

## 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 Full Council Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 17<sup>th</sup> January 2024 at 7.00pm.

**PRESENT:** Councillors Ekinsmyth (Chairman), Cullimore (Vice Chairman), Crabtree, Mrs Edmunds, Ford (from point mentioned), Holmes, Ms Kemp, Mrs O'Donnell, Miss Pollock, Szoka, and Thompson.

**IN ATTENDANCE:** Mrs S Rimell, Clerk and Miss E James, Assistant to the Clerk.

The Chairman explained the safety procedures.

### **FC24/01/1 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Jobson.

There were no members absent.

### **FC24/01/2 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**

Cllr Cullimore declared a non-registerable interest in relation to agenda item 12 – grant application for Illogan Community Choir.

### **FC24/01/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

Cllr Ford entered the meeting at 7.02pm.

There were no applications from members for dispensations.

### **FC24/01/4 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA**

There were no members of the public present.

### **FC24/01/5 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman wished everyone a happy new year.

**FC24/01/6 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 13<sup>TH</sup> DECEMBER 2023 AND THE CHAIRMAN TO SIGN THEM**

It was proposed by Cllr Mrs Thompson, seconded by Cllr Ms Kemp and

**FC24/01/6.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 13<sup>th</sup> December 2023 and the Chairman to sign them.**

On a vote being taken there were 9 votes FOR and 0 votes AGAINST.

**FC24/01/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

**FC23/12/14.2** – baby changing table had been installed in the toilet in the parish office.

**FC23/12/22.2** – the shed had been installed.

**FC23/12/23.2** - the additional equipment had been installed to allow the fire alarm system in the changing facilities to communicate through the office intruder alarm.

**FC23/12/24.2** - the Dorgards have been fitted on the office doors.

**FC23/12/22.2** – the cabinet for the office foyer was now in place.

**FC24/01/8 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETINGS, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS**

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

**FC24/01/8.2 RESOLVED to receive the Delegated Decisions Register and ratify all decisions made.**

On a vote being taken the matter was approved unanimously.

**FC24/01/9 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF DECEMBER 2023 AND AGREE ANY FUTURE ACTIONS**

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

**FC24/01/9.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of December 2023.**

On a vote being taken the matter was approved unanimously.

**FC24/01/10 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF JANUARY 2024 AND AGREE ANY FUTURE ACTIONS (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

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

**FC24/01/10.2 RESOLVED to authorise payment of accounts for the month of January 2024 in the sum of £24,254.33 inc VAT.**

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

Cllr Cullimore left the meeting.

**FC24/01/11 TO CONSIDER THE GRANT APPLICATION RECEIVED FROM ILLOGAN COMMUNITY CHOIR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllrs felt that the choir offered lots of personal and health benefits to its members as well as adding to the breadth and culture to the parish

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

**FC24/01/11.2 RESOLVED that a grant application from Illogan Community Choir be approved for the amount of £500 towards music costs.**

On a vote being taken the matter was approved unanimously.

**FC24/01/12 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL REGARDING THE POTENTIAL REMOVAL KISSING GATE ON THE UNOFFICIAL PATH FROM THE CORNER ENTRANCE OF ILLOGAN PARK, AND AGREE ANY FUTURE ACTIONS**

An email had been received from Cornwall Council following a report from a member of public about the condition of the bank/hedge crossing the former tramway into Illogan Park. Although the unregistered land was not the responsibility of Cornwall Council to maintain and repair, they deemed that the current kissing gate limitation was not required to control livestock. Therefore, they were recommending that the gate be removed and stored somewhere for safekeeping. They felt that the removal of the gate would encourage and facilitate people to use the actual route and not the adjoining bank/hedge. They were requesting a response from Illogan Parish Council as to whether they would agree with this.

It was noted that the kissing gate was part of the World Heritage Site. The World Heritage officer had not received any communication from Cormac or Cornwall Council about this suggestion and any removal of the kissing gate would require approval from the World Heritage Service.

