

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

IN THE MAIN HALL OF THE ROCHE VICTORY HALL

ON WEDNESDAY, 12TH JUNE 2023 AT 6.30PM

Present	Cllr. D. Inch (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. G. Rowe (Vice-Chairman)
	Cllr. M. Edyvean	Cllr. Mrs. S. Tippet	Cllr. B. Kretowicz
	Cllr. Mrs. A. King	Cllr. Mrs. L. Harrison	Cllr. Mrs. H. Retallick
	Cllr. Mrs. H. Retallick	Cllr. M. Taylor	Cllr. P. Kent
	Cwll. Cllr. P. Guest	3 Members of Public	

150/23	Apologies:- Councillor D. Yelland. Councillor G. Rowe had sent apologies as he would be late to the meeting.	
151/23	Public Forum:- There was three members of public in attendance. Two members of the public raised the planning application from a previous meeting for their bungalow at Tremodrett Road. Councillors requested more information as the plans were not fully clear, this would be discussed this evening.	
152/23	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillor M. Taylor declared a pecuniary interest in respect of the following result – PA23/02653.	
153/23	<p>Monthly Cornwall Councillor Report:- Councillor P. Guest reported as follows:-</p> <ul style="list-style-type: none"> • Sadly, I would like to start this month's report by expressing my condolences to our former Councillor Sally-Anne Saunders (Bugle Ward) whose husband Ian passed away suddenly. Sally-Anne and I first met during the campaign for the last election and quickly became friends. She was also invaluable to me during my first few months in Office giving me her sage advice and guidance. Ian was a lovely bloke, who always managed to steer the conversation away from politics. He will be sadly missed and my thoughts, as I'm sure yours are, are with Sally-Anne at this time. • Since last month's report, we have enjoyed a couple of Bank Holiday weekends. The first of which was called to allow us all to enjoy the Coronation events. For many of us, this was the first time that we have had the opportunity to witness such an occasion, and my thanks go out to Councillor Mrs. L. Harrison for organising a successful event in the Roche Victory Hall. I hope you all enjoyed the pomp and pageantry that this country does so well, as well as enjoying the various parties and community get togethers that were organised. As well as the local celebrations, I was pleased to attend the civic event at Truro Cathedral. • You may or may not be aware that each County Councillor is given a small Community Chest Fund each year to give small donations to local groups. Last year, I was pleased to give grants totalling £3,000.00 to various community causes within the Electoral Division. I am very keen to help any local groups as community spirit and involvement is something that can always be strengthened. Please email me for more details. • Around the Division, I give regular talks and hold question and answer sessions to various clubs and groups, again, if you would like me to do this at any club, please get in touch. One of the most common themes that is raised when I talk to people around the area is the state of our roads, especially potholes. 	

