

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 15<sup>th</sup> October 2025 at 7.00pm.

**PRESENT:** Councillors Gary Cullimore (Chairman), Dave Crabtree (Vice Chairman), Anne Edwards, David Ekinsmyth, Graham Ford, Paul Holmes, Tara O'Donnell, Jean Pollock, Jenna Simmons, Suzanne Simmons, Stefan Szoka and Maggie Thompson.

**IN ATTENDANCE:** Mrs S Rimell, Clerk; Miss E James, Assistant to the Clerk and 4 members of the public (until points mentioned)

The Chairman explained the safety procedures.

**FC25/10/1 CHAIRMAN'S WELCOME**

The Chairman welcomed everyone to the meeting.

**FC25/10/2 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS**

Apologies were received from Cornwall Councillors Clifford and Mrs Desmonde.

Cllrs Hodge and L Simmons were absent.

**FC25/10/3 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.

**FC25/10/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no requests for dispensations.

**FC25/10/5 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA**

There were no requests to speak from members of the public.

It was agreed to bring forward agenda item 14.

**FC25/10/6 TO RECEIVE THE GRANT APPLICATION FROM THE OLD SCHOOL CENTRE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE (LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976, S. 19)**

The Old School Centre requested a grant of £500 towards a new gas heater for the Assembly Hall. The current heater had failed its inspection due to a split in the combustion chamber. A new heating system was not

financially viable and so a like-for-like replacement was the most suitable option.

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

**FC25/10/6.2 RESOLVED that the grant application from the Old School Centre be approved for the amount of £500.**

On a vote being taken the matter was approved unanimously.

2 members of the public left the meeting at 7.15pm.

**FC25/10/7 CHAIRMAN'S ANNOUNCEMENTS**

It was with great sadness that the Chairman had to express the news of the passing of Jill Ferrett. She stood on the Council for many years where she was Chairman. She also stood on many committees, also acting as Chairman of the Planning committee. He asked the meeting observed a minute's silence to remember her and the huge contributions she made to the parish.

The Chairman also noted that the Assistant to the Clerk had given notice of her resignation to move on to clerk another parish. He thanked her on behalf of the Council and the parish for her work and wished her all the best in her future endeavours.

The Chairman emphasised that this would now impact the workload of the Clerk and asked Councillors to be aware that there may be a longer lead time for responses to email queries and asked that Councillors reply to emails as quickly as possible to avoid the need for repeat emails and further strain on the office.

**FC25/10/8 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 17<sup>TH</sup> SEPTEMBER 2025 AND THE CHAIRMAN TO SIGN THEM**

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

**FC25/10/8.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on the 17<sup>th</sup> September 2025 and the Chairman to sign them.**

On a vote being taken on the matter there were 11 votes FOR and 0 votes AGAINST.

**FC25/10/9 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising from the minutes.

**FC25/10/10 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETINGS, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS**

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

**FC25/10/10.2 RESOLVED to receive the Delegated Decisions Register and ratify all decisions made.**

On a vote being taken the matter was approved unanimously.

**FC25/10/11 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF SEPTEMBER 2025 AND AGREE ANY FUTURE ACTIONS**

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

**FC25/10/11.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of September 2025.**

On a vote being taken the matter was approved unanimously.

**FC25/10/12 TO RATIFY THE BARCLAYCARD PAYMENTS FOR THE MONTH OF SEPTEMBER 2025 AND AGREE ANY FUTURE ACTIONS**

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

**FC25/10/12.2 RESOLVED to ratify the Barclaycard payments for the month of September 2025.**

On a vote being taken the matter was approved unanimously.

**FC25/10/13 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF OCTOBER 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 Mrs Thompson and

**FC25/10/13.2 RESOLVED to authorise payment of accounts for the month of October 2025 in the sum of £30,914.14 inc. VAT.**

On a vote being taken on the matter there were 11 votes FOR and 1 vote AGAINST.

**FC25/10/14 TO RECEIVE THE EXTERNAL AUDIT AND AGREE ANY FUTURE ACTIONS**

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

**FC25/10/14.2 RESOLVED that the external audit for the 2024/2025 financial year has been received and the recommendations noted.**

On a vote being taken the matter was approved unanimously.

