

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY 7<sup>TH</sup> FEBRUARY 2018 AT 6.30PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. D. Inch (Vice-Chairman)
	Cllr. S. Harries	Cllr. B. Higman	Cllr. Mrs. J. Oxenham
	Cllr. M. Edyvean	Cllr. G. Rowe	Cwll. Cllr. J. Wood

Minute	AGENDA ITEMS	Action
20/18	<b>Apologies for non-attendance:-</b> Councillors Mrs. I. Northey, Mrs. S. Tippett, Ms. A. Carne	
21/18	<b>Public Forum:-</b> None.	
22/18	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> None.	
23/18	<p><b>Monthly Cornwall Councillor Report:-</b> Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> <li>Tregothnan had contacted him and was very disappointed about the turn-out as a lot of people did not get a leaflet and a 1,000 were sent out. Councillor D. Inch expressed concern that he was also informed that 500 leaflets were sent out. There were only 12 people in attendance at the meeting, so it is hoped another meeting will be arranged.</li> <li>Section 106 Agreements are disappearing. Roche and the Clay area, Redruth and Camborne will not have a CIL on them at all, as agreed by Local Government. They have gone back to the Government for this to be put in a pot of £4m so bids can be put in for a share. This will be in place in April this year. Projects need to be identified as soon as possible so they are readily in place. It is concerning that the poorer areas cannot put a CIL on housing projects. As we have a Neighbourhood Plan in place we will be better off than those Parishes who do not. At the initial stages the Parish Council needs to have details of a project to go forward. Councillor B. Higman proposed we invited Steve Double or a representative along to our next Parish Council Meeting as this scheme is very bad for this area, under his Governments Terms <b>Action:</b> Clerk.</li> </ul> <p>Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</p>	Clerk
24/18	<b>Confirmation of Parish Minutes from Meeting held on the 10<sup>th</sup> January 2018:-</b> Resolved the Minutes of the Monthly Meeting held on the 10 <sup>th</sup> January 2018 as circulated be approved and signed by the Chairman (Proposed: Councillor D. Inch; Seconded: Councillor J. Wood)	
25/18	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 10<sup>th</sup> January 2018:-</b></p> <p><b>Page 2 Min.256/17 Liquid being carried across road by Ocean Fish:-</b> No response has been received from Ocean Fish <b>Action:</b> Keep Pending and Clerk to follow up.</p>	Clerk

	<p><b>Page 2 Min.256/17 Tennis Courts at Roche Social Club – Discussion about Skateboard Park:-</b> A Business Plan had been received from Mrs. Val Pomery. It was agreed to respond advising thanking for them the business plan and advise them to form a committee, properly constituted, registered, able to provide a budget of how it is to be paid for (even a copy application to Biffa) how after to find and maintain, insurance. Cornwall Councillor J. Wood would obtain a contact with David Chadwick to assist them <b>Action:</b> Clerk.</p> <p><b>Page 2 Min.98/17 PCSO Concerns – Crime Commissioner &amp; Page 4 Min.251/17(2) Problems with Litter in the Village:-</b> There had been no response from the Crime Commissioner. An email had been received from Helen Toms, Cornwall Council as follows - Anti-Social Behaviour – Response from Helen Toms, Cornwall Council - She requested any information of when the incident had been reported on 101 and she would follow up and she would also speak to the Neighbourhood Team to see if they have any details and names. Further response from Helen Toms received today – Police are aware regarding the door knocking and the individuals will be dealt with if positively identified. Frustrations regarding PCSOs are probably better lobbied to the PCC. Please do not hesitate to contact me if you have any further issues (useful link below):  <a href="http://www.cornwall.gov.uk/community-and-living/cornwall-fire-and-rescue-service-homepage/keeping-safe/community-safety/crime-prevention/anti-social-behaviour-and-nuisance/">http://www.cornwall.gov.uk/community-and-living/cornwall-fire-and-rescue-service-homepage/keeping-safe/community-safety/crime-prevention/anti-social-behaviour-and-nuisance/</a></p> <p><b>Action:</b> Councillors attending the China Clay Network Meeting to raise with the Crime Commissioner who will be attending.