

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY, 12TH DECEMBER 2018 AT 6.30PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Edyvean
	Cllr. Mrs. I. Northey	Cllr. G. Rowe	Cllr. B. Higman
	Cllr. Mrs. S. Tippet	Cllr. P. Jones	Cwll. Cllr. J. Wood
	2 Members of Public		

Minute	AGENDA ITEMS	Action
291/18	Apologies:- Councillors D. Inch, Mrs. J. Oxenham, Mrs. J. Norris	
292/18	<p>Public Forum:- Two Members of public in attendance. Mr. Osborne and Mr. Bishop.</p> <p>Mr. Bishop raised the water problems at Rosemellyn, ongoing issues from last year and he is lead to believe a letter has been sent to residents. This is a blocked gulley and he believes the Parish Council are responsible. He stated the owner blocked the culvert. Clerk reported the Parish Council would not be responsible, it would be the landowners and Cornwall Council that are responsible. Councillor G. Rowe reported he had emailed Cornwall Highways and raised when the weather has been bad. Cornwall Councillor J. Wood has been trying to arrange a work-around with Cornwall Highways and the Environment Agency. The Highways Agency had diverted the run of to the culvert and since this the present owner has advised this is contaminated. He has been informed he has to open and clear the culvert and if he does not do this and the road continues to flood, the Highways Agency and Environment Agency will be following up. From what he gathers the owners has been in liaison with Mr. Mike Morcom to clear the culvert but at this stage this is as much as he knows.</p> <p>Mr. Bishop left the meeting at 6.40pm.</p> <p>Mr. Osborne reported in the October Meeting of the Parish Council, residents of Trezaise Road attended and two ladies were offered an informal meeting. Before the meeting he met with Sharon and she showed him a drawing and he was concerned that the development came passed his cottage. The next day he had a letter from her and he was happy for anyone to ask him any questions. He had spoken with Cornwall Councillor J. Wood and expressed his concerns. He saw a drawing and wanted a copy but was unable to obtain a one. Chairman reported as far as he knows an informal meeting had been arranged. He advised the lady he spoke to said they were all happy at Higher Trezaise now as the development went passed his place and away from them. He was concerned that he was unable to obtain a copy of the drawing from anyone, including Councillors G. Rowe and J. Wood.</p> <p>Cornwall Councillor J. Wood reported local knowledge is vitally important to the professionals. Out of the concern Highways agree the junction has been changed as Engineers went back and this was re-designed to improve safety.</p>	

	<p>He attended a meeting at County Hall and he confirmed that Mr. Osborne's comments had been duly noted. Councillors J. Wood and G. Rowe both confirmed they do not have a copy of the drawings. Councillor J. Wood advised if local residents still have concerns they must come back. Mr. Osborne was asked what concerns he has by Cornwall Councillor J. Wood. Mr. Osborne had more concerns he was unable to obtain a copy of the map.</p> <p>Mr. Osborne left the meeting at 6.51pm at the request of the Chairman.</p>	
293/18	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
294/18	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> • He spoke to Mr. Gilley of Shires Development in respect of the Play Area. He has been liaising with Cornwall Council who do not wish to take over this area of land and they suggest he speaks to the Parish Council about taking over or building one house on the land so there is no further obligation. Councillors felt the land was adopted under the old Restormel Borough Council planning, the Parish did not want this but had to have as part of the planning, they must maintain at present. Nothing has been reimbursed to the Parish to the main Playing Field. The small areas a safe for children to play as a lot do not want to go too far from home. Councillors would like something in writing with a detailed of plan and who owns, etc. • Polling Districts – between the boundary reviews these need to be looked at. • Boundary Review for Parishes will be running alongside and they will want to know if we take over Whitemoor residents. • Some Parish Councils have assessed their precepts purely on a Band C property and the impact on them. <p>Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</p>	
