THE CHAIRMAN TO SIGN THEM**

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

**FC23/11/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 18<sup>th</sup> October 2023 and the Chairman to sign them.**

On a vote being taken on the on matter there were 8 votes FOR and 0 votes AGAINST.

**FC23/11/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

**FC23/10/29.2** – the trenching and cabling works from the changing rooms to the telegraph poles would commence on Monday 20<sup>th</sup> November 2023.

**FC23/10/30.2** – the Clerk was investigating appropriate wording for the tender for fencing in Illogan Park. We needed to ensure that the right type of fencing was installed to enable the hedges to be cut and maintained in the future.

**FC23/11/8 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETING, RATIFY ALL DECISIONS AND AGREE ANY FUTURE ACTIONS**

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

**FC23/11/8.2 RESOLVED to receive the Delegated Decisions Register and ratify all decisions made.**

On a vote being taken the matter was approved unanimously.

**FC23/11/9 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF OCTOBER 2023 AND AGREE ANY FUTURE ACTIONS**

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

**FC23/11/9.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of October 2023.**

On a vote being taken the matter was approved unanimously.

**FC23/11/10 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF NOVEMBER 2023 AND AGREE ANY FUTURE ACTIONS**

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

**FC23/11/10.2 RESOLVED to authorise payment of accounts for the month of November 2023 in the sum of £15,649.12 inc VAT.**

On a vote being taken on the matter there were 8 votes FOR and 0 votes AGAINST.

**FC23/11/11 TO RECEIVE THE RECOMMENDATIONS FROM THE FINANCE AND RESOURCES COMMITTEE ON THE BUDGET AND PRECEPT FOR THE FISCAL YEAR 2024/2025**

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

**FC23/11/11.2 RESOLVED to receive the recommendations from the Finance and Resources Committee on the budget and precept for the Fiscal Year 2024/2025.**

On a vote being taken the matter was approved unanimously.

**FC23/11/12 TO SET THE BUDGET FOR THE FISCAL YEAR 2024/2025**

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

**FC23/11/12.2 RESOLVED to set the budget for the Fiscal Year 2024/2025 at £221,603.**

On a vote being taken the matter was approved unanimously.

**FC23/11/13 TO SET A PRECEPT TO CORNWALL COUNCIL FOR THE FISCAL YEAR 2024/2025**

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

**FC23/11/13.2 RESOLVED to set the precept for the Fiscal Year 2024/2025 at £220,056.**

On a vote being taken the matter was approved unanimously.

**FC23/11/14 TO APPOINT COUNCILLORS TO FILL VACANCIES ON COUNCIL COMMITTEES AND AGREE ANY FUTURE ACTIONS**

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

**FC23/11/14.2 RESOLVED to appoint Cllr Mrs O'Donnell to the Community Events Committee.**

On a vote being taken the matter was approved unanimously.

Cllr Mrs Edmunds left the meeting at 7.31pm.

**FC23/11/15 TO RECEIVE CORRESPONDENCE FROM DROPSHIP YOUTH FC, AGREE A RESPONSE AND ANY FUTURE ACTIONS**

Dropship Youth FC had come back to the Clerk and asked for a 50% reduction in the price previously quoted for use of the football pitch in Illogan Park.

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

**FC23/11/15.2 RESOLVED that the request from Dropship Youth FC for a reduction in fees for using the football pitch in Illogan Park is refused.**

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST.

Cllr Mrs Edmunds re-entered the meeting at 7.36pm.

**FC23/11/16 TO RECEIVE A RECOMMENDATION FROM THE PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE THAT THE COUNCIL TAKE ON GREEN SPACES WITHIN THE PARISH AND AGREE ANY FUTURE ACTIONS**

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

**FC23/11/16.2 RESOLVED to defer the recommendation from the Planning and Environmental Services Committee that the Council take on green spaces within the parish to the next meeting.**

On a vote being taken the matter was approved unanimously.