**FC25/10/15 TO APPOINT MEMBERS TO FILL VACANCIES ON THE FOLLOWING COMMITTEES, AND AGREE ANY FUTURE ACTIONS:**

- i. Community Events Committee**
- ii. Finance, Resources And Projects Committee**
- iii. Governance Review Committee**
- iv. Staffing Committee**

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

**FC25/10/15.2 RESOLVED to appoint the following members to fill vacancies on the following committees:**

- i. Community Events Committee – Cllrs Mrs Edwards and Ekinsmyth**
- ii. Governance Review Committee – Cllr Mrs Edwards**
- iii. Staffing Committee – Cllr Mrs Edwards**

On a vote being taken the matter was approved unanimously.

**FC25/10/16 TO RECEIVE A REPORT FROM CLLR HOLMES ON STREET AND OTHER NAME SIGNAGE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllr Holmes advised the Council of a number of lanes and roads in Illogan Parish that were not signed and that their names could be lost. Cornwall Council had advised that these signs would be a low priority for them, and they had little budget. It was requested that the Parish Council consider installing the signs, making them bi-lingual, and including the Parish Council logo.

It was noted that while the street signs would preserve the historical names of the areas, they would not give any of the historical context. A suggestion was made for descriptive plaques instead of street signs.

Concern was raised over whether this was a good use of public money. The Council had already spent money on installing boundary signs in recent years and it was felt that spending money on more signs might not be met well by the public.

It was proposed by Cllr Mrs Thompson, seconded by Cllr Miss J Simmons and

**FC25/10/16.2 RESOLVED that Cllr Holmes would write an article for the next edition of the Illogan Review with details of the proposal for the additional street signs. Feedback from the public would be requested to assist the Council in making an informed decision.**

On a vote being taken the matter was approved unanimously.

**FC25/10/17 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

There was nothing to consider for the management, maintenance and future developments in Illogan Park and other parish facilities.

**FC25/10/18 TO RECEIVE A REPORT FROM COUNCIL OFFICERS INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The Clerk asked for volunteers to complete 2 Councillor audits that were now due. Cllrs Crabtree, Cullimore, Ekinsmyth and Mrs Thompson volunteered to conduct the Councillor audits.

The Clerk advised that the Assistant to the Clerk had agreed to stay on for a few hours a week for a few months until their replacement had been recruited.

The shared calendar for the Clubs using the pitches had been set up and the clubs had been sent their details.

The Mobile Speed Activated Sign was due to be moved the following week. The wires on the sign had been damaged, and repairs would be organised once the sign was removed.

**FC25/10/19 TO RECEIVE CORRESPONDENCE FROM THE 10TH SEPTEMBER 2025 UNTIL THE 7TH OCTOBER 2025, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS**

Correspondence had been received from National Grid Energy Distribution (NGED) advising it had launched the latest round of its Community Matters Fund that focused on supporting energy affordability and tackling fuel poverty.

**FC25/10/20 TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS**

There were no reports to receive from Cornwall Councillors.

**FC25/10/21 TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE 4TH SEPTEMBER 2025:**

**i. Governance Review Committee – 10<sup>th</sup> September 2025**

The Chairman advised that the committee members had been working hard on reviewing and amending Council policies.

**ii. Climate, Environment and Planning Committee – 17<sup>th</sup> September and 1<sup>st</sup> October 2025**

The Chairman noted the unprecedented attendance of over 150 people at the early October meeting. He apologised for his absence but thanked Cllr Ekinsmyth for standing in and chairing the meeting in his absence as well as the other Councillors who attended for their diligence. He also thanked the Council staff for organising the meeting, specifically the Assistant to the Clerk and Cllr Edwards for handling the crowds well under difficult circumstances and the Clerk for taking the notes with such attention to detail under such difficult circumstances.

**iii. Community Events Committee – 7<sup>th</sup> October 2025**

The Chairman advised that arrangements were underway for the Christmas Lights Switch-On Events. She thanked everyone who attended the recent litter pick and advised that a large number of rubbish had been collected.

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

- FC25/10/21.2 RESOLVED to note the minutes of the following Committee meetings held since 4<sup>th</sup> September 2025:**
- i. Governance Review Committee – 10<sup>th</sup> September 2025**
  - ii. Climate, Environment and Planning Committee – 17<sup>th</sup> September and 1<sup>st</sup> October 2025**
  - iii. Community Events Committee – 7<sup>th</sup> October 2025**

On a vote being taken the matter was approved unanimously.

