

ILLOGAN PARISH COUNCIL

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

PRESENT: Councillors Gary Cullimore (Chairman), Dave Crabtree (Vice Chairman), David Ekinsmyth, Graham Ford, Paul Holmes, Jean Pollock, Lee Simmons, Suzanne Simmons, Stefan Szoka and Maggie Thompson.

IN ATTENDANCE: Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk and Cornwall Councillor Cliff Crawford

The Chairman explained the safety procedures.

FC25/07/1 CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting.

FC25/07/2 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS

Apologies were received from Cllrs Hodge, Mrs O'Donnell and Miss J Simmons

There were no members absent.

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

FC25/07/2.2 RESOLVED to receive and approve apologies from Cllrs Hodge, Mrs O'Donnell and Miss J Simmons.

On a vote being taken the matter was approved unanimously.

FC25/07/3 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 interest declared.

FC25/07/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no requests for dispensations.

FC25/07/5 PUBLIC PARTICIPATION

There were no members of the public present.

FC25/07/6 CHAIRMAN'S ANNOUNCEMENTS

The Chairman emphasised the importance of attending training sessions such as planning.

He also highlighted the upcoming Councillor Skills Training scheduled for 22nd July, encouraging as many members as possible to attend.

Councillors were reminded that Code of Conduct training must be completed within six months of taking office.

FC25/07/7

TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS

Cornwall Councillor Cliff Crawford advised he had:

- Attended Code of Conduct and Committee training sessions
- Attended meetings of the local parish councils and Cornwall Council committees
- Raised issues of speeding in Illogan, specifically between Spar Lane and Park Bottom
- Worked with the planning department with regards to a local planning dispute
- Been in correspondence with a number of local projects to assist with ways of obtaining funding

Cllr Crawford left the meeting at 7.10pm.

FC25/07/8

TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 18TH JUNE 2025 AND THE CHAIRMAN TO SIGN THEM

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

FC25/07/8.2

RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 18th June 2025 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC25/07/9

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

There were no matters arising from the minutes.

FC25/07/10

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

It was proposed by Cllr Ford, seconded by Cllr Mrs Thompson and

FC25/07/10.2

RESOLVED to receive the Delegated Decisions Register since the last meeting and ratify all decisions made.

On a vote being taken the matter was approved unanimously.

FC25/07/11 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF JUNE 2025 AND AGREE ANY FUTURE ACTIONS

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

FC25/07/11.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of June 2025.

On a vote being taken the matter was approved unanimously.

FC25/07/12 TO RATIFY THE BARCLAYCARD PAYMENTS FOR THE MONTH OF JUNE 2025 AND AGREE ANY FUTURE ACTIONS

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

FC25/07/12.2 RESOLVED to ratify the Barclaycard payments for the month of June 2025.

On a vote being taken the matter was approved unanimously.

FC25/07/13 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF JULY 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 Ekinsmyth and

FC25/07/13.2 RESOLVED to authorise payment of accounts for the month of July 2025 in the sum of £65,141.84 inc. VAT.

On a vote being taken on the matter there were 9 votes FOR and 1 vote AGAINST.

FC25/07/14 TO RECEIVE A DEVOLUTION UPDATE AND AGREE ANY FUTURE ACTIONS

Members discussed the areas of land which were not registered with the Land Registry. Cornwall Council were looking into whether they could register these areas with a view to devolving them to Illogan Parish Council.

It was noted that there were only 2 parcels of land owned by Cornwall Council in the parish that were not included on the list of sites. These sites offered no community value and therefore it was felt that they should not be included as part of the devolution deal.

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

FC25/07/14.2 RESOLVED to proceed to the next stage of the Devolution process.

On a vote being taken on the matter there were 9 votes FOR and 1 vote AGAINST.

FC25/07/15 TO RECEIVE THE COMMUNITY CAPACITY GRANT OFFER LETTER FOR THE DEVOLUTION FEASIBILITY STUDY, RATIFY ACCEPTANCE OF THE GRANT OFFER, CONFIRM APPOINTMENT OF A CONTRACTOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Community Capacity Grant for feasibility studies on the four largest proposed sites for devolution had been granted and was in the bank.

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

FC25/07/15.2 RESOLVED to ratify acceptance of the Community Capacity Grant offer and to instruct Mei Loci to complete the Devolution Feasibility Study by December 2025 as per their tender. Officers were to request copies of tree surveys and play equipment surveys for the sites from Cornwall Council.

On a vote being taken on the matter there were 8 votes FOR and 1 vote AGAINST.

FC25/07/16 TO APPOINT MEMBERS TO FILL VACANCIES ON COMMITTEES, THE ILLOGAN REVIEW EDITING GROUP AND OUTSIDE BODIES AND AGREE ANY FUTURE ACTIONS

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

FC25/07/16.2 RESOLVED to appoint Cllr Mrs Thompson to the Climate, Environment and Planning Committee, Finance, Resources and Projects Committee and the Governance Review Committee and to appoint Cllrs L Simmons and Mrs S Simmons to the Community Events Committee. Cllrs Cullimore, Ekinsmyth and Mrs Thompson would be appointed to the Illogan Review Editing Group.