**FC23/11/17 TO RECEIVE THE CORNWALL COUNCIL PUBLIC CONSULTATION ON THE LICENSING ACT, AGREE WHETHER TO RESPOND, HOW TO RESPOND AND ANY FUTURE ACTIONS**

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

**FC23/11/17.2 RESOLVED that the Cornwall Council Public Consultation on the Licensing Act is received and no response from Illogan Parish Council is required.**

On a vote being taken the matter was approved unanimously.

**FC23/11/18 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC23/11/18.2 RESOLVED that a baby changing unit is installed in the**

**Disabled Toilet in Illogan Parish Council  
Community Office.**

On a vote being taken the matter was approved unanimously.

**FC23/11/19 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The Finance and Resources Committee had reviewed the Councillors internal audit and resolved that it should be completed bi-monthly. They took about 45-60 minutes to complete. To assist with this, she was aiming to compile a rota. The Clerk asked for Councillors to let her know when they were available and would like to complete an audit.

The Clerk asked if members could confirm whether they were willing to help with the delivery of leaflets advertising the road closure for the Christmas Events and when they were available. The Christmas trees were being erected and decorated on Thursday 30<sup>th</sup> November and Friday 1<sup>st</sup> December 2023. If anyone was available to help, they should contact the Clerk.

The Clerk advised that until today, she was the only person responding to intruder or fire alarms at Illogan Parish Council Community Office. Due to safety concerns, from today Willsecure had been contracted to attend in the event of an Intruder or Fire alarm alert.

The Clerk asked for Councillors to let her know by Friday 24<sup>th</sup> November if they wished to visit fitness equipment installed in other areas by the companies that tendered. Once numbers were confirmed, she would arrange a date and transport.

**FC23/11/20 TO RECEIVE CORRESPONDENCE FROM THE 12TH OCTOBER 2023 UNTIL THE 7TH NOVEMBER 2023, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS**

There was no correspondence received.

**FC23/11/21 TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS**

Cllr Desmonde advised he had attended the Illogan Remembrance Parade. He noted it was an extraordinary event that was incredibly well managed and organised and the enthusiasm from the crowd was unbelievable. He thanked all those who participated.

He was managing quote a few individual cases such as the placement of the 30mph signs on Mount Whistle Road, parking on pavements, a shooting incident and anti-social behaviour.

Tehidy Advisory Group had been formed and Cllr Crabtree appointed as the Chairman. The aim of the group was to improve the nature and environment and bring in more commercial awareness and additional funding.

It was asked if Illogan Parish Council could consider taking over responsibility of the green triangle at South Drive, Tehidy? This being neglected. Cllr Desmonde had secured a pledge of financial sponsorship providing the area was maintained.

Cllr Desmonde wished to express his appreciation to Tehidy Residents Association chair who had done an amazing amount of work to protect the environment. He suggested that Illogan Parish Council make a vote of thanks to them.

Cornwall Council's Dolcoath site was the hub for Camborne, Pool, Illogan, Redruth and Hayle services and it was in danger of being lost due to the upgrades needed to make it structurally sound. Cllr Desmonde was unsure the policy was being approached in the right way and queried if alternative arrangements could be made, such as keeping just the first 2 floors. As it was the single point of contact for almost everything. He queries where would people access these services if it was to be lost? He asked Illogan Parish Council to consider supporting the retention of the Dolcoath in some form.

Cllr Crabtree Reported:

After plenty of lobbying I can confirm last month was the first meeting to officially agree with the Council to form the Tehidy Woods Advisory Group and discuss the format along with groups and organisations to become involved as it develops. As I was the one asking for the reinstatement of this group, even though it has a different name, when it became to appointing a Chairperson, I was nominated and elected unopposed.

It was announced that the Tehidy café has a new tenant, The Lands End Coffee Company and early feedback is excellent, the two lodges will be renovated so that they can both be brought back into use.

The last two weekends were spent attending the Carn Brea and Portreath Parish Councils Remembrance Services on the 5<sup>th</sup>, The Illogan Festival of Remembrance on the 10<sup>th</sup> and the Illogan Remembrance Service on the 11<sup>th</sup>.

