

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE DENNISON BUILDING, ROCHE CP SCHOOL

ON WEDNESDAY, 12<sup>TH</sup> OCTOBER 2016 AT 7.00PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Edyvean
	Cllr. Mrs. I. Northey	Cllr. P. Gale	Cllr. D. Laishley-Hayward
	Cllr. J. Smith	Cllr. D. Inch	Cllr. B. Higman
	Mr. Bob Hyatt	Mr. Jon Hyatt	2 Members of Public

Minute	AGENDA ITEMS	Action
244/16	<p><b>Annual Contribution from Mr. Jon Hyatt- Woodland Barton Wind Turbine:-</b> Mr. Jon Hyatt and Mr. Bob Hyatt attended to present a cheque in the sum of £12,936.71 to Roche Parish Council from the Woodland Barton Wind Turbine Scheme. Councillor P. Gale took some photographs and had agreed to assist with a report for the press. Chairman said over the years with all the dealings with the Parish Council you have been a perfect gentleman and a pleasure to deal with and everything agreed has been adhered to.</p> <p>Mr. Jon Hyatt and Mr. Bob Hyatt left the meeting at 7.15pm.</p>	
245/16	<p><b>Apologies:-</b> Councillors Ms. A. Carne, Mrs. S. Tippett, Cornwall Councillor J. Wood, PCSO S. Tibbles</p>	
246/16	<p><b>Monthly Neighbourhood Beat Manager Report:-</b> Apologies received from PCSO S. Tibbles.</p> <p>Councillor P. Gale reported on the Police Liaison Meeting he attended on the 5<sup>th</sup> October, held at St. Austell Police Station. They met Inspector Guard and had a presentation which was a broad look at cuts, etc., since 2005. The programme had been circulated. He wanted to query a matter with PCSO S. Tibbles. Part of the programme was a discussion on crime reports being produced for the Parish which were no longer a necessity, although it was noted that PCSO S. Tibbles still does this for us.</p>	
247/16	<p><b>Monthly Cornwall Councillor Report:-</b> Apologies received from Cornwall Councillor J. Wood.</p>	
248/16	<p><b>Public Forum:-</b> Mr. Mike Tregaskes reported following his email sent to the Clerk, she suggested to attend the meeting, he had concerns about grass left on the pavements for people to walk on and further up through Trezaise there are pine cones and other debris. He had concerns that if they lived down in the village he felt they would get better treatment. His wife has also noticed that someone is leaving dogs mess in a white bag at the end of their estate. He would happily speak to the Dog Warden, if he could be informed of their contact details.</p> <p>Councillor B. Higman reported that this rubbish issue is Cornwall Councils responsibility, unfortunately the previous Environment Warden did remove this and we are not covered under our insurance to carry out this work, he was told not to carry out this work. The other part is all the contracting for cleaning goes out under separate contracts and they have to go by government guidelines of how much litter is there, it may be the centre of the village has more litter which means it is possibly cleaned more.</p>	