	<p>Cornwall Council have a report it web page that can be accessed at https://www.cornwall.gov.uk/transport-parking-and-streets/roads-highways-and-pavement/report-a-problem-with-a-road-or-pavement/potholes</p> <ul style="list-style-type: none"> • Although I do flag issues up with our Highways department, experience has shown me that the more that people report issues, the quicker they are rectified. So, can I encourage you to use this form as well as informing me. • Another criticism that I occasionally receive is about anti-social behaviour and nuisance. Again, there is a form to report you concerns and the link is - https://www.cornwall.gov.uk/fire-and-rescue-service/keeping-safe/community-safety/anti-social-behaviour-and-nuisance/report-anti-social-behaviour/ • In other 'County' news, the annual Full Council where the Leader and Chair of the Council are elected was held. I was pleased to both support and vote for Linda Taylor as Leader and Pauline Giles as Chair. I work closely with both of these talented and committed ladies and after a challenging year for not only Cornwall, but the country as a whole, I am looking forward to delivering real change for the better for our Parish. Now that these votes are out of the way, we begin the annual election of Chairs and Vice Chairs for the numerous committees on the Council. I am the 'acting, unpaid' Chief Whip of the Conservative group and will be busy for the next couple of weeks organising these votes and 'persuading' fellow Councillors to vote for certain people. It can be like herding cats sometimes, involves a lot of running around, but I do enjoy it. • A major event that will be upon us very soon is Armed Forces Week which will be held in Falmouth at the end of June. I will be heavily involved along with other veterans in this and am looking forward to helping put on a celebration that will attract nationwide interest. And yes, beer will be involved. • Nearer to home, the South West a.k.a. Bugle Band Contest is rapidly approaching, we're confident of a good turnout next Saturday 17th June and I hope to bump into some of you there. • Before we next meet, it is anticipated that we will have held the first meeting of our new C.A.P. and I am looking forward to welcoming Luxulyan Parish to the fold. <p>Chairman thanked Cornwall Councillor P. Guest for his report this evening.</p>	
154/23	<p>Confirmation of the Minutes of the AGM, Monthly Main and Closed Meetings held on the 10th May 2023:- Resolved the Minutes of the Monthly and Closed Meetings held on the 3rd April 2023 as circulated were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor B. Kretowicz; Seconded: Councillor P. Kent)</p>	
155/23	<p>Matters Arising from the AGM & Monthly Minutes of the Meeting held on the 10th May 2023:-</p> <p>Page 2 Min.31/23 Development on Old Poachers Site:- No further response received from Dylan Myers Action: Keep Pending.</p> <p>Page 2 Min.91/23 Penstraze Lane Update:- No further update received from the National Property Manager Action: Keep Pending and Clerk to request a follow up.</p> <p>Page 2 Min.66/23 Repairs to 2 Park Gates:- Clerk reported no quote had been received to date from the Contractor. Chairman requested this is carried forward Action: Keep Pending and Clerk to obtain a quote.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Page 2 Min.66/23 Street Light:- Clerk reported a response had been received and the costs for a replacement 802 flood led lantern was £245.00 plus vat. The order had been replaced Action: Keep Pending and Clerk to find out what the warranty is with the replacement.</p> <p>Councillors G. Rowe and M. Taylor arrived at 6.35pm.</p> <p>Page 3 Min.91/23 Surfacing of Edgcumbe Road:- No further response received Action: Keep Pending.</p> <p>Page 3 Min.106/23 Coronation Mugs for Children:- Clerk reported there was only one mug left. Agreed to hold in stock.</p> <p>Page 8 Min.146/23(3) Over strimming around Cricket Field:- Response received thanking the Parish Council for taking comments into consideration, advising it is a shame that the little triangle may lose its wildness. It would have been great to participate in keeping a wild flower area, but they have just taken on an allotment locally and what with work they have rather a lot of commitments. There are a few 'allotmenters' who will be having wild flower areas on their plots, so that will be a bonus.</p>	<p>Clerk</p> <p>Clerk</p>
156/23	<p>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p>PA23/04158 Mrs. Bennath Coad National Grid – Non-material amendment in relation to decision notice PA22/05714 dated 27/09/2022: to lower the floor level of the switch room so it is 500mm ground level rather than the 1500mm proposed, Land South of Woodland Barton Wind Farm, Wireless Road, Tremodrett, Roche – Support (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. L. Harrison)</p> <p>PA23/04208 – Mr. James Slaughter – Works to trees under a tree preservation order (TPO): T2 (English Oak): Side prune sub lateral back to main lateral to provide a 2m clearance, Peniel, Bilberry, Bugle – Support (Proposed: Councillor Mrs. L. Harrison; Seconded: Councillor Mrs. A. King)</p> <p>PA23/04098 – Mr. Simon Williams, Simon Williams Tree Services – Works to trees under a tree preservation order (TPO) namely: T1 (Ash): Remove. T2 (Maple): Remove or Pollard. T3 (Sycamore) Remove or Pollard. T7 (Sycamore): Remove, The Rectory, Fore Street, Roche – Object – Under a TPO, and this is there to preserve the trees which surround the cemetery and surrounding avenue, if any of the trees require removal they must be replaced with a suitable tree (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. H. Retallick)</p> <p>PA23/04192 – Mr. James Slaughter, Birch Utility Services – Works to Sycamore and Leylandii trees subject to a TPO: To prune trees in order to gain a clearance of 1.5m from overhead low voltage conductors, 24 Harmony Road, Roche - Support (Proposed: Councillor Mrs. L. Harrison; Seconded: Councillor Mrs. A. King)</p> <p>PA23/01083 – Mr. Dean Scantlebury, DS Developments (SW) Ltd – Reserved Matters application for access, appearance, landscaping, layout and scale, following outline consent PA18/11742 dated 16/7/20, Land at Thornton Close, Thornton Close, Roche – Clerk to request an extension of time (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. S. Tippet)</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

Planning Results Received:-

PA23/00578/PRE – Mr. & Mrs. Warren – Exception notice for works to prune a sycamore and leylandii, 24 Harmony Road, Roche – **Withdrawn**

PA23/00583/PRE – John Cotton – Exception notice for work to prune an oak to provide safety clearance for overhead lines, Peniel, Bilberry, Bugle – **Withdrawn**

