

## ILLOGAN PARISH COUNCIL

Minutes of the Full Council Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 19<sup>th</sup> November 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, Lee Simmons, Suzanne Simmons, Stefan Szoka and Maggie Thompson.

**IN ATTENDANCE:** Mrs S Rimell, Clerk; 2 representatives from Mei Loci (1 from and both until points mentioned); and 1 member of the public (until point mentioned).

The Chairman explained the safety procedures.

### **FC25/11/1 CHAIRMAN'S WELCOME**

The Chairman welcomed everyone to the meeting.

### **FC25/11/2 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS**

Apologies were received from Cllr Hodge.

There were no members absent.

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

### **FC25/11/2.2 RESOLVED to receive and approve apologies from Cllr Hodge.**

On a vote being taken the matter was approved unanimously.

### **FC25/11/3 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 the agenda item relating to the request for the coffee shop in Illogan Park. The requestor was a director of the company completing works on his house. He had sought advice from the Monitoring Officer and would declare an interest for the duration of the works and 3 months after.

Cllr Crabtree declared that he had attended the Switch On at Redruth Rugby Ground on behalf of the Community Area Partnership. He had received free entry, a pasty and open bar which constituted hospitality in excess of £25.

### **FC25/11/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications from members for dispensations.

1 representative from Mei Loci entered the meeting at 7.03pm.

**FC25/11/5**

**PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA**

It was agreed to take public participation with the relevant agenda items.

**FC25/11/6**

**CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that the Vice Chairman and he had attended Illogan, Carn Brea, and Portreath Remembrance Parades. He thanked the staff and marshals for helping with the Illogan Remembrance Parade.

The Chairman had attended the funeral of former Cllr Jill Ferrett with some other councillors.

**FC25/11/7**

**TO RECEIVE A PROGRESS REPORT ON THE FEASIBILITY STUDIES AND THE WELL BEING GARDEN IN ILLOGAN PARK, AND AGREE ANY FUTURE ACTIONS**

Representatives from Mei Loci updated members on progress with the Well Being Garden in Illogan Park and the Feasibility Studies for the 4 key devolution sites.

**Illogan Park Well Being Garden**

The focus was on nature, health, and community. The plans included a slightly more formal area of nostalgic planting, and herbs for connection to the past and cooking. A semi-formal area with the feeling of seclusion for quiet contemplative pursuits such as sitting and relaxing, meditation, yoga etc. There would be prompt posts throughout the space to invite people on a wellbeing sensory journey. There would be smaller paths weaving throughout the landscape connecting with natural play equipment for all ages and abilities such as balance items, swaying bridges to encourage natural free play.

In response to questions - It was hoped that the planting would be a mix of long-standing plants, annuals, and perennials to provide year-round colour and interest. The hedge around the contemplative space would be less than 1m high to give the feeling of being tucked away without being completely out of sight. The installation and ongoing maintenance of bark mulch paths vs tarmac would be investigated. It was suggested that a 1950s map could be incorporated into the scheme to show the market garden and meadows of the past. It was confirmed that the existing hedging would be retained.

**Feasibility Studies**

There were 4 sites with distinct and unique characteristics. The conditions, and character had been assessed and feasible, deliverable designs being drawn up for each space to provide something for everyone during all seasons. The public had been consulted through online surveys, letterbox drop, flyers etc. The overarching themes from the consultations were cleanliness, maintenance, safety, access, pathways, better equipment,

more to do, nature and landscaping. The initial ideas had been drafted, and more detailed plans were being drawn up.

Members made the following comments:

It was mentioned that there was a Cornwall Council scheme for walk from Gwithian to Carn Brea.

The history of Rosemullion Gardens was explained. It was confirmed that the mosaics and wooden sculpted items would be retained and renovated.

There was a preference for the survey results to be presented as actual figures rather than percentages.

There were concerns regarding the levels of vandalism being experienced in Park Bottom Playing field. It was believed that there was a 12m exclusion zone from the property boundaries that needed to be maintained as grass; this would be investigated further.

There would be an orchard included in the plans for the Park Leven Public Open Space.

Cllrs Holmes and Miss Pollock left the meeting during this item at 7.20pm and re-entered at 7.27pm.