</p> <p><b>Page 2 Min.99/17 Post Box Removal:-</b> At the last meeting it was agreed we keep this matter pending and await the post box being in place before Easter 2018 <b>Action:</b> Keep Pending. Apparently, it was put in the incorrect place in a private garden and will be reinstated in due course.</p> <p><b>Page 3 Min.204/17 Great Western Improvement Fund Year 3 Applications:-</b> Clerk reported no further response has been received to date <b>Action:</b> Keep Pending</p> <p><b>Page 3 Min.261/17 Purchase of Waste Bins:-</b> We were still waiting for the double waste bin and this has been chased up and they confirmed there would be no additional delivery costs <b>Action:</b> Keep Pending</p> <p><b>Page 3 Min.6/18 Tregothnan Estates – Entrance to St. Michaels Way:-</b> No response received from Tregothnan in respect of ownership <b>Action:</b> Keep Pending and Clerk to follow up.</p> <p><b>Page 3 Min.296/17 Section 106 Funding – Dukes Court Play Area:-</b> Correspondence had been received and this was included on the agenda for discussion this evening.</p> <p><b>Page 5 Min.9/18 Solar Funding for Mid Cornwall Beacon and Repeater Group:-</b> Email received on behalf of the Mid Cornwall Beacon and Repeater Group, a very large thank you for the generous £500 granted to us. Obviously, we have some further fund raising to do, but £500 is very welcome. Please feel free you or any Councillors come to visit our premises and see what we do.</p>	<p>Clerk</p> <p>Cllrs.</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>I think you would be impressed in what we do for Cornwall and the wider Europe community.</p> <p><b>Page 5 Min.10/18 Roche War Memorial – Email from Historic England):-</b> Confirmation had been received confirming that a representative could not attend but they would welcome the change to answer any questions about the listing process and how it might apply to the War Memorial in Roche. Since this a further email had been received advising the Roche War Memorial has been added to the List of Buildings of Special Architectural or Historic Interest and is now listed as Grade II.</p>	
26/18	<p><b>Planning Applications/Results/Correspondence/Any letters received for or against any Planning Applications:-</b></p> <p><b>Planning Applications Received to date:-</b></p> <p><b>PA17/11656 – Mrs. June Blair</b> – Certificate of lawfulness for existing use of land as a residential caravan site for 6 caravans, Higher Trenoweth Farm, Belowda Road, Belowda, Roche – <b>Support</b> (Proposed: Councillor J. Wood; Seconded: Councillor S. Harries)</p> <p><b>PA18/00089 - Mr. Alun Kitts, Falmouth Garages</b> – Application for consent to display an advertisement namely the siting of 1 internally illuminated static fascia sign to replace existing (Sign 1) and Re-cladding/shortening of the internally illuminated Totem Sign (Sign 2), Mid Cornwall Cars Ltd., Victoria Business Park, Roche – <b>Support</b> (Proposed: Councillor D. Inch; Seconded: Councillor G. Rowe)</p> <p><b>PA18/00084 – Rick Clayton, Cormac</b> – PPA for St. Austell to A30 Link Road, proposed 10m wide single carriageway link road from A30 Victoria to St. Austell, linking withy A391 at Stenalees, Street Record, Roche Road, Stenalees – <b>Not enough information and detail to be able to comment</b> (Proposed: Councillor B. Higman; Seconded: Councillor J. Wood)</p> <p><b>PA18/00472 – Mercedes-Benz UK</b> – Advertisement consent to display 2 illuminated fascia signs and 11 other signs (7 illuminated), City West Commercials Ltd., Victoria Business Park, Roche – <b>No Objection</b> (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman)</p> <p><b>Planning Results Received:-</b> None.