Councillor M. Taylor declared a pecuniary interest in respect of the following result:-

PA23/02653 – Lord Matthew Taylor – Proposed outbuilding within the grounds of a Listed Building, The Old Rectory, Fore Street, Roche – **Approved**

PA23/01793 – Mrs. Newman – Retrospective planning for retention of external mono pitch roof and existing garage walls, 74 Victoria Road, Roche - **Approved**

Planning Correspondence:-

1. Cornwall Council & GRC Planning – PA23/01083 – Land adjoining Thornton Close, Roche advising of proposed revised site layout plan, agreed by the Parish Council.
2. Cornwall Council – PA23/01793 74 Victoria Road, Roche advising the proposal is acceptable, Parish Council did not disagree.
3. Cornwall Council – PA23/01637 – 66 Fore Street, Roche advising if no amended plans received, will be refused under delegated powers, second letter advising they are awaiting from LPA from agent.
4. Pauline and Kester Salisbury – S106 – Colbiggan Mine, off Old Coach Road.
5. Michael Brown, A. & K. Architectural Services – Prosper Road Dwelling. Resolved to invite to the next meeting **Action:** Clerk.
6. Dany Hancock and Cornwall Council – Bungalow at Tremodrett. Resolved to support (Proposed: Councillor P. Kent; Seconded: Councillor Mrs. L. Harrison) **Action:** Clerk.

Clerk

Clerk

157/23

Monthly Accounts for Approval, including monthly bank reconciliation and budget monitoring:- It was proposed that the Council approve and accept the accounts for payments as circulated on schedules for the month of June 2023, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor Mrs. L. Harrison; Seconded: Councillor Mrs. H. Retallick)

Salaries, Pensions, National Insurance, Income Tax and Expenses	£2,141.28	June 2023
Roche Carnival Committee – Donation	£480.00	Insurance Renewal
AJH Services – Toilet Cleaning	£484.72	May 2023
Hiscox Insurance	£430.25	June 2023
Wicksteed Leisure Limited	£53.52	Trampoline Springs
HCI Data Limited – Email Storage	£18.00	Feb/Mar/Apr 2023
Playsafety Limited	£207.60	Annual Inspection
Hudson Accounting Limited	£400.00	Internal Audit 22/23
Crystal Clear Limited Waste Bin Emptying	£512.00	May 2023
Crystal Clear – Bus Shelter Cleaning	£68.00	May 2023
Cornwall Waste Solutions – Cemetery	£200.34	May 2023
Microshade Business Consultants Limited	£180.00	DPO Service
Roche Victory Hall – Post Office Cont.	£86.66	June 2023
Roche Victory Hall – Hire Hall	£30.00	June 2023