	<p>The Parish Council could in the future take over some responsibility from Cornwall Council, although this could mean double taxation, as you would continue to pay Cornwall Council but then also pay the Parish Council as we would need to claim additional precept. The official line is that it is Cornwall Council's responsibility <b>Action:</b> Clerk to send contact details of Rachael Tatlow and other contact details and Dog Warden details.</p> <p>Mr. Mike Tregaskes left the meeting at 7.10pm.</p> <p>Mr. Mike Morcom passed some letters to Councillor D. Inch to read from members of the public in respect of further development in the village for smaller properties to down-size. He has some maps of what has been drawn up and since the Neighbourhood Plan has been finalised he has noticed not a lot of development has come forward. There is more demand and more need at the present time. He explained the development of the plan he produced. It would mean the Cemetery could be extended to suit the Parish Council. The acre already agreed to extend the Cemetery is part of the Section 106 Agreement and is definitely in place for the Parish Council, he does not dispute this. He is looking at all bungalows, which seems to be what local people want, he would lose some ground from this but he wanted to speak to the Parish Council first and not just put in a planning application.</p> <p>He would happily support the electricity connection to the Mortuary Building and extend the Cemetery to suit the Parish Council if this was felt a good idea at this stage.</p> <p>This is the first development/presentation that has come forward in some time as recently it has been extensions on properties. Councillor B. Higman expressed concern that this project may be pushed for social housing and it can mean that local people do not get properties. Mr. Mike Morcom said he was a local man and wanted to ensure any properties would go locally and he would happily work with the Parish Council to make sure this happens. He did advise if the figures "did not stack up" he would not go ahead with this development. He has six open market properties still to build as the remainder of the site is Housing Association. Councillor J. Smith asked whether Mr. Mike Morcom would be happy to have a stipulation put on to say they have to be sold locally. Mr. Mike Morcom said he is not sure how this could be policed. Councillor B. Higman advised this could restrict cash flow from banks.</p> <p>Mr. Mike Morcom would obtain planning advice and the properties would be developed in the next 18 months if the Parish Council felt it was a viable project. Councillor M. Edyvean advised there could be restrictions and lessons have been learnt on other developments would need to be taken into consideration. It was felt that if we were looking at 20 houses it would definitely be no. Councillor D. Inch suggested we needed to look at the proposals of the development circulated tonight and view alongside the Neighbourhood Plan. Chairman suggested that Mr. Mike Morcom speaks with Matthew Taylor as he is the Chairman of the Neighbourhood Plan and if he feels it is a good idea that would be one less hurdle. Councillor D. Inch advised he would be happy to arrange a meeting with Matthew Taylor to look at alongside with Neighbourhood Plan. The Parish Council are in agreement in principle but need to clarify with the Neighbourhood Plan <b>Action:</b> Next Agenda.</p>	<p>Clerk</p> <p>Clerk</p>
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<p>I hope this can take place in the coming weeks and that a resolution to the matter will follow, although this will depend on the position that the land owner takes <b>Action:</b> Keep Pending and follow up again for this month.</p> <p><b>Page 2 Min.252/15 Payment from Development of Trezaise Chapel:-</b> Response received from Cornwall Council - If you could provide some detailed proposals for what you intend to do to the pavement at Higher Trezaise, I might be able to advise better. It depends on what is being done, what pedestrian destinations will benefit, why it cannot be funded from highway budgets, who will maintain the improvements etc. I do think it may be safer to apply to use it on the playing fields though. Either way I look forward to an application which is completely clear on what is being proposed, approximately how much it will cost, what the evidence of need is and how the improvements will be sustained in the future. It was resolved to go with the Playing Fields and Councillor M. Edyvean would report later in the meeting.</p>	Clerk
<p><b>Page 4 Min.310/15 Emptying of Dog Waste Bins:-</b> Clerk reported she had now heard back from Rock View Vets as follows - Sorry I had your letter in the pile to reply to but not got to it yet. Yes we have re done the 'rota' for the emptying so hopefully it should be better from now on. Please let me know if things do not improve. She added - I am still looking at putting another bin at the end of the walk that cuts up from the estate to Tremodrett Road - round the back of where Alan Lodge used to live. I need a fence or post to fix it to which is not Council owned (I understand?) Please let me know if this is a good spot to put it and if there is a suitable place to fix it <b>Action:</b> Councillors D. Inch and M. Edyvean to carry out a site visit and will report back to the Clerk.</p>	Cllrs. D. Inch/M. Edyvean
<p><b>Page 4 Min.183/16 Waste Bins on Fore Street:-</b> Clerk reported quotes had been received as follows – 3 x Maelor Trafflex 90L Litter Bins, Black and gold complete with ashtray - £145.00 each; 3 x Fixing Kits - £9.95 each; Carriage - £40.00. Prices for logo - £16.00 per logo. Note there is a recess in the centre of the bin for the Tidyman logo , if you require a logo to say sponsored by it would have to go above the recess. Lead time: 4 weeks <b>Action:</b> Clerk to order and confirm their official business names.</p>	Clerk
<p><b>Page 4 Min.192/16 Roche Football Club Car Park:-</b> Clerk reported as per email circulated that Bob Thomas would be commencing work on the 10<sup>th</sup> October 2016, which it had been noted had already commenced.</p>	
<p><b>Page 6 Min.227/16 Donation to Roche Cricket Club:-</b> A letter had been received from the Roche Cricket Club thanking the Members of the Parish Council for granting the recent funding award which has been received. This is very much appreciated and will go a long way towards the goal of creating a 2<sup>nd</sup> cricket pitch within Roche Village. They will ensure that a report is sent in March/April next year to outline how the money was spent with associated invoice/receipts.</p>	
<p><b>Page 9 Min.229/16 Church Gates:-</b> Clerk reported she would follow up this week and report to Councillor M. Edyvean <b>Action:</b> Clerk to action.</p>	Clerk
<p><b>Page 9 Min.230/16 Safety Inspection Reports:-</b> Clerk reported she would follow up this week and report to Councillors Mrs. S. Tippett and M. Edyvean <b>Action:</b> Clerk to action.</p>	Clerk