Other events attended were the South Crofty Water Treatment Works switch on and last week was the Cornish Heritage Awards at Scorrier House.

Last Friday I had a meeting with a representative of Coastline to discuss the yellow lines in Coronation Road and the possibility of installing bays, however the offer for the current financial year was a limited contribution towards the works. The other suggestion was for it to go into the funding pot for them carrying out the works in the next financial year. The comment was to go ahead with the restrictions, especially as one car always parks too close to the junction. There was supposed to be a meeting yesterday to discuss this with Cormac, however this was unable to go ahead and would be rescheduled. I will be suggesting that the TRO is not enacted until the works have been completed, otherwise it will be the case that another one will have to applied for next year and thereby costing more money.

The information supplied last month regarding the restrictions around Park an Lann, Bridge Road, Ventonraze were misleading as it should not have read restrictions for the length of Bridge Road. There is now a reduction to the area involved at the junctions.

After intervention by Wales and West Utilities informing the travellers that they cannot stay within 3.5m of the gas main or have any fires within 10m they moved on and indeed Wales and West are now looking at applying for a stopping off order to close the road from the footpath with access available for them and the landowners.

Earlier today I attended the pre public enquiry regarding the Nance Woods Common land, the date was set for the enquiry starting on 25<sup>th</sup> March 2024 and is booked for four days. If Illogan Parish Council wish to participate in the opening statements details will follow in due course. I am expected to make a statement as the Divisional Member and Portreath were informed that they can comment since the area covers both Parishes. It is a somewhat complicated procedure ` hence I do not propose to give a full explanation here, but I am open to questions should you so wish.

After many years of no action at Mill Grist Meadows there now appears to be some movement on the site this week as the storage container has moved since Sunday.

Members of long standing will know of a long running situation in Kennedy Close and I can confirm that Coastline are continuing to take legal action and will do so until the matter is resolved even though they are over two years into the proceedings.

The Judicial Review in respect of Harmony Terrace will take place in Cardiff on 10<sup>th</sup> January.

**FC23/11/22**

**TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE 5TH OCTOBER 2023:**

**i. COMMUNITY EVENTS COMMITTEE – 16TH OCTOBER AND 6TH NOVEMBER 2023**

The 3 Christmas events this year were being held on the 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> December 2023. Councillors were needed at all the events. The minutes had a good overview of everything.

2024 plans were:

6<sup>th</sup> June 2024 – D-Day celebration

31<sup>st</sup> August 2024 – Illogan Fun Day

November 2024 – Remembrance Parade

5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> December – Christmas Events

February 2025 – Afternoon tea and Bingo

Spring and Autumn – litter pick events followed by afternoon tea.

**ii. PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE – 18TH OCTOBER AND 1ST NOVEMBER 2023**

All items were in the minutes.

**iii. FINANCE AND RESOURCES COMMITTEE – 25TH OCTOBER 2023**

All items had been discussed earlier in the meeting.

**iv. GOVERNANCE REVIEW COMMITTEE – 30TH OCTOBER 2023**

All items were in the minutes. The Committee involved detailed work on important matters like Health and Safety and Risk Assessments.

**v. COMMITTEES TASK AND FINISH GROUP – 7TH OCTOBER 2023**

The Committees Task and Finish Group had an intensive meeting. The drafts were all now available.

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

**FC23/11/22.2 RESOLVED to note the minutes of the following Committee meetings held since the 5<sup>th</sup> October 2023:**

- i. Community Events Committee – 16<sup>th</sup> October and 6<sup>th</sup> November 2023**
- ii. Planning and Environmental Services Committee – 18<sup>th</sup> October and 1<sup>st</sup> November 2023**
- iii. Finance and Resources Committee – 25<sup>th</sup> October 2023**
- iv. Governance Review Committee – 30<sup>th</sup> October 2023**
- v. Committees Task and Finish Group – 7<sup>th</sup> October 2023**

On a vote being taken the matter was approved unanimously.

Cllr Desmonde left the meeting at 8.13pm.

