

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD BY SKYPE

ON WEDNESDAY, 10<sup>TH</sup> JUNE 2020 AT 6.30PM

Present	Cllr. D. Inch (Chairman) Cllr. M. Edyvean Cllr. Mrs. S. Tippett	Mrs. J. Burdon (Parish Clerk) Cllr. Mrs. I. Northey Cllr. Mrs. J. Norris	Cllr. G. Rowe (Vice-Chairman) Cllr. B. Higman Cwll. Cllr. J. Wood
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Minute	AGENDA ITEMS	Action
126/20	<b>Apologies:-</b> Councillors P. Ames, P. Jones, Mrs. J. Oxenham	
127/20	<b>Public Forum:-</b> No comments received. Clerk to include clear instructions to inform the public to let us know their email address so we can add them to the meeting if they wish to attend online <b>Action:</b> Clerk.	<b>Clerk</b>
128/20	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> None.	
129/20	<p><b>Monthly Cornwall Councillor Report:-</b> Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> <li>• Rules are changing so regular at the current time with regards to the pandemic. He touched on the R figure and concerns in the South West. These figures are distorted by Cheltenham and Bristol, so Cornwall is not as bad, the R figure would be down in the South West.</li> <li>• The number of people registering for help is going down. He pointed out that as a village we could apply for £3,000 as a recovery plan, for road markings, one way systems, etc., he only heard about this new scheme this morning. We can go through the Community Network Officer and it has been deferred for about a week. Some etching nearby the pharmacy was suggested. Councillors to put suggestions forward to Cornwall Councillor J. Wood.</li> <li>• Play Areas – It will be up to the Parish Council to decide when to re-open. Government are strongly advising that Play Areas are kept closed for the time being. Public Conveniences to be kept open, with safety audits and in place and suitable cleaning.</li> <li>• There is a push for campsites and hotels to re-open as 71% will more than likely go bankrupt.</li> <li>• Micro Educational Groups – suggestion of 4-5 children at a time – he is currently looking at this and the Government will come up with some guidelines, this may help for parents going back to work and the Schools not taking their children.</li> </ul> <p>Chairman thanked Cornwall Councillor J. Wood for his monthly report.</p>	
130/20	<b>Confirmation of Parish Minutes from the Meeting held on the 13<sup>th</sup> May 2020:-</b> Resolved the Minutes of the Monthly Meeting held on the 13 <sup>th</sup> May 2020 as circulated were confirmed as a true and accurate record and to be duly signed and ratified by the Chairman at a future physical meeting (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. J. Norris)	
131/20	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 13<sup>th</sup> May 2020:-</b></p> <p><b>Page 2 Min.315/19 Voluntary Community Benefit PA19/06776:-</b> Clerk reported a response had been received today advising they have been seeking to confirm the extension to the lease with the Site Operator with their internal development team.</p>	

	<p>As it stands, they are still waiting for agreement from the tenant to contribute to costs relating to the lease extension. Once this has been confirmed they will be able to set up the payment and notify the Parish Council <b>Action:</b> Keep Pending.</p> <p><b>Page 2 Min.315/19 Sheds erected on the junction of Belowda:-</b> Clerk reported that Cornwall Councillor J. Wood is continuing to follow this matter up, however, with Covid-19 a lot of matters are currently on hold <b>Action:</b> Keep Pending.</p> <p><b>Page 2 Min.289/19 Caravans in Roche Parish at Tregoss:-</b> Clerk reported that Cornwall Councillor J. Wood is continuing to follow this matter up, however, with Covid-19 a lot of matters are currently on hold <b>Action:</b> Keep Pending.</p> <p><b>Page 2 Min.91/20 WI Roche Rockers – Flower Boxes for the Village:-</b> Clerk reported a response had been received as circulated advising that Flower boxes this year, either side of the village at Roche Rock, Bugle Road and Harmony Road. They will make and maintain their own risk and follow Government Guidelines. Both locations are easily accessible and safe for maintenance and ease of removal if needed. Next year they will add flower boxes to Edgcumbe Road and Victoria Road and possibly other locations dependent on the new road. Costs are minimal this year as pallets have been given, flowers grown from seed by WI and given by The Eden Project. Handles from recycled rope, screws and nails have been donated along with the making of the boxes. Only cost will be the compost, 2 bags at £16.00 total approximately. Clerk reported she had confirmed to go ahead and requested invoices for payment.</p> <p><b>Page 2 Min.106/20 Woodland Barton – Kier Services Ltd – PA19/05680:-</b> Clerk reported that response received advising the comments would be sent to Cornwall Planning.</p> <p><b>Page 6 Min.117/20 Works by MPL in Playing Fields:-</b> Clerk reported that Danny from MPL had confirmed today he had not been able to get a quotation together for the meeting this evening <b>Action:</b> Keep Pending.</p> <p><b>Page 8 Min.124/20 Awards Scheme:-</b> Clerk reported that a write-up had been included on the Facebook Page and one response had been received which had been actioned and replied to.</p>	<p>Clerk</p> <p>Cwll. Cllr. J. Wood</p> <p>Cwll. Cllr. J. Wood</p> <p>Clerk</p>
132/20	<p><b>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</b> Clerk reported that proposals for planning applications will be sent with the following statement:- Due to the restrictions placed on the Parish Council as a result of the pandemic coronavirus, this response represents the opinion of Members of Roche Parish Council identified through a consultation process and will be ratified at the next appropriate meeting of the Parish Council.</p> <p><b>Planning Applications:-</b></p> <p><b>PA20/03740 – Mr. Ian Armstrong ARCO2 Architecture</b> – Reserved Matters application for appearance, scale and landscaping following outline approval PA17/02121 dated 8<sup>th</sup> May 2020 for the construction of B1 Unit, and 6 Residential Units (Plots 1,2,7,8,9 and 10), Storage Units at Withiel Turning, Withiel Road, Roche – <b>Support</b> (Proposed: Councillor B. Higman; Seconded: Councillor D. Inch)</p>	<p>Clerk</p>

