

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

IN THE MAIN HALL OF THE ROCHE VICTORY HALL

ON MONDAY, 5TH FEBRUARY 2024 AT 6.30PM

Present	Cllr. D. Inch (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. G Rowe (Vice-Chairman)
	Cllr. D. Yelland	Cllr. Mrs. H. Retallick	Cllr. P. Kent
	Cllr. Mrs. A. King	Cllr. M. Edyvean	Cllr. B. Kretowicz
	Cllr. Mrs. S. Tippett	Cllr. Mrs. L. Harrison	1 Member of Public

23/23	Apologies:- Councillor M. Taylor, Cornwall Councillor P. Guest	
24/24	Public Forum:- There was one member of public in attendance.	
25/24	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
26/24	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor P. Guest sent a report as follows:-</p> <ul style="list-style-type: none"> We are now back into the full swing of Council business and I have been kept busy so far this year. As you know, the new Waste Collection System began on our patch a couple of weeks ago. This is a major piece of work and anecdotally it appears to have gone fairly smoothly so far, there are bound to be teething problems, in fact I dealt with a couple myself which were swiftly resolved. Should you be approached by any resident with concerns, the easiest way to resolve it is by using the online reporting page. https://www.cornwall.gov.uk/rubbish-recycling-and-waste/new-food-waste-recycling-and-rubbish-service/ Two Fridays ago, I was at a briefing about 'Unauthorised Encampments' and what to do about them. Although it was primarily aimed at Holiday makers looking for a cheap holiday, the link that I have provided below can also be used to report any Gypsy and Traveller families who turn up unannounced. There are strict protocols in place, that kick in as soon as a report is received. If you would like more detail, I would be happy to expand on this. https://www.cornwall.gov.uk/environment/environmental-protection/environmental-crime/report-an-unauthorised-encampment/ Also last month, with my Vice Chair of the Licensing Committee hat on, I spoke at Full Council about the Licensing Act Policy Review we had carried out and recommending that it be adopted. It is a pretty dry piece of legislation that needs to be reviewed every couple of years and any alterations that reflect our changing times have to be accounted for. We have been working on this for a couple of months now and I was glad to see it voted for by 86 for, 0 against and 1 abstention. One major change that I advocated for was increasing the training for Staff regarding the spiking of drinks, something that would appear sadly to be on the increase. Hopefully, this will raise awareness of this heinous practice leading to its eventual stamping out. I had a really interesting 'Day Out' in Newlyn recently. I went to a Conference/Harbour tour hosted by the Cornish Fish Producers association. The fishing industry is a major contributor to the Cornish economy, for example, did you know that £50 millions worth was landed in 2022 or that up to 8,000 jobs are dependent on this sector. 	

