

## ILLOGAN PARISH COUNCIL

**The public is reminded that these are DRAFT minutes, which means that they are not approved at the time of publication and may be subject to amendment before final approval at the next Parish Council meeting. The agreed minutes will be uploaded once they have been agreed by the Council at the appropriate meeting.**

Minutes of the Community Events Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Tuesday 22<sup>nd</sup> October 2024 at 7.00 pm.

PRESENT: Cllr Cullimore (Chairman), Cllr Ford (from point mentioned), Cllr Ms Kemp, and Cllr Simmons.

ALSO PRESENT: Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk; and Mrs Wandless (until point mentioned)

The Chairman explained the safety procedures.

**CL24/10/17 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS**

Apologies were received from Cllr Hodge, Cllr Mrs O'Donnell and Cllr Wing and Mr Dolling.

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

**CL24/10/17.2 RESOLVED to receive and approve apologies for absence from Cllr Hodge, Cllr Mrs O'Donnell and Cllr Wing and Mr Dolling.**

On a vote being taken the matter was approved unanimously.

**CL24/10/18 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.

**CL24/10/19 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

**CL24/10/20 PUBLIC PARTICIPATION**

Mrs Wandless the headteacher of Illogan School explained that the school were keen to be a part of the community and work in partnership with

Illogan Parish Council. It was agreed that equipment and knowledge could be shared especially as they had a new PTA.

The School and the Council will be working together to design the activities etc to be painted in the perimeter path in Illogan Park. Illogan in Bloom offered to run some gardening sessions and have the children's input in a sensory garden.

The Christmas Lantern Parade, the children would make lanterns to a theme decided by the school. The Council would provide a budget for materials for making the lanterns. The school had stored the willow made lanterns from previous years.

Cllr Ford entered the meeting at 7.15pm.

Illogan School were interested in participating in Illogan Fun Day and VE Day commemorations. The school had a choir, they could do poetry dancing, sketches etc. The school would add the event dates to their timeline if they were forwarded to them in good time.

Mrs Wandless left the meeting at 7.20pm.

**CL24/10/21 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 8<sup>TH</sup> OCTOBER 2024 AND THE CHAIRMAN TO SIGN THEM**

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

**CL24/10/21.2 RESOLVED that the minutes of the meeting of the Community Events Committee held on the 8<sup>th</sup> October 2024 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**CL24/10/22 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**CL24/10/23 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET, AND AGREE ANY FUTURE ACTIONS (TO BE TABLED AT THE MEETING)**

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

**CL24/10/23.2 RESOLVED to receive the updated events budget.**

On a vote being taken the matter was approved unanimously.

**CL24/10/24 TO CONSIDER THIS COMMITTEES BUDGET REQUIREMENTS FOR THE 2025/26 FISCAL YEAR AND MAKE RECOMMENDATIONS TO THE FINANCE, RESOURCES AND PROJECTS COMMITTEE**

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

**CL24/10/24.2 RESOLVED** to recommend to the Finance, Resources and Projects Committee that the 2025/2026 Events budget is set at £12,000 and the Christmas Lights budget is set at £1,000; the same as the budgets for 2024/2025 and that any underspend from the 2024/2025 Events and Christmas Lights budgets are placed into an Ear Marked Reserve (EMR).

On a vote being taken the matter was approved unanimously.

**CL24/10/25 TO CONSIDER ARRANGEMENTS FOR THE 2024 CHRISTMAS LIGHTS SWITCH ON EVENTS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

**Tolvaddon Switch On**

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

**CL24/10/25.2 RESOLVED** that a £50 donation would be made to Camborne Lions Club for the provision of Santa and that the contact details for Santa are passed to the Council Office and all further communications with Santa are made by the Office.

On a vote being taken the matter was approved unanimously.

The schedule was agreed as follows:

5.30 - 6	Ronnie Chaffe – Welcome Arrival of Santa on the fire engine
6	Santa switches on Christmas Lights
6 – 6.30	Maids of Melody
6.30 – 6.45	Ronnie Chaffe
6.45 – 7.25	Vox Dance
7.25 – 7.50	Maids of Melody
7.50 - 8	Thank you from Chair of Council Ronnie Chaffe – Thank you and Goodbye

The walking route options from the parking in the Business Park to the Fire Station were discussed. It was agreed that the route would be from Tolvaddon Business Park along the main road to the Fire Station. There would be stewards at each road crossing point and along the route to provide directions and reassurance to attendees. There would be disabled parking at the Fire Station.

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

**CL24/10/25.3 RESOLVED** that the Clerk would order a projector from Amazon based on good reviews and product specifications up to a maximum cost of £50.

On a vote being taken the matter was approved unanimously.

## Both

It was agreed that the Office would design the banners for the trees and the designs would be agreed with Rayle Farm before being printed on banners.

All advertising including the article in the Illogan Review will include the QR code to the additional information on the website.

It was agreed that the advertising signage would be placed in the following locations:

- Illogan Park – Paynters Lane entrance
- Illogan Park – Trevelyan Road entrance
- Manningham Wood
- Illogan School
- Robartes Arms
- Churchtown
- Outside Rayle Farm
- Tolvaddon Fire Station
- On the rear of the bench on the triangle at Tehidy
- Mary's Well

## Illogan Switch On

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

**CL24/10/25.4 RESOLVED to allocate a budget of £150 towards materials for the lanterns.**

On a vote being taken the matter was approved unanimously.

Illogan Event- the disabled access to Santa's grotto would be through the rear entrance to the grotto and back out the same way. There would be stewards available to help disabled persons navigate the way to the grotto. Cllr Simmons would provide lighting for the pub car park. Parents and carers would remain with the children at all times. Cllr Ms Kemp volunteered to be one of the stewards.

The schedule was agreed as follows:

6 – 6.15	Ronnie Chaffe – Welcome Lantern Parade arrives accompanied by Camborne Youth Band Lights are switch on
6 15– 6.30	Illogan Community Choir
6.30 – 7	Camborne Youth Band
7 – 7.50	Ritzy Belles
7.50 - 8	Thank you from Chair of Council Ronnie Chaffe – Thank you and Goodbye

**CL24/10/26 TO RECEIVE INFORMATION AND CONSIDER COMMEMORATING VE DAY 2025, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed to defer this item until the next meeting.

**CL24/10/27 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

There were no items raised.

**CL24/10/28 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Tuesday 5<sup>th</sup> November 2024 at 7.00pm in the Council Office.

There being no further business the meeting closed at 8.20pm.

Signed .....

Date .....

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