

LANIVET PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ONE FOR ALL LANIVET PARISH COMMUNITY CENTRE, LANIVET

ON THURSDAY, 19TH APRIL 2018 AT 7.15PM

Present:	Cllr. S. Walker (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. D. Batten (Vice-Chairman)
	Cllr. D. Carter	Cllr. A.J. Barnaby	Cllr. Miss P. Bolton
	Cllr. T. Hancock	Cllr. Mrs. J. Stickland	Cllr. Mrs. C. Eddy
	Cllr. Mrs. J. Dent	Cllr. C. Vercoe	Cllr. O. Sleeman
	Cwll. Cllr. C. Batters	Jessica Finnemore	

Minute	AGENDA ITEMS	Action
80/18	Public Forum:- None.	
81/18	<p>Report from Jessica Finnemore on Future new build for Lanivet and District Under Fives Pre-School:- Jessica Finnemore reported she took over as Chairperson last February. It was immediate apparent the pre-school had financial problems. They took a loan last year and got through. To date they now have £18,500 and things seem to have turned around.</p> <p>Following a meeting today things have changed considerably as she was going to ask what Parish Council thought about a purpose-built pre-school. Since this a meeting was held with the Reverend as the heating bill was so much for the rooms. The Church agreed to pay for the electricity and it is included in their rent, with the pre-school paying a nominal amount. They have another agreement being renewed in June and with this in mind she was wondering if this was the time to consider an alternative as she was not sure whether it would continue.</p> <p>They met this morning with the Reverend and they will be replacing the floor and putting in underfloor heating and they seem to be working with them and she is hoping they are now happy to keep the playschool in the church rooms. She has been open and explained all the other possibilities and meetings she has had with regards to this and they are hoping to remain in situ in the Church Rooms, which they class as their home. She has discussed a longer-term lease today and they are looking into this. Unfortunately, they cannot apply for any grant funding as it is not their building.</p> <p>The building currently is freezing, so hopefully the new flooring will sort this out. She has offered to help complete grant applications for them if they produced paperwork but to date they have not come forward. Councillor Miss P. Bolton suggested looking at what grant funding is out there for now as this is what Nanstallon done.</p> <p>Chairman thanked Jessica Finnemore for attending the meeting and reporting to the Parish Council and welcomed her to come back with any updates in the future. Jessica Finnemore left the meeting at 7.34pm.</p>	

82/18	<p>Members Declaration of Interest and Dispensation Requests: - Councillors D. Carter, A. Harris and S. Walker declared a non-registerable interest under Paragraph 3.5A in the Lanivet Sport & Recreation Trust.</p> <p>Councillor S. Walker declared a non-registerable interest under Paragraph 3.5A in the Village Newsletter.</p>	
83/18	<p>Apologies:- Councillor A. Harris.</p>	
84/18	<p>Minutes of the Monthly Meeting held on Thursday 15th March 2018:- The Minutes of the Monthly Parish Meeting held on Thursday the 15th March 2018 were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor C. Vercoe; Seconded: Councillor A.J. Barnaby)</p>	
85/18	<p>Matters Arising from the Monthly Meeting held on Thursday 15th March 2018:-</p> <p>Page 3 Min.51/18 Highway Issues – Speeding Agricultural Vehicles:- Clerk reported she had received a telephone call from Messrs Keat advising they would not have been speeding in their own villages and were concerned they had been singled out as there are a lot of other agricultural vehicles that use these roads also. They would, however, speak with staff to inform them.</p> <p>Page 5 Min.53/18 Insurance Premium Renewal:- Clerk reported the new insurance policy paperwork had been received and circulated by email to Councillors. Clerk reported she had also heard back from CALC and they recommended Came and Company Insurance, who we currently use.</p> <p>Page 5 Min.53/18 Contribution to Lanivet Newsletter:- Clerk reported Kay Walker had sent her thanks to the Parish Council from the Lanivet Newsletter for the donation and assistance with including on website.</p> <p>Page 5 Min.54/18 Bank Signatories and Online Access:- Clerk reported with the large amount of work this months with annual accounts, end of year vat she had not got to this but would look at this next coming month. Councillor D. Batten reported he had received the link from the Clerk and would try accessing before the next meeting Action: Clerk</p> <p>Page 5 Min.58/18 Bus Shelter Repairs:- Chairman reported the damaged Bus Shelter window has not been repaired yet and he did contact Cornwall Council and they say they are too busy and cannot do. He has now asked Jay Carthew who is pricing up at the present time and will report back.</p> <p>Page 6 Min.62/18 2 Representatives for the Lanivet United Charity from the Parish Council:- Response to query raised by Councillor D. Batten from the last meeting from Mr. Andrew Harris - I thought it would be beneficial to reply to you in written form so that you have something to refer to rather than just a discussion. We can of course discuss it as well. The copy of the constitution was a draft copy that was circulated to trustees to give them a chance to peruse them prior to the actual documents being signed and dated. One of these would have been retained by the clerk and one would be lodged with the Charity Commission. As part of the constitution the Parish Council is required to nominate five trustees for a four-year term. This is done biannually so that there is an overlap of trustees.</p>	Clerk