On a vote being taken the matter was approved unanimously.

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

FC25/07/16.3 RESOLVED to appoint Cllr L Simmons to the North Kerrier and East Penwith Community Area Partnership.

On a vote being taken the matter was approved unanimously.

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

FC25/07/16.4 RESOLVED to appoint Cllr Mrs Thompson to the South Crofty Mine Liaison Group.

On a vote being taken the matter was approved unanimously.

FC25/07/17 TO CONSIDER SIGNING UP TO THE CIVILITY AND RESPECT PLEDGE AND THE COUNCILLOR STATEMENT OF ASSURANCE AND AGREE ANY FUTURE ACTIONS

The Civility and Respect Pledge was part of a sector-wide initiative to promote a positive culture within town and parish councils. It served as a sign of the Council's commitment to fostering a respectful, inclusive and supportive environment and confirms it would treat councillors, officers and members of the public with respect.

The Statement of Assurance was a pilot within Cornwall that asked members to confirm that they had read and understood the Code of Conduct and gave a commitment to treat others with respect.

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

FC25/07/17.2 RESOLVED to sign Illogan Parish Council up to the Civility and Respect Pledge and Councillors to sign the Statement of Assurance.

On a vote being taken on the matter there were 9 votes FOR and 0 votes AGAINST.

FC25/07/18 TO AGREE WHO WILL ATTEND ILLOGAN PARISH FAIR ON THE COUNCIL STALL, WHAT INFORMATION WILL BE INCLUDED IN THE STALL, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Cllrs Cullimore, Ekinsmyth, Ford and Mrs Thompson advised they would attend Illogan Parish Fair. Emails would be sent to the councillors not present at the meeting to enquire if they would like to attend. Cllr L Simmons, the Clerk and the Assistant to the Clerk all advised they would be happy to assist with erecting the gazebo.

As with previous years, the display board would be set up with information on the Council's activities and leaflets would be available to give out advertising Illogan Fun Day and the hiring of the Community Room.

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

FC25/07/18.2 RESOLVED to that 300 leaflets would be ordered at a cost not exceeding £300 and tubs of sweets would be purchased to give out at Illogan Parish Fair.

On a vote being taken the matter was approved unanimously.

FC25/07/19 TO REVIEW THE AGREEMENTS AND WORKING ARRANGEMENTS WITH ILLOGAN IN BLOOM AND AGREE ANY FUTURE ACTIONS

A request had been received from Illogan in Bloom for Full Council to review the agreements between Illogan Parish Council and Illogan in Bloom.

It was noted that Illogan in Bloom was still registered as an active Community Interest Company so the agreements should at least be amended to reflect this. There had also been several breaches of the agreements already in place.

It was queried whether a group should have access to the shed and tools if not volunteering for the Council and whether access to that equipment should be obtained through the office.

It was noted that the Council had received complaints regarding Illogan in Bloom from members of the public who were associating them as part of Illogan Parish Council.

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

- FC25/07/19.2 RESOLVED** **that Illogan Parish Council and Illogan in Bloom go their separate ways. Illogan in Bloom can focus their efforts on areas not owned or managed by Illogan Parish Council and Illogan Parish Council makes its own arrangements for gardening on the land it owns and manages. That all parties agree to be amicable, polite and supportive and co-exist in harmony.**

On a vote being taken the matter was approved unanimously.

- FC25/07/20 TO RECEIVE AN UPDATE ON ILLOGAN PARK CHANGING FACILITIES, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The Clerk advised that there was still a large amount of rubbish in the changing rooms. One of the clubs had advised that Biffa were going to come and remove the rubbish, but this had not yet been done.

All clubs had been sent copies of the new agreements to sign, only 2 had so far been returned. Clubs had also been invited to a meeting with all the other clubs and representatives of the Council but there had been no response to this yet.

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

- FC25/07/20.2 RESOLVED** **to instruct DJM Gardening and Groundwork Solutions to remove all rubbish from Illogan Park Changing Facilities and X-treme Clean to conduct a deep clean of the facilities. All clubs would be requested to take date-stamped photographs after each use of the facilities to confirm compliance with the hire agreements. That the officers would check the facilities each morning and would obtain quotes for a coded entry system.**

On a vote being taken the matter was approved unanimously.

FC25/07/21 TO RECEIVE THE CORNWALL COUNCIL STREET TRADING POLICY REVIEW, CONSIDER WHETHER TO COMMENT, AND AGREE ANY FUTURE ACTIONS

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

FC25/07/21.2 RESOLVED to note the Cornwall Council Street Trading Policy review.

On a vote being taken the matter was approved unanimously.

