

## ILLOGAN PARISH COUNCIL

**The public is reminded that these are DRAFT minutes, which means that they are not approved at the time of publication and may be subject to amendment before final approval at the next Parish Council meeting. The agreed minutes will be uploaded once they have been agreed by the Council at the appropriate meeting.**

Minutes of the Community Events Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Monday 15<sup>th</sup> January 2024 at 7.00 pm.

PRESENT: Cllr Cullimore (Chairman), Cllr Mrs O'Donnell (Vice Chairman), Cllr Crabtree (from and until points mentioned. Not a member of this Committee), Cllr Ford, and Cllr Ms Kemp.

ALSO PRESENT: Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk; Mrs Aytoun, Illogan School (from and until points mentioned).

The Chairman explained the safety procedures.

**CL24/01/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Mr Dolling.

There were no members absent.

**CL24/01/2 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.

**CL24/01/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

**CL24/01/4 PUBLIC PARTICIPATION**

There were no members of the public present.

**CL24/01/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 20<sup>TH</sup> NOVEMBER 2023 AND THE CHAIRMAN TO SIGN THEM**

Cllr Crabtree entered the meeting at 7.01pm.

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

**CL24/01/5.2 RESOLVED that the minutes of the meeting of the**

**Community Events Committee held on the 20<sup>th</sup> November 2023 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**CL24/01/6                    MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

Mrs Aytoun entered the meeting at 7.04pm.

**CL24/01/7                    TO CONSIDER THE ARRANGEMENTS FOR THE TREE PLANTING WITH KIM CONCHIE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Kim Conchie had confirmed his availability for the 5<sup>th</sup> March at 2pm for the tree planting in Illogan Park.

Illogan School had confirmed that the date was suitable and that the Gardening Club would like to be involved. The Gardening Club consisted of ten pupils. The pupils would have their lunch at school and then walk to Illogan Park for 1-1.30pm.

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

**CL24/01/7.2                RESOLVED                    that for the tree planting with Kim Conchie, Illogan School Gardening Club would do a presentation on trees, tree planting and ongoing tree maintenance etc. The content would be led by the children. The children would present to a group of supporting adults including parents/carers, gardening volunteers, Councillors, and members of Illogan WI. All attendees would be offered light refreshments of tea, coffee, squash, and cake.**

**Mrs Aytoun would organise consent forms to be sent to parents/carers for photographs of the children and the use of the photographs in the Illogan Review (hard copy and online), the Council's website and the Council's social media.**

**The Clerk and Cllr Mrs O'Donnell would contact Burncoose Nurseries who are tree specialists to discuss the type of Witch hazel or other December flowering tree would be most suitable for the conditions in Illogan Park.**

**The Clerk would contact Kim Conchie and request the budget for the tree. She would then obtain quotes to purchase a suitable tree.**

**The Clerk would obtain the cost for a plaque to be erected close to the tree saying, 'This tree was donated by Kim Conchie to commemorate the opening of Illogan Parish Council Community Office. The tree was planted in association with Illogan School.'**

On a vote being taken the matter was approved unanimously.

Mrs Aytoun left the meeting at 7.23pm.

**CL24/01/8      TO RECEIVE AN UPDATE ON THE EVENTS BUDGET AND AGREE ANY FUTURE ACTIONS**

The updated budget has been circulated to members.

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

**CL24/01/8.2      RESOLVED      that the updated events budget is received.**

On a vote being taken the matter was approved unanimously.

**CL24/01/9      TO REVIEW THE CHRISTMAS LIGHTS SWITCH ON EVENTS AND CONSIDER IMPROVEMENTS FOR FUTURE EVENTS**

In general, the events went well. There were a few things that needed to be reconsidered or done differently in future.

The Council's involvement needed to be better advertised. In future consider putting something on the trees, provided by Illogan Parish Council or similar.

It was suggested that local businesses could be asked to donate a Christmas tree and that we could advertise the donation by the tree, and in all the Council's media.