	<p><b>Page 12 Min.240/16(12) Roche Open Space Assessment:-</b> Clerk reported she would follow up this week or next with the Chairman <b>Action:</b> Clerk and Chairman to complete.</p>	<b>Clerk</b>			
252/16	<p><b>Any letters received for or against any Planning Applications:-</b> None.</p>				
253/16	<p><b>Planning Applications/Results/Correspondence/To confirm Minutes from Planning Sub-Committee Meeting held on the 14<sup>th</sup> September 2016 and acceptance of contents and any matters arising:-</b></p> <p><b>Confirmation of Minutes from Planning Sub-Committee Meeting held on Tuesday the 14<sup>th</sup> September 2016:-</b> Chairman of Planning presented a report on applications considered by the Planning Sub-Committee at a meeting held on the 14<sup>th</sup> September 2016 for confirmation of approval (Proposed: Councillor M. Edyvean; Seconded: Councillor B. Higman)</p> <p><b>Matters Arising from the Planning Sub-Committee Meeting held on the 14<sup>th</sup> September 2016:-</b> None.</p> <p>Email from Mrs. K. A. Christmas received as follows - I own a property, Anchorage Farm, Criggan, PL26 8QX, that is part Criggan Moor and has had some of my land forming part of this farm, has been registered as common land. I have applied to have this Commons registration to be lifted from the land I own. I have today had an email from Martin Wright [Commons and Greens Registration Officer] That he will require a letter from Roche Parish Council, stating that as far as is known, my land was not used as a Town or Village Green before 1968, when it was registered as common land. I lived in Criggan, adjacent to this land, Criggan Moor, from 1964 -1974, and know that it was not used for any such purpose as it was farmed and grazed by the farmers that owned my land then, Mr. Barsch and Mr. Griggs. I have owned Anchorage farm since 2002. Could I ask you to furnish me with this evidence. I will insert the email and map from Mr. Wright so you are fully in the picture <b>Action:</b> Clerk to respond advising we are not aware the land is being used as common land, saved for the fact of the public footpath number 412 which crosses the land and to also clarify details of the map, i.e. what is A and B and just the plain area etched in green.</p> <p><b>Planning Correspondence:-</b></p> <ol style="list-style-type: none"> <li>1. Heather Faulkner, Planning and Development Consultants – Proposed Development at Victoria Business Park, Roche – It was resolved to invite them along to the next Parish Council Meeting, asking for the possibility of some financial gains for the Parish for a footpath from Roche to Victoria (Proposed: Councillor D. Inch; Seconded: Councillor P. Gale (Councillor B. Higman abstained) <b>Action:</b> Clerk to respond accordingly.</li> <li>2. Cornwall Council – Planning Training Conference Workshops. Councillor M. Edyvean will try to attend the workshop on the 17<sup>th</sup> November, he would let the Clerk know when he decides.</li> </ol>	<b>Clerk</b>			
254/16	<p><b>Monthly Accounts for Approval (Including Grants/Donations to be considered for (a) Roche Football Club; (b) Young People Cornwall for Roche Youth Club):-</b></p> <p>It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. I. Northey) Motion Carried</p> <table border="1" data-bbox="256 2040 1385 2085"> <tr> <td data-bbox="256 2040 914 2085">BP Fuelcards</td> <td data-bbox="914 2040 1099 2085" style="text-align: center;">£6.73</td> <td data-bbox="1099 2040 1385 2085" style="text-align: center;">Direct Debit64</td> </tr> </table>	BP Fuelcards	£6.73	Direct Debit64	
BP Fuelcards	£6.73	Direct Debit64			

