

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 20th March 2024 at 7.00pm.

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

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

The Chairman explained the safety procedures.

FC24/03/1 CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting.

FC24/03/2 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS

There were no apologies received; all members were present.

FC24/03/3 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 disclosable pecuniary interests declared.

FC24/03/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

FC24/03/5 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA

There were no comments from members of the public.

FC24/03/6 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements.

FC24/03/7 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 21ST FEBRUARY 2024 AND THE CHAIRMAN TO SIGN THEM

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

FC24/03/7.2 RESOLVED to receive and approve the Minutes of the Full

Council meeting held on 21st February 2024 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC24/03/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

FC24/02/12.2 – CALC’s response to this Council’s request that they petition NALC for Councils to be able to complain to the Financial Ombudsman.

FC24/03/9 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETING, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS

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

FC24/03/9.2 RESOLVED to receive the Delegated Decisions Register and ratify all decisions made.

On a vote being taken the matter was approved unanimously.

FC24/03/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF FEBRUARY 2024

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

FC24/03/10.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of February 2024

On a vote being taken the matter was approved unanimously.

FC24/03/11 TO RECEIVE AND APPROVE THE INVESTMENT STRATEGY AND POLICY AND RECEIVE THE QUARTERLY INVESTMENT STRATEGY REPORT AND AGREE ANY FUTURE ACTIONS

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

FC24/03/11.2 RESOLVED that the Investment Strategy and Policy are received and approved with the following amendment:

- **Page 6 – Fitch Credit Agency Ratings – Unity Trust Bank – add ‘N/A – Unity Trust is a small bank that makes no inter-bank lending; therefore it does not need a credit rating.’**

That the Quarterly Investment Strategy Report is received.

On a vote being taken the matter was approved unanimously.

FC24/03/12 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF MARCH 2024 (UP TO DATE LIST TO BE TABLED AT THE MEETING)

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

FC24/03/12.2 RESOLVED to authorise payment of accounts for the month of March 2024 in the sum of £22,052.30 inc. VAT.

On a vote being taken on the matter there were 11 votes FOR and 1 vote AGAINST.

FC24/03/13 TO APPOINT A REPRESENTATIVE TO ILLOGAN VILLAGE HALL COMMITTEE FOR THE REMAINDER OF THE MUNICIPAL YEAR

The last representative for Illogan Parish Council on the Illogan Village Hall Committee had been Cllr Williams. Since his resignation from the Council there had not been a representative on the Committee.

The committee met approximately 4 times per year.

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

FC24/03/13.2 RESOLVED to appoint Cllr Ekinsmyth to be the representative for Illogan Parish Council on the Illogan Village Hall Committee for the remainder of the municipal year.

On a vote being taken the matter was approved unanimously.

FC24/03/14 TO AGREE WHETHER COUNCILLORS WANT TO HELP WITH ILLOGAN PARISH FAIR SELLING RAFFLE TICKETS, MARSHALLING, HELPING WITH REFRESHMENTS ETC AND AGREE ANY FUTURE ACTIONS

Councillors assisted at last years Illogan Parish Fair with a stall and selling raffle tickets etc.

Councillors agreed they would assist with this years Illogan Parish Fair and would confirm arrangements closer to the event.

FC24/03/15 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Items in the Council's storage container were getting damaged due the damp. The Clerk would be getting quotes to help rectify the issue and to provide some racking for the proper storage of items for ease of use and safety. It was noted that ventilation would be an important factor to reduce damp.

FC24/03/16

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

BT price increases - From 1 April 2024, we'll be increasing the price of some products and services by 7.9%, as outlined in the terms and conditions of your contract.

The price increase is calculated using the Consumer Price Index (CPI) rate of inflation which is at 4% as published by The Office for National Statistics on 17 January 2024. We then add an additional 3.9% to enable us to continue to invest in the UK's digital future and improve the service we provide to you.

As with all businesses, inflation drives up the cost to run and maintain our network every year. That's why we believe that the use of the CPI rate as a baseline to calculate our annual price rise is fair and enables us to continue to run our network.

Staffing Committee meeting – Tuesday 16th April 2024 at 7pm in Illogan Parish Council Community Office.

Projects Committee meeting – Thursday 25th April 2024 at 7pm in Illogan Parish Council Community Office

FC24/03/17

TO RECEIVE CORRESPONDENCE FROM THE 14TH FEBRUARY 2024 UNTIL THE 12TH MARCH 2024, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS

There was no correspondence received.

FC24/03/18

TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS

Cllr Crabtree reported:

“We will start off with the good news that Heartlands was handed over to Cornwall Council by the Administrators last Friday, and now the serious work of getting all the facilities open in a timely manner has begun. The Administrators were helpful during the process and allowed all the café and soft play equipment to remain onsite instead of including those within the forthcoming Auction and hopefully the staff will now receive their final pay-outs, since it was Cornwall Council that covered the wages bill so that the staff were not made redundant just before Christmas.

The grass was cut on Friday and works are planned to restore the outdoor play area.