	<p>This is achieved by nominating three trustees for the first term and two trustees for the second term and then every two years thereafter. The Parish Council can nominate whom they wish. However, having nominated a trustee and that said trustee having served a four-year term subsequently indicating that they are willing to continue as a trustee the Parish Council would have to have a good reason not to re-elect them. As you know there are at present two Parish Councillors serving as trustees, myself and Janet. However, there are a further four trustees who were at one time members of the Parish Council, two of which were nominated to be trustees during their term in office. It is important that there is a nucleus of Parish Councillors on the Lanivet United Charity and in my opinion and it is just my opinion that number should be around three although there is no specific number quoted in the constitution. Cornwall Council have the opportunity to nominate two trustees. This was traditionally the District and County Councillors. When it became a unitary authority to say it showed no interest was a definite understatement. Since that time the trustees have sought guidance from the Charity Commission and have requested permission to ask the serving Cornwall Councillor to become the twelfth trustee. The criteria for nominating co-opted trustees are a combination of factors. It is important that the trustees represent as far as possible all areas within the parish, they are usually but not entirely members of families who have had a long association with the parish and that they have an understanding of business matters and are respected in the community. The charity does not have inconsequential assets that need to be maintained for future generations and can only really spend the income generated by those assets. Not everyone in this day and age understand the long game when it comes to finance. The Lanivet United Charity is second only to the Church in Cornwall as being established as a recognizable body. That is why I would be against advertising in the newsletters and would prefer the trustees when co-opting and the Parish Council when nominating to ask people known to them and who they can trust quite simply to be a trustee. It is not unknown for the trustees to co-opt a member of the Parish Council. Councillor D. Batten proposed we look at Standing Orders and put reference to this in this document Action: Councillor D. Batten.</p>	<p>Cllr. D. Batten</p>
<p>86/18</p>	<p>Monthly Report from Cornwall Councillor Chris Batters: - Cornwall Councillor C. Batters reported as follows: -</p> <ul style="list-style-type: none"> • Along with Councillors he recently attended a site Meeting with Rachael Tatlow of Cormac and they looked at signs amongst other matters, i.e. Nanstallon Flooding reported by Terry Hancock. Woodland View issues in respect of path being cleared. He has replied to parishioners and advised if they let him know in future he would follow up and report to Cormac direct. • Bob Lindo, Camel Vale reported on road issues which have been followed up and reported to Cormac. • Housing matter at Rectory Road has been dealt with. • Mr. White reported on school issues, along with others. He has reported all of these concerns to Cormac. • At the recent Network Meeting the police officer advised they are looking at introducing the Neighbourhood Watch Scheme again. He feels this is good in theory and group of people who may put together this scheme will need encouragement with a police officer meeting with them. • Councillor O. Sleeman reported if there would be any interim data available from the speed camera put up at Lamorick? Cornwall Councillor C. Batters believes this is just an advisory camera. 	