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

FC25/07/21.3 RESOLVED to respond to the Cornwall Council Street Trading Policy review with the following comment:

That Illogan Parish Council, in view of the various public events it arranges, welcomes the proposed revisions to the Statement of Practices, Procedures and Policies for Street Trading, in particular the clarifications suggested for policy exemptions and the stated involvement for the parish council and the clear definition on page 8, point 7, of 'public highway'.

On a vote being taken the matter was approved unanimously.

FC25/07/22 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The new benches had been installed in the play area. The gate to the play area and the exercise bike and skier in the fitness equipment would be repaired the following week, and the fixings for the sensory panels would be replaced at the same time.

The bin near the cluster of picnic benches was needing to be emptied more frequently than twice a week. The Council had a bin in the storage container, the Clerk had instructed DJM Gardening and Groundworks to install this bin as a secondary one near the cluster of picnic benches to provide more capacity.

FC25/07/23 TO RECEIVE A REPORT FROM COUNCIL OFFICERS INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The public conveniences were now open until 6.30pm during the summer months and opening hours were now displayed on the doors.

The Parish Council would be taking part in the Illogan Parish Fair Scarecrow competition. Work had started on two scarecrows for the competition and these would be displayed on the planters.

Councillor Skills training at Carn Brea would be held on Tuesday 22nd July 2025 at 6.45pm.

FC25/07/24 TO RECEIVE CORRESPONDENCE FROM THE 11TH JUNE 2025 UNTIL THE 8TH JULY 2025, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS

Holly's Gin had emailed hoping to trial 'Holly's Hut' selling coffee and cakes for two days a week in Illogan, possibly at the entrance to Manningham Woods. They were looking for permission from the Council to do this.

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

FC25/07/24.2 RESOLVED to give permission for Holly's Hut to sell coffee and cake in Illogan Park for a trial period of 8 weeks on the condition that no alcohol was sold and that it didn't clash with Cornish Cakey Tea's pop-up stall.

On a vote being taken the matter was approved unanimously.

FC25/07/25 TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE 5TH JUNE 2025.

i. CLIMATE, ENVIRONMENT AND PLANNING COMMITTEE – 18TH JUNE AND 2ND JULY 2025

The Chairman thanked the Committee members for their work on their reports for planning application, especially those new members.

ii. FINANCE, RESOURCES AND PROJECTS COMMITTEE – 19TH JUNE 2025

The Chairman advised the meeting had looked at issues with the current IT provider and had agreed a new provider on a 1-year trial basis.

iii. COMMUNITY EVENTS COMMITTEE – 8TH JULY 2025

Cllr Ford advised that works were advancing for the upcoming Fun Day. He noted that Illogan RBL would be holding an event on the 15th August 2025 to commemorate VJ Day. The Council would be assisting with publicising the event. All the details were in the minutes.

FC25/07/26 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

There was nothing to report.

**FC25/07/27 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS;
AGREE WHERE TO DISCUSS AND TIMESCALES**

An item was requested to review the Neighbourhood Development Plan.

FC25/07/28 DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 20th August 2025, 7.00pm in Illogan Parish Council Community Office.

There being no further business the meeting closed at 8.41pm.

Signed

Date

ACCOUNTS FOR PAYMENT JULY 2025					
Description	Supplier	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
Salaries	All employees		£5,289.33		£5,289.33
Contractor for May and June	DJM Gardening and Groundwork Solutions		£6,241.21		£6,241.21
Out of Hours Call Handling	Phoneta		£28.95	£5.79	£34.74
Website Hosting	Kernowtek		£10.00		£10.00
Hi-Viz Waistcoats, paper and milk	Office Smart	CL25/06/19.2	£72.46	£13.12	£85.58
Music Licence for Illogan Fun Day	PPL PRS		£30.96	£6.19	£37.15
Officer Training	CALC		£35.00	£7.00	£42.00
Annual Subscription to support	Mining Villages Regeneration Group		£100.00		£100.00
Play Equipment	Wicksteed	FC25/02/25.2	£37,805.27	£7,561.05	£45,366.32
Footpath cutting, grass cutting, tree works	Greens Grounds and Trees		£3,932.61	£786.53	£4,719.14
Legionella Testing	Churchill		£95.70	£19.14	£114.84
Cleaning and Opening Community Room	X-treme Clean		£1,675.00	£335.00	£2,010.00
Stickers for toilets and sign for side of changing facilities	Contract Sign Systems		£67.70	£13.54	£81.24
Electricity for Changing Facilities	Octopus Energy		£94.68	£4.73	£99.41
Electricity for Office	SSE		£212.25	£10.62	£222.87
Bank Charges	Unity Trust Bank		£10.20		£10.20
Internet	BT		£43.86	£8.77	£52.63
Electricity for Office 01.06.25 - 30.06.25	SSE		£107.84	£5.39	£113.23
Water and Sewerage for Illogan Park	Source for Business		£95.31		£95.31
IT Subscriptions	Croft		£347.20	£69.44	£416.64
	TOTAL TO PAY		£56,295.53	£8,846.31	£65,141.84