

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY 11<sup>TH</sup> APRIL 2018 AT 6.30PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. D. Inch (Vice-Chairman)
	Cllr. S. Harries	Cllr. G. Rowe	Cllr. Mrs. J. Oxenham
	Cllr. B. Higman	Cllr. Mrs. S. Tippett	Cllr. Mrs. I. Northey
	Clll. Cllr. J. Wood	Mr. Jordan Rowse	Mr. John Green

Minute	AGENDA ITEMS	Action
67/18	<b>Apologies for non-attendance:-</b> Councillor Ms. A. Carne	
68/18	<p><b>Jordan Rowse – Assistant from Steve Double’s Office – Section 106 Agreements:-</b> Jordan Rowse thanked the Parish Council for inviting him along to the meeting to discuss the Section 106 and Cills. He is happy to follow up anything raised this evening. He is also a Cornwall Councillor as well. Councillor B. Higman reported this will be unfair to not have Section 106 agreements especially with a large development to come. We would like some sort of reasoning as to why the Government is pushing it this way and letting this rural area down. Jordan Rowse advised this has been in about since 2010 and he completely understands the situation with regards to the rural areas. It was reported the areas that need this funding the most do not get it and the areas are being bombarded with housing and no help towards schools or any other infrastructure. Cornwall Councillor J. Wood advised that Cornwall Council are lobbying hard, but he would like to see our local MP lobbying as well on our behalf. We would like to be able to bid for funding, etc. Jordan Rowse reported as the Parish have a Neighbourhood Plan so there should be 25% of levy. Cornwall Council are looking at strategic pots or a pot that Town and Parish Councils can claim from. It is hoped details will come out later in the year, so Parishes are able to have a say. Councillor B. Higman reported the next large development is coming forward soon and it is believed the area of this development would not allow any of the children who would live in the estate would not be able to get into the local school, as part of the village cannot already get into the school. He is concerned that a large school could get built elsewhere and children sent off, which he would not like to see. We need Steve Double to fight for us on behalf of the whole situation. Councillor D. Inch understood the scheme but expressed concern regarding putting together and submitting applications which may be unsuccessful and time consuming, i.e. additional workload. It would mean the current school would need to be expanded, basically doubled in size, the ground is available for this. We want Steve Double to fight on behalf of the Cills, the biggest thing for our Parish is the School. It was resolved to send the minutes from the meeting of this evening with further notes from Cornwall Councillor J. Wood and Councillor B. Higman to Steve Doubles Office <b>Action:</b> Clerk</p> <p>Chairman thanked Jordan Rowse for attending the meeting this evening and looked forward to hearing further regarding the issues raised.</p>	<b>Clerk</b>