	Chairman thanked Cornwall Councillor C. Batters for his report this evening and for attending the meeting.	
87/18	<p>Highway Issues/Footpath Issues/Damaged Signs in the Parish:-</p> <p>Highway Issues:- Chairman reported a good meeting was held with Rachael Tatlow of Cormac and she took on everything that was brought up and we look forward to hearing from her.</p> <p>Cornwall Councillor C. Batters reported that pot holes in rural areas would normally be dealt with in around 7 weeks, but we seem to be having ours repaired in about 72 hours, so that is a bonus.</p> <p>Councillor Miss P. Bolton reported on a pot hole opposite the Church in Nanstallon Action: Cornwall Councillor C. Batters to report.</p> <p>Councillor C. Vercoe reported that he believed tractors appear to be running slower now following on from the concerns raised at the last meeting.</p> <p>Councillor T. Hancock reported the Saints Way signpost, at the top of Clann Lane has broken off and lying on the floor Action: Cornwall Councillor C. Batters to report.</p> <p>Footpaths:- None.</p> <p>Damaged Signs in the Parish:- None.</p> <p>Cornwall Councillor C. Batters left the meeting at 7.50pm.</p>	<p>Cwll. Cllr. C. Batters</p> <p>Cwll. Cllr. C. Batters</p>
88/18	<p>Planning Applications/Results/Correspondence received: -</p> <p>PA18/02590 – Mr. Lewis – Erection of New Toilet and Shower Facilities to Camp Site, Mena, Access to Mena, Lanivet – Support (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby)</p> <p>PA18/03052 – Mr. & Mrs. Chun – Erection of single-storey rear extension and raised terrace to the annexe at Newton, Newton, Lanivet – Support (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby)</p> <p>Cornwall Council – Changes to Cornwall Council’s Planning Newsletters It was resolved to request copies of all newsletters (Proposed: Councillor O. Sleeman; Seconded: Councillor D. Batten) Action: Clerk</p> <p>Planning Results Received:-</p> <p>PA1/00523/PREAPP – Dennis & Carl Hopkins – Pre-application advice for removal of holiday conditions to allow permanent residential use of 13 holiday cottages (in relation to highways matters), Tregarthen Cottages, Nanstallon – Closed – advice given</p> <p>PA18/01748 – Mr. & Mrs. R. Irwin – Non-material amendment (No. 2) for the first-floor level to be raised by 1.0M to 48.875 to (PA17/08590) Construction of new dwelling (as per revised design to Application No. PA17/04739), Plot 1 Raintree, Marshall Road, Nanstallon – Not acceptable as amendment</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>PA18/00585 – Mr. Andy Stevenson – Works to trees subject to a tree preservation order. Cut and lift surface around one mature apple tree (T1) to enlarge planting surface area and fell one mature plum tree, Woodland Glade, Lanivet – Approved</p> <p>Planning Correspondence Received:- Cornwall Council – EN18/00574 – Alleged works not in accordance with approved plans of PA16/02988 – windows not as approved, alleged removal of soil from bank and being moved elsewhere, concerns overlooking issues, Land South of Lanivet Manor, Rectory Road, Lanivet</p>																																																							
89/18	<p>Lanivet Parish Sport & Recreation Trust Update (Including Financial Assistance to be discussed):- Councillor D. Carter requested information on the position with regards to the payment for the final tarmacching. It was originally around £12,000.00 and following discussions it was agreed to complete all the tarmacching and the cost is £13,968.00 plus vat and they are hoping the Parish Council would pay this invoice.</p> <p>It was resolved the Parish Council pays this invoice for the tarmacching to H. Cooper and reclaim the vat in due course (Proposed: Councillor Mrs. J. Dent; Seconded: Councillor A.J. Barnaby) Action: Councillor D. Carter to pass cheque on.</p>	Cllr. D. Carter																																																						
90/18	<p>Annual Membership Renewal to CALC (Cornwall Association of Local Councils):- It was resolved to renew this annual membership in the sum of £585.89 (Proposed: Councillor D. Batten; Seconded: Councillor T. Hancock) Action: Clerk</p>	Clerk																																																						
91/18	<p>Accounts & Any Applications for Grants & Donations (Including Booking of Training Courses as required):- The Council approved payment of the following accounts for April (Proposed: Councillor Mrs. C. Eddy; Seconded: Councillor A.J. Barnaby): -</p> <table border="1"> <tr> <td>Lloyds Bank</td> <td>£7.15</td> <td>Bank Service Charge</td> </tr> <tr> <td>AJH Services</td> <td>£532.29</td> <td>Toilet Cleaning March</td> </tr> <tr> <td>Paul Bazeley Window Cleaning</td> <td>£10.00</td> <td>Bus Shelter March</td> </tr> <tr> <td>Max Simpson</td> <td>£50.00</td> <td>Footpath Clearance</td> </tr> <tr> <td>British Gas</td> <td>£11.42</td> <td>Toilet Electric</td> </tr> <tr> <td>The Lawn Ranger</td> <td>£672.00</td> <td>Grasscutting</td> </tr> <tr> <td>DMC IT</td> <td>£22.50</td> <td>Website Updating</td> </tr> <tr> <td>Paul Bazeley Window Cleaning</td> <td>£10.00</td> <td>Bus Shelter April</td> </tr> <tr> <td>The Lawn Ranger</td> <td>£816.00</td> <td>Grasscutting</td> </tr> <tr> <td>Mrs. J. Burdon - Salary & Expenses</td> <td>£381.35</td> <td>Salary & Expenses</td> </tr> <tr> <td>CC Pension Scheme</td> <td>£100.10</td> <td>Clerk's