**FC23/11/23 TO RECEIVE A 2-MINUTE UPDATE FROM THE COUNCIL REPRESENTATIVE ON OUTSIDE BODIES INCLUDING THE POLICE LIAISON COMMITTEE AND ON CLLRS WHO HAVE ATTENDED TRAINING COURSES OR CONFERENCES**

Cllr Ford had attended a meeting in relation to Martyn's Law. He would provide an update when appropriate.



**FC23/11/24 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;  
AGREE WHERE TO DISCUSS AND TIMESCALES**

Cllr Ms Kemp suggested discussing the issue of Cornwall Council Dolcoath Offices.

**FC23/11/25 DATE & TIME OF NEXT MEETING:**

The next meeting will be held Wednesday 13th December 2023, 7pm in Illogan Parish Council Community Office

**FC23/11/26 THAT UNDER THE 1960 PUBLIC BODY (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 Crabtree and

**FC23/11/26.2 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 8.16pm.

**FC23/11/27 TO RECEIVE INFORMATION ON WARRANTY OPTIONS FOR THE  
INTRUDER ALARM SYSTEM INSTALLED IN ILLOGAN PARISH  
COUNCIL COMMUNITY OFFICE, AGREE ANY FUTURE ACTIONS AND  
ANY ASSOCIATED EXPENDITURE**

It was proposed by Cllr Crabtree, seconded by Cllr Mrs O'Donnell and

**FC23/11/27.2 RESOLVED that the quote from Duchy Alarms for Totalcare  
Warranty for the Intruder Alarm System installed  
in Illogan Parish Council Community Office be  
accepted.**

On a vote being taken the matter was approved unanimously.

**FC23/11/28 TO RATIFY THE GRASS CUTTING UPLIFT COSTS, AGREE ANY  
FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC23/11/28.2 RESOLVED to ratify the grass cutting uplift costs.**

On a vote being taken the matter was approved unanimously.

**FC23/11/29 TO RECEIVE APPLICATIONS FOR THE VACANT POSITION OF  
COUNCILLOR, SPEAK TO CANDIDATES INDIVIDUALLY AND  
CONSIDER ANY FUTURE ACTIONS**

There were no applicants to interview.

**FC23/11/30 TO RE-ADMIT MEMBERS OF THE PRESS AND PUBLIC**

There were no press and public to re-admit.

**FC23/11/31 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**

There was no candidate to co-opt.

There being no further business the meeting closed at 8.19pm.

Signed .....

Date .....

<b>ACCOUNTS FOR PAYMENT NOVEMBER 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>
Grant	The Old School Centre	FC23/10/13.2	£500.00		£500.00
Cleaning	X-treme Clean		£1,625.00	£325.00	£1,950.00
Contractor	DJM Gardening		£1,324.55		£1,324.55
Fencing and bin installation	L & R Groundworks		£1,820.00	£364.00	£2,184.00
Door closure kits	Healthmatic		£115.80	£23.16	£138.96
Grass Cutting	Greens		£120.00	£24.00	£144.00
Web Hosting	KernowTek		£10.00		£10.00
Training	CALC		£30.00	£6.00	£36.00
Expenses - flowers for Mary's Well	Cllr G Ford		£18.00		£18.00
Salary & Backpay	All employees		£6,628.27		£6,628.27
Christmas Trees	Cedarcroft		£560.00	112	£672.00
IT Support	Nci Technologies		£67.00	£13.40	£80.40
Replacement bus shelter glass	Chance Glass and Glazing		£423.26	£84.65	£507.91
Annual Sunscription	SLCC		£298.00		£298.00
Marshalls for Remembrance Parade	WillSecure	CL23/10/15.2	£770.00	£154.00	£924.00
O365 Licences	Nci Technologies		£120.05	£24.01	£144.06
Internet	BT		£37.25	£7.45	£44.70
Water for Illogan Park	Source for Business		£44.27		£44.27
	<b>TOTAL</b>		<b>£14,511.45</b>	<b>£1,137.67</b>	<b>£15,649.12</b>