295/18	Confirmation of Parish Minutes of the Monthly Meeting held on the 14th November 2018:- Resolved the Minutes of the Monthly Meeting held on the 14 th November 2018 as circulated be approved and signed by the Chairman (Proposed: Councillor Mrs. S. Tippet; Seconded: Councillor M. Edyvean)	
295/18	<p>Matters Arising from the Minutes of the Monthly Meeting held on the 14th November 2018:-</p> <p>Page 1 Min.212/18 Land at St. Michaels Way:- Clerk reported along with Councillor D. Inch they had met with Darran Goldby of Tregothnan Estates and it appears this is their responsibility and they would happily reimburse the Parish Council and it is hoped within the next 6 months or so a new company would be taking over the land and develop as already planned and approved Action: Clerk to forward invoice for work carried out and paid for reimbursement.</p> <p>Page 2 Min.177/18 £28,000 Section 106 Funding for Mr. McHatties Planning- Clerk reported no updates had been received to date Action: Keep Pending.</p> <p>Page 4 Min.276/18 Delegated Powers and Updating Financial Regulations:- Clerk suggested whilst updating to include a paragraph regarding regular payments each month that are due, so emails are not required to be sent each time to the Chairman and Vice-Chairman, therefore, clogging up everyone's email.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>It was agreed to include this in the Financial Regulations if acceptable by the Internal Auditor or to attach copies of emails to invoices (Proposed: Councillor B. Higman; Seconded: Councillor M. Edyvean) Action: Clerk.</p> <p>Page 7 Min.287/18(33) Savills attending next Meeting:- Clerk confirmed they had accepted and would be attending. Parish Council to agree what we want to say to them when they attend. Councillor M. Edyvean reported that Matthew Taylor had sent an email some time ago with details that the new development was completely out of character. It needs to be within keeping with surrounding development. He believes it needs to be a quality building and not something like is currently there. Councillor G. Rowe believes this is within the development boundary. Chairman reported our Neighbourhood Plan suggested we did not want any further development in this area.</p> <p>Page 7 Min.289/18 Christmas Tree:- Councillor M. Edyvean reported there was no Christmas Tree this year due to several issues. Permission had been obtained from the Pharmacy but since this he was unable to find the entry for the electricity connection as there was a permanent membrane put around the building and he did not want to damage it. He was concerned that nothing is staying upright if it is not tied down. He was concerned with health and safety issues and wanted to bring forward a plan for Health and Safety for next Christmas Action: Next Agenda.</p> <p>Page 8 Min.290/18 Meeting Dates for 2019:- Clerk reported dates and change of dates for May had been agreed and circulated and would be included on the Website and Noticeboard.</p>	<p>Clerk</p> <p>Clerk</p>
296/18	<p>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p>Planning Applications:-</p> <p>PA18/10660 – Mr. Bernard Strongman – Proposed first floor extension to provide en-suite bathroom, 2 Rock Cottages, Road from Burney Farm to Carbis Mill Cottage, Carbis, Roche – Support (Proposed: Councillor B. Higman; Seconded: Councillor J. Wood)</p> <p>PA18/10664 – Mr. & Mrs. D. Thomas – Proposed ground floor extensions to provide existing dwelling and associated works, The Bungalow, Higher Trerank Lane, Roche – Support (Proposed: Councillor B. Higman; Seconded: Councillor G. Rowe)</p> <p>For Information Only - PA18/03113/PREAPP – Lorraine White – Pre-Application advice for street transportable trailer with wooden framed shepherds hut with corrugated steel sides