

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY, 11TH SEPTEMBER 2019 AT 6.30PM

Present	Cllr. D. Inch (Vice-Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Edyvean
	Cllr. B. Higman	Cllr. G. Rowe	Cllr. Mrs. J. Oxenham
	Cllr. P. Jones	Cllr. Mrs. I. Northey	3 Members of Public

Minute	AGENDA ITEMS	Action
224/19	Apologies:- Councillors P. Ames, Mrs. J. Norris, Mrs. S. Tippet and Cornwall Councillor J. Wood. Mrs. I. Northey would be late to the meeting.	
225/19	<p>Public Forum:- Mrs. Deborah Billington wished to thank Cornwall Councillor J. Wood for his help and support concerning the refusal of the planning application of The Lodge, Little Trerank. She would also like to state that so nobody else has to go through what she has been through over the years, that the Parish Council visit all sites that are applying for planning permission for new builds, etc., in the village before a decision is made. She realises this is difficult but it is the Parish Council's responsibility to protect the village and surroundings. If this build had continued with all the discrepancies it would have given everyone the right to flaunt planning guidelines. She realises that the Parish Council withdrew their support for what had been built but there were many other discrepancies in the plans that would have been realised on an initial visit before the build started. Perhaps also a register could be kept and signed for stating who attended the visit, this will show timeability before planning permission is granted. Also, maybe it would be beneficial to discuss with neighbours concerned about the build as everything that happens has consequences. She would like to suggest the Parish Council gives consideration to these matters so this situation does not happen again and people do not have to go through this by a decision made by others who know nothing about the area shown on a piece of paper. Also perhaps plans showing comparisons with buildings of close proximity would also be an asset so height and size can be recognised easily for all. Thanks again to Cornwall Councillor J. Wood and she hopes something is put in place so that the incident does not happen again.</p> <p>Councillor B. Higman reported that Building Control had not picked up the errors made and this was their place to do so. He advised anybody can put in a planning application on anyone's land, all the Parish Council can control is what the application is for on the day it is considered. It would not be feasible or practical for Parish Councillors to make a site visit for every application in the village, as they are all voluntary and the majority of them work as well. Our Planning Chairman, Councillor M. Edyvean looks through plans prior to the meeting and speaks to Case Officers and bring information for all Councillors to review. Councillors are also able to review plans on-line themselves.</p> <p>Mrs. Deborah Billington left the meeting at 6.42pm.</p>	