The other big topic locally is the current Pre-Application for advice to build 8 detached properties on the part of the current RBL Juniors football pitch, which of course has raised concerns since the new owners would not grant a new long lease to the RBL.

As mentioned in 2022, this land has planning permission for its current use and the added bonus is its inclusion as green space within The Illogan

Parish Neighbourhood Development Plan which gives it extra protection. Indeed, back then I had conversations with both Mark Broomhead, Head of West Planning, and Ben Kernow, Solicitor, to discuss the situation. The usual requirement is that any developer who wishes to develop on a sports field must provide a suitable alternative pitch and facilities for the club/clubs to continue to play on, within close proximity to the current facility and indeed Sports England would become involved.

You may recall that developers wanted to develop on Hayle Rugby Ground but as no suitable alternative site was available, those plans had to be abandoned as there wasn't an alternative.

Hopefully the officer dealing with this will give the correct information, unlike the one who dealt with the field in Park Bottom who gave the incorrect information as to the Carn Brea NDP and the fact that Grade 2 land is not to be developed on as per National Planning Policy, which was confirmed in a briefing that I attended recently.

Next week is the Public Enquiry into the Common Land in Illogan and Feadon Woods. It starts on Monday morning in the Trevithick Suite in the Pool Innovation Centre and is scheduled to last up to four days. On Wednesday afternoon I will be attending the Funding Panel Meeting for our Local Highways Schemes, which will hopefully agree the alterations to the Spar Lane/Clifton Road junction.

The bus timetables change on 1 April and all paper timetables should be in situ before then. The only changes are around school and peak times to try and ensure that buses run within their timeframe, which is apparently from two minutes early to two minutes late.

It was confirmed this morning that there is a slight delay in the 20mph roll out in this area due to the weather delaying matters and this will now be carried out during April and May.

Cabinet agreed to the sale of the Dolcoath Site for a 66-bed care home, so more people will be on site in the home than in the offices for the last few years since Covid.

FC24/03/19

TO RECEIVE A 2-MINUTE UPDATE FROM THE COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE 7TH FEBRUARY 2024:

i. OPEN SPACES TASK AND FINISH GROUP – 20TH FEBRUARY AND 5TH MARCH 2024

Maintenance and Inspection records had been requested from Cornwall Council for the Park Bottom Playing Area and Rosemullion Park.

Sunnyside Parc Plot 1 had been considered for a wildflower area and Sunnyside Parc Plot 2 was considered for a community orchard.

The land at Poldark Road was being considered for play equipment and an improved maintenance plan and land at Valley Gardens was being considered for Play Equipment and a picnic area.

ii. GOVERNANCE REVIEW COMMITTEE – 28TH FEBRUARY 2024

The committee had continued reviewing policies and was bringing them in line with modern and best practices.

iii. COMMUNITY EVENTS COMMITTEE – 4TH MARCH 2024

The Chairman thanked Councillors who attended the recent tree planting event with Kim Conchie. The event went very well and there was very good attendance. The children from Illogan School Gardening Club were brilliant.

All the details had been confirmed for the upcoming litter pick on Saturday 23rd March 2024. Cornish Oven had donated 20 cocktail pasties on the condition that the Council purchased 5. The Chairman would appreciate as many Councillors to attend as possible.

For the D-Day 80th Anniversary red lanterns would be lit in the office from the evening of the 6th June 2024 and would remain in place until the morning of the 10th June. The Illogan RBL would also be lighting lanterns and marking the war graves in Illogan Cemetery with poppies.

The Fun Day plans were going well.

The Committee was considering an under 18's dance / music event and would bring the item to Full Council for consideration once all of the details were confirmed.

iv. PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE – 6TH MARCH 2024

There had been several contentious agricultural building applications and for buildings for use without compliance. There had also been more tree applications.

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

- FC24/03/19.2 RESOLVED** **to note the minutes of the following Committee meetings held since the 7th February 2024:**
- i. Open Spaces Task and Finish Group – 20th February and 5th March 2024**
 - ii. Governance Review Committee – 28th February 2024**
 - iii. Community Events Committee – 4th March 2024**
 - iv. Planning and Environmental Committee – 6th March 2024**

On a vote being taken the matter was approved unanimously.

FC24/03/20 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

There were no updates from members on Outside Bodies.

FC24/03/21 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES

Cllr Mrs O'Donnell requested an agenda item to discuss having a purple poo campaign for Illogan.

FC24/03/22 DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 17th April at 7.00pm in Illogan Parish Council Community Office.

FC24/03/23 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

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

FC24/03/23.2 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.

FC24/03/24 TO RECEIVE APPLICATIONS FOR THE VACANT POSITION OF COUNCILLOR, SPEAK TO CANDIDATES INDIVIDUALLY AND CONSIDER ANY FUTURE ACTIONS

Councillors spoke to the candidates individually for the vacant positions of Councillor.

FC24/03/25 TO RE-ADMIT MEMBERS OF THE PRESS AND PUBLIC

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

FC24/03/25.2 RESOLVED to re-admit members of the press and public.