	Jordan Rowse left the meeting at 6.55pm.	
69/18	<p><b>Roche Community Disaster Plan Update in liaison with Mr. John Green:-</b> John Green reported he was in the police service and had served on quite a few disasters and so had considerable knowledge of what was required to be in place. After listening to the meeting this evening and hearing about children travelling out of the Parish to other schools, he had concerns about the increase of harm to them. There could be information to assist with this.</p> <p>A Community Plan allows the community to know exactly what do to in an emergency. The vast services will be dealt with by Cornwall Council and the Ambulance and Police Services. He felt the template currently held was very good, to be populated. There would also need to be a cascade system that would work if the telephones did not work as well. He suggested setting up a Civil Protection Group to keep the Community Disaster Plan and managed for example quarterly. Councillor D. Inch asked whether John Green would be happy to support the Plan. He confirmed he would definitely be interested as he enjoyed these types of plans and would be happy to take forward and finalise completion of details.</p> <p>It was resolved that John Green leads the Community Disaster Plan and liaises with Councillors D. Inch and S. Harries. John Green would draft and send ready for the next Parish Council Meeting (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman) <b>Action:</b> Clerk to forward our most up to date version of the Community Disaster Plan to John Green, copying in Councillors D. Inch and S. Harries and include on the next Agenda.</p> <p>Chairman thanked John Green for attending the meeting this evening. He left the meeting at 7.09pm. Thanks, were expressed to Councillor Mrs. I. Northey for recommending John Green to attend and come on board to assist with the Community Disaster Plan.</p>	Clerk
70/18	<b>Public Forum:-</b> It was agreed to include on the next agenda under this item (this is the time when public can come and talk about any matters they wish to raise or any items that are on the agenda)	Clerk
71/18	<p><b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> Councillor B. Higman declared a pecuniary interest in the small grant application received from Rueben Trethewey.</p> <p>Councillors B. Higman and D. Inch declared a non-registerable interest in respect of the solar grant application from Roche Victory Hall Social Club.</p>	
72/18	<p><b>Monthly Cornwall Councillor Report:-</b> Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> <li>• Anti-Social Behaviour – he has received concerns from local people who are saying they are possibly leaving the area due to these issues</li> <li>• Speeding – Chapel Road is a matter of urgency, following a meeting with Rachael Tatlow of Cormac Solutions. Thoughts are to complete designated parking spaces along Chapel Road, to hopefully encourage people to park staggered, to help prevent speeding at the same time.</li> <li>• Meeting with Highways for funding available to communities to changing the village back to a village. They would look to close the road from Victoria to Roche to all vehicles. The other downside is the road from Trezaise to Higher Stenalees would be closed for approximately 18 months.</li> </ul>	

	<ul style="list-style-type: none"> <li>• The situation with the Post Box is now becoming a joke and it is believed that possibly we should contact the local press.</li> <li>• Waste Bin at Poachers has now been emptied and taped over with a black bag, so it is sealed. There are several bags lined up outside from the Poachers which could be reported to fly tipping.</li> <li>• He would like help with regards to empty houses in the village as he would like to follow up these properties, any details forthcoming would be helpful.</li> <li>• Councillor Mrs. S. Tippett reported one of the bollards at the end of Old Lane had been removed an appeared at Tremodrett Road and it has now disappeared <b>Action:</b> Clerk to report to Rachael Tatlow of Cormac Solutions Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</li> </ul>	Clerk
73/18	<p><b>Confirmation of Parish Minutes from Meeting held on the 14<sup>th</sup> March 2018:-</b> Resolved the Minutes of the Monthly Meeting held on the 14<sup>th</sup> March 2018 as circulated be approved and signed by the Chairman (Proposed: Councillor S. Harries; Seconded: Councillor Mrs. S. Tippett)</p>	
74/18	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 14<sup>th</sup> March 2018:-</b></p> <p><b>Page 1 Min.42/18 Water Concerns nearby Little Rosemellyn Farm:-</b> Clerk reported she had not heard back from the Environment Agency to date, merely a read receipt.</p> <p><b>Page 2 Min.99/17 Post Box Removal:-</b> Clerk reported she had heard back as follows - As explained previously, the Postal Review Panel has no influence on where Post Boxes are sited, however I have again forwarded your email to the department who deal with Post Box issues for their consideration. It was agreed to forward our concerns to Steve Double, copying to the Cornish Guardian, Western Morning News and The Voice and to include in our newsletter report <b>Action:</b> Clerk.</p> <p><b>Page 3 Min.26/18(4) Planning Correspondence – Proposed Development at Thornton Close and others:-</b> Cornwall Councillor J. Wood reported that as there is a Neighbourhood Plan in place and Cornwall Council were unsure why a meeting was required. There are highlighted areas in the Neighbourhood Plan to be adhered to so no requirement to call a meeting at this time.</p>	Clerk
75/18	<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>PA18/02088 – Mr. R. Frost –</b> Demolition of outbuildings and construction of dwelling, Land and Outbuildings West of Kevond, Tremodrett Road, Roche – <b>Support</b> (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. S. Tippett)</p> <p><b>PA18/02632– Mr. R. Hocking CAD Architects Ltd –</b> Proposed replacement garage, Sunny Corner, Rosemellyn, Roche – <b>Support</b> (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman)</p>	Clerk  Clerk

