

ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 19th February 2025 at 7.00pm.

PRESENT: Councillors Ekinsmyth (Chairman), Cullimore (Vice Chairman), Crabtree, Ford, Hodge, Jobson, Ms Kemp, Mrs O'Donnell, Rule, Simmons, Szoka, and Wing.

IN ATTENDANCE: Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk; and 1 member of the public (until point mentioned)

The Chairman explained the safety procedures.

FC25/02/1 CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting.

FC25/02/2 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS

Apologies were received from Cllrs Holmes and Pollock.

There were no members absent.

FC25/02/3 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 interests declared.

FC25/02/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no requests for dispensations.

FC25/02/5 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA

Cllr Ms Kemp left the meeting.

A represent from Illogan in Bloom gave an update on a meeting with Illogan School and Curnow School to discuss working together to design and implement a sensory garden. The children would be encouraged to think about their five senses and how a sensory garden could benefit them. The sensory garden could be used for educational activities. There were lots of good ideas which could be incorporated into the project.

There was an ongoing issue with dog waste not being picked up in the area; Illogan Churchyard seemed to be particularly bad. It was requested that the Council runs a media campaign about picking up dog waste.

FC25/02/6 CHAIRMAN'S ANNOUNCEMENTS

Cllr Ms Kemp re-entered the meeting.

The Chairman complimented the officers on maintaining the smooth running of the office through their recent medical difficulties.

1 member of the public left the meeting at 7.20pm.

The Chairman explained that the public perception of councillors is vital for maintaining trust, accountability, and community engagement in local governance.

FC25/02/7 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 15TH JANUARY 2025 AND THE CHAIRMAN TO SIGN THEM

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

FC25/02/7.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 15th January 2025 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC25/02/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

FC25/01/25 – a clinical waste bin had been purchased and placed in the men’s toilets

FC25/01/25 –Having reviewed Standing Orders, the requested agenda item for streetlights had not been included on the agenda as they were not in line with Standing Order 5m. The requested items do not have relevance to the powers, responsibilities, or functions of Illogan Parish Council; they were the responsibility of Cornwall Council and the Police.

FC25/02/9 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETINGS, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS

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

FC25/02/9.2 RESOLVED to receive, approve and ratify the Delegated Decisions Register since the last meeting.

DELEGATED DECISION REGISTER

The following are decisions that have been taken by the Clerk as Proper Officer of the council under the Emergency Scheme of Delegation as a result of the Coronavirus Bill 2020. The Register is made in accordance with the 2014 Openness of Local Government Bodies Regulations and associated Government Restrictions.

Date of Decision	Decision Taken By	Actioned By	Financial Value	S137 Yes or No	Details
22.01.25	SR	SR	£50.00	No	To approve the cost for the RADAR lock at Manningham to be repaired (as per Financial Regulation 5.15)

On a vote being taken the matter was approved unanimously.

FC25/02/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF JANUARY 2025 AND AGREE ANY FUTURE ACTIONS

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

FC25/02/10.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of January 2025.

On a vote being taken the matter was approved unanimously.

FC25/02/11 TO RATIFY THE BARCLAYCARD PAYMENTS FOR THE MONTH OF JANUARY 2025 AND AGREE ANY FUTURE ACTIONS

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

FC25/02/11.2 RESOLVED to ratify the Barclaycard payments for the month of January 2025.

On a vote being taken the matter was approved unanimously.

FC25/02/12 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF FEBRUARY 2025 AND AGREE ANY FUTURE ACTIONS (UP TO DATE LIST TO BE TABLED AT THE MEETING)

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

FC25/02/12.2 RESOLVED to authorise payment of accounts for the month of February 2025 in the sum of £30,416.53 including VAT.

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

FC25/02/13 TO RECEIVE THE GOVERNMENTS STRENGTHENING THE STANDARDS AND CONDUCT FRAMEWORK FOR LOCAL AUTHORITIES IN ENGLAND CONSULTATION, RECEIVE A REPORT FROM CLLR FORD AND THE CALC RESPONSE, AGREE WHETHER TO RESPOND AND ANY FUTURE ACTIONS

The history to the consultation was explained. It was noted that Cllrs could respond as individuals.

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

FC25/02/13.2 RESOLVED that a Strengthening Standards Consultation Task and Finish Group, consisting of Cllrs Ekinsmyth, Ford, Hodge, Rule, Simmon and Szoka is set up to agree Illogan Parish Council's response to the Governments Strengthening the Standards and Conduct Framework for Local Authorities in England Consultation. The Task and Finish Group will meet at 6pm on Tuesday 25th February 2025 in Illogan Parish Council

Community Office. The consultation response will be circulated to the Full Council.