	<p>The conference aimed to highlight just how important fishing is to our economy and what measures can be taken to protect and expand it.</p> <ul style="list-style-type: none"> • As you all know, I am heavily involved with the Children & Families Committee. I spoke at length at it last week, specifically on our Children in Care provision. Sadly, the number of children coming into care for a variety of reasons is on the increase. It seems that this is a nationwide trend, but I would like to reassure you that having worked with other local authorities 'up Country', Cornwall is head and shoulders above them, it is a very strong team filled with compassionate and very capable people. Speaking of our younger generations, I attended the latest sitting of Cornwall's Youth Council. I always enjoy these meetings, they are a very knowledgeable bunch, not afraid to ask awkward questions and certainly keep me on my toes. • Alongside my Committee work, I have been kept busy with residents' casework. The scale of issues varies from the relatively minor (although it is not minor to the resident concerned) to some quite serious and involved work. One thing that does not change is the volume of it that comes through to me. This to me is the most important part of my workload. To support, advocate for and generally help people is the reason that I stood for election in the first place. • As to matters 'more local', I recently had a site visit to meet with the TR7 people who are setting up a skateboard training centre at Victoria. I spent an interesting hour with them discussing their plans and aspirations. This is a very exciting project which will bring a new attraction to the Parish. It is currently subject to a funding application, once that has been approved, they aim to move quickly and hope to be up and running certainly before the summer holidays and hopefully for the Easter break. • I keep in touch with the Clerk and the Chair on a regular basis, but, if something does crop up, please do not wait for the next meeting, either drop me a line or give me a call at the time. <p>Chairman thanked the Clerk for circulating Cornwall Councillor P. Guest's report.</p>	
27/24	<p>Confirmation of the Minutes of the Monthly and Closed Meetings held on the 8th January 2024:- Resolved the Minutes of the Monthly and Closed Meetings held on the 8th January 2024 as circulated were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor Mrs. L. Harrison; Seconded: Councillor P. Kent)</p>	
28/24	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 8th January 2024:-</p> <p>Page 2 Min.253/23 Parking for Roche Rock:- Chairman reported he has reviewed and believe that no further action is required as there is already sufficient signage in place.</p> <p>Page 2 Min.31/23 Development on Old Poachers Site:- Clerk reported since the original response from Dylan Myers nothing further had been heard Action: Keep Pending.</p> <p>Page 2 Min.91/23 Penstraze Lane Update:- Response received advising they have had several suppliers out to assess the track and are expecting prices to be returned by the end of last week. Once a program is available, they will share so the Parish Council are able to advise residents and minimise any inconvenience caused Action: Keep Pending.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>Page 2 Min.284/23 Tree to be replaced in Cemetery:- Response received from the Contractor advising this was replaced before Christmas.</p> <p>Page 2 Min.310/23 Signage at Footpath nearby Footpath Pharmacy:- Response received from Chris Monk, Senior Countryside Officer advising the new post and sign was schedule for installation on the 5th February 2024 and they would pick up the old post at the same time, as it might be useful elsewhere if they need a short cut-off post. Chairman reported this has already been actioned.</p> <p>Page 2 Min.310/23 HGV Signage request nearby junction on old A30:- This matter is ongoing and being followed up by Cornwall Councillor P. Guest Action: Keep Pending.</p> <p>Page 2 Min.310/23 Terrible Condition of area surrounding and footpath into the Pharmacy:- Pharmacist spoke to me and requested our Contractors take a look and pass in a quote for him to approve. Chairman has requested this and we can send a quote to them and invoice them direct, to ensure they pay in advance Action: Keep Pending.</p> <p>Page 3 Min.323/23 Fibre Broadband to Roche:- This matter is ongoing and being followed up by Cornwall Councillor P. Guest Action: Keep Pending.</p> <p>Page 3 Min.323/23 Resident in Caravan at Victory Industrial Estate:- This matter is ongoing and being followed up by Cornwall Councillor P. Guest Action: Keep Pending.</p> <p>Page 3 Min.9/24 Moles in Cemetery:- Clerk reported she had heard from the pest controller on the moles advising he would be on site as soon as he could but he is currently inundated with rat calls. Since this he has been on site.</p> <p>Page 4 Min.15/24 Supplies and Litter Picks:- Clerk reported that Vicky Bundy and Griffiths are liaising and will report to me in due course any supplies required.</p> <p>Page 4 Min.16/24 Masterplan of Road Map and Time Events:- Clerk reported this had been received and circulated to Councillors.</p>	<p>Cwll. Cllr. P. Guest</p> <p>Clerk</p> <p>Cwll. Cllr. P. Guest</p> <p>Cwll. Cllr. P. Guest</p>
29/24	<p>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p><u>Planning Applications Received:-</u></p> <p>PA23/10204 – (DHL) – c/o Ron Coll – Already been approved as below.</p> <p>PA23/-9879 – Mr. & Mrs. Kelland – Construction of a new dwelling with associated access and parking provision, Land North East of Meadow Haven, Prosper Road, Road – Next Agenda, Extension of Time Granted.</p> <p><u>Planning Results Received:-</u></p> <p>PA23/00213 – Jack Corcoran– Notification under the Electronic Communications Code Regulations of the Intention to Install Electronic Communications apparatus, Communication Mast, Penstraze Lane, Roche – Closed – Advice Given</p>	<p>Clerk</p>

