

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

IN THE MAIN HALL OF THE ROCHE VICTORY HALL

ON MONDAY, 9TH SEPTEMBER 2024 AT 6.30PM

Present	Cllr. D. Inch (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. B. Kretowicz (Vice-Chairman)
	Cllr. Mrs. S. Tippett	Cllr. Mrs. A. King	Cllr. G. Rowe
	Cllr. D. Yelland	Cllr. P. Kent	Cllr. Mrs. L. Harrison
	Mr. Doug Boden - CC	3 Cricket Reps	4 Members of Public

213/24	<p>Apologies for non-attendance:- Councillors M. Taylor, M. Edyvean and Cornwall Councillor P. Guest.</p>	
214/24	<p>Public Forum (Including update from Doug Boden, Major Projects Senior Officer, Connectivity & Transport Policy, Cornwall Council):- Mr. Doug Boden reported on the Mid Cornwall Metro Project which now has details on the Cornwall Council website. Railway delivery, ticket digitisation, £50m on active travel. They have positivity but nothing has been officially confirmed and may know around the budget at the end of October, this is the whole project. The Council have agreed to keep going at risk. Network Rail are pushing ahead. Newquay Station is currently being refurbished. There will be another section of line put into Newquay and there will be brand new signals and various other things. In May they are closing some of the level crossings. Openings should come in line with the new road. On Active Travel they have preliminary designs for 4 locations. This is being put back until next year. Designs he produced previously and recommendations made by the Parish Council were taken and an updated drawing circulated. They still plan to close the bridge on Victoria Road apart from buses, emergency vehicles, cyclists to make it a safer route. Details design should be available around June next year. Final date for funding is March 2026. Public Consultation will be held. They are looking for further funding towards complimentary measures. Parish Councils suggestions were forwarded.</p> <p>Public – Mrs. Malvina Higman asked the rational of closing Victoria Road? Doug Boden advised a traffic survey was carried out, there was a lot of speeding, safety for use of the railway station. She advised that for many years her family have offered land for a footpath behind their hedge which would make it safe to walk. Doug Boden advised the issue with a permissive path is the Council could instal but there was ever a problem the landowner could close the path. She advised they wanted a pavement. Doug Boden advised this was reviewed and was potentially unsafe for various reasons. Unfortunately, also this project does not have available funding for this. She wondered how environmentally friendly it is for everyone from the village to go in through the centre of the village and go further themselves also. She asked whether there would be double yellow lines along Edgcumbe Road and Harmony Road to assist with traffic flow. A lot of the work envisaged is not irreversible</p> <p>Mr. Berry asked about a 7.5 tonne limit on the village and asked about additional parking in the village. Doug Boden reported the parking has already been raised and will be reviewed.</p>	

	<p>Chairman suggested any members of public and Councillors that may have questions to send on to the Clerk so she could send on to Doug Boden in one email. He would email a scheme specific email to the Clerk tomorrow.</p> <p>Mrs. M. Higman left the meeting at 6.42pm. Mr. Doug Boden left the meeting at 6.44pm.</p> <p>Mr. Paul Green from Roche Cricket Club advised they now have a year's extension. They have looked around and would like to be considered for the land. Depending on what the surveys come back with, they are hoping they should be able to obtain some funds, negotiate with the club to use the current changing rooms. They have until 2026 to get in order. Chairman reported we were going to arrange to clearance of the ground and bring back to a good standard, including surveys, etc. Concerns were how the Cricket Club are going to finance. Cricket Club advised they are pretty financially stable, the best they have ever been. Cricket representatives left the meeting at 6.51pm.</p>	
215/24	<p>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillor Mrs. S. Tippett declared a non-registerable interest under Paragraph 3.5A in the Roche Pantomime and Roche Carnival Committee solar payments to be discussed.</p>	
216/24	<p>Monthly Cornwall Councillor Report:- Report received from Cornwall Councillor P. Guest as follows:-</p> <ul style="list-style-type: none"> • Apologies for not attending tonight, I have got a pretty busy week ahead of me and will be able to make tonight's meeting, please accept my apologies and I would be happy to pick up any 'matters arising' tomorrow. • As you will be aware, we now have a new Government and a new MP. Discussions have already begun with the new incumbents and as these develop, I will keep you informed on any progress, especially on the current Devolution for Cornwall talks. • I met with Noah Law our new MP a couple of weeks ago for an initial chat and the intention is to invite him along to one of our monthly meetings in order for you all to meet him and discuss any issues specific to this Parish. We are also in the process of organising a public 'meet and greet' function in the coming weeks. This will probably be at the Victory Hall in Roche. Once I have a date and a time, I will let you know. • I try not to get 'political' in my reports, but the Government's decision to remove the Winter Fuel Allowance unless residents are in receipt of Pension credits has caused some disquiet within the Parish. As always, I am willing to signpost any residents to the relevant support networks, but, if you are approached, a good starting point is the Citizens Advice Bureau and they can be contacted on the link below. https://www.citizensadvicecornwall.org.uk/ • Last week, I was at a meeting with the Cabinet to discuss the Mid Cornwall Metro. It is all systems go. Work is expected to commence on the Tregoss loop either next month or in November. We cannot start work this month due to the dormice. The works within Roche are expected to start in July 2025 with a completion date of March 2026. The start of these works will be tied in with the completion of the Link Road project which is currently just about on schedule. • A date for your diaries is Thursday 26th September. Linda Taylor the Leader of Cornwall Council will be hosting a 'Listening to Residents' event at Penwithick Community Hall starting at 19.00 hours. This is an opportunity for you to meet her and ask any questions that you may have. I was at the one held recently in St. Austell which was well attended and went well. 	