Clerk

	DMC-IT – Updating Website	£37.50	May 2023	
	Wayne Kendall – Maintenance/Repairs	£240.00	Toilets	
	Wayne Kendall – Maintenance/Repairs	£220.00	Trampoline	
	Wayne Kendall – Maintenance/Repairs	£341.00	Sign/Mortuary Roof	
	Lanhydrock Garden Services	£3,154.80	May 2023	
	Cormac Solutions – Tregarrick Road	£4,022.27	Double Yellows	
	Receipt: Linda Rowe	£12.00	Coronation Mugs	
	Receipt: Cornwall Council – CIL Payment	£3,209.65	April 2023	
	Receipt: HMRC – VAT Reimbursement	£958.53	Year end 31/3/23	
	Receipt: Co-operative Funeral Care	£1,200.00	Mills	
	Receipt: National Grid	£24.73	Wayleave	
	Receipt: Margaret Burdon	£3.00	Coronation Mug	
	Receipt: Margaret Strongman	£3.00	Coronation Mug	
	Receipt: Barbara Bicknell	£6.00	Coronation Mugs	
	Receipt: Chris Hawkey	£6.00	Coronation Mugs	
	Receipt: Tina Crowle	£12.00	Coronation Mugs	
	Receipt: Jeanette Kendall-Hill	£6.00	Coronation Mugs	
	Receipt: Lloyds Bank – Interest	£82.41	June 2023	
	Receipt: Cornwall Council – Interest	£430.62	May 2023	
	Receipt: R.J. Bray & Son Funerals	£530.00	Mead	
158/23	<p>Review of Solar Funding & Regeneration Projects:- Resolved to review figures and re-circulate to Councillors. If list agreed Councillors were happy for payments to be made before the next meeting (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. S. Tippett) Action: Clerk.</p> <p>Regeneration Projects suggested to date – Community Garden for the Village/Orchard/Tree Planting and Toddler Play equipment; Fixing the Church Clock; Temperance Hall to be brought back for the community. It was noted this is a private property and there are currently other halls in the village for use by the community. There was a suggestion of a long-term lease for use of the hall. The Parish Council would like the owners to do something to improve the hall. It was agreed to discuss the Temperance Hall matter further under closed session. Between now and the next meeting we need to re-think to help decide at the next meeting.</p>			Clerk
159/23	<p>Approval of Annual Accounts for the year ending 31st March 2023:- It was resolved to approve the Annual Accounts for the year ending 31st March 2023 as set out, which were duly signed by the Chairman and Clerk (Proposed: Councillor G. Rowe; Seconded: Councillor P. Kent)</p>			
160/23	<p>Approval of Section 1 of Annual Return – Annual Governance Statement 2022/2023:- It was resolved to approve Section 1 of the Annual Return as set out (Proposed: Councillor G. Rowe; Seconded: Councillor P. Kent) Action: Clerk to send to External Auditors and advertise relevant statement advising that the accounts are unaudited at this time, as per regulations.</p>			Clerk
161/23	<p>Approval of Section 2 of Annual Return – Accounting Statements 2022/2023:- It was resolved to approve Section 2 of the Annual Return as set out (Proposed: Councillor G. Rowe; Seconded: Councillor P. Kent) Action: Clerk to send to External Auditors and advertise relevant statement advising that the accounts are unaudited at this time, as per regulations.</p>			Clerk
162/23	<p>Internal Auditors Report for the year ending 31st March 2022:- Clerk reported on internal audit carried out and the internal audit response record as follows:-</p>			

1. Appropriate accounting records have been properly kept throughout the financial year. The accounts are maintained on a spreadsheet; they were up to date, in balance and free from material errors.
2. This Authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved, and vat was appropriately accounted for. Financial Regulations were last reviewed in November 2021. Payments – Testing revealed that payments are supported by invoices, certified by the Responsible Financial Officer, and included on schedules approved by Members. VAT had been accurately recorded. There remains a risk in respect of lack of separation of duties for internet payments, albeit the risk has been recognised.
3. This Authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these. Statutory insurances are in place and the Fidelity Guarantee is adequate at £400K. The Council has reviewed its risk assessment, risk policy and the effectiveness of its internal controls. An Investment Strategy is in place.
4. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored, and reserves were appropriate. The 2023/24 budget and precept were properly approved by Council following the production of detailed estimates. There was a significant surplus in 2022/23 and the precept for 2023/24 has been set at £153,000 the same as projected expenditure. Thus, all income received will contribute to further increasing reserves. Council should satisfy itself that the reserve levels are consistent with planned activity. Budget Monitoring – Regular reports are provided to Members. Adequacy of Reserves – After allowing for earmarked reserves of £116,000 the general reserve standards at £113,821; equating to 63% of gross expenditure which is within generally accepted parameters.
5. Expected income was fully received, based on correct prices, properly recorded, and promptly banked; and vat was appropriately accounted for. The precept received was checked to the records of the Council and the principal authority and found to be in accord. VAT Claims are up to date. Burial income has been correctly charges and is well documented. Interest on the Council's investments has been accurately recorded in the accounts.
6. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved, and vat appropriately accounted for. No operated.
7. Salaries to employees and allowances to members were paid in accordance with this Authority's approvals, and PAYE and NI requirements were properly applied. The national pay award was accurately implemented, and salaries were paid in accordance with Member approvals. PAYE and pension provisions were met.
8. Asset and investments registers were complete and accurate and properly maintained. The asset register has been updated to reflect acquisitions and disposals and the total value of assets held is accurately reflected in the AGAR.
9. Periodic and year-end bank account reconciliations were properly carried out during the year. Monthly bank reconciliations are approved at each Council meeting. The year-end bank reconciliation was found to be accurate.
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure) agreed to the cash book, supported by an appropriate audit trail from underlying records, and where appropriate debtors and creditors were property recorded.

