

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 Full Council Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 16th April 2025 at 7.00pm.

PRESENT: Cullimore (Vice Chairman), Crabtree, Ford, Hodge, Ms Kemp, Mrs O'Donnell, and Szoka.

IN ATTENDANCE: Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk; 2 members of the public (1 from point mentioned and both until point mentioned)

The Chairman explained the safety procedures.

FC25/04/1 CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting.

FC25/04/2 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS

Apologies were received from Cllrs Ekinsmyth, Holmes, Miss Pollock, Rule, Simmons and Wing

There were no members absent.

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

FC25/04/2.2 RESOLVED to receive and approve apologies for absence from Cllrs Ekinsmyth, Holmes, Miss Pollock, Rule, Simmons and Wing.

On a vote being taken the matter was approved unanimously.

FC25/04/3 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

Cllr Crabtree declared an interest in Agenda Item 14 – Grant application for Illogan Sparnon Silver Band.

FC25/04/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no requests for dispensations.

FC25/04/5 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA

It was agreed for public comments to be made when the grant applications were being considered.

FC25/04/6 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

FC25/04/7 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 19TH MARCH 2025 AND THE CHAIRMAN TO SIGN THEM

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

FC25/04/7.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 19th March 2025 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC25/04/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

FC25/03/18 – The public toilets were out of warranty but the supplier had agreed to supply the replacement materials if the council would arrange the repair.

FC25/03/19.2 – The entrance door was out of warranty. The repairs had now been completed.

FC25/03/19.3 – Mike Jobson had been removed as a signatory from the bank mandate.

FC25/03/28.2 – The bus shelter at Tolvaddon had been replaced. Cornwall Council had approved a grant amount of £3000 towards the cost.

FC25/04/9 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETINGS, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS

There were no delegated decisions.

FC25/04/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF MARCH 2025 AND AGREE ANY FUTURE ACTIONS

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

FC25/04/10.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of March 2025.

On a vote being taken the matter was approved unanimously.

FC25/04/11 TO RATIFY THE BARCLAYCARD PAYMENTS FOR THE MONTH OF MARCH 2025 AND AGREE ANY FUTURE ACTIONS

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

FC25/04/11.2 RESOLVED to ratify the Barclaycard payments for the month of March 2025

On a vote being taken the matter was approved unanimously.

1 Member of the public entered the meeting at 7.10pm.

FC25/04/12 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF APRIL 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 Hodge and

FC25/04/12.2 RESOLVED to authorise payment of accounts for the month of April 2025 in the sum of £25,401.22 including VAT.

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST.

Cllr Crabtree left the meeting at 7.13pm.

FC25/04/13 TO RECEIVE THE GRANT APPLICATION FROM ILLOGAN SPARNON SILVER BAND, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Cllr Crabtree left the room.

A representative from Illogan Sparnon Silver Band explained that the band had come a long way in the last 2 years. The band was 50 years this year, had won the championship twice and had recently qualified for the National Championships for the first time in its history.

The band were in need of lots of equipment which were necessities not luxuries. They explained that brass bands had been adversely impacted by there being less instruments in school and by the pandemic.

They were aware that they had asked for more than the maximum amount stated in the grant policy but stressed that new music stands were their priority.

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

FC25/04/13.2 RESOLVED that the grant application from Illogan Sparnon Silver Band be approved for the amount of £500.

On a vote being taken the matter was approved unanimously.

Cllr Crabtree entered the meeting at 7.24pm.

FC25/04/14

TO RECEIVE THE GRANT APPLICATION FROM ILLOGAN PARISH FAIR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

A representative from the Illogan Parish Fair Committee thanked the council for it's grant last year towards a marquee and noted that many members attended the event.

At last years event a survey was conducted of attendees, of which there were around 500, and the feedback was that more signage was needed and that many children were not aware of the Horticulture and Domestic Show.

Based on this feedback, the committee wished to update their signage in a way that was as sustainable as possible which was what they would like to use any grant amount towards.