	<p>For reasons that will become apparent later on in this report, I will not be there, but if you have any burning questions, please feel free to go along. Further details can be obtained from Roger.gates@cornwall.gov.uk</p> <ul style="list-style-type: none"> • There are no current updates on either the road sign for Tremodrett or the Wildanet fibre optic roll-out but as soon as I hear anything, I will let you know. • Cornwall Council are currently looking at possible sites that Parish Councils may be interested in having them devolved to them. I am in the process of getting a list of their current assets within the Parish and will circulate it once it is complete. There is no obligation, but there may be potential opportunities for the Parish and there is no harm in having a think and a chat about it. • Finally, in other news, this will be my last Monthly report to you as a single man. Karen has finally worn me down and we will be tying the knot on Saturday the 14th of September. We will then be disappearing off to St. Lucia for our honeymoon returning to work on Monday 30th September. There will be an 'out of office' message on my emails and it will include contact details for those covering for me in my absence. • If there is anything that you would like to raise with me, please don't wait for our monthly meeting, give me a call or send me an email outside of my leave dates. <p>Chairman thanked the Clerk for circulating Cornwall Councillor P. Guest's report for the meeting this evening.</p>	
??/24	<p>Confirmation of the Minutes of the Monthly Meeting held on the 12th August 2024:- Resolved the Minutes of the Monthly Meeting held on the 12th August 2024 as circulated were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor Mrs. A. King)</p>	
194/24	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 12th August 2024:-</p> <p>Page 2 Min.323/23 Fibre Broadband to Roche:- Clerk reported there is no further update on this matter as noted in Cornwall Councillor P. Guest's report above Action: Cornwall Councillor P. Guest.</p>	Cwll. Cllr. P. Guest
-	<p>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p><u>Planning Applications Received:-</u></p> <p>PA24/04079 – Miss Courtney Allum – Part-commenced creation of additional off-road parking. Proposed creation of a new access, 17 Moorland Meadows, Roche – Support (Proposed: Councillor D. Yelland; Seconded: Councillor P. Kent)</p> <p>For Information Only - PA24/00976.PREAPP – Carbis Wharf West – Pre application advice for change of use of 6 no. existing holiday let apartments to unrestricted residential dwellings (Units 1-5 and 7), The West Dry, Carbis, Roche</p> <p><u>Planning Results Received:-</u></p> <p>PA24/04804 – Miss Ashleigh Boyce – Construction and operation of a micro energy storage project, Victoria Business Park, Roche – Approved</p>	Clerk