The supply of the Christmas trees needed to be considered earlier, especially if trees or funds towards trees were being considered.

We needed to attend in greater numbers and be easier to identify during the events.

It was suggested that as the Illogan and Tolvaddon Christmas Lights Switch On Events had increased in popularity, that the Council concentrated its efforts on these events and ceased to host an event at Park Bottom. It was suggested that the Illogan event was held on a Thursday and the Tolvaddon event held on the following Friday or Saturday; this would avoid the Illogan event clashing with the Santa bus. The Clerk would contact the Fire Service and Robartes Arms and ask their thoughts on the suggested changes.

It was suggested that Camborne Youth Band attended both the Illogan and Tolvaddon events.

## **Tolvaddon**

Lower numbers than last year. This was possibly due to the earlier start time. The event starting at 5.30pm may not give people enough time to get back from work, get sorted and to the station.

There was a good Councillor turnout.

The free tea, coffee etc needed to be better advertised and clearer on the evening. The hot dogs and not the advertised BBQ due to the weather conditions, was a little disappointing.

Illogan Sparnon Silver Band were difficult to communicate with and they arrived late. Although once there, they made a good musical contribution to the event.

Maids of Melody, consider two shorter sets rather than one long set.

It was agreed that for future events there needed to be an agreement with the Fire Service regarding joint advertising for the event. All advertising needed to be clear that it was a joint event.

There needed to be a more detailed timetable for the event.

Members of Illogan Parish Council needed a uniform so that they could be identified.

The location of the event and available parking needed to be better advertised. The Council representatives should arrange to meet in a prearranged place.

## **Illogan**

The marshals were brilliant, they handled the Santa Bus well.

The PA system worked and covered most areas. It was suggested that the introduction of an additional speaker nearer the rear of the crowd would be beneficial.

The layout needed to be revisited. There needed to be clear walkways into the Robartes Arms and separation between the crowd and the entertainers. It was suggested that the PA system could go on the opposite side of the road by the entrance to Manningham Wood. The PA system could be powered by a generator, if the microphones won't pick up the generator noise.

There needed to be a more detailed timetable for the event.

It was suggested that there needed to be a half an hour gap between the start of the road closure and the start of the event.

An announcer was needed that was experienced in addressing and entertaining a large crowd.

## **Park Bottom**

Lower numbers than previous years.

Unfortunately, many of the agreed arrangements were not delivered for various reasons.

The tree lights had been being turned on for the week prior to the event and only turned off a couple of hours prior to the event start time.

Several people were given multiple pasties to reduce leftovers. It was suggested that the provision of pasties was not continued for future years.

**CL24/01/10**

### **TO CONSIDER ARRANGEMENTS FOR THE SPRING LITTER PICK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed that the Spring Litter Pick would be held on Saturday 23<sup>rd</sup> March 2024 from 11am until 1pm. Following the litter pick light refreshments will be served in the Community Room.

The light refreshments will consist of pasties, cake, tea, coffee, and squash.

The Litter Pick would be advertised in the Illogan Review, Council noticeboards, website, and social media. The Assistant to the Clerk would draft notices and would send a copy to Illogan School.

**CL24/01/11**

### **TO CONSIDER ARRANGEMENTS FOR THE 80<sup>TH</sup> ANNIVERSARY OF D-DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Date – 6<sup>th</sup> June 2023

*"The International 80th Anniversary Beacon will be lit at 8.15pm (British Summer Time) alongside the British Normandy Memorial, overlooking Gold Beach, and will represent the other four Beaches too - Utah, Omaha, Juno, and Sword, followed by the Principal United Kingdom, Channel Islands, Isle of Man on His Majesty's Naval Base, Portsmouth, Hampshire at 9.15pm BST. As the Beacons are lit, we would ask all communities in the UK to stop what they are doing and undertake The International Tribute, using the wording found on page 20. This could be undertaken by your Lord Mayor, Mayor, High Steward, Town and Parish Clerk, Town Crier, Pub Landlord or even a young person from one of your local youth organisations etc, paying their tribute to those who gave so much to enable us to enjoy the many years of peace and freedom we have enjoyed since the Second World War. Pubs up and down the country will be marking this moment too, involving their customers." (Extract from Page 6)*