	<p>Mr. Mayhew attended asked whether there could be some street lighting erect near Combellacks, as it is quite dark in and around this area. Councillor B. Higman suggested waiting for the new road to be put in and wait to see what will be put up as there should be some form of lighting included with this project. Mr. Mayhew was happy to wait to see what comes with the new road project. Mr. Mayhew also reported there is some land between him and the bungalow at the top of the village that he owns and he was wondering if it could be released as 100% affordable homes. Councillors B. Higman and G. Rowe suggested he contact Noreen Jefferies of Cornwall Council regarding this. Councillor B. Higman informed him the Parish Council has a Neighbourhood Plan in situ and we are currently over-subscribed for housing at the present time, but by all means he could speak to Noreen Jefferies and Planning.</p> <p>Mr. Mayhew left the meeting at 6.46pm.</p>	
226/19	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
227/19	Monthly Cornwall Councillor Report:- Apologies received from Cornwall Councillor J. Wood.	
228/19	Confirmation of Parish Minutes from the Meeting held on the 14th August 2019:- Resolved the Minutes of the Monthly Meeting held on the 14 th August 2019 as circulated be approved and signed by the Vice-Chairman (Proposed: Councillor B. Higman; Seconded: Councillor M. Edyvean)	
229/19	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 14th August 2019:-</p> <p>Page 3 Min.177/18 & Min.138/19 £26,000 Section 106 Funding for Mr. McHatties Planning:- Clerk reported she had now found information from Tracey Young the Planning Officer at the time and had forwarded to Lisa Grigg copying in Cornwall Councillor J. Wood and Councillor M. Edyvean. Lisa had responded advising she would forward to the S106 Officer for the area to investigate and respond. Details had also been circulated to all Councillors for information Action: Keep Pending.</p> <p>Page 3 Min.37/19 – Solar Funding from Gilley’s Mica Dam:- Clerk reported this should have been paid today and she would check the bank account in the morning to see if in situ Action: Keep Pending.</p> <p>Page 3 Min.144/19 & Min.145/19 Section 1 and 2 of Annual Accounts:- Clerk reported confirmation of the annual audit had now been finalised and the External Auditor Report for 2018/2019 were as follows – On the basis of our reviews of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Other comment was to ensure proper provision for the exercise of public rights during 2020/2021.</p> <p>Page 6 Min.209/19 Application for Great Western Railway Improvement Funding:- Clerk reported applications had been duly submitted for the bus shelter and cycle racks.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>Page 6 Min.210/19 Code of Conduct Training for Councillors for 2019/2020:- Clerk reported a response had been received from Cornwall Council thanking the Parish Council for the suggestion, unfortunately they are limited on resources and, therefore, only hold training sessions whereby they can ensure they capture as big an audience as possible. They note this must be frustrating for Members as this is a free training session and therefore would encourage Members to attend one of the sessions available if possible.</p> <p>Page 7 Min.211/19 Biffa Waste Contract and Cornwall Waste Solutions Contract:- Clerk reported she had confirmed with Cornwall Waste Solutions after carrying out a survey of our requirements and circulating to Councillors. She was just waiting for a confirmation from Biffa Waste regarding termination of the existing Contract Action: Keep Pending and Clerk to follow up.</p>	Clerk
230/19	<p>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p>Planning Applications:-</p> <p>PA19/05602 – Mr. & Mrs. B. Thomas – Replacement of front porch and construction of a detached garage with games room above, 39 Victoria Road, Roche – Support (Proposed: Councillor G. Rowe; Seconded: Councillor P. Jones)</p> <p>PA19/06598 – Mr. M. Upton – Proposed development of a drive-through coffee kiosk and associated works, Land at Cornish Gateway Services, Victoria, Roche – Support (Proposed: Councillor B. Higman; Seconded: Councillor G. Rowe)</p> <p>PA19/06599 – Mr. M. Upton – Advertisement consent for one internally illuminated roof and tray sign, one double-sided illuminated pole sign, one non-illuminated banner frame, two key seller and one double menu sign (illuminated), one exit post sign and one waiting bay sign (non-illuminated), three non-illuminated directional signs and one internally illuminated height barrier with signage included, Land at Cornish Gateway Services, Victoria, Roche – Support (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. J. Oxenham)</p> <p>PA19/06776 – Lighthouse Renewable Development Ltd – Variation of Condition 18 of Decision Notice PA10/07307 dated 04/02/2011 relating to the maximum operation lifetime of the Solar Farm, Woodlands Barton Solar Farm, Wireless Road, Tremodrett, Roche – Support – Subject to further S106 Contributions to be made to Roche Parish Council (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. J. Oxenham)</p> <p>PA19/06743 – Mr. & Mrs. N. Lomax – Change of use of agricultural land to caravan and campsite and the creation of a new access way, Woodlands Barton, Wireless Road, Tremodrett, Roche – Parish Council has concerns (a) Junction not very suitable and access from a single track road, with no passing places; (b) Question need given – statistics of caravan site (Camping and Caravanning Club) 150 yards away having very low usage (figures available on request) (Proposed: Councillor B. Higman Seconded: Councillor G. Rowe)</p>	Clerk Clerk Clerk Clerk