</p> <p><b>Planning Correspondence Received:-</b></p> <ol style="list-style-type: none"> <li>1. Origin 3 – Public Consultation Event on behalf of Tregothnan</li> <li>2. Cornwall Council – EN18/00062 – Alleged Change of Use – Case Closed.</li> <li>3. Cornwall Council – EN18/00167 – Concerns over working hours, noise and height of mound, Glebe Quarry Trezaise Road, Roche.</li> <li>4. David Alcock – Proposed Development at Thornton Close <b>Action:</b> Invite to a meeting to be arranged. Councillor D. Inch reported on the Neighbourhood Plan and explained how the Parish Council do not have to agree all planning applications that come forward. It was resolved to obtain guidance on our Neighbourhood Plan and applications <b>Action:</b> Cornwall Councillor J. Wood to follow up and arrange a meeting with the Clerk, to invite David Alcock, Matthew Taylor. Clerk and Cornwall Councillor J. Wood to draw up a list to invite to the meeting.</li> </ol>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Cllr. J. Wood/ Clerk</b></p>

27/18	<p><b>Monthly Accounts for Approval:-</b> It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor D. Inch; Seconded: Councillor M. Edyvean) Motion Carried</p> <table border="1" data-bbox="260 275 1401 1160"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,624.45</td> <td>Bank Transfers 195,193,194,216</td> </tr> <tr> <td>Cornwall Council</td> <td>£53.00</td> <td>DD</td> </tr> <tr> <td>Stephens Scown</td> <td>£259.20</td> <td>Bank Transfer205</td> </tr> <tr> <td>British Gas</td> <td>324.62</td> <td>Bank Transfer209</td> </tr> <tr> <td>Crystal Clear</td> <td>£56.00</td> <td>Bank Transfer210</td> </tr> <tr> <td>Crystal Clear</td> <td>£56.00</td> <td>Bank Transfer211</td> </tr> <tr> <td>Duchy Cemetery's Limited</td> <td>£425.00</td> <td>Bank Transfer212</td> </tr> <tr> <td>AJH Services</td> <td>£380.20</td> <td>Bank Transfer213</td> </tr> <tr> <td>AJH Services</td> <td>£324.16</td> <td>Bank Transfer214</td> </tr> <tr> <td>Hags-SMP Limited</td> <td>£1,028.40</td> <td>Bank Transfer215</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£57.70</td> <td>Bank Transfer216</td> </tr> <tr> <td>Stephens Scown</td> <td>£1,710.00</td> <td>Bank Transfer217</td> </tr> <tr> <td>DMC IT</td> <td>£22.50</td> <td>Bank Transfer218</td> </tr> <tr> <td><b>Receipt:-</b> Roche Football Club</td> <td>£1.00</td> <td>Rent</td> </tr> <tr> <td><b>Receipt:-</b> Roche Cricket Club</td> <td>£1.00</td> <td>Rent</td> </tr> <tr> <td><b>Receipt:-</b> Kerrow Memorials</td> <td>£164.00</td> <td>Williams</td> </tr> <tr> <td><b>Receipt:-</b> Drew Memorials</td> <td>£52.00</td> <td>Knight</td> </tr> <tr> <td><b>Receipt:-</b> Mr. K. Mead</td> <td>£175.00</td> <td>Mead</td> </tr> <tr> <td><b>Receipt:-</b> Paul Bourton Funeralcare</td> <td>£3.00</td> <td>Knight</td> </tr> <tr> <td colspan="3">Lions Club of Roche – Sleigh Refurbishment Details in respect of Solar Funding</td> </tr> </table>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£1,624.45	Bank Transfers 195,193,194,216	Cornwall Council	£53.00	DD	Stephens Scown	£259.20	Bank Transfer205	British Gas	324.62	Bank Transfer209	Crystal Clear	£56.00	Bank Transfer210	Crystal Clear	£56.00	Bank Transfer211	Duchy Cemetery's Limited	£425.00	Bank Transfer212	AJH Services	£380.20	Bank Transfer213	AJH Services	£324.16	Bank Transfer214	Hags-SMP Limited	£1,028.40	Bank Transfer215	Roche Victory Hall Social Club	£57.70	Bank Transfer216	Stephens Scown	£1,710.00	Bank Transfer217	DMC IT	£22.50	Bank Transfer218	<b>Receipt:-</b> Roche Football Club	£1.00	Rent	<b>Receipt:-</b> Roche Cricket Club	£1.00	Rent	<b>Receipt:-</b> Kerrow Memorials	£164.00	Williams	<b>Receipt:-</b> Drew Memorials	£52.00	Knight	<b>Receipt:-</b> Mr. K. Mead	£175.00	Mead	<b>Receipt:-</b> Paul Bourton Funeralcare	£3.00	Knight	Lions Club of Roche – Sleigh Refurbishment Details in respect of Solar Funding			Clerk