Pension</td> </tr> <tr> <td>Inland Revenue</td> <td>£78.00</td> <td>Clerk's Tax</td> </tr> <tr> <td>Lanivet Sport & Recreation Trust</td> <td>£1,000.00</td> <td>Half Year Donation</td> </tr> <tr> <td>H. Cooper</td> <td>£16,761.60</td> <td>Tarmacching</td> </tr> <tr> <td>AJH Services</td> <td>£532.29</td> <td>Toilet Cleaning April</td> </tr> <tr> <td>Receipt: Cornwall Council</td> <td>£123.78</td> <td>Community Chest</td> </tr> <tr> <td>Receipt: Cornwall Council</td> <td>£18,850.00</td> <td>Half Year Precept</td> </tr> <tr> <td>Receipt: Cornwall Council</td> <td>£590.80</td> <td>Half Year CTS Grant</td> </tr> </table> <p>Training Courses:- Councillor D. Batten reported he would be attending GPDR on the 3rd May and anyone else interested in attending are welcome to attend. It was resolved to book training as and when required (Proposed: Councillor D. Hancock Seconded: Councillor Miss P. Bolton) Action: Clerk</p>	Lloyds Bank	£7.15	Bank Service Charge	AJH Services	£532.29	Toilet Cleaning March	Paul Bazeley Window Cleaning	£10.00	Bus Shelter March	Max Simpson	£50.00	Footpath Clearance	British Gas	£11.42	Toilet Electric	The Lawn Ranger	£672.00	Grasscutting	DMC IT	£22.50	Website Updating	Paul Bazeley Window Cleaning	£10.00	Bus Shelter April	The Lawn Ranger	£816.00	Grasscutting	Mrs. J. Burdon - Salary & Expenses	£381.35	Salary & Expenses	CC Pension Scheme	£100.10	Clerk's Pension	Inland Revenue	£78.00	Clerk's Tax	Lanivet Sport & Recreation Trust	£1,000.00	Half Year Donation	H. Cooper	£16,761.60	Tarmacching	AJH Services	£532.29	Toilet Cleaning April	Receipt: Cornwall Council	£123.78	Community Chest	Receipt: Cornwall Council	£18,850.00	Half Year Precept	Receipt: Cornwall Council	£590.80	Half Year CTS Grant	Clerk
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	Councillor D. Batten reported there will be a Finance Sub-Committee Meeting next week and they will be reviewing the end of year accounts. Monthly accounts will continue to be produced for Councillors with a more in-depth report on a quarterly basis.	
92/18	<p>Bodmin Town Council – Local Devolution Fund Update:- Email received from Bodmin Town Council as follows:- I have been holding your invoice number 004 following on from some email correspondence between yourself and our Town Clerk Stephen Facer in November 2016.</p> <p>You submitted your invoice to request the £500 that was made available to Parish Councils as part of the Local Devolution Fund grant scheme. Unfortunately, we could not make a payment based on that invoice as we required supporting documentation in relation to project that the funding was being used to cover.</p> <p>The supporting evidence required from each Council is as follows:</p> <ol style="list-style-type: none"> 1 - A brief Project overview; 2 - Copy receipted (paid) invoices for works carried out or goods supplied; 3 - An invoice from each Parish that aligns with receipts and invoices paid; 4 - If the Parish intends to use the funding as part of a wider community project, Bodmin Town Council will require supporting evidence from any partners setting out the project brief and how funding is being utilised. I cannot see that we have received any further correspondence since November 2016 and wondered if you would still like to draw funds from this scheme and if you could now provide the supporting documentation. <p>It was resolved to respond advising this matter has been referred back to the Area Network and Rural Parishes Committee as they are the group that granted the sum of £500.00 to each Parish and will hope this can be reverted back to this panel as this is not Bodmin Town Council funding it is Area Network and Rural Parishes Committee funds as we believe it. Chairman and Councillor Mrs. J. Dent to meet to arrange how they propose to raise with Bodmin Town Council (Proposed: Councillor D. Batten; Seconded: Councillor Miss P. Bolton) Action: Clerk and to include on the next agenda.</p> 	Clerk
93/18	<p>Area Network and Rural Parishes Meeting Update:- Councillor Mrs. J. Dent reported the meeting was held on the 11th April at the new One for All Lanivet Parish Community Centre and everyone was appreciative of the venue, and envious of the facilities Lanivet has, and she wished to thank Mr. Barry Cornelius for the tour of the building. She has made it quite clear to the Town Council that only one representative can talk, and it seems to be working very well. It was a full agenda, but Inspector Honeywell had asked to attend and introduce himself to the CNP. There were a lot of questions for him, so it was decided to invite him back to another meeting. Rachael Tatlow from Cormac gave quite a lot of information on highway maintenance and at the next meeting this was going to be the main agenda item and be dedicated to this.</p>	
94/18	<p>Lanivet Village Green/Play Equipment/Car Park Updates:-</p> <p>Lanivet Village Green:- No Update.</p> <p>Play Equipment:- No Update.</p> <p>Lanivet Car Park:- No Update.</p>	
95/18	<p>Camel Trail:- Miss P. Bolton reported the next meeting will be held on Wednesday.</p>	
96/18	<p>Cemetery Matters (Including (a) Any applications for memorials, inscriptions; (b) Safety Inspection Report – Drew Memorials):-</p> <p>Burial Query was raised regarding pre-purchasing plots and whether when the first interment happens if an additional interment fee has to be paid.</p>	