1 member of the public left the meeting during this item at 7.36pm and re-entered at 7.37pm.

2 representatives from Mei Loci left the meeting at 7.40pm.

It was agreed to bring the item regarding the request for a coffee shop forward to the next agenda item.

**FC25/11/8**

**TO CONSIDER A WHETHER THE COUNCIL WOULD LIKE TO PURSUE THE REQUEST FOR A COFFEE SHOP BUILDING IN ILLOGAN PARK AND AGREE ANY FUTURE ACTIONS**

Cllr Crabtree left the room.

Illogan Park was well used by families. There were no facilities to get a drink or a snack at the Park. There were regularly comments that it would be nice to be able to get a drink or snack by park users. The requestor was considering setting up a second business to run a coffee shop in Illogan Park. They felt that it would be a great addition to the park and for the community. If the Council was keen to proceed with the coffee shop idea the plans, agreements etc would be investigated in detail.

The meeting's consensus was that, because the proposal was still at a very early stage, there were many unknowns that would require detailed investigation. These included matters such as legislation, regulations, liabilities, agreements, planning considerations, whether the structure would be permanent or temporary, associated risks, utilities, food hygiene requirements, and overall viability etc.

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

**FC25/11/8.2 RESOLVED to defer the request for a coffee shop in Illogan Park to the Finance, Resources and Projects Committee for further investigation and debate.**

On a vote being taken the matter was approved unanimously.

1 member of the public left the meeting at 8.02pm.

**FC25/11/9 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 15<sup>TH</sup> OCTOBER 2025 AND THE CHAIRMAN TO SIGN THEM**

Cllr Crabtree re-entered the meeting.

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

**FC25/11/9.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on Wednesday 15<sup>th</sup> October 2025 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

Cllr Miss J Simmons left the meeting at 8.02pm.

**FC25/11/10 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**FC25/11/11 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETINGS, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS**

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

**FC25/11/11.2 RESOLVED to receive the delegated decision register since the last meeting and ratify all decisions made.**

On a vote being taken the matter was approved unanimously.

**FC25/11/12 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF OCTOBER 2025 AND AGREE ANY FUTURE ACTIONS**

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

**FC25/11/12.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of October 2025.**

On a vote being taken the matter was approved unanimously.

Cllr Miss J Simmons re-entered the meeting at 8.06pm.

**FC25/11/13 TO RATIFY THE CARD PAYMENTS FOR THE MONTH OF OCTOBER 2025 AND AGREE ANY FUTURE ACTIONS**

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

**FC25/11/13.2 RESOLVED to ratify the card payments for the month of October 2025.**

On a vote being taken the matter was approved unanimously.

**FC25/11/14 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF NOVEMBER 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 O'Donnell and

**FC25/11/14.2 RESOLVED to authorise payment of accounts for the month of November 2025 in the sum of £21,396.84 including VAT.**

On a vote being taken on the matter there were 12 votes FOR and 1 vote AGAINST.

**FC25/11/15 TO RECEIVE AN UPDATE ON THE DEVOLUTION OF ASSETS FROM CORNWALL COUNCIL INCLUDING THE ONE-OFF DEVOLUTION CAPITAL GRANT OFFER, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC25/11/15.2 RESOLVED to receive the update of the devolution of assets from Cornwall Council and to accept the one-off devolution capital grant offer of £20,000.**

On a vote being taken on the matter there were 12 votes FOR and 1 vote AGAINST.

**FC25/11/16 TO RECEIVE THE RECOMMENDATIONS FROM THE FINANCE AND RESOURCES COMMITTEE ON THE BUDGET AND PRECEPT FOR THE FISCAL YEAR 2026/2027**

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

**FC25/11/16.2 RESOLVED to receive the recommendations from the Finance, Resources and Projects Committee on the budget and precept for the fiscal year 2026/2027.**

On a vote being taken on the matter there were 12 votes FOR and 1 vote AGAINST.

**FC25/11/17 TO SET THE BUDGET FOR THE FISCAL YEAR 2026/2027**

It was proposed by Cllr Crabtree, seconded by Cllr Miss J Simmons and

**FC25/11/17.2 RESOLVED to set a budget of £378,288.00 for the 2026/2027 fiscal year.**

On a vote being taken on the matter there were 12 votes FOR and 1 vote AGAINST.