	<p>PA23/10204 – (DHL) – c/o Ron Coll – Application for Non-Material Amendment to PA22/03143 for the proposed development comprises the construction of a new industrial/commercial shed for logistics and distribution, use, including ancillary office floorspace, in addition to staff/visitor car parking and landscaping enhancements, namely (1) Amendment of brick spec from long format grey to standard format grey. (2) Amendment of cladding from smooth whit panels to profiled white sheets. 3) Minor amendments to fenestration and louvre setting out. (4) Gale ends changed from flat to pitched parapets and long elevation parapets reduced in height. Ridge height increased to change in cladding system and non-combustible insulation requirements. (5) Building FFL reduced by 200mm (FFLs were not included at Planning stage). (6) Substation relocated within car park area – no change in number of parking spaces as a result (still 22) or access arrangements. (7) Removal of pedestrian access along western boundary to allay security and safety concerns expressed by the end user (DHL), Land North of Victoria Commercial Centre, Victoria Business Park, Roche – Approved</p> <p>Planning Correspondence Received:- To be dealt with under closed items.</p>																																																													
30/24	<p>Monthly Accounts for Approval, including monthly bank reconciliation and budget monitoring:- It was proposed that the Council approve and accept the accounts for payments as circulated on schedules for the month of February 2024, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor D. Yelland; Seconded: Councillor G. Rowe)</p> <table border="1" data-bbox="212 969 1378 1771"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£2,285.99</td> <td>February 2024</td> </tr> <tr> <td>Crystal Clear Limited Bus Shelter Cleaning</td> <td>£68.00</td> <td>January 2024</td> </tr> <tr> <td>Amazon – Stationery</td> <td>£4.99</td> <td>Recycling Sacks</td> </tr> <tr> <td>AJH Services – Public Conveniences Clean</td> <td>£474.72</td> <td>January 2024</td> </tr> <tr> <td>Lanhydrock Garden Services - Maintenance</td> <td>£1,478.40</td> <td>December 2023</td> </tr> <tr> <td>Stephens Scown LLP – Registration of Land</td> <td>£211.20</td> <td>Legal Fees</td> </tr> <tr> <td>Duchy Cemetery’s Limited – Interment</td> <td>£475.00</td> <td>Retallick</td> </tr> <tr> <td>Amazon – Stationery</td> <td>£15.06</td> <td>Recycling Sacks</td> </tr> <tr> <td>British Gas – Electricity for Toilets</td> <td>£56.16</td> <td>5/12/23-4/1/24</td> </tr> <tr> <td>Lanhydrock Garden Services - Maintenance</td> <td>£528.00</td> <td>Willow in Park</td> </tr> <tr> <td>Wayne Kendall – Maintenance</td> <td>£925.00</td> <td>Bins/Benches</td> </tr> <tr> <td>Hiscox Insurance</td> <td>£369.37</td> <td>February 2024</td> </tr> <tr> <td>Crystal Clear Limited Waste Bin Emptying</td> <td>£918.00</td> <td>January 2024</td> </tr> <tr> <td>Biffa Waste Services Limited – Cemetery</td> <td>£175.32</td> <td>January 2024</td> </tr> <tr> <td>Roche Victory Hall – Hire Hall</td> <td>£30.00</td> <td>February 2024</td> </tr> <tr> <td>Roche Victory Hall – Post Office Cont.</td> <td>£86.66</td> <td>February 2024</td> </tr> <tr> <td>Crystal Clear Limited Bus Shelter Cleaning</td> <td>£68.00</td> <td>January 2024</td> </tr> <tr> <td>Receipt: Lloyds Bank – Interest</td> <td>£171.23</td> <td>January 2024</td> </tr> <tr> <td>Receipt: Cornwall Council – Interest</td> <td>£669.48</td> <td>January 2024</td> </tr> <tr> <td>Receipt: Alf Crocker – Clothes Bank</td> <td>£200.00</td> <td>Annual Rent</td> </tr> </table>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£2,285.99	February 2024	Crystal Clear Limited Bus Shelter Cleaning	£68.00	January 2024	Amazon – Stationery	£4.99	Recycling Sacks	AJH Services – Public Conveniences Clean	£474.72	January 2024	Lanhydrock Garden Services - Maintenance	£1,478.40	December 2023	Stephens Scown LLP – Registration of Land	£211.20	Legal Fees	Duchy Cemetery’s Limited – Interment	£475.00	Retallick	Amazon – Stationery	£15.06	Recycling Sacks	British Gas – Electricity for Toilets	£56.16	5/12/23-4/1/24	Lanhydrock Garden Services - Maintenance	£528.00	Willow in Park	Wayne Kendall – Maintenance	£925.00	Bins/Benches	Hiscox Insurance	£369.37	February 2024	Crystal Clear Limited Waste Bin Emptying	£918.00	January 2024	Biffa Waste Services Limited – Cemetery	£175.32	January 2024	Roche Victory Hall – Hire Hall	£30.00	February 2024	Roche Victory Hall – Post Office Cont.	£86.66	February 2024	Crystal Clear Limited Bus Shelter Cleaning	£68.00	January 2024	Receipt: Lloyds Bank – Interest	£171.23	January 2024	Receipt: Cornwall Council – Interest	£669.48	January 2024	Receipt: Alf Crocker – Clothes Bank	£200.00	Annual Rent	Clerk
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31/24	<p>Cemetery Matters (Including Any applications for memorials or inscriptions):- Larger Memorial application to be discussed in closed session as there are some queries.</p> <p>Paperwork from Biffa to set their price for a year for the large bin emptying. Resolved the Clerk completes and returns (Proposed: Councillor Mrs. L. Harrison; Seconded: Councillor Mrs. A. King) Action: Clerk.</p>	Clerk																																																												
32/24	<p>Minor Repairs/Works in the Parish that may arise:- None.</p>																																																													