**FC25/10/22 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**

Cllr O'Donnell had attended the Police Liaison Committee meeting which had been well attended. The meeting focused on domestic abuse and advised that there was a team of 46 officers covering Cornwall who were currently dealing with over 500 live investigations. Operation Moonstone was underway nationally and Devon and Cornwall had seen the biggest success by targeting problem areas.

Antisocial behaviour was also decreasing with a targeted effort in Camborne assisted by the Mayor of Camborne Town Council. Three repeat offenders had recently received custodial sentences.

Everyone was encouraged to report all crimes to assist the police with getting the required resources to the areas they were needed most.

Cllr Ekinsmyth advised he had attended Code of Conduct training for Councillors.

Cllr Crabtree had attended Hayle Civic Service which included a parade from the library to the church.

He had also attended the latest Community Area Partnership meeting which topics included crime and the improvements coming to Barncoose Hospital. It was noted that there was a shortage of attendance of Cornwall Councillors.

**FC25/10/23 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

There were no items raised for discussion at future meetings.

**FC25/10/24 DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 19<sup>th</sup> November 2025, 7.00pm in Illogan Parish Council Community Office.

**FC25/10/25 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 Mrs Thompson and

**FC25/10/25.2 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.

**FC25/10/26 TO RECEIVE QUOTES FROM SOLICITORS TO ADVISE THE COUNCIL IN THE DEVOLUTION PROCESS, APPOINT A SOLICITOR, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC25/10/26.2 RESOLVED to accept a quote from Stephens Scown Solicitors, excluding searches but including indemnity insurance, to advise the Council in the devolution process.**

On a vote being taken on the matter there were 11 votes FOR and 1 vote AGAINST.

There being no further business the meeting closed at 8.26pm.

Signed .....

Date .....

<b>ACCOUNTS FOR PAYMENT OCTOBER 2025</b>					
<b>Description</b>	<b>Supplier</b>	<b>Minute Number</b>	<b>Net Total (ex VAT)</b>	<b>Vat</b>	<b>Total (inc VAT)</b>
Salaries	All employees		£5,943.38		£5,943.38
Tree Assessment	Evolve Tree Consultancy		£250.00	£50.00	£300.00
Supply and fit intruder alarm	Duchy Alarms	FC25/08/23.2	£1,446.90	£289.38	£1,736.28
Out of Hours Call Handling	Phoneta		£43.17	£8.63	£51.80
Expenses	Cllr G Ford		£30.00		£30.00
Website Hosting	Kernowtek		£10.00		£10.00
Part payments for Feasibility Study and Wellbeing space	Mei Loci		£4,550.00	£910.00	£5,460.00
Election recharges	Cornwall Council		£859.28		£859.28
Polo shirt, Paper and Milk pots	Office Smart		£39.56	£6.54	£46.10
Re render toilets	Trevaskis Design Solutions	PM25/07/20.2	£800.00	£160.00	£960.00
4 x Poppy Wreaths	Royal British Legion		£100.00		£100.00
Line pump	Bartlett		£233.66	£46.73	£280.39
External Audit	BDO LLP		£630.00	£126.00	£756.00
Christmas Banners	No2TheSame		£130.00	£26.00	£156.00
Grass cutting	Greens		£2,530.83	£506.17	£3,037.00
Expenses	Emma James		£37.60		£37.60
Engraving Chain of Office	Cornwall Trophies		£60.00	£12.00	£72.00
Churchill Group	Leionella Testing		£95.70	£19.14	£114.84
Cllr Training	CALC		£60.00	£12.00	£72.00
Contractor	DJM Gardening and Groundworks Solutions		£3,320.15		£3,320.15
Path in Manningham Wood	Cormac	PM25/05/20.2	£3,839.63	£767.93	£4,607.56
Stickers for signs	Contract Signs		£91.76	£18.35	£110.11
Cleaning	X-treme Clean		£1,675.00	£335.00	£2,010.00
Electricity for changing rooms - deposit returned	Octopus Energy		£94.09	£0.82	£94.91
Bank Charges	Unity Trust		£11.85		£11.85
Water for Mary's Well	Source for Business		£28.40		£28.40
Deposit for Office	Octopus Energy		£460.54	£92.11	£552.65
Internet	BT		£43.86	£8.77	£52.63
Water and Sewerage for Illogan Park	Source for Business		£103.21		£103.21
	<b>TOTAL</b>		<b>£27,518.57</b>	<b>£3,395.57</b>	<b>£30,914.14</b>