and roof, off grid solar powered 12v with composting toilet, House on the Common, Tregoss, Roche</p> <p>PA18/11151 – Mr. John Vine, Imerys Minerals Ltd – The extraction of china clay, partial backfilling with china clay waste with restoration to water storage reservoir with variation of conditions 2 (duration of permission), 3 (definition of development permitted), 6 (phasing of operation) and 21 (restoration) of decision C/R/05/00168 dated 21/3/2006 to allow extension to duration of the construction and restoration period until 31/12/2035 and update the associated development plans, Land South of Hensbarrow Farm, Cocksbarrow, St. Austell – Extension of Time Requested – Next Agenda</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

<p>PA18/11247 – Mr. & Mrs. S. Buckland – Proposed 3 Bedroom Semi-detached houses and detached garages, Wheal Rose (Plots 6 and 6C), Roche Road, Bugle – Extension of Time Requested – Next Agenda</p>	Clerk
<p>PA18/11322 – Mr. Nathan Davis, ARCO2 Architects Ltd – Construction of 10 Exemplar Sustainable Self Build Plots and 1 B1 Unit with access and layout (Outline Consent) with variation of condition 3 of decision PA17/02121 dated 8/5/2017 relating to the AHC contribution, Land at Mount Pleasant, West of Auberge Asterisk, Withiel Road, Roche – Extension of Time Requested – Next Agenda</p>	Clerk
<p>PA18/11327 – Mr. Nathan Davis, ARCO2 Architects Ltd – Construction of 10 Exemplar Sustainable Self Build Plots and 1 B1 Unit with access and layout (Outline Consent) with variation of conditions 2,4,5,6,7,8,9,10,11 and 12 of decision PA17/02121 dated 8/5/2017 to allow the project to progress, Land at Mount Pleasant, West of Auberge Asterisk, Withiel Road, Roche – Parishes not consulted on discharge of conditions applications so no need for consultation response</p>	
<p>PA18/11327/CENT – Mr. Nathan Davis, ARCO2 Architects Ltd – Construction of 10 Exemplar Sustainable Self Build Plots and 1 B1 Unit with access and layout (Outline Consent) with variation of conditions 4,5,6,7,8,9,10,11 and 12 of decision PA17/02121 dated 8/5/2017 to allow the project to progress, Land at Mount Pleasant, West of Auberge Asterisk, Withiel Road, Roche – Parishes not consulted on discharge of conditions applications so no need for consultation response</p>	
<p>Planning Results Received:-</p>	
<p>PA18/07692 – Cornish Gateway Services – The retention of an automated teller machine and associated signage, Cornish Gateway Services, Victoria, Roche – Approved</p>	
<p>PA18/07693 – Cornish Gateway Services – Advertisement Consent for the retention of 1 no. illuminated surround sign and 1 no. illuminated logo panel, Cornish Gateway Services, Victoria, Roche – Approved</p>	
<p>PA18/10669 – Mr. Little – Non Material Amendment relating to PA18/01878 (Proposed kitchen, lounge, ground floor bedroom, utility, garage extension & first floor bedroom/dressing room, landscaping to rear & driveway alterations and associated works) to allow amendments to ground floor utility and en-suite windows, distance between garage and extension, addition of Juliet balcony to French doors and increase in height of garage roof, 54 Firsleigh Park, Roche – Not acceptable as amendment</p>	
<p>Planning Correspondence:- Email in respect of Belowda Mine advising the applicant has agreed to some design changes to the building and is now removing the large side extension which will mean the building is the same footprint to what existed when it was an agricultural store. Once the new drawings have been received the Parish Council and Conservation Officer will be consulted. Therefore, at present both applications are on hold until further notice.</p>	