On a vote being taken the matter was approved unanimously.

FC25/02/14 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The roof of the bus shelter in Tolvaddon (along from the fire station) had rusted through and been reported as unsafe by the Councils maintenance contractor. In view of this report and the storm forecast for that weekend, we discussed the options for securing the roof with him. If we put something on top i.e. sandbags etc to weight it down there would be a residual risk that the weight could fall off or through the roof and there was the manual handling to get the weight on and then off the roof. There are no gaps near the top of the roof to apply straps or rope. It was therefor agreed to remove the roof to make it safe.

It was agreed that the Clerk would contact Cornwall Council to apply for a replacement bus shelter.

One of the swing seats had been removed until the hangers could be replaced.

FC25/02/15 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Cllrs Hodge, Jobson and the Clerk met with Illogan in Bloom Community Group to discuss the agreements as resolved on the 11th December 2024 (FC24/12/13.2). The agreements were discussed and signed. The meeting was positive and future ideas were discussed, the detail would be discussed by the Council when the ideas and associated information had been finalised. The next meeting was scheduled to be held on the 25th March at 9.45am in Illogan Parish Council Community Office.

There are 2 Cllr audits due. Cllrs Ekinsmyth and Mrs O'Donnell and Hodge and Simmons volunteer to complete the audits.

FC25/02/16 TO RECEIVE CORRESPONDENCE FROM THE 15TH JANUARY 2025 UNTIL THE 11TH FEBRUARY 2025, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS

There was no correspondence.

FC25/02/17 TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS

Cllr Crabtree:

- Updated on new waste collections.
- Said that he would be attending the Electoral Law briefing.
- Reported that he had attended a meeting with the Clerk of Illogan Parish Council and Cornwall Council Officers to review and discuss the sites for devolution.

- Gave an update on Heartlands.

FC25/02/18

TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE 19TH DECEMBER 2025:

i. Climate, Environment and Planning Committee – 8th And 15th January and 5th February 2025

The Committee Chairman thanked all Cllrs for their work. The details of the planning applications etc were included in the minutes.

ii. Community Events Committee – 14th January and 11th February 2025

The 2024 Christmas Lights Switch On Events had been reviewed. The Committee were in the early stages of planning Illogan Fun Day. A programme had been agreed for the 80th anniversary of VE Day commemorations. The litter pick would be on Saturday 22nd March at 10.45, meeting in Illogan Parish Council Community Office and Tolvaddon Fire Station Community Room. Pasties and drinks would be provided. The Committee Chairman encouraged as many Cllrs to attend and help as possible.

iii. Governance Review Committee – 22nd January 2025

The Committee Chairman thanked members for their work. The details of the policies that had been reviewed and amended were included in the minutes.

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

FC25/02/18.2

RESOLVED to note the minutes of the Committee meeting held since the last meeting.

On a vote being taken the matter was approved unanimously.

FC25/02/19

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

Police Liaison Committee – antisocial behaviour had reduced in Camborne but increased in Redruth. There was a session on violence against women and men. In dangerous situations if 999 was called and when the call was picked up 55 was pushed the police could track the caller by satellite etc. The police had not received any comments since the streetlights had been turned off.

The Clerk and the Assistant to the Clerk attended the Outdoor Accessibility Training hosted by Truro City Council and run by the Sensory Trust. The training was interesting and informative. It has highlighted a few items for further consideration, although in general the areas that Illogan Parish Council manage are fulfilling a good range of accessibility criteria.

Cllr Ford attending a training session on Addressing and Assessing Trauma and Stress within the Community.

**FC25/02/20 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;
AGREE WHERE TO DISCUSS AND TIMESCALES**

Information and advice on elections, Cllr behaviour during elections and the election process.

FC25/02/21 DATE & TIME OF NEXT MEETING:

The next meeting would be held on Wednesday 19th March 2025, 7pm in Illogan Parish Council Community Office.

**FC25/02/22 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 Ekinsmyth, seconded by Cllr Cullimore and

**FC25/02/22.2 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.

**FC25/02/23 TO RECEIVE QUOTES FOR A STORAGE SHED FOR ITEMS FROM THE
OFFICE AND COMMUNITY ROOM, AGREE ANY FUTURE ACTIONS
AND ANY ASSOCIATED EXPENDITURE**

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

**FC25/02/23.2 RESOLVED to approve the quote from Shaun's Sheds for the
12 x 6ft standard pent shed, timber/block base,
extend gateway to include wider gate and move
and erect existing shed.**

On a vote being taken the matter was approved unanimously.

