

ILLOGAN PARISH COUNCIL

Minutes of the Projects Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Monday 29th January 2024 at 7pm.

PRESENT: Councillors Dave Crabtree, Gary Cullimore, David Ekinsmyth, and Ms Sue Kemp.

ALSO PRESENT: Mrs S Rimell, Clerk

The Chairman explained the safety procedures.

PC24/01/1 TO ELECT A CHAIRMAN OF THE PROJECTS COMMITTEE FOR THE REMAINDER OF THE 2023/2024 MUNICIPAL YEAR

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

PC24/01/1.2 RESOLVED to elect Cllr Ekinsmyth as Chairman of the Projects Committee for the remainder of the 2023/2024 municipal year.

On a vote being taken the matter was approved unanimously.

PC24/01/2 TO APPOINT A VICE CHAIRMAN OF THE PROJECTS COMMITTEE FOR THE REMAINDER OF THE 2023/2024 MUNICIPAL YEAR

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

PC24/01/2.2 RESOLVED to appoint Cllr Crabtree as Vice Chairman of the Projects Committee for the remainder of the 2023/2024 municipal year.

On a vote being taken the matter was approved unanimously.

PC24/01/3 TO RECEIVE APOLOGIES FOR ABSENCE

There were no apologies received.

Cllr Jobson was absent.

PC24/01/4 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.

PC24/01/5 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

PC24/01/6 PUBLIC PARTICIPATION

There were no members of the public present.

PC24/01/7 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE PROJECTS COMMITTEE HELD ON THE 20TH APRIL 2023 AND THE CHAIRMAN TO SIGN THEM

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

PC24/01/7.2 RESOLVED to receive and approve the Minutes of the Projects Committee meeting held on the 20th April 2024 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

PC24/01/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

PC23/04/7.3 – the Assistant to the Clerk was looking into Speed Activated Road Signs and obtaining costings; quotes should be presented to the next meeting of this Committee.

PC23/04/8.2 – the King’s Coronation picnic benches and trees would be included in the overall plan for Illogan Park.

PC23/04/12.2 – the tender process for the outdoor fitness equipment had been completed and a contractor appointed.

PC23/04/13.2 – the covered seating area is currently out to tender, there were no suitable designs submitted during the first tender process.

PC24/01/9 TO CONSIDER A UNIFORM FOR COUNCILLORS AND OFFICERS WHEN COMPLETING COUNCIL BUSINESS OR REPRESENTING THE COUNCIL AND AGREE ANY FUTURE ACTIONS

Members felt that the Council and Councillors needed to be noticeable during events. Uniform could be returned when Councillors or Officers leave. Officers should have a full uniform and Councillors t-shirts and softshell jackets to accommodate summer and winter seasons. Councillors and Officers being recognisable as Illogan Parish Council whilst completing Council business and attending events will:

- Better publicise the Council and what we are doing – Officers and Councillors would act as walking adverts for the Council.
- Give the Council a professional image.
- Provide a unified image for the Council.
- Provide a consistent and recognisable image for the Council.
- Mean that Councillors and Officers are more likely to be approached by members of the public.
- Help create and promote the Council’s brand.
- Help with the implementation of the Communications Strategy

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

PC24/01/9.2 RESOLVED that the Clerk obtains quotes for polo shirts,

blouses, cardigans and soft-shell jackets for Council Officers and polo shirts and soft-shell jackets for Councillors. All items will be dark green with the Councils name and logo on the left-hand side chest section and on the back in gold.

On a vote being taken the matter was approved unanimously.

PC24/01/10 TO RECEIVE AND APPROVE THE DRAFT PROPOSAL FORM FOR LAND ADJ CHYVOUNDER, AGREE TO SUBMIT TO CORNWALL COUNCIL, ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

PC24/01/10.2 RESOLVED to recommend to Full Council that the Proposal Form for Land Adj to Chyvounder is submitted to Cornwall Council as drafted.

On a vote being taken the matter was approved unanimously.

PC24/01/11 TO CONSIDER THE INSTALLATION OF A WATER FOUNTAIN IN ILLOGAN PARK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

PC24/01/11.2 RESOLVED that the Culligans fountain in evergreen is purchased and installed as part of the fitness equipment project. That the fountain needs to be situated near the buildings in Illogan Park. That the overall plan for Illogan Park and the fitness equipment scheme are finalised before the fountain is purchased or installed.

On a vote being taken the matter was approved unanimously.

PC24/01/12 TO CONSIDER AREAS TO BE INCLUDED ON THE LARGE EXTERNAL MAPS OF THE PARISH, INFORMATION TO BE INCLUDED AND THE STYLE OF THE SIGNS AND AGREE ANY FUTURE ACTIONS

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

PC24/01/12.2 RESOLVED that as many areas and facilities in Illogan as possible are included on the large external map of the parish. Businesses would be asked to sponsor the map to have their name and contact details included; if do not sponsor there will be generic titles used such 'local store.' QR codes would be included to link back to websites for further information. The map would be in the centre with numbers linking to the information which would be displayed around the edge of the map. The Clerk would progress the map and start

drafting a design for further consideration at the next meeting.

On a vote being taken the matter was approved unanimously.

PC24/01/13 DATE AND TIME OF NEXT MEETING

The next meeting would be held in early to mid-March 2024.

There being no further business the meeting closed at 7.46pm.

Signed

Date