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28/18	<p><b>Appointment of Internal Auditor:-</b> Clerk reported that she had been trying to contact the Internal Auditor from last year but had been unsuccessful and suggested the Parish Council look into appointing a new contact. It was resolved the Clerk establishes costs and include on the next agenda with relevant information (Proposed: Councillor D. Inch; Seconded: Councillor S. Harries) <b>Action:</b> Clerk</p>	Clerk																																																												
29/18	<p><b>Cemetery Matters (Including (a) Any Applications for Memorials or Inscriptions; (b) Update on Extension to Roche Cemetery; (c) Roche Cemetery Ditch; (d) Site Meeting for Trees and finishing Ash Garden):-</b></p> <p><b>Update Extension to Roche Cemetery:-</b> Clerk reported nothing had been heard from our Solicitors to date <b>Action:</b> Keep Pending and follow up as necessary.</p> <p><b>Roche Cemetery Ditch –</b> Work is complete.</p> <p><b>Biffa Waste Bin –</b> Clerk reported this is now in place with AJH Services and Biffa.</p> <p><b>Site Meeting for Trees and finishing Ash Garden:-</b> Councillor D. Inch reported the tree has been removed above the gravespace. Councillor M. Edyvean would like the hedge trees pushed back later this year and to have them trimmed every other year. The ditch needs to be dealt with on an annual basis.</p>	Clerk																																																												

	<p>It was agreed to keep the area tidy around the Ash Garden and leave until we need the area.</p> <p>It was proposed by Councillor D. Inch to get the ditch and hedge tidied up by Lanhydrock Garden Services, up to a set figure agreed at this meeting and Councillor M. Edyvean to liaise, Seconded: Councillor B. Higman <b>Action:</b> Councillors D. Inch and M. Edyvean.</p> <p>Clerk reported Councillor Mrs. I. Northey would like to tidy up the two plant areas in the entrance in the Spring. Councillors were happy for Councillor Mrs. I. Northey to carry out this work <b>Action:</b> Councillor Mrs. I. Northey.</p> <p>Councillor M. Edyvean reported on the other areas in the village that need tidying (Old Lane, Firsleigh) advising there are people interested in carrying out this work and also to remove all old wooden areas and grassing out in the Cemetery.</p>	<p><b>Cllrs. D. Inch/M. Edyvean</b></p> <p><b>Cllr. Mrs. I. Northey</b></p>
30/18	<p><b>Playing Fields Update (Including Playing Fields Tidy Up Costs and on-going maintenance):-</b> Councillor M. Edyvean reported everything is looking good and the Roche Football Club has cut back recently. He would need to speak to the Contractors regarding the litter pick and he needs to follow up to ensure they are carrying out the full hour.</p> <p>Councillor M. Edyvean advised he would like to see an ongoing Maintenance Contract for the Playing Fields and preferred a contract to be put in place, so it does not take too much time to rectify for safety. It was agreed to put in place a Schedule in due course when time permits and the Clerk can then advertise and send out application packs to interested Contractors <b>Action:</b> Councillors D. Inch, M. Edyvean and Clerk.</p> <p>Zip Wire Repairs – Clerk advised that MPL would be happy to carry out the repairs this week. It was confirmed that they can carry out and collect the key from the Clerk, they still have a key for the park gates <b>Action:</b> Clerk.</p> <p>Weekly/Monthly Inspections - Rospa Play – Clerk reported she had re-circulated original information of courses received to Councillors as agreed. Councillor S. Harries had confirmed by email to the Clerk that he would be happy to attend if required <b>Action:</b> Clerk to follow up with Insurance and ask whether we need to have the exam at the end or if it is suitable to just carry out the course.</p>	<p><b>Cllrs. D. Inch/M. Edyvean</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