	<p><b>PA18/03255 – Tregothnan Estates</b> – Pre-application advice for the development circa 150 dwellings (use of class C3) and associated access, infrastructure, landscaping and public open space, Land North of Harmony Road, Edgcumbe Road, Roche – <b>Our advice would be we feel at this present moment in time we are unable to sustain 150 houses, our suggestion would be that they reduce the speed in which they are trying to move forward, until such time as we are in a position to better understand our infrastructure, including the limitations of the local school. We would like to engage with them on a timescale of proposed development that follow the guidelines set out within the Neighbourhood Plan</b> (Proposed: Councillor B., Higman; Seconded: Councillor D. Inch)</p> <p>For information Only:-  <b>PA18/00835/PREAPP – Mrs. Tamsin Moorhouse</b> – Pre-application enquiry: works to existing garage to include single storey extension and change of use to ancillary accommodation for elderly relatives, 68 Harmony Road, Roche</p> <p><b>Planning Results Received:-</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>Granted (CAADs and LUs only)</b></p> <p><b>Planning Correspondence Received:-</b></p> <ol style="list-style-type: none"> <li>1. Cornwall Council – EN18/00402 – Alleged works not being carried out in accordance with approved plans PA14/10722 – foundations being dug on higher part of land and concerns over garage and turning area not being carried out, The Lodge, Little Treerank, Roche</li> <li>2. Cornwall Council – EN16/00867 – Alleged building work being put up in front garden, 40 Rock View Parc, Roche – Shed has now been removed. Breach remedied, and case closed accordingly.</li> <li>3. Letter from David Alcock – Potential Development of Thornton Close. It was suggested the affordable housing listed was self-build. It was resolved to respond as long as this complies with the guidelines of the Neighbourhood Plan we would invite them to come forward with an outline application, minus the affordable housing and change to self-build (Proposed: Councillor B. Higman; Seconded: Councillor J. Wood) <b>Action:</b> Clerk</li> <li>4. Cornwall Council – Changes to Cornwall Councils Planning Newsletters <b>Action:</b> Clerk to request all information to be available (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. I. Northey)</li> </ol>	Clerk															
76/18	<p><b>To consider registering The Poachers Inn, Roche as a Community Asset:-</b> It was resolved to include on the next agenda, allowing members time to read through documentation received thoroughly <b>Action:</b> Next Agenda.</p>	Clerk															
77/18	<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 B. Higman)</p> <table border="1" data-bbox="256 1854 1398 2101"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,496.92</td> <td>Bank Transfers 243,244,257</td> </tr> <tr> <td>AJH Services</td> <td>£380.20</td> <td>Bank Transfer245</td> </tr> <tr> <td>AJH Services</td> <td>£324.16</td> <td>Bank Transfer246</td> </tr> <tr> <td>Crystal Clear</td> <td>£56.00</td> <td>Bank Transfer247</td> </tr> <tr> <td>Duchy Cemetery's Limited</td> <td>£425.00</td> <td>Bank Transfer248</td> </tr> </table>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£1,496.92	Bank Transfers 243,244,257	AJH Services	£380.20	Bank Transfer245	AJH Services	£324.16	Bank Transfer246	Crystal Clear	£56.00	Bank Transfer247	Duchy Cemetery's Limited	£425.00	Bank Transfer248	Clerk Clerk
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80/18	<p><b>Appointment of Internal Auditor:-</b> Clerk produced a breakdown of the two Auditors that had been able to quote as the third was over-subscribed. Based on the Clerk's findings it was resolved to appoint Hudson Accounting (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman) <b>Action:</b> Clerk</p>	Clerk
81/28	<p><b>Roche Tennis Courts – Skateboard Park Request Update:-</b> Clerk read report received as follows:-</p> <ol style="list-style-type: none"> <li>1. We will apply for funding and raise the money for the skate park and for the inspection.</li> <li>2. We could let the children help with the fund raising.</li> <li>3. We would may be asking Mavericks to give us a price. Once we have a design. (They have and still in the process of building other skateparks. Newlyn East, Newquay and Par amongst others).</li> <li>4. When the skatepark is built then Rospa would come and inspect it before it is used (installation inspection) for £395 plus vat, todays price but could go up the longer it takes and the £90 annually after (every April).</li> <li>5. We would raise some extra funding for number 5 for a period of maybe 1 -2 years and then the Parish Council take over the responsibility.</li> <li>6. We will lock and unlock the skatepark when suitable (to be discussed between us and the Parish Council. Summer times later opening times). Also, to bear in mind there is no other skatepark that is locked up.</li> <li>7. We will keep checking on the skatepark but also allow the users to police it.</li> </ol> <p>Further information received as follows - I would also like to add the following to the proposal to be discussed tonight. I note that Parish Council is understandably concerned about liability claims. Under s.2(1) Occupiers Liability Act 1957 an occupier of premises can restrict, modify or exclude his duty to any visitor or visitors by agreement or otherwise. However, the Unfair Contract Terms Act 1977 prevents an occupier from excluding his liability for death or personal injury resulting from negligence, where the premises are used for the business purposes of the occupier. Therefore, if we are able to show that we regularly inspect the Skatepark ourselves and keep a clear log, in addition to the annual safety inspections and clear signs, we would unlikely be found to be negligent.</p> <p>In addition, users of a Skatepark would be held to be contributory negligible due to the very nature of the skate park. If a claim was to be made against the Skatepark, a Claimant would need to successfully show that</p> <ol style="list-style-type: none"> <li>A) Roche Skatepark were negligent, and</li> <li>B) that they did not know Injury could occur in using the Skatepark.</li> </ol> <p>In light of the above, I believe it would be unlikely for a claim to be successful. However, we could also look at indemnity insurance which would be funded via fundraising events.</p> <p>It was resolved to respond advising that under the current circumstances we have not received the information requested, therefore we are unable to move forward with this project request (Proposed: Councillor B., Higman; Seconded: Councillor Mrs. I. Northey) <b>Action:</b> Clerk and to include Future of the Tennis Courts on the next agenda for further discussion.</p>	Clerk
82/18	<p><b>Cemetery Matters (Including Any Applications for Memorials or Inscriptions):-</b> No Update.</p>	
83/18	<p><b>Playing Fields Update (Including Weekly Inspection of Playing Field):-</b> Councillor M. Edyvean reported the Playing Fields are being used very well at the current time.</p>	