	<p>PA24/056444 – KPS SPV 4 Limited – Creation of photovoltaic solar park, including installation of modular photovoltaic units, inverter stations and attendant infrastructure without compliance of Condition 2 in relation to Decision Notice PA10/07307 dated 4/2/2011, Woodlands Barton Farm, Victoria, Roche – Withdrawn</p> <p>PA24/02608 – Mrs. Pam Perring – Planning application for access from b3274 over pavements to 24 Trezaise Road for off road parking, 24 Trezaise Road, Roche – Approved</p> <p>PA24/05275 – Mr. & Mrs. Jeremy Adamberry – Proposed Front Porch extension, rear extension and dormer roof extensions, Roniva, Penstraze Lane, Victoria, Roche - Approved</p>																																																																															
196/24	<p>Monthly Accounts for Approval, including monthly bank reconciliation and budget monitoring (Including (a) Notice of Conclusion of audit by External Auditor; (b) Annual Solar Grants for 2024):- It was proposed that the Council approve and accept the accounts for payments as circulated on schedules for September 2024, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor B. Kretowicz; Seconded: Councillor D. Yelland)</p> <table border="1" data-bbox="209 898 1378 1921"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£2,324.21</td> <td>September 2024</td> </tr> <tr> <td>AJH Services – Public Conveniences Clean</td> <td>£484.72</td> <td>August 2024</td> </tr> <tr> <td>Lanhydrock Garden Services – Maintenance</td> <td>£3,904.80</td> <td>July 2024</td> </tr> <tr> <td>ICO (Information Commissioners)</td> <td>£35.00</td> <td>Renewal</td> </tr> <tr> <td>British Gas – Electricity for Toilets</td> <td>£48.79</td> <td>5/7/24-4/8/24</td> </tr> <tr> <td>Lanhydrock Garden Services – Maintenance</td> <td>£2,004.00</td> <td>Path/Willow Tree</td> </tr> <tr> <td>Lanhydrock Garden Services – Maintenance</td> <td>£360.00</td> <td>Harmony/Path</td> </tr> <tr> <td>Lanhydrock Garden Services – Maintenance</td> <td>£576.00</td> <td>Bridleway 16</td> </tr> <tr> <td>BDO Auditors (For year ending 31/3/24)</td> <td>£756.00</td> <td>Annual Audit</td> </tr> <tr> <td>Hiscox Insurance</td> <td>£369.37</td> <td>September 2024</td> </tr> <tr> <td>DMC-IT – Website Updating</td> <td>£25.00</td> <td>August 2024</td> </tr> <tr> <td>Crystal Clear Limited Bus Shelter Cleaning</td> <td>£68.00</td> <td>August 2024</td> </tr> <tr> <td>Jason Bellenger Tree Surveys</td> <td>£330.00</td> <td>Duck Pond Area</td> </tr> <tr> <td>Biffa Waste Services Limited – Cemetery</td> <td>£262.98</td> <td>August 2024</td> </tr> <tr> <td>Cormac – Quarterly Inspections</td> <td>£231.32</td> <td>February & July</td> </tr> <tr> <td>Amazon</td> <td>£12.08</td> <td>Envelopes</td> </tr> <tr> <td>Amazon</td> <td>£23.69</td> <td>Printer Protection</td> </tr> <tr> <td>Amazon</td> <td>£355.50</td> <td>Printer</td> </tr> <tr> <td>Duchy Cemetery’s Limited – Interment</td> <td>£475.00</td> <td>Yelland</td> </tr> <tr> <td>Roche Victory Hall – Hire Hall</td> <td>£30.00</td> <td>September 2024</td> </tr> <tr> <td>Roche Victory Hall – Post Office Cont.</td> <td>£86.66</td> <td>September 20224</td> </tr> <tr> <td>Receipt: Roche Football Club</td> <td>£1.00</td> <td>Annual Lease</td> </tr> <tr> <td>Receipt:- HMRC – VAT Reimbursement</td> <td>£1,380.93</td> <td>Up to June 2024</td> </tr> <tr> <td>Receipt: Roche Cricket Club</td> <td>£1.00</td> <td>Annual Lease</td> </tr> <tr> <td>Receipt: Cornwall Council – Interest</td> <td>£1,554.36</td> <td>August 2024</td> </tr> <tr> <td>Receipt: Cornwall Council</td> <td>£82,500.00</td> <td>Half Precept</td> </tr> </table> <p>Notice of Conclusion of Audit by External Auditor:- Clerk reported on comments made as follows from External Auditor:-</p>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£2,324.21	September 2024	AJH Services – Public Conveniences Clean	£484.72	August 2024	Lanhydrock Garden Services – Maintenance	£3,904.80	July 2024	ICO (Information Commissioners)	£35.00	Renewal	British Gas – Electricity for Toilets	£48.79	5/7/24-4/8/24	Lanhydrock Garden Services – Maintenance	£2,004.00	Path/Willow Tree	Lanhydrock Garden Services – Maintenance	£360.00	Harmony/Path	Lanhydrock Garden Services – Maintenance	£576.00	Bridleway 16	BDO Auditors (For year ending 31/3/24)	£756.00	Annual Audit	Hiscox Insurance	£369.37	September 2024	DMC-IT – Website Updating	£25.00	August 2024	Crystal Clear Limited Bus Shelter Cleaning	£68.00	August 2024	Jason Bellenger Tree Surveys	£330.00	Duck Pond Area	Biffa Waste Services Limited – Cemetery	£262.98	August 2024	Cormac – Quarterly Inspections	£231.32	February & July	Amazon	£12.08	Envelopes	Amazon	£23.69	Printer Protection	Amazon	£355.50	Printer	Duchy Cemetery’s Limited – Interment	£475.00	Yelland	Roche Victory Hall – Hire Hall	£30.00	September 2024	Roche Victory Hall – Post Office Cont.	£86.66	September 20224	Receipt: Roche Football Club	£1.00	Annual Lease	Receipt:- HMRC – VAT Reimbursement	£1,380.93	Up to June 2024	Receipt: Roche Cricket Club	£1.00	Annual Lease	Receipt: Cornwall Council – Interest	£1,554.36	August 2024	Receipt: Cornwall Council	£82,500.00	Half Precept	Clerk
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	<p>On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practice and no other matters have come to our attention given cause for concern that relevant legislation and regulatory requirements have not been met. Other matters not affecting our opinion which we draw to the attention of the authority: The smaller authority has confirmed that it has not complied with the governance assertions in Section 1, Box 4, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified. This is consistent with the Internal Auditor responses to internal control objective M in the annual internal audit report. In the Council's original submission, Section 2 Box 11a and b were left blank and prior year figures were restated, but "Restated" was not written in the prior year figures column. This was sent back to the Council and necessary amendments were made. The period for the exercise of public rights initially published by the Council was for less than 30 working days. The auditors requested the Council to extend this period to cover at least 30 working days. The Council extended the period for the exercise of public rights to cover at least 30 working days and this notice was published on the Council's website. The Council have provided minutes resolving to re-appoint the Internal Auditor, but the minutes do not indicate whether the independence of the Internal Auditor has been considered, which is not in line with best practice contained in the practitioner's guide.</p> <p>Clerk explained the reasons for comments above which had been rectified, one was she had to hand-write Restated and it had been missed. With regards to the 30 days date, it was a typo of one number, both simple human errors. With regards to appointment of new Internal Auditor would/had followed up with CALC who advised they had never seen this comment but believes it means that the resolution to confirm the appointment needs to confirm that the Council is assured that person is independent from the Council.</p> <p>Notice of Conclusion and other notices as relevant to be put up on the Website and Noticeboard as required (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor G. Rowe) Action: Clerk.</p> <p>Councillor Mrs. S. Tippett declared a non-registerable interest under Paragraph 3.5A in the Roche Pantomime and Roche Carnival Committee solar payments:-</p> <p>Annual Solar Grants for 2024:- Resolved to make payments as set out on spreadsheet and list in next month's minutes (Proposed: Councillor G. Rowe; Seconded: Councillor P. Kent) Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p>
197/24	<p>Cemetery Matters (Including any applications for memorials or inscriptions):- No memorial applications received.</p>	
198/24	<p>Minor Repairs/Works in the Parish that may arise:- Clerk reported the cemetery tap has been repaired.</p> <p>Councillor Mrs. S. Tippett reported the footpath from Tremodrett to Mayfield is very overgrown, with a lot of weeds Action: Clerk to obtain quote from our Contractor and circulate to Councillors so we can action and not wait another month.</p>	<p>Clerk</p>
199/24	<p>Roche Park Recreation Area:- Chairman advised we will discuss quotes received under closed session later. Equipment is installed but they are waiting on matting.</p>	

