

## ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held in the Community Room, Tolvaddon Fire Station, Tolvaddon, TR14 0EQ on Tuesday 14<sup>th</sup> May 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; Mr Glanville, Tolvaddon Fire Service (from and until points mentioned)

The Chairman explained the safety procedures.

**CL24/05/1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS**

Apologies were received from Cllr Ms Kemp

There were no members absent.

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

**CL24/05/1.2 RESOLVED to receive and approve the apologies from Cllr Ms Kemp.**

On a vote being taken the matter was approved unanimously.

**CL24/05/2 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.

**CL24/05/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

**CL24/05/4 PUBLIC PARTICIPATION**

There were no members of the public present.

**CL24/05/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 9<sup>TH</sup> APRIL 2024 AND THE CHAIRMAN TO SIGN THEM**

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

**CL24/05/5.2 RESOLVED that the minutes of the meeting of the Community Events Committee held on the 9<sup>th</sup> April 2024 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**CL24/05/6**

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

There were no matters arising.

**CL24/05/7**

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

Mr Glanville entered the meeting.

**Tolvaddon**

GK Electronics had been booked for the PA system and staging.

Ronnie Chaffe had been booked to do the announcing and entertaining between acts.

Maids of Melody had been booked to perform. It was agreed that they would do two sets, one at the start of the event and one part way through. They would be performing sing along Christmas carols and some of their own material.

The Salvation Army Band were unable to attend.

Camborne Youth Band had been booked.

The Fire Service were awaiting a response from Vox Dance Group. Providing they were able to attend, they would perform towards the end of the event.

Refreshments, it was noted that the refreshments last year were a lot of work for the family and friends of the Fire Service. It was agreed that the Clerk would ask the landlord of the Robartes Arms, Cllr Hodge, whether they would be prepared to provide refreshments during the event.

Last year, Santa gave out approximately 170 presents. The Fire Service would approach local retailers and ask for donations for the prices.

The Clerk and the Fire Service would investigate the options and cost implications for additional lighting for the fire station to provide a more impactful display.

Cllr Cullimore would contact Radio Cornwall to advertise the event and Cllr Mrs O'Donnell would contact Rewind Radio.

It was agreed that Cllr Mrs O'Donnell would contact the Santa that provides the service for the Lions Club and ask whether they were available and would willing to fill the role at the event.

The Clerk would contact Tolvaddon Business Park and enquire whether we could direct event attendees to park in the business park for the duration of the event.

It was agreed that the Fire Service and the Council would swap logos and agree the designs for all advertising material to promote the joint organisation and running of the event.

Mr Glanville left the meeting.

### **Illogan**

GK Electronics were booked for the PA system and stage.

Ronnie Chaffe had been booked to do the announcing and entertaining between acts.

Illogan Community Choir have confirmed they would attend and sing.

Camborne Youth Band were booked to lead the parade and play during the event.

The Clerk would contact Cllr Hodge and ask whether he would be willing to be Santa.

**CL24/05/8**

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

The updated budget was noted.

**CL24/05/9**

### **TO FINALISE ARRANGEMENTS FOR THE 80<sup>TH</sup> ANNIVERSARY OF D-DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed to meet in Illogan Parish Council Community Office at 8.30pm for light refreshments.

The Tribute recording would be played, there would be a brief break and the lanterns would be lit at 9.15pm.

Illogan Royal British Legion would be meeting at Illogan Church. They would be marking all the war graves with a wooden cross. All graves of the war dead would be tidied prior to the 80<sup>th</sup> Anniversary of D-Day. The Tribute would be read in the area between the war graves and the war memorial. Lanterns would be lit at the war graves and the war memorial. The Royal British Legion would welcome a representative from RAF Portreath if they would like to attend. Illogan Royal British Legion would take photographs and submit a report to be published in the next edition of the Illogan Review.

The Clerk would contact RAF Portreath to confirm their attendance at Illogan Parish Council Community Office and to extend an invitation for them to attend the Illogan Royal British Legion at Illogan Church.

It was agreed, providing it is ready in time, that the silhouette purchased by Illogan Royal British Legion to be sited on The Platt would be placed in the planter outside Illogan Parish Council Community Office for the duration of the commemoration. The silhouette would be moved to The Platt before Remembrance.

**CL24/05/10 TO CONSIDER ARRANGEMENTS FOR ILLOGAN FUN DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed that the Clerk would contact all the stallholders to confirm their attendance at Illogan Fun Day and to enquire whether they were aware of any other stallholders who may be interested in attending.

The quiet space in the Community Room would be advertised. There would be refreshments, seats, cushions, books, toys etc.

There had been no responses to the enquiries made for the children's crafts. It was agreed that further enquiries would be made.

It was proposed by Cllr Cullimore seconded by Cllr Ford and

**CL24/05/10.2 RESOLVED that the Clerk would organise A5 leaflets advertising Illogan Fun Day and the Community Room, the leaflets would be handed out at Illogan Parish Fair and hand delivered to local houses. The Clerk would purchase a maximum of 1,000 leaflets at a maximum cost of £500.**

On a vote being taken the matter was approved unanimously.

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

**CL24/05/10.3 RESOLVED that if available two marquees would be hired from Cornwall Events, if two are not available, one marquee would be booked for Illogan Fun Day.**

On a vote being taken the matter was approved unanimously.

**CL24/05/11 TO RECEIVE AN UPDATE ON ADVERTISING BANNERS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The banners had arrived. The Council's contractor was sourcing posts and would be erecting them shortly. Members asked that the banners were braced in the middle.

**CL24/05/12 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

Items to be discussed at future meetings included VE Day and Remembrance.

**CL24/05/13 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Tuesday 4<sup>th</sup> June 2024, 7pm in Illogan Parish Council Community Office.

There being no further business the meeting closed at 8.25pm.

Signed .....

Date .....