

Clerk: Mrs Sarah Rimell

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

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Disclaimer: 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.

DRAFT Minutes of the Community Events Committee held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Tuesday 14th April 2026

PRESENT:

Councillor Tara O'Donnell (Chairman), Councillor Anne Edwards, Councillor Graham Ford, Councillor Sue Simmons, and Mrs Wills.

ALSO PRESENT:

Miss C Greenall, Assistant to the Clerk.

The Chairman explained the safety procedures.

CL26/04/1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS

Apologies were received from Councillor Ekinsmyth.

Councillor Hodge and Councillor L Simmons were absent.

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CL26/04/1.2 It was proposed by Councillor Mrs S Simmons, seconded by Councillor Mrs Edwards and **RESOLVED to receive and approve the apologies for absence from Councillor David Ekinsmyth.**

On a vote being taken the matter was approved unanimously.

CL26/04/2 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.

CL26/04/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

CL26/04/4 PUBLIC PARTICIPATION

There were no members of the public present.

CL26/04/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE COMMUNITY EVENTS COMMITTEE HELD ON THE 3RD MARCH 2026 AND THE CHAIRMAN TO SIGN THEM

CL26/04/5.2 It was proposed by Councillor Ford, seconded by Councillor Mrs Edwards and **RESOLVED that the minutes of the meeting of the Community Events Committee held on the 3rd March 2026 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

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**CL26/04/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON
PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**CL26/04/7 TO RECEIVE AN UPDATE ON THE EVENTS BUDGET, AND AGREE ANY
FUTURE ACTIONS (TO BE TABLED AT THE MEETING)**

CL26/03/7.2 It was proposed by Councillor Mrs Edwards, seconded by Councillor Mrs S Simmons and **RESOLVED to receive an update on events budget.**

On a vote being taken the matter was approved unanimously.

**CL26/04/8 TO REVIEW THE SPRING LITTER PICK, AGREE ANY FUTURE
ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was suggested that in future litter picks follow a specific pre-arranged route with a designated meeting place. The designated meeting place could also be designated collecting points for litter.

Litter picking groups would be amended to allow for smaller groups of a minimum of 2 to 3 people.

It was agreed that Council Officers should approach the Tolvaddon Business Park to request support and sponsorship for future litter picks.

CL26/03/8.2 It was proposed by Councillor Ford, seconded by Councillor Mrs O'Donnell and **RESOLVED that the Governance Committee revise and review the policies regarding litter pick events.**

On a vote being taken the matter was approved unanimously.

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CL26/04/9 TO RECEIVE INFORMATION ON THE CLEAN CORNWALL AND EDEN PROJECT BIG LUNCH, CONSIDER WHETHER TO PARTICIPATE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

CL26/04/9.2 It was proposed by Councillor Mrs Edwards, seconded by Councillor Mrs S Simmons and **RESOLVED to thank Clean Cornwall for the email regarding Project Big Lunch however the Council is unable to accept the invitation.**

On a vote being taken the matter was approved unanimously.

CL26/04/10 TO CONSIDER ARRANGEMENTS 2026 ILLOGAN FUN DAY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Members discussed pursuing Illogan Sparnon Silver Band to confirm involvement. It was agreed that Council Officers would contact the Illogan Sparnon Silver band to ask if they would be willing to perform at a reduced rate, with a collection taken during the performance and confirm the fee.

Members discussed ensuring Council Officers obtained copies of Public Liability insurance for Stallholders and Entertainers at least 1 month prior to the Fun Day.

Members discussed ensuring a music playlist is on in-between entertainers throughout the day.

It was agreed that Council Officers would contact Keltek Ability: Football Skills & Shootout to check whether a stall or a larger entertainer space is appropriate.

It was agreed Council Officers would thank Slacklines for their quote however the figure is beyond the Council's budget and reiterate the booking would be for a free community event.

CL26/03/10.2 It was proposed by Councillor Mrs O'Donnell, seconded by Councillor Mrs Edwards and **RESOLVED that the Fun Day report is received.**

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On a vote being taken the matter was approved unanimously.

CL26/04/11 TO CONSIDER ARRANGEMENTS FOR THE 2026 ILLOGAN REMEMBRANCE PARADE, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

CL26/03/11.2 It was proposed by Councillor Mrs O'Donnell, seconded by Councillor Mrs Edwards and **RESOLVED to defer this agenda to the next meeting and for the Council Officers to write an official letter to Royal British Legion to invite them to a meeting to discuss Remembrance arrangements.**

On a vote being taken the matter was approved unanimously.

CL26/04/12 TO CONSIDER ARRANGEMENTS FOR THE 2026 CHRISTMAS EVENTS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Members discussed making it clear on the ticket to come at your designated time for Santas Grotto.

It was agreed no signage would be displayed for the Christmas events during Remembrance.

It was agreed for Council Officers to reach out to Illogan School for advertising the Christmas events in the School Newsletter.

It was agreed the Council Officers would contact Illogan Food and Craft Market to liaise with the New Inn regarding the use of Sheds for outdoor refreshments.

The two volunteers have agreed to run the wreath making sessions again this year.

Members discussed future booking of a stage for entertainment.

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CL26/03/12.2 It was proposed by Councillor Ford, seconded by Councillor Mrs O'Donnell and **RESOLVED that the Council Officers report back on the progress discussed in the meeting.**

On a vote being taken the matter was approved unanimously.

CL26/04/13 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS

To arrange a meeting with Light up Illogan.

CL26/04/14 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Wednesday 5th May 2026, 6.00pm in the Illogan Parish Council Community Office.

There being no further business the meeting closed at 6.59pm.

Signed

Date