**FC25/02/24 TO RECEIVE QUOTES FOR COVERED SEATING FOR ILLOGAN PARK,
AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED
EXPENDITURE**

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

**FC25/02/24.2 RESOLVED to approve the quote from HAGs for covered
seating in Illogan Park subject to a tanalised
wood finish and confirmation of any planning
permission/permitted development
requirements.**

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

FC25/02/25 TO RECEIVE TENDERS FOR ADDITIONAL EQUIPMENT FOR ILLOGAN PARK PLAY AREA, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC25/02/25.2 RESOLVED to approve the tender from Wicksteed for additional equipment for Illogan Park play area. To approve the tender from Sutcliffe Play for the supply and installation of the Inclusive seat with harness and chains to fit existing swing frame

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

FC25/02/26 TO CONSIDER APPLYING TO THE COMMUNITY CAPACITY FUND FOR FEASIBILITY STUDIES FOR DEVOLUTION SITES, TO APPROVE THE DRAFT TENDER PAPERWORK FOR COMPLETION OF THE FEASIBILITY STUDIES, AND AGREE ANY FUTURE ACTIONS

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

FC25/02/27.2 RESOLVED that Illogan Parish Council applies to the Community Capacity Fund for feasibility studies for devolution sites. That the draft tender paperwork for the completion of the feasibility studies is received and approved.

On a vote being taken on the matter there were 10 votes FOR and 0 votes AGAINST.

FC25/02/27 DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 19th March 2025, 7.00pm in Illogan Parish Council Community Office.

There being no further business the meeting closed at 8.39pm.

Signed

Date

ACCOUNTS FOR PAYMENT FEBRUARY 2025					
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
To Ratify					
Internet	BT		£40.79	£8.16	£48.95
IT Support and O365 licences	Croft		£324.15	£64.83	£388.98
Electricity for Office	SSE		£127.08	£6.35	£133.43
Cleaning	X-treme Clean		£1,987.00	£397.40	£2,384.40
To Pay					
Salaries	All employees		£5,148.72		£5,148.72
Stationery	Complete		£48.39	£8.48	£56.87
Out of Hours Call Handling	Phoneta		£25.00	£5.00	£30.00
Contractor	DJM Gardening and Groundwork Solutions		£2,459.59		£2,459.59
Website Hosting	Kernowtek		£10.00		£10.00
Clean and lubricate RADAR lock	Tom Hickmott		£50.00		£50.00
Annual Renewal	Scribe Bookings		£480.00	£96.00	£576.00
Clean and renovate Mary's Well	Robert Lawrence Monumental Mason		£850.00	£170.00	£1,020.00
Replace DDA Roundabout	Outdoor Play Devon Ltd	FC24/11/29.2	£7,500.00	£1,500.00	£9,000.00
Swing antiwrap round and bearings etc	Sutcliffe Play	FC24/11/18	£962.02	£192.40	£1,154.42
Hedge trimming, erect and decorate Xmas trees, tree works	Greens Grounds and Trees		£4,361.48	£872.29	£5,233.77
Annual Licence for Community Room	PPL PRS		£708.14	141.62	£849.76
Fixings for MSAS	ElanCity		£258.26	51.65	£309.91
Cleaning	X-treme Clean		£1,810.00	362	£2,172.00
Christmas Lights Switch On	Vox Group	CL25/02/8.2	£75.00		£75.00
Christmas Lights Switch On	Illogan Community Choir	CL25/02/8.2	£75.00		£75.00
Christmas Lights Switch On	Camborne Youth Band	CL25/02/8.2	£150.00		£150.00
Christmas Lights Switch On	Maids of Melody	CL25/02/8.2	£75.00		£75.00
Printing Illogan Review	St Austell Printing Company		£875.87		£875.87
Footpath Signs	Contract Sign Systems		£373.67	74.73	£448.40
Footpath Lease	Savills on behalf of Truro Diocesan Board of Finance		£110.00		£110.00
Water for Illogan Park	Source for Business		£46.99		£46.99
Internet	BT		£40.79	£8.16	£48.95
Bank charges	Unity Trust		£8.85		£8.85
Water for Illogan Park	Source for Business		£35.25		£35.25
IT Support and O365 licences	Croft		£330.15	£66.03	£396.18
	TOTAL		£26,868.17	£3,548.36	£30,416.53