*The Tribute*

*Let us remember those who gave their lives at*

*home and abroad during the D-Day landings,  
whose sacrifice enables us all to enjoy the  
peace and freedom we have today.*

*Let us remember those who came home  
wounded, physically and mentally, and the  
friends and family who cared for them.*

*Let us remember those who returned to restore  
their relationships and rebuild their working  
lives after years of conflict and turmoil.*

*Let us remember the families that lost husbands,  
wives, sons, daughters and sweethearts.*

*Let us remember the servicemen and women  
and merchant seafarers of all faiths and  
nationalities - from all countries - who fought,  
suffered and died during the D-Day landings  
and six years of war.*

*Let us all remember those in the Royal Navy,  
Army, Royal Air Force, Merchant Navy, and our  
Allies - the brave people who kept us safe on  
the home front and abroad and those in  
reserved occupations during the difficult time of war.*

*Let us remember the brave doctors and nurses who  
cared for the wounded, the men and women who  
toiled in the fields, the coal mines, the factories  
and the air raid wardens, police officers, firemen,  
ambulance drivers and the young people of the Scouts  
and Guides who all played such a vital role in the war*

**It was agreed that a video of two representatives (either Councillors or Officers) of Illogan Parish Council reading a paragraph each would be recorded and uploaded to Facebook at 9.15pm or just after. The representatives would be chosen in their ability to deliver the reading well.**

Page 11 - Fishermen

**Ships lantern – consider whether we could we source and light one at 9.15pm.**

**It was agreed to contact Illogan School to discuss whether they could make ships lanterns in the same format at the Christmas ones, to be used during the Christmas Lantern Parade(s) as an ongoing tribute.**

Page 13 – Fish and Chips

Iconic British dish. Vital ingredient in the war effort. The ingredients for fish and chips were among the few foods not rationed during the war to ensure that the dish remained to boost morale.

Fish and Chips also played a significant role in keeping our troops safe on foreign soil. When a soldier was aware of others in the vicinity but unaware of whether they were friend or foe he called out 'FISH'. If the response was 'CHIPS' he could be pretty certain that this unseen person was a 'friend'. If no response was received, then it would be highly likely that there was a 'foe' nearby and extreme caution was essential.

It had previously been suggested that the Council could liaise with The Robartes Arms, and Cousin Jacks to serve Fish and Chips and mushy peas in the park. There were concerns regarding catering for large numbers.

It was suggested that the crisps 'Fish and Chips' could be given out as a bit of a novelty.

The Council could work together with other local organisations. It was felt that if a joint event was held there needed to be visibility and a role for the Council.

Page 21 – Beacons

We have nowhere to safely locate a beacon.

Page 33 – Registering involvement and details of activities.

**It was agreed to defer until the next meeting.**

Page 43 – Certificate for grateful recognition of taking part.

**It was agreed to defer until the next meeting.**

**It was agreed that the Clerk would contact Illogan RBL and Illogan School and ask what their plans were for the 80<sup>th</sup> Anniversary of D-Day.**

Cllr Crabtree left the meeting during this item at 8.41pm.

**CL24/01/12 TO CONSIDER AN EVENT FOR EASTER, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**CL24/01/12.2 RESOLVED that there would not be an event held at Easter.**

On a vote being taken the matter was approved unanimously.

**CL24/01/13 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

It was agreed that the Fun Day would start being organised at the next meeting.

**CL24/01/14**

**DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Monday 5<sup>th</sup> February 2024, 7pm in Illogan Parish Council Community Office.

There being no further business the meeting closed at 8.54pm.

Signed .....

Date .....

DRAFT