297/18	<p>Monthly Accounts for Approval (Including Contributions for Remembrance Day to Roche PCC and Roche Brass):- It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor B. Higman; Seconded: Councillor M. Edyvean) (1 abstention) Motion Carried</p> <table border="1" data-bbox="261 344 1409 1182"> <tr> <td>Salary, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,660.66</td> <td>December 2018</td> </tr> <tr> <td>Rospa Play Safety</td> <td>£282.00</td> <td>Course</td> </tr> <tr> <td>British Gas – Toilet Electric</td> <td>£36.21</td> <td>November 2018</td> </tr> <tr> <td>AJH Services – Toilet Cleaning</td> <td>£380.20</td> <td>November 2018</td> </tr> <tr> <td>AJH Services – Waste Bins/Park</td> <td>£324.16</td> <td>November 2018</td> </tr> <tr> <td>Councillor M. Edyvean</td> <td>£68.40</td> <td>Travel Expenses</td> </tr> <tr> <td>Lanhydrock Garden Services</td> <td>£660.00</td> <td>Clearing Footpath</td> </tr> <tr> <td>Lanhydrock Garden Services</td> <td>£872.40</td> <td>Grasscutting</td> </tr> <tr> <td>Cornwall Council – NNDR Mortuary</td> <td>£59.00</td> <td>December 2018</td> </tr> <tr> <td>Lloyds Bank</td> <td>£25.00</td> <td>Returned Cheque</td> </tr> <tr> <td>Complete Business Solutions</td> <td>£45.48</td> <td>Stationery</td> </tr> <tr> <td>Biffa Waste Services Limited</td> <td>£39.77</td> <td>November 2018</td> </tr> <tr> <td>DMC IT – Website Updating</td> <td>£22.50</td> <td>November 2018</td> </tr> <tr> <td>Crystal Clear – Bus Shelter Cleaning</td> <td>£56.00</td> <td>December 2018</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£20.00</td> <td>Hire Hall 12/12/18</td> </tr> <tr> <td>Mrs. J. Burdon</td> <td>£17.20</td> <td>Chair’s Allowance</td> </tr> <tr> <td>Roche PCC</td> <td>£200.00</td> <td>Remembrance Day</td> </tr> <tr> <td>Roche Brass</td> <td>£200.00</td> <td>Remembrance Day</td> </tr> <tr> <td>Receipt: HMRC</td> <td>£984.66</td> <td>VAT</td> </tr> <tr> <td>Receipt: Lloyds Bank – Interest</td> <td>£2.77</td> <td>December 2018</td> </tr> <tr> <td>Receipt: Cornwall Council – Interest</td> <td>£121.72</td> <td>November 2018</td> </tr> </table> <p>Councillor M. Edyvean and J. Wood both declared a non-registerable interest in the following item:-</p> <p>Remembrance Donations to Roche PCC and Roche Brass:- It was resolved to award £200.00 to each organisation for this year (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. I. Northey) (3 abstentions) Action: Clerk.</p>	Salary, Pensions, National Insurance, Income Tax and Expenses	£1,660.66	December 2018	Rospa Play Safety	£282.00	Course	British Gas – Toilet Electric	£36.21	November 2018	AJH Services – Toilet Cleaning	£380.20	November 2018	AJH Services – Waste Bins/Park	£324.16	November 2018	Councillor M. Edyvean	£68.40	Travel Expenses	Lanhydrock Garden Services	£660.00	Clearing Footpath	Lanhydrock Garden Services	£872.40	Grasscutting	Cornwall Council – NNDR Mortuary	£59.00	December 2018	Lloyds Bank	£25.00	Returned Cheque	Complete Business Solutions	£45.48	Stationery	Biffa Waste Services Limited	£39.77	November 2018	DMC IT – Website Updating	£22.50	November 2018	Crystal Clear – Bus Shelter Cleaning	£56.00	December 2018	Roche Victory Hall Social Club	£20.00	Hire Hall 12/12/18	Mrs. J. Burdon	£17.20	Chair’s Allowance	Roche PCC	£200.00	Remembrance Day	Roche Brass	£200.00	Remembrance Day	Receipt: HMRC	£984.66	VAT	Receipt: Lloyds Bank – Interest	£2.77	December 2018	Receipt: Cornwall Council – Interest	£121.72	November 2018	Clerk
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298/18	<p>Annual Precept:- It was resolved to precept in the sum of £95,000 (Proposed: Councillor B. Higman; Seconded: Councillor M. Edyvean) (1 abstention) Action: Clerk.</p> <p>Action: Produce a list of our reserves so all Councillors have information to hand if any questions are raised. Chairman reported all funds are only reserves until such time as they are allocated.</p> <p>Email from Cornwall Councillor J. Wood in respect of funding for the Playgroup Play Surface. It was resolved Clerk sends paperwork for solar funding for completion with relevant information to be forwarded on Action: Clerk.</p>	Clerk Clerk/ Cllrs. Clerk																																																															
299/18	<p>A Way Forward for the Tennis Court Area:- Councillor M. Edyvean reported he had taken some measurements and obtained costings. He asked Councillors to view the Tennis Courts and look at the proposed entrance area to the Playing Fields he is suggesting. The fence towards the Cricket Area needs re-doing. He attended the Playing Fields Inspection Course and this would cover what he is suggesting but if we change any further it would need a MUGA (a multi-use games area). These are retailing at £40,000 as basic.</p>																																																																