	<p>Councillor M. Edyvean reported the street light has now been repaired. There were a couple of other issues that have now been dealt with.</p> <p><b>Weekly Inspection of Playing Field:-</b> Councillor M. Edyvean reported he compiled a new check list with the Clerk, which has been adhered to as per the Rospa Annual Inspection. He would also suggest attending future training with Councillor S. Harries.</p> <p>Quotation for weekly inspection received from Andrew Inglefield in the sum of £12.50 per week.</p> <p>Councillors M. Edyvean and S. Harries were both happy to continue with the weekly inspections of the Playing Fields as part of their roles at no cost to the Parish Council. It was resolved that Councillors M. Edyvean and Councillor S. Harries carry on as they currently are and to attend future training as required (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. S. Tippett)</p>	
84/18	<p><b>Roche Public Conveniences/Bus Shelters:-</b></p> <p><b>Roche Public Conveniences:-</b> Stainless Steel Plate – Clerk report details had not been forthcoming to date, but she would be speaking to the Plumber herself again over the next week and would follow up <b>Action:</b> Clerk.</p> <p><b>Bus Shelters:-</b> No update.</p>	Clerk
85/18	<b>Footpath Signs/Matters:-</b> None.	
86/18	<b>Anti-Social Behaviour in the Village and Possibility of introducing a Neighbourhood Watch Scheme:-</b> Councillor Mrs. S. Tippett reported on an incident recently in Tremodrett Road. She would like to set up groups of local contact numbers for residents to watch each other's properties. Chairman suggested there needs to be about 6-10 people to put in place. Councillor J. Wood suggested Councillor Mrs. S. Tippett speaks with John Green who is dealing with our Community Disaster Plan with the possibility of taking a Neighbourhood Watch Scheme forward.	
87/18	<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> Cornwall Councillor J. Wood reported he has a lot of interest and they have been waiting for the weather conditions to be right to commence the first round of works.	
88/18	<b>Articles for Parish Council Website/Newsletter:-</b> It was resolved to include details from the meeting this evening, including anti-social behaviour – to ensure people are calling 101 every time there is a problem. Details of the Roche Post Box concerns and how we have been following up to have located outside the Post Office.	Clerk
89/18	<p><b>Correspondence – Clerk listed correspondence and actions required:-</b></p> <ol style="list-style-type: none"> <li>1. Aquastorage System Cleansing Limited - Legionella Risk Assessments Local Councils</li> <li>2. Cornwall Council – St. Austell Place Story – Wednesday 9<sup>th</sup> May 2018 to be held at St. Austell College</li> <li>3. Great Western Railway – Extra Train Capacity for Devon and Cornwall</li> <li>4. Cornwall Community Land Trust – Half Day Seminar Hosted – Acquiring Land, Securing Funding, ensuring homes stay in the hands of local people forever – Friday 20<sup>th</sup> April 2018, 9.30am – 2.00pm at Truro City Hall</li> <li>5. Came &amp; Company – Council Matters Spring 2018</li> </ol>	