	Clerk to send an email to Roche Cricket Club to request they clean up around their Score Hut as there is quite a lot of damage and debris Action: Clerk.	Clerk
33/24	Roche Park Recreation Area:- Councillor Mrs. L. Harrison reported in respect of the meeting from Wicksteed advising to proceed they required further information, (a) An idea of the equipment required; (b) The range of ages who will be using the equipment/area; (c) An idea of which material is required, steel or timber; (d) Full site address; (e) If there is a budget, are funds in place or to be raised. If in place, does this include cost of equipment, installation, and any required surfacing; (f) Any time frame to complete project; (g) Where on premises looking to install the equipment. A link showing the range of equipment was provided. Councillor Mrs. S. Tippett proposed a 5 year programme of requirements to help improve the park. Come up with suggestion to replace trampoline area and off pivot whirley bird to be replaced. Ask them for a plan of what these two items could be replaced with as they put them in initially, costs with safety surfacing, installation of equipment and supply of equipment. Quote for installation and lead time when placing an order Action: Clerk	Clerk
34/24	Roche Public Conveniences/Bus Shelters (Including use of Roche Football Club Car Park for temporary Bus Stop):- Public Conveniences to be discussed under closed session tonight. Request for Use of Roche Football Club Car Park for temporary Bus Stop:- Resolved to request Griffiths give consideration and send ideas around access in and out of the car park and keeping people off the grassed areas in the entrance, noting any damage that may be caused is put right and Clerk to also inform Roche Social Club, Roche Football and Crickets Clubs (Proposed: Councillor M. Edyvean; Seconded: Councillor Mrs. H. Retallick) Action: Clerk. Clerk reported on damage to the wooden bus shelter opposite Roche Pharmacy which she had reported to Cornwall Council. A response had been received advising after inspection they have been advised that a replacement bus shelter will be required due to the structural integrity of the shelter being compromised. They will replace with a shelter similar to the one recently installed outside the Clays Practice in the colour green and will keep the Parish Council informed of programme dates for works and shelter replacement. They also asked that if any further information became available about the third party who may have caused the damage they would appreciate knowing. An additional email was received today advising they have now received the quotation for a replacement shelter opposite the Pharmacy and asked the Parish Council to confirm we are happy for them to proceed in replacing the shelter. Resolved to confirm we approve (Proposed: Councillor G. Rowe; Seconded: Councillor D. Yelland) Action: Clerk.	Clerk Clerk
35/24	Footpath Signs/Matters:- Clerk and Chairman to go through the schedule for next year Action: Clerk/Chairman. Clerk reported the offer of LMP footpath cutting for 2024/2025 had been received in the sum of £1,417.74 in the Parish. Resolved to accept the offer received (Proposed: Councillor G. Rowe; Seconded: Councillor M. Edyvean) Action: Clerk. Councillor D. Yelland reported there is a cycle route sign that has been knocked down, details passed to Councillor P. Kent Action: Councillor P. Kent to report.	Clerk/Chair Clerk Cllr. P. Kent
36/24	Duck Pond and surrounding Land & St. Michaels Way:- Councillor D. Yelland suggested a clear up with the litter pick team as a volunteer working party to help with clearing earth off flagstones around the duck pond.	