	<p>It is not advisable to have as a football area as astro turf would be required and it would need to be floodlit and fully fenced, which would put costs up to £100,000.</p> <p>He went up today and there is a lot of rubbish on the grass area, even a Christmas tree. He removed this and put in the shredder on site, although we do need to clear the rubbish from the area.</p> <p>Councillor J. Wood proposed obtaining a cost for linking the two areas, with relevant tarmac, etc, Seconded: Councillor Mrs. I. Northey Action: Councillor M. Edyvean.</p>	Cllr. M. Edyvean
300/18	<p>Cameras for Roche Football Club/Field/Tennis Courts:- Clerk reported details had now been received from PJI Security with details of what would be required. Councillor J. Wood said he would like to know how good the definition would be and perhaps have a demonstration or copies of pictures that have been recorded Action: Clerk to ask PJI Security.</p>	Clerk
301/80	<p>Old Lane – Maintenance and Street Light at the end:- Clerk reported details had now been received as circulated by email.</p> <p>Clerk reported funding had been received from the Devolution Fund in March 2017 in the sum of £3,737.00 and our invoice for this cost £2,139.85 in December 2017.</p> <p>It was resolved to query the price to bring up from the last light further down the lane as we have problems meeting this cost Action: Clerk.</p>	Clerk
302/18	<p>Update - Councillor Email Addresses and Website:- Cornwall Councillor J. Wood reported he is waiting further guidance Action: Next Agenda.</p>	Clerk
303/18	<p>Cemetery Matters (Including (a) Any Applications for Memorials or Inscriptions and querying of costings: (b) Bench(s) for Cemetery; (c) Updating Schedule of Fees with new information that has come to light):- Application from Kerrow Memorials for a memorial for the late Mrs. Mary Jane Goudge Action: It was resolved to accept this application as per our rules and regulations, with the proviso all sizes and payments are accurate (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor Mrs. S. Tippett) Motion Carried</p> <p>Application from Kerrow Memorials for a baby memorial for the late Delilah Elizabeth Richards Action: It was resolved to accept this application as per our rules and regulations, with the proviso all sizes are accurate (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor Mrs. S. Tippett) Motion Carried</p> <p>Bench(s) for Cemetery/Village:- Clerk reported she had spoken to Margaret Strongman and they do not wish to put a seat back as this was purchased by an organisation called the Ladies Committee. They do, however, still have the plaque and if there was somewhere to put it they would like to. Since this Councillor B. Higman had reported that Mr. Nigel Frost had expressed an interest in putting up a bench. The Clerk would look at this and contact the previous person who was interested in putting up a bench in the New Year Action: Clerk</p> <p>Councillor B. Higman reported that Nigel Frost had also expressed thanks to Parish for wonderful Remembrance Day Parade, he is very proud of the village for arranging this.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Updating Schedule of Fees with new information:- Clerk reported since speaking with Allan Roberts recently it had come to light that he does not charge grave digging fees for any child/infant up to the age of 16. It was resolved to amend our Burial Fees as suggested by the Clerk (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor B. Higman) Action: Clerk</p> <p>Email from Solicitors in respect of land for extension to Cemetery. Clerk to liaise with Cornwall Council and send letter for the transfer (Proposed: Councillor; Seconded: Councillor) Action: Clerk</p>	<p>Clerk</p> <p>Clerk</p>