It was noted they did have some reserves but aimed to keep enough in reserves to fund 2 years of events in case the event had to be cancelled due to poor weather.

They were currently looking for more sponsors for the event and were working to get Illogan School more involved this year.

They had a great committee who were learning each year to put on a great community event. We were all working together for a better Illogan.

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

FC25/04/14.2

RESOLVED that the grant application from Illogan Parish Fair be approved for the amount of £500.

On a vote being taken on the matter there were 5 votes FOR and 2 votes AGAINST.

Members of the public left the meeting at 7.38pm.

FC25/04/15

TO CONSIDER THE REQUEST FROM MENTAL HEALTH FC TO PAY THEIR FEES OVER A 5-6 MONTH PERIOD, AGREE ANY FUTURE ACTIONS

Mental Health FC requested permission to pay their pitch fees between August and January. The club received no external funding or income aside from player contributions and these were only able to be collected during the season, limiting their ability to make payments before this time.

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

FC25/04/15.2

RESOLVED to approve the request from Mental Health FC to pay their fees over a 5-6 month period.

On a vote being taken the matter was approved unanimously.

FC25/04/16 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The council had received a complaint about golf practised in Illogan Park.. The complainant raised concerns over the potential danger posed by a golf ball in a public park and should therefore not be permitted.

Members discussed the impact that these activities had on other park users as well as the possible negative impacts prohibiting the activity could ultimately have on those partaking in the activity.

It was noted that several members and officers had seen this activity taking place for some time and felt that the risk was minimal as it involved chipping the ball rather than driving the ball.

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

FC25/04/16.2 RESOLVED to take no further action in respect to the complaint regarding a member of the public hitting a golf ball across the pitches in Illogan Park. Officers would speak to the member of the public to ensure they were mindful of other park users whilst partaking in the activity.

On a vote being taken the matter was approved unanimously.

FC25/04/17 TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

There was no report from the Clerk

FC25/04/18 TO RECEIVE CORRESPONDENCE FROM THE 12TH MARCH 2025 UNTIL THE 8TH APRIL 2025, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS

There was no correspondence.

Cllr Ford reiterated to members the importance of taking note of training opportunities circulated from NALC and CALC and encouraged members to engage in as much training as possible.

FC25/04/19 TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS

Cllr Crabtree commented that it was nice to see the majority of current councillors would be back on the parish council following the election in May. It had been a good 4 years, and he was looking forward to seeing the results on the 2nd May in the local elections.

The community speed watch figures were showing a big reduction of people exceeding 20mph.

Cllr Crabtree was asked if there had been many problems reported regarding the new refuse and recycling collections. He noted that there had been some teething problems, particularly in the more rural areas, but that these seemed to be settling down now.

FC25/04/20

TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE 12TH MARCH 2025:

i. CLIMATE, ENVIRONMENT AND PLANNING COMMITTEE – 19TH MARCH AND 2ND APRIL 2025

The Chairman noted that all the applications discussed were in the minutes, but resolutions had also been made to agree improvements to the pitches in Illogan Park and to renew cleaning, bin emptying, verge maintenance and footpath maintenance contracts for 1 year.

ii. GOVERNANCE REVIEW COMMITTEE – 26TH MARCH 2025

The Chairman thanked members for their efforts in reviewing all the documents for the meetings. The committee were making efforts to move closer to clarity of language within these documents.

iii. COMMUNITY EVENTS COMMITTEE – 8TH APRIL 2025

The Chairman reminded the council of the upcoming VE Day commemoration on the 8th May 2025 and asked for as many members to attend as possible. Volunteers were still needed to record readings of the tribute for the event. Members were reminded that they should wear their uniform when attending events.

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

FC25/04/20.2

RESOLVED

to note the minutes of the following committee meetings held since the 12th March 2025:

- **Climate, Environment and Planning Committee – 19th March and 2nd April 2025**
- **Governance Review Committee – 26th March 2025**
- **Community Events Committee – 8th April 2025**

On a vote being taken the matter was approved unanimously.