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

**FC24/01/12.2 RESOLVED that Illogan Parish Council do not agree with the**

**suggestion of Cornwall Council to remove the kissing gate crossing the former tramway into Illogan Park. Illogan Parish Council supports Ainsley Cocks, the World Heritage Site Research and Information Officer, and given that the kissing gate is a historical feature, it would be preferred if this could be retained in situ and left undisturbed.**

On a vote being taken the matter was approved unanimously.

**FC24/01/13 TO RECEIVE AND CONSIDER THE RECOMMENDATIONS FROM THE COMMITTEES TASK AND FINISH GROUP, AND AGREE ANY FUTURE ACTIONS**

This item was deferred to the next meeting.

**FC24/01/14 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 Mrs Thompson, seconded by Cllr Ms Kemp and

**FC24/01/14.2 RESOLVED to set up a Task and Finish Group to identify green spaces within the parish that Illogan Parish Council could take on and make recommendations for their uses to Full Council in April.**

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

It was proposed by Cllr Mrs Thompson, seconded by Cllr Ms Kemp and

**FC24/01/14.3 RESOLVED that Cllrs Holmes, Ms Kemp, Mrs O'Donnell, Miss Pollock and Mrs Thompson would be appointed to the Task and Finish Group to review the green spaces within the parish.**

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

**FC24/01/15 TO CONSIDER CLLR DESMONDE'S REQUEST FOR SUPPORT TO SECURE THE CORNWALL COUNCIL OFFICES AT DOLCOATH ROAD, CAMBORNE AND AGREE ANY FUTURE ACTIONS**

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

**FC24/01/15.2 RESOLVED to note Cllr Desmond's request for support to secure the Cornwall Council offices at Dolcoath Road, Camborne.**

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

**FC24/01/16      TO CONSIDER DRAWING AN OVERALL PLAN FOR ILLOGAN PARK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC24/01/16.2      RESOLVED      that the Clerk would get quotes for an overall plan for Illogan Park to be drawn up.**

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

**FC24/01/17      TO REVIEW THE RAY UREN AWARD AND AGREE ANY FUTURE ACTIONS**

It was noted that it wasn't unusual for Town and Parish Councils to have such awards and that there were lots of people in the community who gave up their time for the wellbeing of the parish.

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

**FC24/01/17.2      RESOLVED      to look to award the Ray Uren Award this year.**

On a vote being taken the matter was approved unanimously.

**FC24/01/18      TO RECEIVE A REPORT ON A COMMUNITY JUNIOR NETBALL PROJECT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Portreath Parish Council identified a need for Netball provision in the area. They ran 2 taster sessions at Portreath School. Currently there were only Junior Netball Clubs in Penzance, Truro, and Penryn.

This month a Community Netball Project began running for 11 weeks at Cornwall College for 30 young people. Cllr Dave Crabtree covered the venue cost using his Community Chest funds, 3 volunteers were sourced with the help of Netball Cornwall and Portreath Parish Council covered the public liability insurance.

Portreath Parish Council were working out a longer-term strategy to see how this could be continued in a sustainable way and were now looking for support for the project from other local councils, including Illogan Parish Council.

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

**FC24/01/18.2      RESOLVED      to write to Portreath Parish Council to commend the Community Junior Netball Project initiative.**

On a vote being taken the matter was approved unanimously.

**FC24/01/19**

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

It was noted that the new noticeboard had been installed at the entrance to Manningham Woods. The Illogan Parish Council banner still needed to be added.

**FC24/01/20**

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

The website was currently being reviewed and the content updated.

The community room was being actively advertised with posters, social media and content on the website. This had already generated some new enquires.

The fire alarm in the changing rooms activated at the weekend but there was a delay in attendance by WillSecure for various reasons. The reasons for the activations, reporting and response processes had been reviewed and amended appropriately to avoid the delay in attendance going forward.

The doors in the changing rooms which had swollen had been repaired to prevent anyone getting trapped.