31/18	<p><b>Playing Fields at Dukes Court and Section 106 Funding:-</b> Email from Rachael Tatlow – This has been forwarded to Cornwall Council's Public Open Space Officer to respond. Email from Stuart Wallace - Following your enquiry regarding Section 106 Funding from development in Roche, I understand that a number of receipts have already been allocated to Roche Parish Council's play site. For the latest position and information on remaining funds available please consult the Section106 Monitoring Officer, Michelle Glover. I should however advise that the availability or not of funds were not the primary reason for the removal of the play equipment, which was explained to the Ward Councillor, as below.</p> <p>I am writing to advise you that a play area containing one small play unit has been closed for 3 months after a safety inspection found the piece of play equipment was so badly rusted that it was an imminent danger to children using it. The ropes were also very badly worn and not safe to use. The safety surfacing has also become defective and would require re-laying.</p>	

	<p>We estimate that the play equipment is at least 13 years old, and well beyond any warranty period offered by the manufacturer.</p> <p>We have been advised that it is beyond repair and intend to remove it entirely and reinstate the ground to grass. Owing to the proximity of the substantially equipped playground only 175m away at Roche Recreation Ground, we do not anticipate any significant impact from the removal.</p> <p>In addition to this the equipment was located too close to the nearest home (5 Angarrack Court), which conflicts with national guidance at the time it was built, as well as current Cornwall Council design policy. This requires a minimum distance of 20m from play equipment to a habitable building, whereas the current item is only 13m away. There are no proposals therefore to replace it with formal play equipment.</p> <p>Councillor B. Higman emailed the Clerk advising he believes they have misunderstood our letter. Our request was why was the equipment not replaced and made good and the excuse the village playground was well equipped was irrelevant. They had adopted this area and as such they should maintain or replace as we do at the Playing Fields. The concern is that this area would make an ideal area for Cornwall Council to build, as they have announced, Council Houses. We may or may not be in favour of that but at least be honest with the village. Cornwall Councillor J. Wood may want to seek what their intentions are.</p> <p>Cornwall Councillor J. Wood had an offer of some equipment which we can put in to replace this, Councillors felt this would be a good idea if they were not going to replace.</p> <p>It was resolved to request the play equipment is replaced or if not, what are they planning for the land. Cornwall Councillor J. Wood to also follow up on the regulations of the land (Proposed: Councillor B. Higman; Seconded: Councillor M. Edyvean) <b>Action:</b> Clerk/Cornwall Councillor J. Wood.</p>	<p>Cwll. Cllr. J. Wood/ Clerk</p>
<p>32/18</p>	<p><b>Roche Public Conveniences (Including Repairs)/Bus Shelters (Including Repairs to Harmony Road Bus Shelter):-</b></p> <p><b>Roche Public Conveniences:-</b> Clerk reported that the temporary fix is still working for the time being. However, a quotation had been received as circulated. It was resolved to obtain a quotation for the stainless-steel plate so we have a full cost (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. J. Oxenham) <b>Action:</b> Clerk.</p> <p><b>Bus Shelters:-</b> Bilberry Bus Shelter – Councillors had chance to look as yet, it was agreed to leave for Councillors to take a look before the next meeting.</p> <p><b>Repairs to Harmony Road Bus Shelter):-</b> It will need painting at some point. It has been cleaned up for now and the bench has been damaged and we can look at this when it has been painted. It was tidied up in 24 hours which was excellent news, thanks to the Contractors <b>Action:</b> Include in newsletter report.</p>	<p>Clerk</p> <p>Clerk</p>