304/18	<p>Playing Fields Update (Including Repairs):- Councillor M. Edyvean reported the rocking horse has been taken away to be repaired Action: Clerk to follow up when it will be returned and replaced.</p> <p>The Harris fencing is being removed by the children several times every week and he is continually putting back in place. He cleaned the park and picked up a lot of bits and pieces. He suggested covering the area with wood and screwing down and putting a sign up saying Danger Keep Away, or filling with sand and wonder if the Village Maintenance Person to let us know a cost and how many hours to stop anyone getting in Action: Clerk to ask Dom of DC Professional Services to liaise with Councillor M. Edyvean regarding this for a solution.</p> <p>He wants to bring forward next spring the willow to be cut and trimmed and the tree in front of the light needs to be cut back.</p> <p>Clerk reported details are now in hand for the claim on the trampoline with the Insurance, an email with several questions had been received to complete and return Action: Clerk</p> <p>Light on Playing Field Hedge – Clerk reported she had left a message but not heard back and would follow up again Action: Clerk</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
305/18	<p>Roche Public Conveniences/Bus Shelters:-</p> <p>Roche Public Conveniences:- None.</p> <p>Bus Shelters:- None.</p>	
306/18	<p>Footpath Signs/Matters (Including Confirmation of Definitive Map Modification Order – Addition of a Footpath, Bridleways and a Restricted Byway together with Upgrade of Footpath to Bridleway at Rosemellyn and Hallel):- Councillor M. Edyvean reported there is an extra length in Roche, there is also an extra length in Treverbyn, the bridleway is in Footpath 10 in Roche. The footpath is technically inside the fence. There is a footpath put through to join up to the bridleway.</p> <p>Letter received in respect of LMP advising of contribution for next year in the sum of £1,028.02 from Cornwall Council to the Parish Council.</p>	
307/18	<p>Sub-Committee to form a Working Group Party for the Village – Street/Road Signs in the Village/Parish and general tidy up of the Village/Parish as a whole:- Clerk reported this would be held in abeyance until the New Year to arrange a site meeting to take forward Action: Clerk</p>	<p>Clerk</p>
308/18	<p>Articles for Parish Council Website/Newsletter:- Any items from this month to be amalgamated for the January Newsletter.</p>	<p>Clerk</p>

309/18	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. University of Plymouth - Planning Aid England Survey of Parish and Town Councils 2. Cornwall Development Company - Small Grants for Local Businesses - Enquire Now 3. Alan Percy - Rural Exception sites, EVAs, and County Conference 4. The Pensions Regulator - Have your clients recently employed their first member of staff? 5. Local Government Boundary Commission for England - Final recommendations for new Council Ward Boundaries in Cornwall Published 6. Cornwall Council - Neighbourhood Plan E-Bulletin (November 2018) 7. CALC - Crantock Neighbourhood Planning Update 8. Cornwall Council Bulletin re. Christmas Waste and Recycling Collections 9. Cornwall Council - China Clay Community Network Panel Meeting - Monday 10th December 6.00pm 10. December 2018 e-news from Steve Double MP 11. Tessa Lynn, Researcher of University of Reading - Roche Neighbourhood Plan 12. Andrew George - Meeting housing need Action: Clerk to invite Andrew George to our February Meeting. 13. The Local Government Boundary Commission – Electoral Review of Cornwall: Final Recommendations 14. Maria Brett – Thanks and information about Small Grant received from the Parish Council 15. Roche Football Club – Thanks and invoices for Solar Grant received from the Parish Council 	Clerk
310/18	To arrange any Sub-Committee Meetings required:- None.	
311/18	Any Urgent Matters the Chairman considers relevant for this meeting:- None.	
312/18	<p>Date of next Meeting:- Wednesday the 9th January 2019 at 6.30pm in the Roche Victory Hall Large Committee Meeting Roche, Roche Victory Hall.</p> <p>There being no further business to discuss the meeting closed at 8.42pm</p>	

Signature:

Chairman

Date: 9th January 2019