

Clerk: Mrs Sarah Rimell

Illogan Parish Council Community Office, Trevelyan Road, Illogan, TR16 4RG

Telephone: 01209 711433

Email: enquiries@illoganparishcouncil.gov.uk



**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 18<sup>th</sup> March 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, Lee Simmons, Suzanne Simmons, Stefan Szoka and Maggie Thompson.

**IN ATTENDANCE:**

Miss Emma James, Assistant to the Clerk and Cornwall Councillor Cliff Crawford.

The Chairman explained the safety procedures.

**FC26/03/1                      CHAIRMAN'S WELCOME**

The Chairman welcomed everyone to the meeting.

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**FC26/03/2 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS**

Apologies were received from Councillor J Simmons.

Councillor L Hodge was absent.

**FC26/03/2.2** It was proposed by Councillor Ford, seconded by Councillor Edwards and **RESOLVED to receive and approve apologies for absence from Councillor J Simmons.**

On a vote being taken the matter was approved unanimously.

**FC26/03/3 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.

**FC26/03/4 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no requests for dispensations.

**FC26/03/5 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA**

There were no members of the public present.

**FC26/03/6 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reminded all members of the upcoming Litter Pick event.

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**FC26/03/7 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18<sup>TH</sup> FEBRUARY AND THE CHAIRMAN TO SIGN THEM**

**FC26/03/7.2** It was proposed by Councillor Ford, seconded by Councillor O'Donnell and **RESOLVED to receive and approve the minutes of the Full Council meeting held on the 18<sup>th</sup> February 2026.**

On a vote being taken the matter was approved unanimously.

**FC26/03/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**FC26/03/9 TO RECEIVE THE DELEGATED DECISIONS REGISTER SINCE THE LAST MEETINGS, RATIFY ALL DECISIONS MADE AND AGREE ANY FUTURE ACTIONS**

**FC25/11/09.2** It was proposed by Councillor Holmes, seconded by Councillor Crabtree and **RESOLVED to receive the delegated decisions register since the last meeting.**

On a vote being taken the matter was approved unanimously.

**FC26/03/10 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF FEBRUARY 2026 AND AGREE ANY FUTURE ACTIONS**

**FC26/03/10.2** It was proposed by Councillor Crabtree, seconded by Councillor O'Donnell and **RESOLVED to receive reports on the payments, receipts and bank reconciliations for the month of February 2026.**

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On a vote being taken the matter was approved unanimously.

**FC26/03/11 TO RATIFY THE CARD PAYMENTS FOR THE MONTH OF FEBRUARY 2026 AND AGREE ANY FUTURE ACTIONS**

**FC26/03/11.2** It was proposed by Councillor Crabtree, seconded by Councillor Ekinsmyth and **RESOLVED to ratify the card payments for the month of February 2026.**

On a vote being taken the matter was approved unanimously.

**FC26/03/12 TO RECEIVE AND APPROVE THE QUARTERLY INVESTMENT STRATEGY REPORT AND AGREE ANY FUTURE ACTIONS.**

**FC26/03/12.2** It was proposed by Councillor Crabtree, seconded by Councillor Edwards and **RESOLVED to receive and approve the quarterly investment strategy report.**

On a vote being taken the matter was approved unanimously.

**FC26/03/13 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF MARCH 2026 AND AGREE ANY FUTURE ACTIONS (UP TO DATE LIST TO BE TABLED AT THE MEETING)**

**FC26/03/13.2** It was proposed by Councillor Crabtree, seconded by Councillor O'Donnell and **RESOLVED to authorise payments of accounts, excluding payment 5425, for the month of March 2026 in the sum of £15,167.97 inc. VAT.**

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

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**FC26/03/14 TO RECEIVE A REPORT ON THE MOBILE SPEED ACTIVATED SIGNS (MSAS), AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was noted that there had been multiple issues with the Mobile Speed Activated Signs since purchase and that they should become a frequent agenda item to monitor progress. It was also queried whether action is taken with the data once it is forwarded, and it was suggested that this could be one of the matters to raise with Devon and Cornwall Police if a meeting is arranged.