Salaries, Pensions, National Insurance, Income Tax and Expenses	£3,113.28	Bank Transfers 65,67,68,69,72	<b>Clerk</b>
AJH Services - Toilet Cleaning	£380.20	Bank Transfer66	
BP Fuelcards	£6.56	Direct Debit70	
BP Fuelcards	£19.00	Direct Debit71	
Cornwall Council	£55.00	Direct Debit72	
BP Fuelcards	£50.26	Direct Debit73	
BP Fuelcards	£50.26	Direct Debit74	
British Gas	£19.91	Bank Transfer75	
Viking Direct	£95.70	Bank Transfer76	
County Signs	£150.00	Bank Transfer77	
Complete Weed Control	£564.00	Bank Transfer78	
Biffa	£226.80	Bank Transfer79	
EDF Energy	£85.19	Bank Transfer80	
EAH Boscawen Cornish Estate	£310.00	002152	
Stephens & Scown Solicitors	£963.00	002153	
RVLP	£112.00	002154	
Truro & Penwith Academy Trust	£8.00	002155	
RBL Poppy Appeal	£20.00	002156	
<b>Receipt:-</b> Cornwall Council	£136.66	Interest	
<b>Receipt:-</b> Lloyds Bank	£3.14	Interest	
<b>Receipt:-</b> Kerrow Memorials	£50.00	Cock	
<b>Receipt:-</b> Kerrow Memorials	£110.00	Cock	
<b>Receipt:-</b> Kerrow Memorials	£72.50	Baby Crocker	
<b>Receipt:-</b> Kerrow Memorials	£170.00	Taylor & Taylor	
<b>Receipt:-</b> Co-operarive Funeral Care	£850.00	Johnson	
<b>Receipt:-</b> Personal Choice Funeral Care	£210.00	Croft	
<p>Councillor D. Inch suggested the Parish Council need to look at what they are spending as we appear to have some large expenses coming out each month. He suggested a small Working Party to get together and come back with some ideas and suggestions to the Parish Council and he proposed working with Councillor J. Wood to achieve this (Proposed: Councillor D. Inch; Seconded: Councillor M. Edyvean) Motion Carried</p> <p>Parish Council Van – Clerk reported the van is now due an annual service. It was resolved that the van is taken for a service by Councillor M. Edyvean/Chairman, arrangements to be made (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor D. Inch) <b>Action:</b> Clerk to make arrangements and establish costs of service from Hawkins Motors in the interim.</p> <p>Parish Council Van – Clerk reported the van road tax is now due. It can either be for 6 months at £126.50 or 12 months at £230.00 or set up on direct debit. It was resolved to the Clerk pays and reimburses herself for the £230.00 (Proposed: Councillor D. Laishley-Hayward; Seconded: Councillor) D. Inch <b>Action:</b> Clerk to arrange.</p> <p><b>Grants/Donations to be considered for (a) Roche Football Club; (b) Young People Cornwall for Roche Youth Club):-</b></p> <p>Roche Football Club – It was agreed to ask for them to obtain three quotes at a more reasonable price, for second hand and new from local suppliers.</p>			<b>Cllrs. D. Inch/J. Wood</b>
			<b>Clerk</b>
			<b>Clerk</b>

