

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY, 10TH JANUARY 2018 AT 6.30PM

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| Present | Cllr. P. Ames (Chairman) | Mrs. J. Burdon (Parish Clerk) | Cllr. D. Inch (Vice-Chairman) |
| | Cllr. Mrs. I. Northey | Cllr. B. Higman | Cllr. Mrs. J. Oxenham |
| | Cllr. M. Edyvean | Cllr. Mrs. S. Tippet | Cllr. G. Rowe |
| | Cwll. Cllr. J. Wood | 1 Member of Public | |

| Minute | AGENDA ITEMS | Action |
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| 1/18 | Apologies for non-attendance:- Councillors Ms. A. Carne, S. Harries | |
| 2/18 | <p>Public Forum:- One Member of public in attendance. He raised the skateboard park and he is against it at the present time as the youths are currently dismantling equipment in the Playing Fields and they are using abusive language with young children and mothers using the park. They are jumping on equipment in the Playing Fields with their scooters. He is not happy for them to have a skateboard park and cause more problems. He suggested perhaps himself and a Councillor with high viz jackets could visit the Playing Fields to keep an eye on the area and to let the youths know they would not be having a skateboard park if they continued with the anti-social behaviour. Another proposal would be the group trying to organise the skateboard park could hold regular meetings with the youths to take on their opinions and to let them know it would not go ahead if the anti-social behaviour continued.</p> <p>Councillor Mrs. S. Tippet reported the youths have been “egging” houses and knocking and running away, this needs to be reported every time it happens. It was agreed we need to report to the Cornwall Council Officer and Police Commissioner to express our concerns regarding these continuing problems</p> <p>Action: Clerk to report and advise that recently this was reported on 101 and they confirmed we have a PCSO but we do not and we wanted them to be made aware.</p> <p>Councillor D. Inch suggested an item on the next agenda Action: Next Agenda – Anti-Social Behaviour in the Village.</p> <p>Councillor B. Higman believes this should not be done voluntary and we need to make a stand and urge the Police Commissioner to take on board. Councillor Mrs. S. Tippet reported her elderly neighbour has recently had children knocking on her door and running away and she is now afraid to answer her door. Councillor M. Edyvean reported on the damage on the new play equipment in the Playing Fields and the company installing were absolutely disgusted on how the area had been treated by the youths of the village. Lighting will be discussed later and language recently heard was terrible from youngsters.</p> | <p>Clerk</p> <p>Clerk</p> |

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| | <p>Youngsters are purchasing eggs from the local stores and perhaps we could liaise with the stores by letter Action: Letters to Co-op, Premier Store, Sweet Pea and the Butchers (Proposed: Councillor D. Inch; Councillor M. Edyvean).</p> <p>Member of public left the meeting at 7.46pm.</p> | Clerk |
| 3/18 | <p>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillors B. Higman, D. Inch and Mrs. I. Northey declared a non-registerable interest on the application from Roche Victory Hall Social Club for solar funding.</p> | |
| 4/18 | <p>Monthly Cornwall Councillor Report:- Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> • There will be a fortnightly collection for waste possibly in the future. The argument will be if there is an increase in Council Tax they must increase the facilities to go along with this and not decrease. • Councillor D. Inch confirmed he would be happy to confirm that the Parish Council can justify an increase as we have shown an improvement in the Parish as a whole. <p>Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</p> | |
| 5/18 | <p>Confirmation of Parish Minutes from Meeting held on the 6th December 2017:- Resolved the Minutes of the Monthly Meeting held on the 6th December 2017 as circulated be approved and signed by the Chairman (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman)</p> | |
| 6/18 | <p>Matters Arising from the Monthly Minutes of the Meeting held on the 6th December 2017:-</p> <p>Page 1 Min.256/17 Liquid being carried across road by Ocean Fish:- A response had been received from Cormac advising they have initially spoken to Cornwall Council's Planning Team, to see if the vehicle movements are a breach of any planning condition but there is not thought to be anything of relevance. It was suggested contact is made with DVLA in respect of whether the vehicles are licenced to carry out this type of work on a public highway. Alternatively, a discussion with the local police team may be of benefit. It was agreed to write to Ocean Fish to query whether all vehicles crossing the highway are licenced to carry out this type of work, expressing concerns about the fish debris coming out on to the road Action: Clerk.</p> <p>Page 2 Min.256/17 Tennis Courts at Roche Social Club – Discussion about Skateboard Park:- An email had been received from Valerie Pomeroy asking whether Russ Holbert from Mavericks Industries could attend a future meeting. This had been delayed for a couple of months as per email sent by Councillor S. Harries and Clerk.</p> <p>Page 2 Min.98/17 PCSO Concerns – Crime Commissioner & Page 4 Min.251/17(2) Problems with Litter in the Village:- There had been no response from the Crime Commissioner. It was agreed to follow up as no response has been received Action: Clerk.</p> <p>Page 2 Min.99/17 Post Box Removal:- A letter had been received dated the 20th December 2017 advising the Post Box has been approved and it will be in place in the next six weeks Action: Keep Pending and confirm we look forward to it being in situ before Easter 2018.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |

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| | <p>Page 2 Min.164/17 Bank Business Debit Card:- Clerk reported the business debit card had now been received and ready for use when required.</p> <p>Page 2 Min.204/17 Great Western Improvement Fund Year 3 Applications:- Clerk reported a response had been received in respect of the two bids submitted by the Parish Council and they are currently working through the applications and are making progress with agreeing the final list with the Department of Transport. There is some more work to do on this and they will then formally write to the Department of Transport for the approval of the final list. The Parish Council should hear once this process is complete which should be early in the New Year Action: Keep Pending</p> <p>Page 2 Min.261/17 Purchase of Waste Bins:- Delivery estimated date is the 2nd February 2018. Clerk reported the single bins had already been delivered and some put up, others in storage in the Mortuary. We are just waiting for the double waste bin Action: Keep Pending and Clerk to follow up.</p> <p>Page 3 Min.271/17 Updated Standing Orders:- Clerk reported these had now been circulated to all Councillors by email.</p> <p>Page 4 Min.285/17 Roche Brass – Remembrance Sunday:- Letter from Roche Brass thanking the Parish Council for the donation of £40.00, advising it is a privilege to take part in this special day and they look forward to doing it again this year.</p> <p>Page 5 Min.285/17 Setting of Precept:- Confirmation received from Cornwall Council for submitting the Roche Parish Council precept for 2018/19. They confirm receipt of the notification in the amount of £95,000.</p> <p>Page 6 Min.287/17 Zip Wire for Playing Field:- Acknowledgement had been received thanking for the order for a total of £857 plus vat and that they would be in touch when they are ready to make delivery.</p> <p>Previous Minutes – Lights in Tennis Courts:- Clerk reported she had followed up on the removal of the remaining lights and had been informed there is a need to take a lorry onto the Playing Fields in order to take down the remaining lights. The ground has been too wet lately to take the weight of the lorry and hopefully they will carry out as soon as there is a dry week.</p> <p>Previous Minutes – Tregothnan Estates – Entrance to St. Michaels Way:- Copy of letter sent to local parishioner who had raised the concerns. Email received today confirming they met with the parishioners and agreed exactly what will be cleared, some work had already been undertaken and they do not envisage this being an issue again. Letter from parishioner received thanking for the help with this but she wanted clarification of who owns the land. It was agreed to pass to Tregothnan to clarify ownership and thank the parishioner for her letter and inform her of this action Action: Clerk.</p> <p>Page 9 Min.296/17 Section 106 Funding:- Clerk reported she had been waiting for a response from Councillor M. Edyvean. It was agreed to send email as composed Action: Clerk.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
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| 7/18 | <p>Planning Applications/Results/Correspondence/Any letters received for or against any Planning Applications:-</p> <p>Planning Applications Received to date:-</p> <p>PA17/09190 – Mr. Kevin Steward-Rattray – Replacement and erection of racking to store recycled cars for breaking, Combellack Vehicle Recyclers, Trendale Industrial Park, Higher Trezaise, Roche – No Objection (Proposed: Councillor B. Higman; Seconded: Councillor D. Inch)</p> <p>For information only – PA17/03379/PREAPP – Mrs. Muriel Haywood – Pre-application advice for the erection of a dwelling, Land at Moorview, Criggan, Bugle</p> <p>PA18/00084 – Rick Clayton, Cormac – PPA for St. Austell to A30 Link Road, proposed 10m wide single carriageway link road from A30 Victoria to St. Austell, linking with A391 at Stenalees, Street Record, Roche Road Stenalees – Next Agenda, once application is received</p> <p>Planning Results Received:-</p> <p>PA17/09127 – Mr. Craig Miles – Removal of Condition 12 (the provision of a revised vegetation management and landscaping plan) from Decision PA16/0187, Gilleys Mica Dam (discussed), New Road, Roche – Approved</p> <p>Planning Correspondence Received:-</p> <ol style="list-style-type: none"> Origin 3 – Public Consultation Event on behalf of Tregothnan Enforcement Forms Action: Clerk to forward a copy to Councillor M. Edyvean for information to be completed and sent back to her to forward on to Cornwall Council. | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8/18 | <p>Monthly Accounts for Approval:- It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor B. Inch; Seconded: Councillor Mrs. S. Tippett) Motion Carried</p> <table border="1" data-bbox="245 1413 1385 2101"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,617.62</td> <td>Bank Transfers 193,14,195,196</td> </tr> <tr> <td>DMC IT</td> <td>£22.50</td> <td>Bank Transfer184</td> </tr> <tr> <td>Roche Dennison Centre</td> <td>£8.00</td> <td>Bank Transfer186</td> </tr> <tr> <td>British Gas</td> <td>£39.27</td> <td>Bank Transfer186</td> </tr> <tr> <td>Biffa</td> <td>£93.18</td> <td>Bank Transfer187</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£57.70</td> <td>Bank Transfer188</td> </tr> <tr> <td>Duchy Cemetery's Limited</td> <td>£390.00</td> <td>Bank Transfer189</td> </tr> <tr> <td>AJH Services</td> <td>£324.16</td> <td>Bank Transfer190</td> </tr> <tr> <td>AJH Services</td> <td>£380.20</td> <td>Bank Transfer191</td> </tr> <tr> <td>Cornwall