On a vote being taken the matter was approved unanimously.

2 members of the public re-entered the meeting.

FC24/03/26 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

It was proposed by Cllr Holmes, seconded by Cllr Szoka and

FC24/03/26.2 RESOLVED to co-opt Lee Hodge and Lee Simmons to the Illogan Ward of the Council.

On a vote being taken on the matter there were 6 votes FOR and 0 votes AGAINST.

2 members of the public left the meeting at 8.11pm.

FC24/03/27 TO RECEIVE RECOMMENDATIONS ON COUNCIL UNIFORMS FROM THE PROJECTS COMMITTEE AND AGREE QUOTES FOR A COUNCIL UNIFORM, AGREE WHERE TO PURCHASE, ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC24/03/27.2 RESOLVED that in principal uniforms are approved for Council employees.

On a vote being taken on the matter there were 9 votes FOR and 2 votes AGAINST.

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

FC24/03/27.3 RESOLVED that uniform for Illogan Parish Council staff is purchased from First for Safety. That full time employees are provided with 3 blouses, 1 polo shirt, 2 cardigans and a soft-shell jacket and that part time employees are provided with 2 blouses, 1 polo shirt, 2 cardigans and 1 soft-shell jacket. Employees will have the option to purchase additional uniform at their own expense.

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

It was proposed by Cllr Holmes, seconded by Cllr Szoka and

FC24/03/27.4 RESOLVED that Councillors would not wear a uniform to Illogan Parish Council meetings.

On a vote being taken on the matter there were 10 votes FOR and 2 votes AGAINST.

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

FC24/03/13.5 RESOLVED that a polo shirt will be purchased from First for Safety for all Councillors 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, laundered and returned to the office until they are next required. Councillors will have the option to purchase additional uniform at their own expense. That if additional jackets were required, they could be ordered providing the total for all Councillor uniform did not exceed £600.

On a vote being taken on the matter there were 9 votes FOR and 1 vote AGAINST. Cllr Szoka voted against the motion.

FC24/03/28 TO RECEIVE RECOMMENDATIONS FOR MOBILE SPEED ACTIVATED SIGNS (MSAS) FROM THE PROJECTS COMMITTEE AND AGREE QUOTES FOR MSAS, AGREE WHERE TO PURCHASE, ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC24/03/28.2 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. That 2 mobile speed activated signs are purchased from Elancity.

On a vote being taken on the matter there were 8 votes FOR and 3 votes AGAINST.

There being no further business the meeting closed at 9.05pm.

Signed

Date

ACCOUNTS FOR PAYMENT MARCH 2024					
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
Lock repair on disabled public toilet	Tom Hickmott		£50.00		£50.00
Cleaning and opening/closing community room	X-treme Clean		£1,650.00	£330.00	£1,980.00
Out of hours call handling Feb	Phoneta		£25.00	£5.00	£30.00
Contractor	DJM Gardening and Groundwork Solutions		£1,952.21		£1,952.21
Illogan in Bloom Entry	South West in Bloom	FC24/02/11.2	£25.00		£25.00
Photocopies	1st Office		£14.75	£2.95	£17.70
Scribe Accounts Renewal	Scribe		£777.60	£155.52	£933.12
Learning Hub Licence	Cornwall Council		£35.00	£0.00	£35.00
Music Licence	PPL PRS	FC24/02/14.2	£677.75	£135.55	£813.30
Plaque	Cornwall Trophies	CL24/02/9.2	£70.00	£14.00	£84.00
Mapping Software	Parish Online	FC24/02/13.2	£252.00	£50.40	£302.40
Printing Illogan Review	St Austell Printing Company		£867.67		£867.67
IT Support	Nci Technologies		£67.00	£13.40	£80.40
Tree planting preparations	Greens Grounds and Trees		£98.16	£19.63	£117.79
Salaries	All employees		£4,727.92		£4,727.92
Stationery	Complete		£17.62	£3.52	£21.14
Cllr Training	CALC		£40.00	£8.00	£48.00
Balance of rope repair	South West Play		£187.75	£37.55	£225.30
Various	Lockley Contracting		£650.00	£130.00	£780.00
Legionella Testing Feb	Churchill Environmental Services		£87.84	£17.57	£105.41
Expenses	Emma James		£18.90		£18.90
Automatic door openers	Duchy Alarms	FC24/02/31.2	£6,526.10	£1,305.22	£7,831.32
Expenses	Sarah Rimell		£91.65		£91.65
O365 Licences	Nci Technologies		£125.79	£25.16	£150.95
Internet	BT		£37.25	£7.45	£44.70
Electricity for changing rooms 01.11.23 to 14.02.24	SSE		£549.45	£27.47	£576.92
Electricity for Office 27.10.23 to 31.01.24	SSE		£134.76	£6.74	£141.50
Water for Illogan Park	Source for Business		£18.51		£18.51
	TOTAL		£19,775.68	£2,295.13	£22,052.30