	<p>PA19/06260 – Messrs. Colin & David Higgins, Higgins Properties – Change of use including conversion and extension of existing coach house to dwelling, 22 Harmony Road, Roche – Support (Proposed: Councillor P. Jones; Seconded: Councillor G. Rowe)</p> <p>Councillor Mrs. I. Northey arrived at 7.19pm.</p> <p>PA19/06719 - Mrs. J. Burdon – Roche Parish Council – To incorporate the Tennis Courts into the Playing Fields. The hedgerow removal will aid siting and through visibility for children playing in both areas. Also, to make the area feel inclusive. Also, removal of the hedge will aid in stopping anti-social behaviour by means of better visibility and clean up an area which is, at the moment a litter and health and safety problem. The hedgerow removal will enable better levels between the two sites, Hedge to the North of Roche Playing Fields Adjoining Roche Tennis Courts, Roche – Support (Proposed: Councillor P. Jones; Seconded: Councillor M. Edyvean)</p> <p>PA19/07142 – Mrs. Roseanna Penrose – Construction of single-storey extension to the side and rear of bungalow, Beggars Roost, Belowda Road, Belowda, Roche – Support (Proposed: Councillor; B. Higman Seconded: Councillor G. Rowe)</p> <p>Planning Results Received:-</p> <p>PA19/05009 – Mr. & Mrs. K. Buckland – Proposed 3 Bedroom semi-detached houses and detached garages, Plot 5A and Plot 5C Wheal Rose, Roche Road, Bugle – Approved</p> <p>Planning Correspondence Received:- Letter from Noreen Jefferies, Rural Housing Enabler of Cornwall Council – Community-Led Housing. Clerk reported she had requested figures and was waiting for information Action: Keep Pending.</p> <p>Cornwall Council – Planning Conferences for Local Councils.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																																							
231/19	<p>Monthly Accounts for Approval:- It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor B. Higman; Seconded: Councillor P. Jones) Motion Carried</p> <table border="1" data-bbox="220 1518 1347 2051"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,759.78</td> <td>September 2019</td> </tr> <tr> <td>British Gas – Electric for Toilets</td> <td>£12.34</td> <td>1/7/19-31/7/19</td> </tr> <tr> <td>Amazon</td> <td>£39.98</td> <td>Desktop Tidy Unit</td> </tr> <tr> <td>ICO</td> <td>£35.00</td> <td>Subscription</td> </tr> <tr> <td>Crystal Clear – Bus Shelter Clean</td> <td>£56.00</td> <td>August 2019</td> </tr> <tr> <td>Duchy Cemetery’s Limited – Interment</td> <td>£425.00</td> <td>Searle</td> </tr> <tr> <td>Cornwall Council – NNDR</td> <td>£66.00</td> <td>Mortuary Building</td> </tr> <tr> <td>Duchy Cemetery’s Limited – Interment</td> <td>£425.00</td> <td>Gregory</td> </tr> <tr> <td>Crystal Clear – Emptying Waste Bins/Park</td> <td>£304.00</td> <td>August 2019</td> </tr> <tr> <td>Came & Company</td> <td>£1,989.32</td> <td>Insurance Premium</td> </tr> <tr> <td>Vicky Bundy</td> <td>£20.00</td> <td>Amazon Vouchers</td> </tr> <tr> <td>DMC IT - Website Updating</td> <td>£22.50</td> <td>August 2019</td> </tr> <tr> <td>Biffa Waste Services Limited - Cemetery</td> <td>£45.74</td> <td>August 2019</td> </tr> </table>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£1,759.78	September 2019	British Gas – Electric for Toilets	£12.34	1/7/19-31/7/19	Amazon	£39.98	Desktop Tidy Unit	ICO	£35.00	Subscription	Crystal Clear – Bus Shelter Clean	£56.00	August 2019	Duchy Cemetery’s Limited – Interment	£425.00	Searle	Cornwall Council – NNDR	£66.00	Mortuary Building	Duchy Cemetery’s Limited – Interment	£425.00	Gregory	Crystal Clear – Emptying Waste Bins/Park	£304.00	August 2019	Came & Company	£1,989.32	Insurance Premium	Vicky Bundy	£20.00	Amazon Vouchers	DMC IT - Website Updating	£22.50	August 2019	Biffa Waste Services Limited - Cemetery	£45.74	August 2019	<p>Clerk</p>
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	Complete Business Solutions Group Ltd	£266.72	Stationery/Cabinet	
	Roche Victory Hall Social Club	£20.00	Hire Hall 11/9/19	
	Bob Thomas Tarmacadam & Haulage	£10,260.00	Solar Funding	
	AJH Services – Toilet Cleaning	£380.20	September 2019	
	PKF Littlejohn LLP	£480.00	External Audit Fee	
	Receipt: Lloyds Bank – Interest	£0.40	September 2019	
	Receipt: Cornwall Council – Interest	£129.63	August 2019	
	Receipt: West Cornwall Wind	£9,039.41	Solar Funding	
	Receipt: Kerrow Memorials	£181.00	Manhire	
	Receipt: Kerrow Memorials	£181.00	Pooley	
	Receipt: Kerrow Memorials	£54.00	Bennetts	
	Receipt: Paul Bourton Funerals	£529.00	Gregory	
	Receipt: Cornwall Council – Half Year	£2,418.06	CTS Grant	
	Receipt: Cornwall Council – Half Year	£47,500.00	Precept	
	Receipt: HMRC	£4,206.20	VAT Refund	
	Receipt: Mr. & Mrs. Perryman	£581.00	Grave Reservation	
232/19	Grasscutting Sponsors – Update from Councillors D. Inch:- Councillor D. Inch reported the Pharmacy have agreed to pay for grasscutting. He suggested we need a £1,000 towards the grass cutting project from Cornwall Services Action: Clerk to contact Alex at Cornwall Services and inform him of the amount.			Clerk
233/19	Grass Cuttings on the Verge on Victoria Road, Firsleigh Park:- Councillor D. Inch reported on the grass being cut by Cornwall Council. There are local people who live in these areas cutting their own grass and tipping over the wall along with other garden debris, he has concerns this is fly tipping and inappropriate behaviour. It was suggested putting an article in the Parish Magazine in the first instance as a whole concern for the village as this does happen in other areas as well, that the Parish Council would like it known that in certain areas we have noticed grasscuttings and other plants have been fly tipped on public land and that parishioners should be made aware this is a crime Action: Clerk.			Clerk
234/19	Park in St. Michaels Way:- Clerk reported both Solicitors are still liaising regarding the piece of land and nothing has been heard to date Action: Keep Pending – Next Agenda.			Clerk
235/19	Community Disaster Plan - Update from Clerk:- Clerk reported details are now being finalised, numbers calculated and this would be finished by the next meeting and hopefully handed out to businesses Action: Clerk and include on the next agenda to update on actions.			Clerk
236/19	Clearance of Small Stream opposite Duck Pond:- Apologies from Cornwall Councillor J. Wood Action: Next Agenda.			Clerk
237/19	VE Day 70th Anniversary Celebrations on the 8th May 2020:- Councillor D. Inch reported there is a band booked for the evening called Motown Pirates. The whole event will be held at Roche Victory Hall. He has provisionally booked some games for out the front. There will be a Tea Dance held by the Lions in the afternoon. They are thinking of possibly doing something in the morning in the Car Park with a March up to the Memorial, similar to what happens on Remembrance Day, even a quick service in the Church. He suggested a free complimentary cream tea for everyone, possibly during the Tea Dance. It was suggested to have either pasties or soup following the march up to the memorial. The Social Club and organisers will take over the running of the Celebrations, however, they would require some funding from the Parish Council for this. It was suggested purchasing new flags and they could then in turn be passed to the Carnival Committee for future use in the village.			

