

## ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Tuesday 9<sup>th</sup> April 2024 at 7.00 pm.

PRESENT: Cllr Cullimore (Chairman), Cllr Mrs O'Donnell (Vice Chairman), Cllr Ford, and Mr Dolling.

ALSO PRESENT: Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk

The Chairman explained the safety procedures.

**CL24/04/1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS**

Apologies were received from Cllr Ms Kemp

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

**CL24/04/1.2 RESOLVED to receive and approve Cllr Kemp's apologies for absence.**

On a vote being taken the matter was approved unanimously.

**CL24/04/2 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.

**CL24/04/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

**CL24/04/4 PUBLIC PARTICIPATION**

There were no members of the public present.

**CL24/04/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 4<sup>TH</sup> MARCH 2024 AND THE CHAIRMAN TO SIGN THEM**

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

**CL24/04/5.2 RESOLVED that the minutes of the meeting of the Community Events Committee held on the 4<sup>th</sup> March 2024 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**CL24/04/6                    MATTERS ARISING FROM THE MINUTES AND A REPORT ON  
PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising from the minutes.

**CL24/04/7                    TO RECEIVE AN UPDATE ON THE EVENTS BUDGET, AND AGREE ANY  
FUTURE ACTIONS (TO BE TABLED AT THE MEETING)**

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

**CL24/04/7.2                RESOLVED                    to recommend to the Finance and Resources  
Committee that any unspent budget from the  
2023/2024 fiscal year in cost codes 309 Events  
and 504 Christmas Lights be added to the EMR  
for each cost code.**

On a vote being taken the matter was approved unanimously.

**CL24/04/8                    TO REVIEW THE SPRING 2024 LITTER PICK, AND AGREE ANY  
FUTURE ACTIONS**

It was commented that the Spring Litter Pick went very well. There was a great turnout from the community with 30 attendees, the youngest being just 2 years old. Approximately 25 bags of rubbish were collected.

There were some comments on the day that there were not enough hoops available to hold the bags and this made it quite difficult if it was windy. It was agreed the Clerk would get quotes for more hoops.

Some volunteers had found the litter pickers hard to use, especially for smaller items. It was felt that it wasn't wise to spend money on more litter pickers currently, but that alternatives would be looked at as and when the current litter pickers needed to be replaced.

The date for the Autumn litter pick was set as Saturday 5<sup>th</sup> October 2024.

**CL24/04/9                    TO CONSIDER ARRANGEMENTS FOR THE 80TH ANNIVERSARY OF  
D-DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED  
EXPENDITURE**

It was agreed that the Clerk would contact RAF Portreath to enquire whether they were planning any events to commemorate the 80<sup>th</sup> anniversary of D Day. She would also ask if they had any photos from the war and if they would be able to send any copies to this Council.

There was some concern raised that as the lamps being used for the event have a flickering effect, they could be mistaken for a fire from a distance. It was suggested that the office notify the fire brigade of the arrangements and that the lamps were battery operated to prevent unnecessary call outs of the fire service.

Cllr Ford was continuing to contact sources to obtain copies of war photos.

It was suggested if there were not photographs from the time available then pictures of the war graves and war memorial be used instead.

**CL24/04/10**

**TO CONSIDER ARRANGEMENTS FOR ILLOGAN FUN DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Preparations for the Fun Day were going well.

It was reported that sensory play would need to be targeted at specific age groups for safety. It was suggested that the Community Room could be a quiet space for people to rest, unwind, or get out of the weather. There could be books, crafts, and refreshments available. It was suggested to approach Illogan School and Curnow School to ask if they had any equipment, such as large bean bags, which could be borrowed for the event.

There would be a need to recruit volunteers to assist with the refreshments at this year's event. Councillor Cullimore would approach Illogan Community Choir to ask if they would assist with this.

It was agreed that ice creams would be offered at the event again this year. The Clerk would look for donations for the ice cream and get quotes for tubs and spoons.

Several of the performers had asked if they could have collection buckets.

Quotes for open-sided marquees would be obtained for the event.

The Fire Service and Police would be invited to attend the Fun Day.

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

**CL24/04/10.2**

**RESOLVED**

**that the Clerk books the TR14ers, Ronnie Chaffe and the Makasong and Community Choir to perform at Illogan Fun Day.**

**That the Clerk would confirm with performers requesting the use of collection buckets, that the Council will allow collection buckets during their performances as long as they manage the collections and have any necessary paperwork in place.**

**The Clerk would investigate whether there are any requirements for the Council to fulfil as event organisers for allowing performers to use collection buckets.**

**The Clerk would purchase the PPL PRS Licence.**

**The Clerk would book first aid provision from White Cross Training.**

The Clerk would amend the Stage Rota as follows and inform the performers.

STAGE ROTA		
Start time	Finish Time	Performer
11.00	11.05	Ronnie Chaffe - WELCOME
11.05	12.00	Makasong and Community Choir
12.00	12.40	Jon Martin Magic Show
12.40	13.10	Maids of Melody
13.10	13.40	Ronnie Chaffe
13.40	14.55	Hookah Smoking Caterpillars
14.55	15.25	Ronnie Chaffe
15.25	15.55	TR14ers
15.55	16.00	Ronnie Chaffe - THANK YOU AND GOODBYE

On a vote being taken the matter was approved unanimously.

**CL24/04/11 TO CONSIDER ARRANGEMENTS FOR THE 2024 CHRISTMAS LIGHTS SWITCH ON EVENTS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

- CL24/04/11.2 RESOLVED** that Illogan Christmas Light Switch On Event would be held on Thursday 5<sup>th</sup> December 2024 from 6pm to 8pm. Tolvaddon Christmas Light Switch On Event would be held on Friday 6<sup>th</sup> December 2024 from 6pm to 8pm.
- GK Electronics would be booked for both events. Illogan Community Choir would be booked for the Illogan event.**
- Ronnie Chaffe would be contacted and if available booked to compere both Switch On Events.**
- The Clerk would contact the Salvation Army, Maids of Melody and The Oggymen to enquire about their availability and cost to attend the events. The Oggymen would be asked to attend the Illogan Event, Salvation Army, and Maid of Melody the Tolvaddon Event.**
- The Clerk would book Camborne Youth Band to attend both events.**
- The Clerk would contact Tolvaddon Fire Service to discuss a joint advertising campaign for the Christmas event and for a representative to attend the next meeting of this Committee; the meeting could be held in the community room at the fire station.**

On a vote being taken the matter was approved unanimously.

**CL24/04/12 TO RECEIVE INFORMATION ON ADVERTISING BANNERS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**CL24/04/12.2 RESOLVED that 3 advertising banners measuring 100cmx100cm would be purchased for the Fun Day from either Banner Buzz or Print a Banner depending which design process the Clerk finds easiest to use and that the cost will not exceed £60.**

On a vote being taken the matter was approved unanimously.

**CL24/04/13 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

There were no items to be discussed at future meetings.

**CL24/04/14 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Tuesday 14th May 2024 at 7.00pm in a venue to be confirmed.

It was agreed that all future Community Events Committee meetings would be held on Tuesdays.

There being no further business the meeting closed at 8.19pm.

Signed .....

Date .....