	<p>The accounts were produced on a receipts and payments basis and were in accord with underlying records. An audit trail was provided, and accompanying information required by the External Auditor produced. Should the Council's income or expenditure exceed £200K in 2023/24 then the Council will be required to produce accounts on an income and expenditure basis which will necessitate the restatement of the 2022/23 accounts on the same basis. Should it become apparent that this will occur professional expertise will be needed to ensure the transition is properly managed.</p> <p>11. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. Not applicable.</p> <p>12. The authority published the required information on a free to access website/webpage up to date at the time of the internal audit in accordance with the relevant legislation. Proper guidance on this will not be available until after the deadline for AGAR submission and my discussion with the external auditor suggests it is left to internal auditors to interpret. My view is that is intended to only apply to Exempt authorities who have additional publication requirements, which excludes this Council. Thus a 'Not Covered' response has been made; to do otherwise would require a 'No' in line with item N below which would, I believe, be unfair.</p> <p>13. In the year covered by this AGAR, the authority provided for a period for the exercise of public rights as required by the Accounts & Audit Regulations. The AGAR was properly approved by Council, the requisite Notice was published and the correct number of days for public inspection were allowed.</p> <p>14. The authority has complied with the publication requirements for 2021/22 Agar. All publication requirements were not met as the external audit report has not been published. Clerk reported this was actioned as soon as realised, as full report had not been included, although information was on website within the Minutes.</p> <p>15. Trust Funds (including charitable). The Council met its responsibilities as a trustee. Not applicable.</p> <p>It was resolved to approve the Internal Auditors Report and action any queries raised and advertise on the website accordingly (Proposed: Councillor G. Rowe; Seconded: Councillor P. Kent) Action: Clerk</p>	Clerk
163/23	Cemetery Matters (Including Any applications for memorials or inscriptions):- No memorial applications received. Chairman and Councillor M. Edyvean will discuss on of the trees in the Cemetery with our Contractor as apparently it is not looking very good.	
164/23	Minor Repairs/Works in the Parish that may arise:- None.	
165/23	<p>Roche Park Recreation Area (Including Waste Bin Emptying during school holidays and moving of bins):- Chairman reported on a metal table style bench which will be around £1,200.00 to £1,300.00. Once he receives the email, he will circulate to Councillors Action: Chairman.</p> <p>Waste Bin Emptying during school holidays and moving of Bins:- Councillor M. Edyvean reported on damage to bin and over-flowing bins. Resolved to arrange for waste bins to be emptied twice a week for the summer months from May half term to the 10th September on a Monday/Thursday and Friday (Proposed: Councillor; Seconded: Councillor) Action: Clerk to obtain a quote for this, for 9 bins for the park area only, annualise cost and include on precept form for later this year.</p>	Chair Clerk

166/23	<p>Roche Public Conveniences/Bus Shelters (Including Bus Shelter on Edgcumbe Road):- Clerk reported the large water bill was being investigated and accuracy tests have been carried out following a meter exchange. A claim has been submitted for a one-off allowance for unexplained usage due to the increase in consumption for unexplained usage due to unrelated works being carried out next to the public conveniences. This has been submitted on the basis that the leak could have been caused and repaired by the contractors carrying out this work next to the supply. South West Water will review this outside of their normal policy Action: Keep Pending.</p> <p>It was reported he outside light on ladies toilet needs lens replacing Action: Clerk to inform our Contractor.</p>	Clerk Clerk
	<p>Bus Shelter on Edgcumbe Road:- Clerk reported on response received advising there appears to be bats in the shelter, suggesting possible works to aid this. Clerk had responded requesting what funding they would put towards this. A response had been received advising that unfortunately, as the structure is not on their land or within our management plan, they have not planned any funds for this project. They would, however, be able to carry out the scrub clearance and potentially the hedge diversion as suggested. They asked if there was any funding initially planned for the removal of the building that could be used for enhancement instead? As the structure cannot be legally removed, would it be possible that any funding that would be used for future clearance be redirected to enhance the structure for wildlife instead? Alternatively, there may be funding opportunities the Parish Council could investigate possibly through Cornwall Council. They would ask around about funding and let the Parish Council know if they come across anything suitable. Resolved to request a quote from our Contractor for the next meeting, allowing a space for small animals to get through Action: Clerk.</p>	Clerk
	<p>Repairs to Bus Shelter at Harmony Road – Quote received in the sum of £185.00 for clearing graffiti. Resolved to accept quote (Proposed: Councillor B. Kretowicz; Seconded: Councillor D. Inch) Action: Clerk.</p>	Clerk
	<p>Bus Shelter at Bilberry – Email from Cornwall Council received advising they would be replacing this bus shelter.</p>	
	<p>Water of Plants at Bus Stop/Buzz Stop – David Edwards notified the Parish Council via Vicky Bundy to say that The Eden Project has donated a water butt and that Alun Griffiths are going to fix it outside the pharmacy, in order that the plants at the Bus stop/Buzz stop can be watered. He asked whether perhaps this can be mentioned in the minutes this evening, with thanks to The Eden Project and Alun Griffiths recorded Action: Clerk to include on Facebook and tag Eden and Griffiths.</p>	Clerk
167/23	<p>Footpath Signs/Matters:- Clerk and Chairman to go through the schedule for next year Action: Clerk/Chairman.</p>	Clerk/ Chair
168/23	<p>Duck Pond and surrounding Land & St. Michaels Way:- No update.</p>	
169/23	<p>Village Regeneration Works/Working Party for the Village:- No update.</p>	
170/23	<p>Registration of Land at Roche Football Club owned by the Parish Council:- Clerk reported no further update had been received Action: Keep Pending.</p>	Clerk