	<p>There is no way we could agree the figure they have suggested and they would need to show more matched funding (Proposed: Councillor D. Laishley-Hayward; Seconded: Councillor P. Gale) <b>Action:</b> Clerk to respond accordingly.</p> <p>In respect of the next application the following comments had been received from Councillors:- Councillor B. Higman - We will obviously need to discuss in a proper manner, but from what is being requested I would think that any one off funding would not make the project sustainable for future continuation therefore our funds would be better used on projects that will support the community over a longer period. Chairman - We have £15,000 in our fund, they want 2/3rds of it, leaving little for others. The money is to fund 2 youth workers for a year, so they will be back again next year. Councillor Mrs. I. Northey - Reference to the request from Roche Youth Club, I think to ask for £10,000 when they already have £139,433 in their own bank account is a bit much, and is unfair to other clubs etc., who may apply in the future, as there would be very little left.</p> <p>Young People Cornwall for Roche Youth Club – It was resolved not to make a donation as we have heard today the Roche Youth Club will be closing (Proposed: Councillor M. Edyvean; Seconded: Councillor D. Laishley-Hayward) <b>Action:</b> Clerk to respond accordingly. Proposed we do not fund as we have heard the club is closing</p> <p>Councillors B. Higman, Mrs. I. Northey and D. Inch left the meeting room for the following discussion:- Roche Victory Hall – It was resolved to defer until the next meeting so this can be circulated to Councillors (Proposed: Councillor M. Edyvean; Seconded: Councillor D. Laishley-Hayward) <b>Action:</b> Clerk to respond accordingly. Councillors B. Higman, Mrs. I. Northey and D. Inch returned to the meeting room.</p> <p>Clerk reported Grant Thornton had now finalised the annual audit for the year ending 31<sup>st</sup> March 2016, noting a new Risk Assessment was required, Clerk advised the Parish Council have been discussing over the last couple of months, and the updated copy had not been available at the time of the audit. They also agreed with carrying out the bank reconciliations as suggested by the Internal Auditor as this is good practice. The Asset Register had also been queried and it was noted some purchases had not been included, Clerk advised this has also in the process of being updated. They also commented this includes fixed assets valued at insurance value and local Councils are required to account for fixed assets at purchase cost. If this is not known a proxy cost should be substituted (e.g. insurance value). Commercial concepts of depreciation or impairment adjustments are not appropriate for local Councils. For reporting purposes, therefore, the book value of fixed assets will usually stay constant until disposal. Where insurance value has been used as a proxy, it should not be adjusted for annual changes. The Council should restate the 2016 figures on next year's Annual Return and write 'Restated' beneath the £ sign on the 2016 column.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
255/16	<p><b>Engaging Cornwall Councils Legal Services for the provision of legal services for 2016/17:-</b> Chairman reported on the Service Level Agreement received, it was approximately £84.00 to £85.00 per hour. It was resolved to sign the Agreement</p>	

	(Proposed: Councillor P. Gale: Seconded: Councillor Mrs. I. Northey) <b>Action:</b> Clerk to confirm.	<b>Clerk</b>
256/16	<p><b>Review and Approve Risk Management Policy:-</b> Clerk reported she had received a response from Sue Lee who would be happy to carry out any required locum Clerk work but only on a temporary basis as she is hoping to move away. Clerk suggested we take up the offer for the time, this would give us time in the interim to follow up with other Clerks. It was resolved to accept the offer and send a copy of the temporary Contingency Plan and put in place and in the meantime for the Clerk to continue to speak to other Clerks (Proposed: Councillor D. Inch; Seconded: Councillor P. Gale) <b>Action:</b> Clerk to action.</p> <p>Clerk reported she had updated the Risk Management Policy and had circulated to Councillors for approval. The section that had been updated were Section 2 and 5. It was resolved to accept the updated Risk Management Policy Proposed: Councillor Mrs. I. Northey; Seconded: Councillor B. Higman)</p> <p>Clerk reported she had updated the Asset Register for 2016-2017 and had included the Tennis Courts, Playing Fields and Cemetery land and removed Roche Football Field, she had also renamed Roche Victory Hall Car Park to Roche Victory Hall Car Park and Grounds. Since this Councillor M. Edyvean had emailed reminding us about the Brass Band equipment and to add general tools in the sum of £100.00. Clerk advised she had circulated for approval, although costs are not known for some of the land. It was resolved to accept the Asset Register as set out and to liaise with the Internal Auditor about costings for the land <b>Action:</b> Clerk to follow up with Ken Abraham as this is the land only and not buildings. Councillor B. Higman reported that agricultural land would be in the region of £5,000 to £6,000 per acre.</p>	<b>Clerk</b>          <b>Clerk</b>
257/16	<p><b>Cemetery Matters (Including (a) Any applications for memorials or inscriptions; (b) Extension to Roche Cemetery:-</b></p> <p>Clerk reported the signs had been ordered and we are waiting for designs to be sent as follows - Dog Signs for Church &amp; Gate, Updating Existing Cemetery Sign and Cemetery Sign – Vehicles not permitted except for funerals and permitted works – Email received from Martin Tippett Remove small text from existing sign and clean residue = £25; Dogs signs = £70 each based on 400mm x 300mm (no size was specified so hope this will be ok); Cemetery sign- no vehicles = £90 based on 600mm x 450mm; Fitting of the above 2 signs = £75; Artwork would be provided for approval if order is placed with me.</p> <p>Trees in the Churchyard – Clerk reported a Tree Safety Inspection Report had been requested from Cormac Solutions.</p> <p><b>Application for Memorial:-</b> Application from Kerrow Memorials for an additional inscription for Gwendoline Myrtle Jasper <b>Action:</b> It was resolved to accept this application, as per our rules and regulations (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor D. Inch) Motion Carried</p> <p><b>Extension to Roche Cemetery:-</b> This was discussed earlier under Public Forum for Mr. Mike Morcom <b>Action:</b> Keep Pending.</p> <p><b>Electricity Connection to Mortuary Building:-</b> It was resolved to defer until the Parish Council look at their precept for costings to be put aside.</p>	<b>Clerk</b>