Council</td> <td>£53.00</td> <td>DD192</td> </tr> <tr> <td>EDF Energy</td> <td>£68.55</td> <td>Bank Transfer197</td> </tr> <tr> <td>Biffa</td> <td>£55.91</td> <td>Bank Transfer198</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£20.00</td> <td>Bank Transfer199</td> </tr> <tr> <td>South West Water</td> <td>£745.33</td> <td>Bank Transfer200</td> </tr> <tr> <td>SSE Street Lighting</td> <td>£52.61</td> <td>Bank Transfer201</td> </tr> </table> | Salaries, Pensions, National Insurance, Income Tax and Expenses | £1,617.62 | Bank Transfers 193,14,195,196 | DMC IT | £22.50 | Bank Transfer184 | Roche Dennison Centre | £8.00 | Bank Transfer186 | British Gas | £39.27 | Bank Transfer186 | Biffa | £93.18 | Bank Transfer187 | Roche Victory Hall Social Club | £57.70 | Bank Transfer188 | Duchy Cemetery's Limited | £390.00 | Bank Transfer189 | AJH Services | £324.16 | Bank Transfer190 | AJH Services | £380.20 | Bank Transfer191 | Cornwall Council | £53.00 | DD192 | EDF Energy | £68.55 | Bank Transfer197 | Biffa | £55.91 | Bank Transfer198 | Roche Victory Hall Social Club | £20.00 | Bank Transfer199 | South West Water | £745.33 | Bank Transfer200 | SSE Street Lighting | £52.61 | Bank Transfer201 | <p>Clerk</p> |
| Salaries, Pensions, National Insurance, Income Tax and Expenses | £1,617.62 | Bank Transfers 193,14,195,196 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DMC IT | £22.50 | Bank Transfer184 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Roche Dennison Centre | £8.00 | Bank Transfer186 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| British Gas | £39.27 | Bank Transfer186 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Biffa | £93.18 | Bank Transfer187 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Roche Victory Hall Social Club | £57.70 | Bank Transfer188 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Duchy Cemetery's Limited | £390.00 | Bank Transfer189 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AJH Services | £324.16 | Bank Transfer190 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AJH Services | £380.20 | Bank Transfer191 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cornwall Council | £53.00 | DD192 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EDF Energy | £68.55 | Bank Transfer197 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| South West Water | £745.33 | Bank Transfer200 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SSE Street Lighting | £52.61 | Bank Transfer201 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | Broxap Limited | £395.88 | Bank Transfer202 | |
| | Duchy Cemetery's Limited | £60.00 | Bank Transfer203 | |
| | DMC IT | £22.50 | Bank Transfer204 | |
| | Stephens Scown | £259.20 | Bank Transfer205 | |
| | Receipt:- Personal Choice Funerals | £277.00 | Bate | |
| | Receipt:- Drew Memorials | £52.00 | Knight | |
| | Receipt:- Paul Bourton Funerals | £718.00 | Benney | |
| | Receipt:- Paul Bourton Funerals | £213.00 | Knight | |
| | Receipt:- Brother UK | £50.00 | Printer Cash Back | |
| | Receipt:- Lloyds Bank | £2.29 | Interest – Nov 17 | |
| | Receipt:- Lloyds Bank | £0.96 | Interest – Dec 17 | |
| | Receipt:- Cornwall Council | £110.27 | Interest – Nov 17 | |
| | Receipt:- Cornwall Council | 104.99 | Interest – Dec 17 | |
| 9/18 | <p>Financial; Applications received for the Solar Fund and Small Grants Fund for the January quarter:- Grant application received from Mid Cornwall Beacon and Repeater Group to fund radio communication, develop and maintain beacons, co-operate with amateur radio clubs in Cornwall. It was resolved to support a sum of £500.00 from the solar funding on completion of matched funding, to be achieved in one year from the 10th January 2018 (Proposed: Councillor D. Inch; Seconded: Councillor M. Edyvean) Action: Clerk to action.</p> <p>Grant application received from Roche Victory Hall Social Club to fund 100 new chairs. It was resolved to defer until the April 2018 meeting (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor Mrs. J. Oxenham) Action: Clerk to action.</p> <p>Clerk requested clarification on whether she carried forward a negative balance on solar funding. It was agreed we carried forward a negative balance (Proposed: Councillor M. Edyvean; Seconded: Councillor D. Inch) Action: Clerk to action.</p> | | | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 10/18 | <p>Cemetery Matters (Including (a) Any Applications for Memorials or Inscriptions; (b) Update on Extension to Roche Cemetery; (c) Roche Cemetery Ditch; (d) Roche War Memorial – Email from Historic England):- Application from Kerrow Memorials for a new memorial tablet for the late Laurine Mary Williams Action: It was resolved to accept this application as per our rules and regulations (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor Mrs. Tippett) Motion Carried</p> <p>Update Extension to Roche Cemetery:- Clerk reported paperwork had now been forwarded to our Solicitors Action: Keep Pending.</p> <p>Roche Cemetery Ditch – It was resolved to get the area cleared when the weather is improved and we have agreed on our Contractors and to view the area to see what can be done as reported last month.</p> <p>Biffa Waste Bin – Clerk reported an email had been sent and AJH Services copied in, nothing heard to date Action: Keep Pending.</p> <p>Roche War Memorial – Email from Historic England):- It was resolved to request a representative to attend our next meeting as we have several questions from them (Proposed: Councillor B. Higman; Seconded: Councillor J. Wood) Action: Clerk.</p> | | | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |

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| | <p>Letter received from the Crowley Family requesting a massive overgrown tree causing problems to be trimmed back as it is making it difficult to maintain the gravespace Action: Clerk and Councillor D. Inch to liaise and make arrangements.</p> <p>Chairman reported he had received complaints regarding the bins over-flowing. Councillor M. Edyvean reported there is a new double waste bin on the way to help with this. He went up today and cleared some rubbish and Christmas wreaths, etc. He believes the Biffa waste bin is fairly full at the present time. He will then pick up old flowers, etc., and once the double waste bin is in place this should hopefully be resolved. He commented that there appeared to be no one hour litter pick in the Playing Fields today, he will monitor next week and follow up with the Contractor if this continues Action: Councillor M. Edyvean.</p> | <p>Clerk/ Cllr. D. Inch</p> <p>Cllr. M. Edyvean</p> |
| 11/18 | <p>Playing Fields Update (Including Play Inspection Formation as per information received from Insurers):- Councillor M. Edyvean reported the Playing Fields was signed off just before Christmas and the equipment has been tested. The Playing Fields is so wet at the present time which is a shame. We will need to landscape in the New Year, unfortunately the weather has caused the problems. Zip Wire is ordered and delivery is awaited. He spoke with Andrew and Edward Thomas and is waiting to hear back from them, they are currently liaising with their Insurance. He spoke to MPL and they have not come back with a quotation, he proposed we requested a quotation from MPL for installing the new zip wire Action: Clerk.</p> <p>Councillor M. Edyvean reported on damage cause by anti-social behaviour which has been a shame. However, he is very pleased with what has been achieved and the equipment installed. He has been up today and noted there are a couple of flower beds to be tidied up and a hedge. The Street Light on the Playing Field is causing problems, it needs replacing, we are paying for something that is not in order Action: Clerk to follow up with SSE Street Lighting and request a white light to replace this faulty street light.</p> <p>Open Day – Councillor M. Edyvean would like to make arrangements for this and he would be happy to go up and clean down equipment in readiness for this event. Weekly/Monthly Inspections – Information received from Insurance Company, there is a course with Rospa and he is happy to attend this and would also assist with the weekly inspection, Councillor D. Inch mentioned that he believed that Councillor S. Harries would also be interested in assisting with this and possibly attending any courses.</p> <p>Councillor B. Higman proposed the Clerk establishes dates of courses and all Councillors to be notified when known and those interested to attend, Seconded: D. Inch Action: Clerk</p> <p>Councillor B. Higman wished to express thanks to the Parish Council and for those involved with Playing Field Committee and those who worked so hard on this project.</p> <p>Payment from Development of Trezaise Chapel:- Funding is available on completion of the project. Councillor M. Edyvean proposed when the invoice is received from Wicksteed the Clerk claims funding from the Development of Trezaise Chapel Action: Clerk.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |

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| 12/18 | <p>Roche Public Conveniences/Bus Shelters:-</p> <p>Roche Public Conveniences:- Clerk to liaise with AJH Services to establish whether the problem still exists and whether she has managed to arrange with the Plumber to resolve the problem Action: Clerk</p> <p>Bus Shelters:- Bilberry Bus Shelter – Councillors had not had a chance to look as yet, it was agreed to leave for Councillors to take a look before the next meeting.</p> | Clerk |
| 13/18 | <p>Footpath Signs/Matters:- Councillor B. Higman reported he had now received plans for the suggested new pavement for Victoria Road which he produced. As it currently stands he would go along with the proposals, although unfortunately the footpath would still be in behind a hedge Action: Councillor B. Higman agreed to liaise with CPRE to follow up and report back to the Parish Council.</p> | Cllr. B. Higman |
| 14/18 | <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:- This item has been deferred until the Spring Action: Next Agenda.</p> | Clerk |
| 15/18 | <p>Articles for Parish Council Website/Newsletter:- It was resolved to include Tregothnan Public Consultation Event, Anti-Social Behaviour and anyone with issues how to report it, by calling 101.</p> | |
| 16/18 | <p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Alan Percy – Footpath and Street LMPs 2. Cornwall Council - Cornwall Council recycling survey goes live - please help us promote it 3. Cornwall Council – Cornwall Pension Fund Employer Newsletter (December 2017) 4. Healthwatch Cornwall - Access to an Appointment with a Doctor in Cornwall Survey - Please Share and Complete 5. Steve Double – MP Surgery List for the first part of 2018 6. Cornwall Council – Register of Interest Forms not received 7. Cornwall Council – Special Bulletin – Developing a Shadow Accountable Care System for Cornwall 8. Cornwall Council - Localism Newsletter - December 2017 9. Merry Christmas from the Cornwall Area of Outstanding Natural Beauty 10. Cornwall Area of Outstanding Natural Beauty news - Winter 2017 11. Cornwall Council - Council Tax Referendum Principles 12. Came & Company - Merry Christmas from Came & Company Local Council Insurance 13. Cornwall Council - China Clay Community Network Panel Meeting – Monday 12th February 2018 at 7.00pm in the St. Stephens Community Centre 14. Cornwall Council – Special Bulletin – Cornwall Council remains committed to a sustainable future for Citizens Advice Cornwall 15. Cornwall Council – Change of location for Meeting 31st July 2018, 14.00, Cornwall Countryside Access Forum 16. Great Western Railway – Improvement work during the Christmas Break 17. Cornwall Council – Electoral Review – Public Meeting on Monday 8th January 18. Natural England – Grazing on Goss Moor NNR 19. Clerks and Councils Direct Magazine (Councillor Mrs. S. Tippett) 20. HM Revenues & Customs – Updating older IT Systems | |

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| 17/18 | To arrange any Sub-Committee Meetings required:- None. | |
| 18/18 | Any Urgent Matters the Chairman considers relevant for this meeting:- None. | |
| 19/18 | <p>Date of next Meeting:- Wednesday the 7th February 2018 at 6.30pm in the Roche Victory Hall Large Committee Meeting Room.</p> <p>Apologies from Councillor Mrs. I. Northey for the next meeting as she will be on holiday.</p> <p>Meeting closed at 8.17pm.</p> | |

Signature:

Chairman

Date: 7th February 2018