FC25/04/21

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

The Assistant to the Clerk had attended two meetings of a new community initiative called Light Up Illogan which aimed to enhance the village's Christmas spirit. Several ideas had been discussed including a Christmas light competition and wreath making sessions. The group had discussed the pros and cons of operating as in independent group or potentially becoming a sub-committee or working group of the Events Committee.

**FC25/04/22 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;
AGREE WHERE TO DISCUSS AND TIMESCALES**

There were no items raised to be discussed at future meetings.

FC25/04/23 DATE & TIME OF NEXT MEETING:

The next meeting would be the held on Wednesday 14th May 2025, 7pm In Illogan Parish Council Community Office.

FC25/04/24 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 Ford, seconded by Cllr Crabtree and

FC25/04/24.2 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.

FC25/04/25 TO RECEIVE TENDERS FOR FEASIBILITY STUDIES REGARDING THE POTENTIAL DEVOLUTION OF FOUR COMMUNITY SPACES FROM CORNWALL COUNCIL, AGREE A TENDER, AND DELEGATED POWERS TO OFFICERS TO SUBMIT A GRANT APPLICATION TO THE COMMUNITY CAPACITY FUND WHEN IT REOPENS FOR APPLICATIONS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC25/04/25.2 RESOLVED to delegate powers to officers to submit a grant application to the Community Capacity Fund for funding for feasibility studies regarding the potential devolution of four community spaces from Cornwall Council. If the application required it, Mei Loci would be listed as the preferred contractor.

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST

FC25/04/26 TO RECEIVE TENDERS FOR THE DESIGN OF A SENSORY GARDEN WITH A YOGA/MINDFULNESS/MEDITATION ZONE LEADING ONTO

A SENSORY TRAIL, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FC25/04/26.2 RESOLVED to defer receiving tenders for the design of a sensory garden with a yoga/mindfulness/meditation zone leading onto a sensory trail to the next meeting

On a vote being taken on the matter there were 6 votes FOR and 1 vote AGAINST.

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

Signed

Date

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ACCOUNTS FOR PAYMENT APRIL 2025					
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
To Ratify					
Transfer to Public Sector Deposit Fund			£89,892.00		£89,892.00
To Ratify					
Salaries	All Employees		£3,977.22		£3,977.22
Tax and NIC	HMRC		£1,312.11		£1,312.11
Out of Hours Call Handling	Phoneta		£30.53	£6.11	£36.64
Inclusive seat and installation	Sutcliffe Play	FC25/02/25.2	£1,561.00	£312.20	£1,873.20
Contractor	DJM Gardening and Groundwork Solutions		£1,556.39		£1,556.39
Replacement bus shelter	Ace Shelters	FC25/03/28.2	£5,325.00	£1,065.00	£6,390.00
Website Hosting	Kernowtek		£10.00		£10.00
Purple Poo signs	Contract Signs		£120.05	£24.01	£144.06
Engineer visit for issue with door	Duchy Alarms		£75.00	£15.00	£90.00
Chairs with arms	Strictly Tables & Chairs	FC25/03/27.2	£297.70	£59.54	£357.24
Annual Subscription	CALC		£1,785.73	£280.82	£2,066.55
Grass Cutting & tree works	Greens Grounds and Trees		£2,727.36	545.47	£3,272.83
Annual Maintenance and Repairs	Duchy Alarms		£722.70	£144.54	£867.24
Subscription	South West Councils		£525.00	£105.00	£630.00
Legionella Testing	Churchill		£95.70	£19.14	£114.84
Cleaning and Opening and Closing Office	Xtreme Clean		£1,650.00	£330.00	£1,980.00
Bank charges	Unity Trust		£11.55		£11.55
Water for Mary's Well	Source for Business		£22.56		£22.56
IT Subscriptions	Croft		£341.08	£68.22	£409.30
Water for Illogan Park	Source for Business		£62.88		£62.88
Electricity for Office	SSE		£156.17	£7.81	£163.98
Internet	BT		£43.86	£8.77	£52.63
		Total	£22,409.59	£2,991.63	£25,401.22