

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 Projects Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on 11<sup>th</sup> March 2024 at 7pm.

PRESENT: Councillors David Ekinsmyth (Chairman), Dave Crabtree (Vice Chairman), and Gary Cullimore.

ALSO PRESENT: Mrs S Rimell, Clerk; and 1 member of the public (until point mentioned).

The Chairman explained the safety procedures.

**PC24/03/1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS**

Apologies were received from Cllrs Jobson and Ms Kemp.

There were no Cllrs absent.

**PC24/03/2 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.

**PC24/03/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

**PC24/03/4 PUBLIC PARTICIPATION**

There were no comments from members of the public present.

**PC24/03/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETINGS OF THE PROJECTS COMMITTEE HELD ON THE 29TH JANUARY 2024 AND THE CHAIRMAN TO SIGN THEM**

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

**PC24/03/5.2 RESOLVED to receive and approve the Minutes of the Projects Committee meeting held on the 29<sup>th</sup> January 2024 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

**PC24/03/6                    MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**PC24/03/7                    TO RECEIVE A REPORT FROM THE CLERK, REVIEW THE USE, STYLE/DESIGN AND SITING FOR THE COVERED SHELTER FOR ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS**

The Clerk explained that the original concept for a covered shelter was as a provision for teens. The Council did not like the designs of the shelters initially quoted. An elaborate bandstand photograph was shown to Members, and they were trying to find a middle ground. We had been out for quotes and had received very little interest and no quotes. The Clerk felt that the intended use and potential siting needed to be confirmed before quotes could be obtained.

Further to an in-depth discussion:

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

**PC24/03/7.2                RESOLVED                    that the main objective for a covered seating area was for teens. That the teen shelter would be surrounded on 3 sides by clear Perspex that was strong enough to withstand potentially being hit by rugby and football balls. That the teen shelter would be sited at the Paynters Lane end of Illogan Park between the Rugby and Football pitch providing there is enough space. That quotes for a covered picnic table would be sought to be erected in the children’s play area.**

On a vote being taken the matter was approved unanimously.

**PC24/03/8                    DATE AND TIME OF NEXT MEETING**

The next meeting would be held in 4-6 weeks, the Clerk would check the diary for suitable dates and contact Committee members by email.

**PC24/03/9                    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**

1 member of the public left the meeting.

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

**PC24/03/9.2                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.

**PC24/03/10 TO RECEIVE QUOTES FOR OFFICER AND COUNCILLOR UNIFORMS, AGREE A RECOMMENDATION TO FULL COUNCIL AND ANY FUTURE ACTIONS**

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

**PC24/03/10.2 RESOLVED to recommend to Full Council that:**

- **Uniform is purchased from First for Safety.**
- **The Clerk would request clothing samples for the Full Council meeting.**
- **Full time employees are provided with 3 polo shirts, 1 blouse, 2 cardigans and a soft shell jacket**
- **Part time employees are provided with 2 polo shirts, 1 blouse, 2 cardigans and a soft-shell jacket.**
- **Employees will have the option to purchase additional uniform at their own expense.**
- **The Staffing Committee should check employee contracts and ensure that there are relevant clauses included that employees must wear Council uniform when completing Council duties etc.**
- **Councillors are asked whether they are willing to wear polo shirts and soft-shell jackets to Council meetings.**
- **If members are willing to wear polo shirts and soft-shell jackets to meetings that one of each is purchased for each Councillor.**
- **If members are not willing to wear polo shirts and soft-shell jackets to council meetings that a polo shirt would be purchased for each Councillor and 2 medium, 3 large and 3 extra-large soft-shell jackets are ordered and kept in the Council Office. The jackets would be used for events etc, laundered, and returned to the Office until they are next required.**

On a vote being taken the matter was approved unanimously.

**PC24/03/11 TO RECEIVE A REPORT ON MOBILE SPEED ACTIVATED SIGNALS (MSAS), CONSIDER POTENTIAL LOCATIONS, AND AGREE ANY FUTURE ACTIONS**

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

**PC24/03/11.2 RESOLVED that the Clerk would contact 3 contractors and enquire whether they would be willing to move the Mobile Speed Activated Signs and if so how much it would cost each time. The Clerk would**

**arrange a site visit to each area highlighted for a mobile speed activated sign to agree an exact location, she would invite the Cornwall Council Highways Officer to attend. That the Clerk would get quotes for the supply and erection of posts when the exact locations have been agreed. To recommend to Full Council that 2 mobile speed activated signs are purchased straightway from Elancity UK.**

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 8.47pm.

Signed .....

Date .....

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