258/16	<p><b>Playing Fields:-</b> Councillor M. Edyvean reported they have been looking at adult outdoor equipment and a new slide. They have looked at other Playing Fields. There is an excess amount of earth in the Playing Field and they are looking at the possibility of doing this in this area or a tunnel through (although he is not keen on the tunnel) and are in liaison with Danni Thomas from Playscapes regarding this.</p> <p>Councillor M. Edyvean read email from Councillor Mrs. S. Tippett - I do have some news for the Playing Fields. I had a visit by 4 youngsters who have requested that we turn the Tennis Courts into a all weather football pitch. They had some other ideas too, ie a long slide, climbing frame/wall and fitness suite. I am currently obtaining quotes for the above and will bring them along to a future meeting to discuss whether we can apply for grant funding etc. We would also like to do a questionnaire online - I still need to compile the questions, but will do this over the half term when I have more 'free' time. It would be good, to do this on something like monkey survey which can be linked to facebook - which would then probably be accessed by more than a paper survey. I have attached some pictures from School Scapes which show what we would like to do in relation to a slide/climbing frame. Clerk advised she could not print the photographs for some reason but this email had been circulated to all Councillors today to view.</p> <p>The more you buy the better discounts you can get. To astro out the Tennis Courts would be very expensive. The Courts are being used quite regularly by various different groups which is promising, the area has been kept clean and tidy by those using as well. They will look at electric lighting and astro turf to see what figures they come up with. It was agreed to use the Section 106 funding from Higher Trezaise for the Playing Fields (Proposed: Councillor B. Higman; Seconded: Councillor J. Smith) Motion Carried <b>Action:</b> Clerk to inform Cornwall Council.</p> <p>Email from Frances Calver - Further to our correspondence regarding the willow maze in the Children's Playground at Roche, I was up there again this weekend, and write now to thank you for taking my concerns seriously. The maze is greatly improved by being woven in and the bottom is much safer now the visibility into it has been increased. Please thank the Councillors for taking on board my remarks. You only need to get the developers of the estate behind the school to trim back the brambles overhanging the path at child eye height to make Roche a much more pleasant and safer village to walk about it.</p> <p>Councillor M. Edyvean reported that he had received an email from the Environment Warden that there had been concerns expressed with certain rubbish being left in the Playing Fields. It had been noted that the Environment Warden does clean the Playing Fields on a weekly basis as part of his role.</p>	Clerk
259/16	<p><b>Roche Public Conveniences/Bus Shelters/Roche Railway Station &amp; Noticeboards in the Parish/Football Club Car Park:-</b></p> <p><b>Roche Public Conveniences:-</b> Clerk reported there had been a blockage again in the gents toilets but this had been resolved.</p> <p><b>Bus Shelters:-</b> Clerk reported she had confirmed with Justin Oxenham to carry out the work at Harmony Road Bus Shelter in the approximate sum of between £60.00 to £70.00.</p>	