171/23	<p>Roche By-Pass Scheme and related projects:- Higher Trezaise near 139 Trezaise Road Flood Issues – Response advised the site in question is subject to frequent flooding over the winter period, due to the ongoing deposits of sand and silt that build up in the adjacent drainage systems. The road surface became damaged to a point traffic needed to be diverted away from the area, until such a time that the weather improved to allow repairs. The works to carry out ditch maintenance, jetting of the drainage systems, and repair of the carriageway is currently scheduled for this month.</p>	
172/23	<p>Trees suitable for Roche Village, following felling of trees on Park Hedge:- Councillors on the small Working Party agreed at the last closed meeting to arrange a meeting date to discuss and put to the Parish Council Action: Chairman, Councillors Mrs. L. Harrison, M. Edyvean, B. Kretowicz and P. Kent. Action: Clerk to arrange a date suitable for Councillors.</p>	<p>Cllrs. Clerk</p>
173/23	<p>Train Focus Group – Discussion on Parish adopting the Train Station:- Chairman reported that he has introduced Councillor B. Kretowicz to Brian Higman and they will be discussing.</p> <p>Chairman reported on adopting the train station, it would mean keeping three planters clean and tidy, and the shelter clean and tidied, clean the seating area, pick up rubbish, empty bins. Agreed for Clerk to obtain quotes from two of our contractors Action: Clerk.</p>	<p>Clerk</p>
174/23	<p>Articles for Parish Council Website/Newsletter:- Monthly newsletter report to be submitted.</p>	<p>Clerk</p>
175/23	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. NALC – Star Council Awards 2023 2. NALC – Chief Executive’s Bulletin 3. Great Western Railways – Update on strikes 4. Network Rail – Upcoming Work in the area 5. NALC – Events 6. NALC – Newsletter 7. Clean Cornwall – Newsletter Issue 4 8. CALC – News Round-up – 19th May 2023 9. NALC – Star Council Awards 2023 10. Cornwall Council Pensions – May 2023 Employer Newsletter 11. Network Rail – Upcoming work in your area 12. Cornwall Council – 2023 Off-Street Parking Order 13. CALC – Training Bulletin: June, July and August 2023 14. Gallagher Insurance – Community Matters 15. CALC – Being a Good Chair – Face-to-face training session, Monday 26th June at 7.00pm 16. Cornwall Council – Town & Parish Council Newsletter – 2nd June 2023 17. NALC – Star Council Awards 2023 18. Cornwall Council – Bugle Highway Maintenance Work – June 2023 19. CALC – Free Event on the Community Ownership Fund 20. Cornwall Council - Town & Parish Council Bulletin: Armed Forces Day National Event Cornwall 21. Ocean Housing – Annual Partner Survey 2023 22. CALC – News Round-up – 9th June 2023 23. Cornwall Council – Local Council Planning Training 2023 – Planning induction refresher: 11th July 2023 24. CALC - Code of Conduct online training session: 20th June 2023 at 6.30pm 25. Trago Mills – Offer of opening an account 26. Network Rail – Upcoming works in your area 	

	27. Ocean Housing – Intention to sell 6 Edgcumbe Road, Roche 28. Steve Double MP – May 2023 E-news	
176/23	To arrange any Sub-Committee Meetings required:- None.	
177/23	Any Urgent Matters the Chairman considers relevant for this meeting:- None.	
178/23	Date of next Meeting:- Monday 10 th July 2023 at 6.30pm to be held in the Roche Victory Hall Large Main Hall, Roche Victory Hall. There being no further business to discuss the meeting closed at 7.42pm	

Signature:

Chairman

Date: 10th July 2023