	<p>Clerk reported she believes once the grave is reserved there is no additional fee more than grave digging direct to Allan Roberts and when the second interment happens there would be a fee made payable to the Parish Council. Councillors were in agreement that this is how they believed it to work. It was agreed Clerk amends the schedule to add that one interment on a pre-purchase is part of this, apart from fees they pay direct to the funeral director Action: Clerk</p> <p>Safety Inspection Report – Drew Memorials:- Chairman reported he is still waiting to hear from Cormac regarding this. It was agreed in the interim to put warning signs up informing people visiting the area – Visitors enter at their own risk, due to uneven ground and leaning headstones Action: It was resolved that once wording established to ask Linden Hawke for a quotation.</p>	<p>Clerk</p> <p>Clerk</p>
97/18	Public Conveniences Update:- No update.	
98/18	Correspondence received from Cornwall Council – Lease Lanivet CP School using the Village Playing Fields:- Chairman reported that an agreement between the Parish Council and Lanivet Academy had an agreement. Cornwall Council should be notifying the Academy of these types of situation and then for them to contact us. Please pass on to the Academy and ask them to contact us in due course, as the original agreement was between Cornwall County Council and Lanivet Parish Council and should be between the Academy and the Parish Council. It was resolved to respond accordingly and copy Councillor D. Batten in by Wednesday as he will take to a meeting on Wednesday (Proposed: Councillor D. Batten; Seconded: Councillor Mrs. J. Stickland) Action: Clerk	Clerk
99/18	Newsletter Reports/Parish Council Website:- Clerk reported the website continues to be updated on a regular basis. Chairman reported the newsletter has just been circulated.	
100/18	Email from Poppy Chrichton – Facility for Parish residents to alert one another about thieves/bogus callers in real time:- It was resolved to thank this lady for her correspondence advising we have no volunteers at the present time (Proposed: Councillor O. Sleeman; Seconded: Councillor T. Hancock) Action: Clerk	Clerk
101/18	Cornwall Council – One Public Transport System for Cornwall Project:- It was resolved to leave in abeyance and remove from the agenda until more information has been received.	
102/18	<p>Correspondence:-</p> <ol style="list-style-type: none"> 1. Cornwall Council – Bodmin Community Network Panel Meeting – Wednesday the 11th April 2018 2. Great Western Railway – Extra Train Capacity for Devon and Cornwall 3. Cornwall Community Land Trust – Half Day Seminar Hosted – Acquiring Land, Securing Funding, ensuring homes stay in the hands of local people forever – Friday 20th April 2018, 9.30am – 2.00pm at Truro City Hall 4. Came & Company – Council Matters Spring 2018 5. Cornwall Council – Came Trail Partnership Meeting 6. PKF Littlejohn LLP - 2017/18 AGAR and External Auditor instructions 7. Cornwall Council – Localism Newsletter 8. CALC – CALC Smaller Councils Meeting – 26th April 2018 9. CALC – CALC News Round-up – 29th March 2018 10. INDO Lighting – Does Lanivet manage its own street lighting? 11. Community Last Trust – Homes for locals forever – Half Day Seminar – Friday 20th April 2018 9.30am – 2.00pm at Truro City Hall 	