	<p>Councillor M. Edyvean and D. Inch reported they would like to lawn out the area by the Tennis Courts when work is carried out on the hedge and it would also be nice to plant some trees in this area.</p> <p>It was agreed to leave in abeyance until Mrs. Burdon has agreed her preferences.</p>	
239/19	<p>Minor Repairs/Works in the Parish that may arise:- Weeds in Pharmacy have been actioned by the Parish Council. As agreed Clerk to send invoice in the sum of £100.00 for reimbursement Action: Clerk.</p>	Clerk
240/19	<p>A Way Forward for the Roche Tennis Courts Area:- Clerk reported she had had been in liaison with John Smith regarding signing of relevant document and he is on holiday until the 17th September and would then speak to him to arrange a date to sign the new Lease paperwork with Tim Julian and Derek Roach Action: Clerk</p>	Clerk
241/19	<p>Playing Fields Update (Including Update on Light on Playing Field Hedge):- Clerk reported the trampoline should have been delivered to MPL Contractors today and should be installed by the next meeting. We currently have the invoice and once installed it can be paid.</p> <p>Light on Playing Field Hedge:- Clerk reported paperwork had been received from SSE Enterprise Lighting for works on the deteriorated floodlight which had been signed and returned as agreed by Councillors (Proposed: Councillor B. Higman; Seconded: Councillor P. Jones) Action: Clerk</p> <p>Councillor M. Edyvean requested the Clerk to liaise with our current electric suppliers to establish whether we can get a cheaper tariff as we are now more energy efficient Action: Clerk</p>	Clerk Clerk
242/19	<p>Roche Public Conveniences/Bus Shelters:-</p> <p>Roche Public Conveniences:- Clerk reported the handwash units had been ordered and a date for installation would be notified in due course. As advised we need to arrange an Electrician to be on site and Nigel Dowrick was confirmed to appoint (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. I. Northey) Action: Clerk</p> <p>Clerk read a response received from Cornwall Councillor Mrs. Edwina Hannaford advising toilets are not within her portfolio and she believes this is an environmental department area so she has forwarded to Councillor Nolan and Officers for a response. She would, however, be happy to assist to try and find a solution. She has copied to Simon Mould who is Head of Localism and Devolution and would be in touch for further discussions.</p> <p>Bus Shelters:- None.</p>	Clerk
243/19	<p>Footpath Signs/Matters:- None.</p>	
244/19	<p>Working Group Party for the Village - Street/Road Signs in the Village/Parish and general tidy up of the Village/Parish as a whole:- Clerk reported on information received from Vicky Bundy as follows - The litter pick was very good, we had a new family turn up Mum, Daughter, Grandad and some children plus the usual group and Councillor J. Wood.</p>	