<p>33/18</p>	<p><b>Footpath Signs/Matters:-</b> Councillor B. Higman reported he contacted the CPRE and they know the area and they would raise no objections and agree this would be a far more sensible idea and are in agreement with the proposals, although he has not received this in writing to date.</p>	

34/18	<b>Anti-Social Behaviour in the Village and Possibility of introducing a Neighbourhood Watch Scheme:- Action:</b> Next Agenda.	Clerk
35/18	<b>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:-</b> This item has been deferred until the Spring, Cornwall Councillor J. Wood would include something in the Parish Magazine for assistance and projects. First project could be to clean signs and tidy around the roundabout <b>Action:</b> Cornwall Councillor J. Wood.	Cwll. Cllr. J. Wood
36/18	<b>Articles for Parish Council Website/Newsletter:-</b> It was resolved to include details about the volunteer groups as well.	Clerk
37/18	<b>Correspondence – Clerk listed correspondence and actions required:-</b> <ol style="list-style-type: none"> <li>1. Brain Tumour Research – Brain Tumours – Using your local influence to help us find a cure</li> <li>2. Cornwall Council – Communities &amp; Devolution Newsletter - Planning Newsletter - January 2018</li> <li>3. Cornwall Council – Planning Conference - Tuesday 27<sup>th</sup> February 2018, 4.30pm - St Johns Hall, Penzance</li> <li>4. Cornwall Council - Crowdfunder Roadshows</li> <li>5. Cornwall Council - Agenda for Cornwall Countryside Access Forum, Tuesday, 30th January 2018, 2.00 pm</li> <li>6. Cornwall Council - Creative Workshops for Clay Town: St Austell Bay and Beyond</li> <li>7. Cornwall Council – China Clay Community Network Panel</li> <li>8. Aalgaard Renshaw – Internal Audit Services</li> <li>9. Cornwall Council - Neighbourhood Planning E-Bulletin January 2018</li> <li>10. Cornwall Council – A30 Link Road Update</li> <li>11. CALC – Final Reminder for the Transparency Fund</li> <li>12. Cornwall Council - Invitation to the launch of the St Austell Place Shaping Strategy, 1st March 2018</li> <li>13. Cornwall Council – Special Bulletin - Localism Bulletin - Consultation on key Adult Social Care charging policies</li> <li>14. Cornwall Council – Councillor Advocate Scheme</li> <li>15. DVLA – Acknowledgement confirming the Parish Council are no longer the registered keeper of the Van</li> <li>16. Cornwall Council – Communities &amp; Devolution Newsletter – Grow Nature Seed Fund</li> <li>17. Cornwall Council – Networking Event</li> <li>18. Cornwall Council - Free Event to Launch Digital Venue Toolkit</li> <li>19. Cornwall Council - China Clay Community Network Panel Meeting – Monday the 12th February 2018</li> <li>20. Cornwall Council – Proposal to change Car Parking Charges Proposals – 2018 Off-Street Parking Order</li> <li>21. Coastline Housing Ltd – Adopted Neighbourhood Plan and introduction of their Housing Association</li> </ol>	
38/18	<b>To arrange any Sub-Committee Meetings required:-</b> None.	
39/18	<b>Any Urgent Matters the Chairman considers relevant for this meeting:-</b> None.	

<b>40/18</b>	<b>Date of next Meeting:</b> -_Wednesday the 14 <sup>th</sup> March 2018 at 6.30pm in the Roche Victory Hall Large Committee Meeting Room. Apologies from Councillor B. Higman and D. Inch. <b>Next Agenda:</b> Disaster Plan Meeting closed at 7.55pm.	<b>Clerk</b>
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Signature: .....  
Chairman

Date: 14<sup>th</sup> March 2018