**FC25/11/18 TO SET A PRECEPT TO CORNWALL COUNCIL FOR THE FISCAL YEAR 2026/2027**

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

**FC25/11/18.2 RESOLVED to set a precept to Cornwall Council of £235,219.00 for the 2026/2027 fiscal year.**

On a vote being taken on the matter there were 12 votes FOR and 1 vote AGAINST.

**FC25/11/19 TO REVIEW THE WORK OF THE INDEPENDENT INTERNAL AUDITOR FOR THE YEAR ENDED 31ST MARCH 2025, CONSIDER WHETHER TO ENGAGE THEM FOR THE YEAR ENDING 31ST MARCH 2026, AGREE ABY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FC25/11/19.2 RESOLVED that the Council reviewed the work of the Independent Internal Auditor for the year ending 31 March 2025 and found it to be of a good standard. The Council agreed to appoint Barbara Goraus as the Independent Internal Auditor for the year ending 31 March 2026.**

On a vote being taken the matter was approved unanimously.

**FC25/11/20 TO AGREE THE 2026 MEETING DATES AND AGREE ANY FUTURE ACTIONS**

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

**FC25/11/20.2 RESOLVED to agree the 2026 meeting dates.**

On a vote being taken the matter was approved unanimously.

**FC25/11/21 TO CONFIRM THE OFFICE OPENING HOURS OVER THE CHRISTMAS PERIOD AND AGREE ANY FUTURE ACTIONS**

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

**FC25/11/21.2 RESOLVED to confirm that the Office would close for Christmas at 12 noon on Friday 19<sup>th</sup> December 2025 and re-open at 9am on Monday 5<sup>th</sup> January 2026.**

On a vote being taken the matter was approved unanimously.

**FC25/11/22 TO RECEIVE CORRESPONDENCE FROM QUICK GOALKEEPING REGARDING ARRANGEMENTS FOR USE OF THE FACILITIES AND AGREE A RESPONSE.**

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

**FC25/11/22.2 RESOLVED to receive correspondence from Quick Goalkeeping regarding arrangements for use of the facilities and agree a flat rate of £8.50 per hour to hire the indoor and outdoor facilities, that Quick Goalkeeping would cover the costs to open and close the community room.**

On a vote being taken on the matter there were 12 votes FOR and 0 votes AGAINST.

**FC25/11/23 TO CONSIDER MANAGEMENT, MAINTENANCE AND FUTURE DEVELOPMENTS IN ILLOGAN PARK AND OTHER PARISH FACILITIES, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

There were no items raised.

**FC25/11/24 TO RECEIVE A REPORT FROM COUNCIL OFFICERS INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

A tree branch had come down and was obstructing a path in Manningham Wood. Greens Grounds and Trees had cleared the branch and had noticed that the tree was in decline; they would be advising on any further works required.

The Old School Centre had invited the Council for Christmas Nibbles on Monday 15<sup>th</sup> December 2025 at 7pm.

**FC25/11/25 TO RECEIVE CORRESPONDENCE FROM THE 8TH OCTOBER 2025 UNTIL THE 11TH NOVEMBER 2025, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS**

There was no correspondence.

**FC25/11/26**

**TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS**

The Clerk spoke to the report received from Cllr Mrs Desmonde in her absence. Cllr Mrs Desmonde had been on a special leave of absence, during which time had been forwarding issues to be addressed by Cornwall Council Officers. She was dealing with parking issues, overgrown foliage, signage, and the lack of parking in Truro. She had attended the Carn Brea and Illogan Remembrance Services and would be having a tour of The Duchy Hospital.

**FC25/11/27**

**TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE 7<sup>TH</sup> OCTOBER 2025:**

**i. FINANCE, RESOURCES AND PROJECTS COMMITTEE – 8<sup>TH</sup> OCTOBER AND 12<sup>TH</sup> NOVEMBER 2025**

The Committee looked at the 2026/2027 budget and precept in detail as discussed earlier in the meeting.

**ii. CLIMATE, ENVIRONMENT AND PLANNING COMMITTEE – 15<sup>TH</sup> OCTOBER AND 5<sup>TH</sup> NOVEMBER 2025**

All items are included in the minutes which had been circulated.