**FC26/02/14.2** It was proposed by Councillor Cullimore, seconded by Councillor O'Donnell and **RESOLVED to obtain a quote for repairing the damaged Mobile Speed Activated Sign and source new batteries for both signs. To continue liaising with Carn Brea Parish Council to rotate the signs between the two usable posts and to carry out risk assessments at the proposed new pole locations in order to progress with obtaining quotes for installing new poles, where deemed safe. Data will be collected weekly and the Mobile Speed Activated Signs will be a frequent agenda item for Full Council.**

On a vote being taken the matter was approved unanimously.

**FC26/03/15 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 report.

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**FC26/03/16 TO RECEIVE A REPORT FROM COUNCIL OFFICERS INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Officers were continuing to improve the accessibility of documents produced by Illogan Parish Council and welcomed input, especially from those who used assistive technology.

A Councillor audit was due. Councillors Crabtree and Thompson volunteered.

**FC26/03/17 TO RECEIVE CORRESPONDENCE FROM THE 11<sup>TH</sup> FEBRUARY 2026 UNTIL THE 10<sup>TH</sup> MARCH 2026, AGREE ANY APPROPRIATE RESPONSES AND ANY FUTURE ACTIONS**

There was no correspondence to receive.

**FC26/03/18 TO RECEIVE REPORTS FROM THE CORNWALL COUNCILLORS**

Councillor Crawford read his report:

- Meetings he had attended
- Issues with speeding
- Planning disputes

Councillor Desmonde forwarded a report in her absence on:

- Virtual wards / Hospitals at home
- Highways issues
- Pool Academy
- Heartlands

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**FC26/03/19 TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE FINANCE RESOURCES AND PROJECT COMMITTEE MEETING HELD ON THE 11<sup>th</sup> FEBRUARY 2026:**

The Chairman reported the committee had discussed the future of the changing facilities in Illogan Park and their repairs becoming beyond economical to repair and the Wellbeing Garden.

**FC26/03/19.2** It was proposed by Councillor Cullimore, seconded by Councillor Ford and **RESOLVED to note the minutes of the Finance Projects and Resources Committee meeting held on the 11<sup>th</sup> February 2026.**

On a vote being taken the matter was approved unanimously.

**FC26/03/20 TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN AND NOTE THE MINUTES OF THE CLIMATE, ENVIRONMENT AND PLANNING COMMITTEE MEETINGS HELD ON THE 18<sup>th</sup> FEBRUARY AND THE 4<sup>th</sup> MARCH 2026:**

The Chairman thanked Councillors for their reports on planning applications and thanked Councillor Ekinsmyth for chairing in his absence at the meeting held on the 4<sup>th</sup> March.

**FC26/03/20.2** It was proposed by Councillor Cullimore, seconded by Councillor Ford and **RESOLVED to note the minutes of the Climate, Environment and Planning Committee meetings held on the 18<sup>th</sup> February and 4<sup>th</sup> March 2026.**

On a vote being taken the matter was approved unanimously.

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**FC26/03/21 TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN  
AND NOTE THE MINUTES OF THE GOVERNANCE REVIEW  
COMMITTEE MEETING HELD ON THE 25<sup>th</sup> FEBRUARY 2026:**

The Chairman updated members on the revised policies in relation to media use.

Councillor Edwards left the meeting at 7.48pm.

**FC26/03/21.2** It was proposed by Councillor Cullimore, seconded by Councillor Ford and **RESOLVED to note the minutes of the Governance Review Committee meeting held on the 25<sup>th</sup> February 2026.**

On a vote being taken the matter was approved unanimously.