	<p>12. Ian Betts – Updating 2018 – Car Park Details 13. AMV Playground Solutions – Planned Improvement at Lanivet 14. Cornwall Council Pension Fund – LGPS Employee Contribution Bandings 2018-2019 15. CALC – Section 137 Expenditure Limit 2018-2019 16. Cormac Solutions – Water from Fields, Road from Penmenoth to Marshall Road, Nanstallon 17. The Cornwall Community Foundation – Cornwall Glass Grants Programme 18. Cornwall Council - Community Networks Highways Scheme 19. Cornwall Council – Neighbourhood Planning E-Bulletin March 2018 20. CALC - Data Protection Officer and GDPR 21. Solagen – Solagen Spring Promotion 2018 22. Parking Data & Research International – Unchanged Car Park Details 23. Luxulyan Neighbourhood Plan Steering Group - Luxulyan Pre Submission Neighbourhood Plan 24. Cornwall Council Pension Fund - Updated Rates and Adjustments Certificate - Employer contribution rate from 1st April 2018 25. Pro Earth Developments (Europe) Ltd - Discount available for Flood Action Equipment - Offer Open for a few weeks 26. Cornwall Council – Neighbourhood Plan E-Bulletin – Newsletter 27. Cormac Solutions – Volunteering with Cormac 28. Microshade Business Consultants Ltd - Six Weeks to GDPR 29. Wicksteed Newsletter 30. Great Western Railway – Use your Phone as a Rail Ticket 31. Great Western Railway - Update on improvement between Newbury and Reading 32. Wheal Martyn – Family Fun Day to be held on Sunday the 29th April 2018 from 11.00am to 4.00pm 33. HM Revenue & Customs – Important Changes to the way you make your VAT126 Claim Action: Clerk to forward a copy to Councillor D. Batten. 34. Metro Rod Drain Care and Repair 35. Wicksteed – Raising Funds, Let Wicksteed Help 36. Cornwall Council - Minerals Safeguarding Development Plan Document - Consultation on the Schedule of Modifications</p>	Clerk
103/18	Urgent Parish Matters with prior liaison with Chairman (Items for Information Only and items for the next agenda):- None.	
104/18	<p>Date of Next Meeting:- Thursday the 16th May 2018 in the One for All Lanivet Parish Community Centre, Lanivet at 7.15pm, to include Elections of Chairman, Vice-Chair and other Sub-Committees and Chairpersons.</p> <p>There being no further business to discuss the meeting closed at 8.53pm.</p>	

Signature:

Chairman

Date: 16th May 2018