	<p>Councillor B. Kretowicz reported there is a lot of graffiti on the waste bins, Chairman requested photographs to be sent to the Clerk to follow up for removal.</p> <p>Councillor D. Yelland reported on the 20mph speed limits, one of the regulations states playgrounds.</p>	
200/24	Roche Public Conveniences/Bus Shelters:- None.	
201/24	<p>Footpath Signs/Matters:- Clerk reported the missing signage for Footpath 12 had been requested and the Parish Council will arrange for installation Action: Keep Pending.</p> <p>Footpath 6 from Glebe Walk to Harmony Road – Clerk reported a response had been received advising the footpath had been inspected and there are no safety concerns with the condition of the fence, however the overhanging growth above the wall on the opposite side could benefit from cutting back to widen the path. They have identified ownership of the footpath (including the fence) and the side growth via Land Registry, so we will make contact and go from there and keep the Parish Council updated on the progress Action: Keep Pending.</p> <p>Clerk reported the Roche sign from Tremodrett that is missing as reported will not be replaced.</p>	<p>Clerk</p> <p>Clerk</p>
202/24	Duck Pond and surrounding Land & St. Michaels Way:- Clerk reported details had been advertised in the newsletter and Facebook for upcoming work at the Duck Pond. The Tree survey had been carried out and report received. There had been an email from resident in respect of a tree overhanging their garden shed. To be discussed under closed sessions this evening.	
203/24	Village Regeneration Works/Working Party for the Village:- Update on September litter pick received from David Edwards which was a good success. There were 5 who attended and collected 6 bags of rubbish in total. There were two new people on the team this month, Anne and Terry. Maybe they could be mentioned and thanked in the next parish magazine. Agreed to include in the newsletter report Action: Clerk.	Clerk
204/24	Roche By-Pass Scheme and related projects:- None.	
205/24	<p>Roche Football Club Second Pitch – Requests to take over:- Clerk reported as we know the Cricket representatives attended tonight and the Veterans have confirmed they will attend the October meeting with an update Action: Keep Pending.</p> <p>Ecological Support by Griffiths – Clerk reported a plan of the area in question had been forwarded and we are waiting for a response Action: Keep Pending.</p> <p>Letter from Roche Football Club First Team in respect of sharing with the Veterans received advising – At a recent Committee meeting of the Roche Football Club it was decided that due the number of matches to be played at home this season (2024-25) they felt that the pitch would be unable to support another team, so they, therefore, are unable to allow use by any other clubs to ensure that the pitch remains in a playable condition for Roche Football Club this season.</p>	<p>Clerk</p> <p>Clerk</p>