	It was agreed to come up with a brief of what is required Action: Councillors to take a look and see what is required.	Cllrs.
37/24	Village Regeneration Works/Working Party for the Village:- No update.	
38/24	Roche By-Pass Scheme and related projects:- All updates are included on the Village and Parish Council Facebook pages as received. Councillor B. Kretowicz reported a lot of signs are getting caked in mud which need cleaning. Clerk to ask Griffiths and Rachael Tatlow of Cormac to clean signs in and around Roche Action: Clerk. Clerk to contact Rachael Tatlow of Cormac for a schedule of works for Edgcumbe Road Action: Clerk.	Clerk Clerk
39/24	Trees suitable for Roche Village, following felling of trees on Park Hedge:- Resolved to hold in abeyance, for park hedge works, once the electric company have removed trees, etc. Remove this item from the agenda Action: Clerk.	Clerk
40/24	Tregothnan Estates – Increase in Roche Football Ground Annual Lease:- Resolved to respond asking what their future plans are for increases, asking whether this is for the Cricket Field as well as the top Football Field. The Parish Council would like a copy of the lease documents, including a boundary map of what we are actually renting, including a copy of Terms and Conditions (Proposed: Councillor D. Inch; Seconded: Councillor D. Yelland) Action: Clerk.	Clerk
41/25	Rural EV Charging – Electric Vehicle Chargers in the Town/Parish:- Resolved to request a proposal for installation at Roche Victory Hall and Roche Football Club (Proposed: Councillor B. Kretowicz; Seconded: Councillor Mrs. S. Tippett) Action: Clerk.	Clerk
42/24	Articles for Parish Council Website/Newsletter:- Monthly newsletter report to be submitted, including information on D-Day Pink Badges which are available for purchase from Empire Medals Action: Clerk.	Clerk
43/24	Correspondence – Clerk listed correspondence and actions required:- <ol style="list-style-type: none"> 1. NALC – Events 2. CALC – Training Bulletin – Spring 2024 3. Gallagher Insurance – How to navigate the Changing Risk Landscape – Virtual Conference – Thursday 8th February 2024 4. Babble Ride Across Britain - Event Notification: Ride Across Britain - 7th-15th September 2024 5. NALC – Newsletter 6. NALC – Chief Executive’s Bulletin 7. December 2023 E-News from Steve Double MP 8. Cornwall Council – Affordable Housing Newsletter – January 2024 9. Cornwall Council – Town & Parish Council Newsletter: 12th January 2024 10. Duchy Defibrillators – 2023 Year in Review 11. Cornwall Council Pensions – January 2024 Employer Newsletter 12. Cornwall Council – Youth Service Provision in Cornwall – Member Inquiry 13. Great Western Railway – New Train Driver strike announced 14. CALC – D-Day 80 – 6th June 2024 – Pin Badges now available from Empire Medals 15. CALC – Strategic Review of Membership Services 16. Office of the Police & Crime Commissioner - You are invited to the launch of Criminal Justice and You - An essential guide for victims and witnesses 17. Office of the Police & Crime Commissioner - Let’s build bridges between police and our communities in Neighbourhood Policing Week 18. Cornwall Council – Have your say 19. Gallagher Insurance - Horizon – New Speakers Announced 	

	<p>20. CALC – Charitable Trusts – Training with Stephens Scown LLP on Wednesday 28th February 2024 at 6.30pm via Zoom & Local Councils’ involvement in charitable trusts on Wednesday 13th March 2024 at 6.30pm via Zoom</p> <p>21. St. Stephens in Brannel Parish Council – Supporting Neurodiversity – Training on Tuesday 19th March 2024 between 9.30am-4.30pm</p> <p>22. Great Western Railway – Industrial action until 6th February 2024</p> <p>23. Peninsula Transport - Consultation is closing soon – Peninsula Transport Strategy</p> <p>24. Gallagher Insurance - Horizon - How to Navigate the Changing Risk Landscape</p> <p>25. Cornwall Council - Planning News for Local Councils and Agents - Winter 2024</p> <p>26. Cornwall Council - Local Council Planning Training: 28th February 2024 - Preparing for a new Local Plan for Cornwall</p> <p>27. Cornwall Council – Important Measles information</p> <p>28. Steve Double MP - St Austell and Newquay Constituency 2024 priorities survey</p> <p>29. Office of the Police & Crime Commissioner - Police & Crime Panel Meeting 2nd February 2024</p> <p>30. CALC – Free Briefing: Preparing for a new Local Plan for Cornwall – Wednesday 28th February 2024 at 4.00pm via Microsoft Teams</p> <p>31. Great Western Railway - Advance notice of Network Rail re-signalling works in February & March</p> <p>32. Cornwall Council - New weekly food waste and fortnightly rubbish collection service</p> <p>33. Peninsula Transport - The 2024 Subnational Transport Body annual conference</p> <p>34. Cornwall Council - Cornwall Wellbeing Walk Leader Training courses</p> <p>35. Office of the Police & Crime Commissioner - PCC's weekly column- Green light for my plan to open more police station front desks</p> <p>36. Cornwall Council – Playing Pitch Strategy and Sports Facilities Survey</p> <p>37. Steve Double MP – January 2024 Updat</p>	
44/24	To arrange any Sub-Committee Meetings required:- None.	
45/24	Any Urgent Matters the Chairman considers relevant for this meeting:- None.	
46/24	<p>Date of next Meeting:- Monday 11th March 2024 at 6.30pm to be held in the Roche Victory Hall Large Main Hall, Roche Victory Hall.</p> <p>There being no further business to discuss the meeting closed at 7.06pm</p>	

Signature:

Chairman

Date: 11th March 2024