**FC26/03/22 TO RECEIVE A 2-MINUTE UPDATE FROM COMMITTEE CHAIRMEN  
AND NOTE THE MINUTES OF THE COMMUNITY EVENTS COMMITTEE  
MEETING HELD ON THE 3<sup>rd</sup> MARCH 2026:**

The Chairman advised that the Fun Day would be held on Saturday 29<sup>th</sup> August 2026. They also reminded members of the Litter Pick this weekend and noted that this event was a good way to forge relationships with members of the community.

**FC26/03/22.2** It was proposed by Councillor Cullimore, seconded by Councillor Ford and **RESOLVED to note the minutes of the Community Events Committee meeting held on the 3<sup>rd</sup> March 2026.**

On a vote being taken the matter was approved unanimously.

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**FC26/03/23 TO RECEIVE A 2-MINUTE UPDATE FROM THE COUNCIL REPRESENTATIVE ON OUTSIDE BODIES INCLUDING THE POLICE LIAISON COMMITTEE AND ON COUNCILLORS WHO HAVE ATTENDED TRAINING COURSES OR CONFERENCES**

Councillor O'Donnell had attended the Police Liaison meeting which focused on child centred policing. Units were visiting schools weekly and focusing on crimes involving children and working with other agencies to try and intervene at the early stages.

Councillor L Simmons left the meeting at 7.58pm.

Councillor Crabtree attended the Harris Mill Memorial meeting. They were still trying to improve the building and funding applications were currently in progress.

**FC26/03/24 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES**

Councillors Edwards and L Simmons re-entered the meeting at 8.01pm.

Members requested the following agenda items:

To consider historic pictures of the parish for the community room.

The Chairman noted this would be the Assistant to the Clerk's last Full Council meeting and thanked her for her hard work during her time with the Council.

**FC26/03/25 DATE & TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 15<sup>th</sup> April at 7.00pm in Illogan Parish Council Community Office.

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There being no further business the meeting closed at 8.06pm.

Signed .....

Date .....

DRAFT

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## ACCOUNTS FOR PAYMENT MARCH 2026

### To Pay

Salaries, All Employees - £5663.82.

IT Support and Licencing, Puran Tech - £267.98 + £53.60 VAT = £312.58.

Legionella Control Support Package, Churchill Group - £102.30 + £20.46  
VAT = £122.76.

Officer Training, CALC - £12.50 + £2.50 VAT = £15.00.

Contractor, DJM Gardening and Groundwork Solutions - £2880.41.

PAT Testing, Steven and Nicholls - £180.00 + £36.00 VAT = £216.00.

Website Hosting, Kernowtek - £10.00.

Annual Subscription, Scribe Accounts - £948.00 + £189.60 VAT =  
£1137.60.

Annual Subscription, Parish Online - £252.00 + £50.40 VAT = £302.40.

Footpath Lease, Savills on behalf of Truro Diocesan Board of Finance -  
£110.00.

Membership Fee, SLCC - £379.00.

Out of Hours Call Handling, Phoneta - £26.58 + £5.32 VAT = £31.90.

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Traffic Management for Community Events Training, Cormac - £50.00 +  
£10.00 VAT = £60.00.

Call out to damaged call point and alarm panel open, Duchy Alarms -  
£65.00 + £13.00 VAT = £78.00

Tree works and grass cutting, Greens - £365.64 + £73.13 = £438.77

Internet, BT - £43.86 + £8.77 VAT = £52.63.

Photocopier Lease, CF Corporate - £754.21 + £150.84 VAT = £905.05.

Bank Charges, Unity Trust - £12.25.

Electricity for Office, Octopus Energy - £125.82 + £6.29 VAT = £132.11.

Electricity for Changing Rooms, Octopus Energy - £107.58 + £5.38 VAT =  
£112.96.

IT Licences, Croft - £9.29 + £1.86 VAT = £11.15

TOTAL TO PAY - £14,231.22 + £936.75 VAT = £15,167.97