	We are waiting to hear from Roche Football Club first team with information requested on how they proposed taking their football field forward, maintenance and their business feasibility plan, how many people it would support, etc Action: Keep Pending.	Clerk
207/24	Rural EV Charging – Electric Vehicle Charges in the Parish:- Paperwork sent and response received advising there are no costs to the Parish Council, they would be met by the chargepoint operators. This agreement is to allow the distribution network operator to give them an accurate quote as there is more work involved than normal, we understand. He would be in touch; however, it may be a few weeks Action: Keep Pending.	Clerk
208/24	Articles for Parish Council Website/Newsletter:- Clerk to compile and include information from litter pick, also details of total amount of solar funding granted and what organisations we supported Action: Clerk.	Clerk
209/24	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. NALC – Events 2. NALC – Newsletter 3. Office of the Police & Crime Commissioner – 4. NALC – Chief Executive’s Bulletin 5. CALC – Star Council Awards 2024 6. Office of the Police & Crime Commissioner – Policy Officer role in Accountability & Standards Team 7. Office of the Police & Crime Commissioner – This week's column from the Commissioner - Engaging communities and disrupting crime with hotspot policing 8. CALC – Code of Conduct Training with Sarah Mason on Tuesday 3rd September 2024 at 5.30pm online Teams meeting 9. CALC – Hope for Cornwall Event on Tuesday 17th September 2024 at 6.00pm at the Hall for Cornwall 10. Cornwall Councillor P. Guest – Cornwall Housing Member News 11. Ocean Housing Group Newsletter 12. Office of the Police & Crime Commissioner - Councillor advocate seminar on contact/101 with A/CC J Colwell and ACC N Leaper joining the Commissioner 13. CALC – A Framework for Leisure Briefing on Monday 16th September 2024 at 10.30am via Microsoft Teams 14. NALC – Official launch of new and improved website 15. Neighbourhood Alert – Volunteering Opportunities near you 16. Cornwall Council Pensions – August 2024 Employer Newsletter 17. Office of the Police & Crime Commissioner - Devon & Cornwall Police and Crime Commissioner’s Office update: Tackling town centre antisocial behaviour remains a priority 18. NHS Cornwall & Isles of Scilly - Cornwall together: August 2024 19. Office of the Police & Crime Commissioner - This week's column from the Commissioner: Victims' views on court delays sought 20. CALC – Training Update – Autumn 2024 21. Cornwall Council - Town and Parish Council Newsletter 6th September 2024 22. Cornwall Council - Affordable Housing Newsletter - September 2024 23. Clerks & Councils Direct Magazine 24. Cornwall Rural Community Council – Clean Cornwall Newsletter 25. Office of the Police & Crime Commissioner - Grants to tackle crime at a grassroots level 26. Office of the Police & Crime Commissioner - The Commissioner's weekly column 	

210/24	To arrange any Sub-Committee Meetings required:- None.	
211/24	Any Urgent Matters the Chairman considers relevant for this meeting:- Chairman reported on email received in respect of a consultation on a property asset – Glebe Quarry Grazing Land, Trezaise Road, Roche. Clerk to follow up for the exact location for Councillors to discuss Action: Clerk.	Clerk
212/24	Date of next Meeting:- Monday 14 th October 2024 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 7.15pm	

Signature:

Chairman

Date: 14th October 2024