	<p>6. PKF Littlejohn LLP - 2017/18 AGAR and external auditor instructions</p> <p>7. Cornwall Council – Localism Newsletter</p> <p>8. AMV Playground Solutions – Planned Improvement at Roche</p> <p>9. Cornwall Council Pension Fund – LGPS Employee Contribution Bandings 2018-2019</p> <p>10. The Cornwall Community Foundation – Cornwall Glass Grants Programme</p> <p>11. Cornwall Council – Neighbourhood Planning E-Bulletin March 2018</p> <p>12. Cornwall Council - China Clay Community Network Panel Meeting - Monday 16<sup>th</sup> April 2018 to be held at Roche Victory Hall</p> <p>13. Luxulyan Neighbourhood Plan Steering Group - Luxulyan Pre Submission Neighbourhood Plan</p> <p>14. Cornwall Council - Section 38 Adoption Notification for the Development at Trezaise Road, Roche, St Austell</p> <p>15. Cornwall Council Pension Fund - Updated Rates and Adjustments Certificate - Employer contribution rate from 1st April 2018</p> <p>16. James Mustoe - Correspondence from Steve Double MP SDD/JM/Consultation</p> <p>17. Cornwall Council - Community Networks Highways Scheme</p>	
<b>90/18</b>	<b>To arrange any Sub-Committee Meetings required:-</b> None.	
<b>91/18</b>	<b>Any Urgent Matters the Chairman considers relevant for this meeting:-</b> None.	
<b>92/18</b>	<p><b>Date of next Meeting:-</b> Wednesday the 9<sup>th</sup> May 2018 at 6.30pm in the Roche Victory Hall Large Committee Meeting Room, which will be the Annual General Meeting, including Nominations of Chairman, Vice-Chairman, Officers and Committees. Apologies from Councillor Mrs. S. Tippett and she would be happy to remain on Committee's she is currently on.</p> <p>Meeting closed at 8.57pm.</p>	

Signature: .....

Chairman

Date: 9<sup>th</sup> May 2018