	<p>They collected about 10 bags of rubbish. Hopefully on the next one we will get a few more if not still all good and the village is looking quite litter free most of the time.</p> <p>Fund of money – High Street Hero’s Fund – email from Lisa Grigg Action: Clerk to pass to Vicky for comments and input and Clerk to arrange to make an application and include on the next agenda.</p> <p>Councillor D. Inch requested the possibility of washing/cleaning down village signs for future cleans which would also make a difference. Clerk to liaise with Vicky Bundy regarding this also Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p>
245/19	<p>Articles for Parish Council Website/Newsletter:- Clerk to include information from the litter pick about and details of the fly tipping issues in the village.</p>	Clerk
246/19	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Steve Harries – Defibrillator – It was agreed to include on the next agenda to discuss and to confirm we agree in principal but would include for discussion and approval next month Action: Clerk. Councillor Mrs. J. Oxenham suggested they contact the Roche Aid in Sickness Charity for the annual costs. 2. Cornwall Council - Tackling Dog fouling, Littering and Fly Tipping together 3. Cornwall Council Pensions - August 2019 Employer Newsletter 4. Cornwall Council - Appointment to Cornwall Council's Standards Committee 5. NHS Kernow Clinical Commission Group - For Urgent Response: Parish Council/Town Hall Meetings Date 6. RoSPA Playsafety Outdoor Playground Inspection Training Courses Routine Course in Exeter on 9th October 2019 7. Cornwall Council - Ethical Standards - Code of Conduct Training - 2019/20 8. St. Ives Climate Action Group - South East Cornwall Climate Emergency Event, Liskeard 1st September 2019 9. Cornwall Council - Incident Enforcement Report Card Training Dates 10. Steve Double – Meet your MP – St. Dennis 11. Cornwall Council - July Localism Monthly Report 12. Cornwall Council - Engagement Events - Day Services Support 13. Cornwall Council - Planning Conference 2019 14. Cornwall Council - Community Governance Review Update on Stage 2 15. Cornwall Council - Dogs on Beaches consultation 16. Cornwall Rural Housing Associated Limited - Cornwall Rural Housing Association Annual Review 17. Cornwall Council - Public Consultation on seasonal restrictions for dogs on beaches in Cornwall 18. Cornwall Council - Consultation re: Homelessness and Dogs on Beaches 19. Merlin MS Centre - Help Merlin MS Centre help people in your area with neurological conditions 20. RoSPA Play Safety Conference - 5th December 2019 in Birmingham 21. Cornwall Council - Localism Summit invitation 22. Cornwall Council - Training for City, Town and Parish Councils: Tackling Littering, Fly Tipping and Dog Fouling 23. Cornwall Council - Community Governance Review Update on Stage 2 24. September 2019 E-news from Steve Double MP 25. Cornwall Council - CGR Public Engagement Meeting: Newquay Area – Agenda 26. Clerks & Councils Direct Magazine 	Clerk

	27.Information from the Police and Crime Commissioner to China Clay Community Network (Circulated by Clerk for Councillor Mrs. I. Northey) 28.Cornwall Council - High Street Heroes Fund	
247/19	To arrange any Sub-Committee Meetings required:- None.	
248/19	Any Urgent Matters the Chairman considers relevant for this meeting:- Next Agenda – Christmas Tree Action: Clerk.	Clerk
249/19	Date of next Meeting:- Wednesday the 9 th October 2019 at 6.30pm in the Roche Victory Hall Large Committee Meeting Roche, Roche Victory Hall. There being no further business to discuss the meeting closed at 8.02pm	

Signature:

Chairman

Date: 9th October 2019