The Financial Ombudsman had responded regarding the issues the Council previously had with Barclays bank and advised that the complaints were not ones their service could consider under the rules set to them by the Financial Conduct Authority (FCA).

**FC24/01/21**

**TO RECEIVE CORRESPONDENCE FROM THE 13<sup>TH</sup> DECEMBER 2023 UNTIL THE 9<sup>TH</sup> JANUARY 2024, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS**

There was no correspondence received.

**FC24/01/22**

**TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS**

Cllr Crabtree reported:

"On the 18<sup>th</sup> December I had my first visit from our new highways officer, for a tour of the full Division and whilst travelling from Portreath to Park Bottom along Cot Road the national speed limit was discussed and he was surprised it fell within that as he was averaging 35mph as he thought it would be a 40mph limit, so it was added to the list of points raised.

As the Chairman of the Parish Council knows, I have asked for the centre lines to be reinstated on the bend coming Park Road into Park Bottom for the last seven years without any success, however I am pleased to say that even though the current policy is not to replace these, he has agreed that because of the junctions, these will be reinstated. The verges along

Spar Lane are also on the list not only for the cut but dealing with the encroachment onto the road.

I have another meeting at the end of the month to discuss the problems with flooding on the bend near Halgoss where a BIFFA recycling lorry left the road during the heavy rain and flooding.

There was due to be a meeting of the Community Area Partnership (CAP) Highways Funding Panel tomorrow to finalise the schemes for the rest of the funding pot that the former Camborne, Pool, Illogan, Redruth Network Panel still has left to spend, and I know that the improvement to the Clifton Road/Spar Lane junction will be coming forward for approval.

The 20mph roll out begins next month throughout the Camborne, Pool, Illogan, Redruth area, which of course is only where the 30mph limit was on most roads within the Parish, plus an extension on Spar Lane from just after the Clifton Road by the property known as Sigma to Fern Cottage, which is the property on the right just after the lane to Primrose Cottage. This will mean that the footpath from The Maples development will fall within it, instead of the 60mph previously, which was requested but denied when the original plans went before Cornwall Council Planning.

For those who drive through Portreath on a regular basis, Tregea Hill will be closed between 7.30am and 5pm from 29 January until 2 February.

We had our first meeting last week where the new Police Sector Inspector was present, she is a very local person and for those attending the Community Area Partnership (CAP) meeting next Tuesday she will be present.

Heartlands has hit the news over the last couple of weeks because of the closure at the end of this month. Various rumours have circulated and indeed I was informed on a confidential basis that there were problems on 25<sup>th</sup> October last year and it was revealed at Full Council yesterday that this was due to the withdrawal of National Lottery funding to the Heartlands Trust, which of course ran Heartlands and would have led to the closure before Christmas, however even though Cornwall Council had no obligation to provide financial support, it did not think it would be appropriate for the staff to be laid off before Christmas. As you will all appreciate this is an important asset to the local community and both myself and Cllr Desmonde, along with other local Councillors are trying to ensure that the whole site is reopened as soon as possible.

Whilst we have set our precept for 2024/25, an early warning for any committee that wants to go on a spending spree is that as mentioned for a number of years Parish and Town Councils have not had the cap the same as unitary authorities, however all are currently under scrutiny and indeed one Council in Cornwall has had the largest increase in precept in the UK.

The judgement on Harmony Terrace is due in a fortnight.

**FC24/01/23 TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE 21<sup>ST</sup> NOVEMBER 2023**

**i. Planning and Environmental Services Committee – 6<sup>th</sup> and 13<sup>th</sup> December 2023**

The Planning and Environmental Services Committee had dealt with a lot of application relating to trees covered by Tree Protection Orders recently. The Chairman had asked for a session on tree inspections and TPO's to be given by a tree officer or an arboriculturist.

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

**FC24/01/23.2 RESOLVED to note the Minutes of the following Committee meetings held since the 21<sup>st</sup> November 2023**

**i. Planning and Environmental Services Committee – 6<sup>th</sup> and 13<sup>th</sup> December 2023.**

On a vote being taken the matter was approved unanimously.