	<p><b>Roche Railway Station:-</b> Councillor P. Gale reported he met Rebecca Catterill and he mentioned the signs he was looking at last year with the school and he has recently heard from her following a conversation with Roche School and look to do something after half term. The children will sketch in the morning and then they will take them for a trip on the train to Newquay, it was agreed the children will enjoy this.</p> <p><b>Noticeboards in the Parish:-</b> Councillor M. Edyvean reported it may be a better solution to ask a Contractor to carry this work out as the Environment Warden has a lot of other work and it would mean purchasing a lot of additional equipment, stainer, cones, outfit, etc. Councillor D. Inch suggested he knows a local painter and would obtain a quote and pass his details to Councillor M. Edyvean <b>Action:</b> Councillor D. Inch to make arrangements.</p> <p><b>Football Club Car Park:-</b> Chairman reported following a meeting on site with the Contractors and Councillor M. Edyvean, the area had been pegged out and they wanted to confirm with the Parish Council. The original plans for the Car Park works had been sent to other Contractors. It was felt that a squared area was better as the original measurements were not quite accurate, we were in the situation they were on site and it was agreed on site to continue as there was an increase of £5,070.00 plus VAT (although it was noted this figure was still less than the other quotations received, work has now started.</p>	Cllr. D. Inch
260/16	<p><b>Footpath Signs/Matters (Including (a) Footpath for Victoria; (b) Letter from Cormac – Footpath Additions &amp; Removals Requests):-</b> No update on the footpath for Victoria.</p> <p>Cormac – Footpath Additions &amp; Removals Requests – It was resolved not to add or delete any footpaths at this time (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor D. Inch) <b>Action:</b> Clerk to confirm.</p> <p>Previous Minutes – Ownership of land all the way along Footpath 10 to establish – email sent to James Clapp of Cormac for information <b>Action:</b> Keep Pending.</p>	Clerk  Clerk
261/16	<p><b>Renewal of Leases/Section 52/106 Agreements:-</b></p> <p><b>Renewal of Leases:-</b> Chairman reported a meeting had been held and copies of leases to be sent to the Roche Football Club and Roche Cricket Club, noting what their leases entailed, i.e. keeping tidy, etc., including the land next to the Tennis Courts.</p> <p>Cricket club is £1.00 and Football Club is £500.00 and additional lease. It was probably some verbal agreement many years ago that the Football Club would be £1.00 per annum, this is on the proviso they maintain their own ground, supply goal posts, marking pitches out weekly and flags, etc. Both leases need to be amended so they are £1.00 per year. Copies of all leases to be sent to Football and Cricket Clubs that are valid and for them to come back with any query. It was also suggested the Roche Football Club pay their rent and we give them a grant to cover the cost, although it was felt better it was reduced to £1.00 per annum. It was agreed that we are satisfied that it should be £1.00 per annum for the Roche Football Club as per a verbal agreement put in place and unfortunately never minuted, to be reviewed annually and any funds taken into consideration for monies received from the Roche Social Club, if any received (Proposed: Councillor; J. Smith Seconded: Councillor B. Higman) Motion Carried</p>	

