

## ILLOGAN PARISH COUNCIL

Minutes of the Community Events Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Tuesday 4<sup>th</sup> June 20214 at 7.00 pm.

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

ALSO PRESENT: Mrs S Rimell, Clerk

The Chairman explained the safety procedures.

**CL24/06/1 TO ELECT A CHAIRMAN OF THE COMMUNITY EVENTS COMMITTEE FOR THE 2024/2025 MUNICIPAL YEAR**

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

**CL24/06/1.2 RESOLVED to elect Cllr Cullimore as Chairman of the Community Events Committee for the 2024/2025 municipal year.**

On a vote being taken the matter was approved unanimously.

**CL24/06/2 TO APPOINT A VICE-CHAIRMAN OF THE COMMUNITY EVENTS COMMITTEE FOR THE 2024/2025 MUNICIPAL YEAR**

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

**CL24/06/2.2 RESOLVED to appoint Cllr Mrs O'Donnell as Vice Chairman of the Community Events Committee for the 2024/2025 municipal year.**

On a vote being taken the matter was approved unanimously.

**CL24/06/3 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS**

There were no apologies received. Cllrs Ford and Ms Kemp were absent.

**CL24/06/4 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.

**CL24/06/5 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

**CL24/06/6 PUBLIC PARTICIPATION**

There were no members of the public present.

**CL24/06/7 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON 14<sup>TH</sup> MAY 2024 AND THE CHAIRMAN TO SIGN THEM**

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

**CL24/06/7.2 RESOLVED that the minutes of the meeting of the Community Events Committee held on the 14<sup>th</sup> May 2024 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**CL24/06/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

The Clerk reported that RAF Portreath were no longer able to attend the D-Day Commemorations on the 6<sup>th</sup> June 2024; they sent their apologies.

**CL24/06/9 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET AND AGREE ANY FUTURE ACTIONS**

The budget was noted.

**CL24/06/10 TO CONSIDER ARRANGEMENTS FOR ILLOGAN FUN DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Rewind Radio were having a meeting to discuss whether they would be able to attend the Fun Day.

Cllr Hodge had a large chest freezer he was willing to donate to the Council for the ice cream etc. The Committee thanked him for his generous offer. He reported that due to unforeseen circumstances he had to change his meat supplier. The original prices quoted for the refreshments may have to be amended; he confirmed that he would ensure the food was as cheap as possible.

It was agreed that Cllr Simmons would provide crowd barriers to go around the gas cylinders for the catering equipment and for any other areas the Council needed them for.

Cllr Simmons would provide a silent generator, to power the freezer for the ice cream and the fridge for the refreshments.

Cllr Hodge said that he would make enquiries and see if he could get the theatre style ice cream donated, small pots prefilled with ice cream with a spoon in the lid.

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

**CL24/06/10.2 RESOLVED to accept the applications from all the**

**stallholders to date for Illogan Fun Day; that any further applications for cake stalls for the Fun Day would not be accepted; to agree the quote from Carters Packaging for 300 ice cream tubs and spoons.**

On a vote being taken the matter was approved unanimously.

It was agreed that the Clerk would send a map of Illogan Park to Cllr Mrs O'Donnell to print in A1. The layout for Illogan Fun Day would be discussed at the next meeting of this Committee.

**CL24/06/11**

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

The Father Christmas from the Lions Clubs was happy to attend and be Santa at the Tolvaddon Christmas Lights Switch On Event. Members of the Lions Club would help Santa and manage any queues etc.

Cllr Simmons would provide a silent generator to power the PA system etc. The Clerk would liaise with GK Electronics and Cllr Simmons on the output requirements for the generator etc.

The refreshments at Tolvaddon would need helpers to hand the food out and another to handle the money to prevent cross contamination etc. Cllrs Mrs O'Donnell and Simmons, both had Food Hygiene Certificates and offered to help.

Cllrs Hodge and Simmons would investigate local businesses who would be willing to donate the Christmas Trees and advertising banners and would liaise with the Clerk and report back to the next meeting.

The location of the grotto for the Illogan Switch On was being considered and would be discussed at the next meeting.

The Clerk would arrange a meeting with all interested parties to discuss the timings of the Illogan Switch On.

It was agreed that the Robartes Arms and Rayle Farm would jointly fund and source a Santa Suit for use during the Illogan Christmas Lights Switch On Event.

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

**CL24/06/11.2**

**RESOLVED**

**to book the Ritzy Belles to perform at the Illogan Christmas Lights Switch On Event as per their quote; their PA and sound engineer requirements would be confirmed.**

On a vote being taken the matter was approved unanimously.

**CL24/06/12 TO CONSIDER ARRANGEMENTS FOR THE REMEMBRANCE PARADE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was noted that there should be a new rector in Illogan Church at the end of the summer.

The marshalling of the road closures was being considered and whether we needed to have paid personnel on all closures. It was hoped that there were some SIA qualified local people who may be willing to volunteer for the evening. This would be discussed at the next meeting.

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

**CL24/06/12.2 RESOLVED that the Clerk would submit the road closure for the Remembrance Parade to Cornwall Council and that the associated expenditure is approved.**

On a vote being taken the matter was approved unanimously.

**CL24/06/13 TO CONSIDER ARRANGEMENTS FOR THE 80<sup>TH</sup> ANNIVERSARY OF VE DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed that no arrangements would be made until national guidelines had been issued.

**CL24/06/14 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

Illogan Fun Day – layout of the stall and activities; and list of volunteers.

**CL24/06/15 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Tuesday 2<sup>nd</sup> July 2024 at 7.00pm in the Council Office.

The meeting scheduled to be held on Tuesday 6<sup>th</sup> August 2024 would be held on Tuesday 30<sup>th</sup> July 2024.

There being no further business the meeting closed at 8.10pm.

Signed .....

Date .....