**FC24/01/24 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 Crabtree had attended an interesting online training course for recruiting and retaining councillors.

**FC24/01/25 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

Cllr Ms Kemp requested an item for Illogan in Bloom.

**FC24/01/26 DATE & TIME OF NEXT MEETING:**

The next meeting will be held on Wednesday 21<sup>st</sup> February 2024, 7pm in Illogan Parish Council Community Office.

**FC24/01/27 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

**FC24/01/27.2 RESOLVED 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**

On a vote being taken the matter was approved unanimously.



**FC24/01/28 TO RECEIVE QUOTES TO PREVENT BIRDS NESTING THE ROOF OF THE CHANGING FACILITIES, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed that the Clerk obtain quotes to contain the birds at the edge of the roof in bird box type structures that was accessible to clear out waste if necessary.

**FC24/01/29 TO RECEIVE ADDITIONAL INFORMATION INCLUDING REFERENCES AND THE ORIGINAL OUTDOOR FITNESS EQUIPMENT TENDERS, APPOINT A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC24/01/29.2 RESOLVED to appoint Wicksteed as the contractor to provide the Outdoor Fitness Equipment and to consult with them to work the scheme into the overall plan for Illogan Park.**

On a vote being taken there were 10 voted FOR and 1 vote AGAINST.

**FC24/01/30 TO RECEIVE APPLICATIONS FOR THE VACANT POSITION OF COUNCILLOR, SPEAK TO CANDIDATES INDIVIDUALLY AND CONSIDER ANY FUTURE ACTIONS**

There were no applicants to interview.

**FC24/01/31 TO RE-ADMIT MEMBERS OF THE PRESS AND PUBLIC**

There were no press and public to re-admit.

**FC24/01/32 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 8.35pm.

Signed .....

Date .....

ACCOUNTS FOR PAYMENT JANUARY 2024					
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
Supply and installtion of shed	Cornwall Shed Company Ltd	FC23/12/22.2	£683.33	£136.67	£820.00
Various electrical works	D & R Electrical Installations Ltd	Partly FC23/10/29.2	£7,423.50	£1,484.70	£8,908.20
Stationery	Complete		£21.04	£4.21	£25.25
Out of Hours Call Handling Dec	Phoneta		£25.00	£5.00	£30.00
Mewp, grass cutting etc	Greens Grounds & Trees		£1,203.96	£240.80	£1,444.76
IT Support	Nci Technologies		£67.00	£13.40	£80.40
Contractor	DJM Gardening and Groundwork Solutions		£2,018.36		£2,018.36
Tree Safety Inspections	Cornwall Tree Consultancy	PM23/10/18.2	£784.36		£784.36
Web hosting	KernowTek		£10.00		£10.00
Salaries	All employees		£4,727.92		£4,727.92
Cleaning	X-treme Clean		£1,448.00	£289.60	£1,737.60
Legionella Testing Jan	Churchill Environmental Services		£87.84	£17.57	£105.41
Eye Test	Emma James		£25.00		£25.00
Put up changing table and repair changing room doors	L & R Groundworks and Construction	Partly FC23/12/14.2	£735.00	£147.00	£882.00
Call Out	WillSecure Ltd		£100.00	£20.00	£120.00
Dorgards and connection of changing rooms fire alarm to the app	Duchy Alarms	FC23/12/23.2 and FC23/12/24.2	£1,721.50	£344.30	£2,065.80
O365 Licences	Nci Technologies		£120.05	£24.01	£144.06
Water for Mary's Well	Source for Business		£21.99		£21.99
Water for Illogan Park	Source for Business		£50.84		£50.84
Electricity for Office	SSE		£154.08	£25.69	£179.77
Internet	BT		£37.25	£7.45	£44.70
Water for Mary's Well	Source for Business		£27.91		£27.91
	<b>TOTAL</b>		<b>£21,493.93</b>	<b>£2,760.40</b>	<b>£24,254.33</b>