**iii. COMMUNITY EVENTS COMMITTEE – 21<sup>ST</sup> OCTOBER AND 4<sup>TH</sup> NOVEMBER 2025**

The Chairman reported that Cllr Mrs Edwards had joined the Committee and Mrs Wills had been co-opted onto the Committee as a member of the public.

The arrangements were in place for the Switch On events and the wreath making and advent craft workshops organised with Light Up Illogan. The 12 days of Christmas displays were progressing. Tolvaddon Fire Station were holding a small separate event for pupils of Curnow School

Cllr Cullimore thanked the Community Events Committee for their hard work.

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

**FC25/11/27.2**

**RESOLVED**

**to note the minutes of the following Committee meetings held since the 7<sup>th</sup> October 2025:**

- i. Finance, Resources and Projects Committee – 8<sup>th</sup> October and 12<sup>th</sup> November 2025**
- ii. Climate, Environment and Planning Committee – 15<sup>th</sup> October and 5<sup>th</sup> November 2025**
- iii. Community Events Committee – 21<sup>st</sup> October and 4<sup>th</sup> November 2025**

On a vote being taken the matter was approved unanimously.

**FC25/11/28**

**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 Crabtree had attended a budget training session as a refresher.

Cllr Mrs Edwards attended the Harris Mill Hall meeting and asked that the Council representative is confirmed to the Harris Mill Hall Committee. She had completed Code of Conduct training. She had also attended the Illogan Parish Fair AGM; the Parish Fair was in a secure financial position. The Parish Fair Committee again thanked the Council for the grant which enabled them to improve their signage.

Cllrs Ekinsmyth and Ford attended the CALC AGM and received a presentation on the future of planning.

Cllr Ford had attended a CALC briefing on Assertion 10. He had also attended the AGM of the Illogan Regeneration Group where the decision had been made to start the process to dissolve the group.

**FC25/11/29**

**TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

There were no items raised.

**FC25/11/30**

**DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 10<sup>th</sup> December 2025, 7.00pm in Illogan Parish Council Community Office.

There being no further business the meeting closed at 8.43pm.

Signed .....

Date .....

<b>ACCOUNTS FOR PAYMENT NOVEMBER 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>
Marshals for Remembrance Parade	WillSecure	CL25/10/20.2	£707.40	£141.48	£848.88
Contractor	DJM Gardening and Groundwork Solutions		£2,265.88		£2,265.88
Out of Hours Call Handling	Phoneta		£28.95	£5.79	£34.74
Project Management Training	ILX Group PLC	SC25/10/15.2	£1,595.00		£1,595.00
Stationery	Office Smart		£83.74	£16.75	£100.49
Illogan Christmas Light Switch On Event	Cornwall Council		£61.00		£61.00
Salaries	All employees		£4,517.25		£4,517.25
Grass cutting	Greens Grounds & Trees		£427.68	£85.54	£513.22
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
Music Licence for Switch On Events	PPL PRS		£153.73	£30.75	£184.48
Grant	Illogan Old School Centre	FC25/10/6.2	£500.00		£500.00
Cllr Training	CALC		£35.00	£7.00	£42.00
ICT Support and Licensing	Piran Tech		£600.37	£130.40	£730.77
Legionella Testing	Churchill Group		£95.70	£19.14	£114.84
Printing Illogan Review	St Austell Printing Company		£882.03		£882.03
Fire Risk Assessments	ARK Fire Safety Management	PM25/11/15.2	£700.00		£700.00
Cleaning	X-treme Clean		£1,885.00	£377.00	£2,262.00
Expenses 19.03.25 - 12.11.25	Sarah Rimell		£113.00		£113.00
Annual Maintenance Inspection	Duchy Alarms		£122.50	£24.50	£147.00
Internet	BT		£43.86	£8.77	£52.63
Electricity for Changing Rooms	Octopus Energy		£115.77	£5.79	£121.56
Bank Charges	Unity Trust		£12.15		£12.15
IT Licences	Croft		£38.24		£38.24
Water and Sewerage for Illogan Park	Source for Business		£89.68		£89.68
	<b>TOTAL</b>		<b>£19,633.93</b>	<b>£1,762.91</b>	<b>£21,396.84</b>