	<p><b>Action:</b> Clerk to send letter to Roche Football Club, Clerk to also send invoices for the £1.00 yearly lease.</p> <p>It was also suggested to follow up with Stephens and Scown in respect of Land Registry, Councillor B. Higman offered to assist if he could have a copy of the original map from the Clerk <b>Action:</b> Clerk/Councillor B. Higman.</p> <p><b>Section 52/106 Agreements:-</b> No update.</p>	<p><b>Clerk</b></p> <p><b>Clerk/ Cllr. B. Higman</b></p>
262/16	<b>Feasibility of a Parish Office:-</b> Next Agenda.	<b>Clerk</b>
263/16	<b>Review of Weed Treatment in the Village:-</b> It was resolved to send map with areas marked in pink that would be additional, Clerk to obtain a quotation from Complete Weed Control and include on the next agenda (Proposed: Councillor D. Inch; Seconded: Councillor Councillor Mrs. I. Northey) Motion Carried	<b>Clerk</b>
264/16	<b>Articles for Parish Council Website:-</b> Website is updated monthly and any items to be included to forward to the Parish Clerk. It was agreed the photographs taken from this evening for the presentation at the beginning of the meeting be included on the website.	<b>Clerk</b>
265/16	<p><b>Correspondence – Clerk listed correspondence and actions required:</b></p> <ol style="list-style-type: none"> <li>1. Came and Company – Newsletter</li> <li>2. Mike Tregaskes – Trezaise Litter (dealt with earlier under Public Forum)</li> <li>3. Post Office – Decision – Move to new premises and branch modernisation <b>Action:</b> Clerk to copy for Councillors</li> <li>4. Cornwall Council – Communities &amp; Devolution – Special Bulletin – Final Report of the Governance Review External Group</li> <li>5. Cornwall Council – Hackney Carriage &amp; Private Hire Driver Policy Review</li> <li>6. The Newsletter of the Taves an Tir Cornish Language Project</li> <li>7. Cornwall Partnership NHS Foundation Trust – Annual Members Meeting to be held on Tuesday 27<sup>th</sup> September at 4pm in Conference Centre, Trust Head Office, Corporation Road, Bodmin</li> <li>8. Cornwall Council – Cornwall Pension Fund – Invitation to Employers’ Meeting to be held on Tuesday, 15<sup>th</sup> November 2016 at The Headland Hotel, Newquay</li> <li>9. Cornwall Council – China Clay Community Network Panel Meeting to be held on Monday 17<sup>th</sup> October 2016 (St. Enodor Parish – Venue to be confirmed)</li> <li>10. Cornwall Community Flood Forum – Annual Conference</li> <li>11. Cornwall Council – Communities &amp; Devolution – Special Bulletin – Electoral Review Panel puts forward proposal for future size of Cornwall Council</li> <li>12. Cornwall Council – Neighbourhood Planning Update</li> <li>13. Cornwall Council – Communities &amp; Devolution – Planning Newsletter</li> <li>14. Aalgaard Renshaw Business Solutions Ltd – Grant Funding &amp; Business Opportunities</li> <li>15. Cornwall Council – Regulation 25: Publication of the recommendation of the appointed person in relation to the Cornwall Local Plan</li> <li>16. South West Lakes Trust – Invite to Private View – Passion for Porcelain Exhibition</li> <li>17. Cornwall Council – Communities &amp; Devolution – Localism Summit 2016; Hackney Carriage Consultation; The Planning Partnership; Town &amp; Parish Councils Learning Hub; Public Parks Enquiry</li> <li>18. Community Energy Plus – Join Cornwall’s cheaper energy revolution this Autumn</li> <li>19. Cornwall Council- China Clay Community Network Meeting to be held on Monday 7<sup>th</sup> November 2016</li> </ol>	<b>Clerk</b>

	20. Glenn Humphries Landscaping Ltd - Tendering	
266/16	<p><b>To arrange any Sub-Committee Meetings required:-</b> It was suggested a site meeting be held at the Roche Victory Hall to view works to be carried out for the grant application and a decision made and reported back to the November Meeting, to be included on the agenda <b>Action:</b> Councillor D. Inch to make suitable arrangements.</p> <p><b>Action:</b> Grievance Appeal – Councillors B. Higman and J. Smith need someone to take notes and give some guidance, they asked if the Clerk could speak with Cornwall Council Legal Service to ask when someone could attend a meeting and take notes and to give guidance and following this all correspondence to go through to Councillors B. Higman and J. Smith.</p> <p>Community Disaster Meeting to be held in the New Year.</p>	<p><b>Cllr. D. Inch</b></p> <p><b>Clerk</b></p>
267/16	<b>Any Other Urgent Business:-</b> None.	
268/16	<p><b>Date of next Meeting:-</b> Wednesday the 9<sup>th</sup> November 2016 at 7.00pm in the Dennison Centre, Roche CP School.</p> <p>Clerk reported she had now booked her holiday for the period 16<sup>th</sup> November to the 26<sup>th</sup> November, there were no meetings booked during the time and Councillor Mrs. I. Northey had offered to deal with any burials, with some training from the Clerk <b>Action:</b> Clerk to send letters to Funeral Directors.</p> <p>There being no further business to discuss the meeting closed at 9.35pm.</p>	<b>Clerk</b>

Signature: .....

Chairman

Date: 9<sup>th</sup> November 2016