**PA20/03825 – Mr. N. Lomax** – Hedgerow Removal Notice: Removal of a 45m hedgerow to facilitate extension of the runway, Roche Aero Club, Woodland Barton Farm, Wireless Road, Tremodrett, Roche – **Support Cornwall Council Environment Officer’s comments** (Proposed: Councillor B. Higman; Seconded: Councillor D. Inch)

Clerk

**For Information PA20/00954/PREAPP – Mr. Dylan Myers** – Pre-application advice for demolition of existing public house and erection of one building containing ten two bedroom dwellings, Poachers Inn, Fore Street, Roche

A letter of objection had been received from Mr. Brian Chapman and read out at the meeting. It was resolved to obtain an electronic model from Dylan Myers to circulate and send to Mr. Chapman and anyone else who may raise objections so they can see the proposals in more detail (Proposed: Councillor J. Wood; Seconded: Councillor B. Higman) We would also note the design has to be in keeping with Neighbourhood Plan when confirming we would like to see an electronic model, but we are minded to support some form of re-development on this site **Action:** Clerk

Clerk

**Update on PA18/09982 – Land at Edgumbe Road, Roche:-** Clerk reported that no response had been received to date from our email sent **Action:** Keep Pending.

Clerk

**Update on Land at Thornton Close, Roche:-** Clerk reported a response had been received from David Alcock advising this is progressing very slowly and has been held up by Covid-19 planning red tape. As soon as he gets more substantial positive news he would confirm **Action:** Keep Pending.

Clerk

#### **Planning Results Received:-**

**PA20/09951 – Mr. M. Upton** – Proposed construction of 6 new advertisement hoardings and retention of 7 existing advertisement hoardings (4 existing hoardings to be removed), Cornish Gateway Services, Victoria, Roche – **Approved**

**Planning Correspondence Received:-** Email from residents of planning application for PA20/03344 – Mr. & Mrs. Robinson – Proposed single storey side extension, 24 Plas Jowan, Roche detailing and explaining their current situation. Email from Planning Case Officer confirming she saw from the comments there was a little confusion regarding the access/garage. She has spoken with the applicant who has informed me that for a long time the garage has been used for other purposes and is not used for vehicles, as she drove past today she realised the applicant’s already park at the front of the property. As a result she does not imagine that the extension will have a significant impact upon current arrangements. Overall the proposal seems acceptable to her.

With this in mind she asked the Parish Council to let her know which of the following routes we would like to take: 1. Agree with her recommendation; 2. Agree to disagree; 3. Object with strong planning reasons. It was resolved to agree with the Case Officer’s recommendations (Proposed: Councillor B. Higman; Seconded: Councillor G. Rowe) **Action:** Clerk.

Clerk

Planning application for Fernlea Cottage PA20/00467 – It was resolved to confirm the Parish Council would like this to go to Committee (Proposed: Councillor B. Higman; Seconded: Councillor D. Inch) **Action:** Clerk.

Clerk

	Councillor J. Wood updated on the planning application PA19/00848 Retention and completion of dwelling with amended height/siting, Little Trerank, The Lodge, Access Road to Little Trerank, Roche which is the blue house – Cornwall Council will be going back through correspondence and Clerk and Councillors may be contacted to send in our correspondence.																																																										
133/20	<b>Land at Glebe Quarry Update:-</b> Councillor J. Wood reported there is no update for now but to leave on the agenda <b>Action:</b> Clerk.	Clerk																																																									
134/20	<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 B. Higman; Seconded: Councillor M. Edyvean) Motion Carried</p> <table border="1"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,714.29</td> <td>June 2020</td> </tr> <tr> <td>Cornwall ALC Limited</td> <td>£1,090.65</td> <td>Subscription</td> </tr> <tr> <td>British Gas – Electric for Toilets</td> <td>£11.84</td> <td>1/4/20-30/4/20</td> </tr> <tr> <td>Crystal Clear – Bus Shelter Cleaning</td> <td>£56.00</td> <td>May 2020</td> </tr> <tr> <td>Crystal Clear – Waste Bins/Litter Picking</td> <td>£308.00</td> <td>May 2020</td> </tr> <tr> <td>Lanhydrock Garden Services</td> <td>£5,310.00</td> <td>Grasscutting</td> </tr> <tr> <td>Cornwall Council – NNDR</td> <td>£77.00</td> <td>Mortuary Building</td> </tr> <tr> <td>Bob Thomas Tarmacadam Contractor</td> <td>£11,940.00</td> <td>Hedge/Courts</td> </tr> <tr> <td>DMC IT – Website Updating</td> <td>£22.50</td> <td>May 2020</td> </tr> <tr> <td>AJH Services – Toilet Cleaning</td> <td>£403.93</td> <td>June 2020</td> </tr> <tr> <td>Clear-Flow Limited</td> <td>£132.00</td> <td>Drain Clearance</td> </tr> <tr> <td><b>Receipt:</b> Western Power Distribution</td> <td>£37.84</td> <td>Wayleave</td> </tr> <tr> <td><b>Receipt:</b> Cornwall Council</td> <td>£1,038.34</td> <td>LMP Footpaths</td> </tr> <tr> <td><b>Receipt:</b> Robert Bunt Funerals</td> <td>£826.00</td> <td>Rowett</td> </tr> <tr> <td><b>Receipt:</b> Pigeon Club</td> <td>£180.00</td> <td>Ground Rental</td> </tr> <tr> <td><b>Receipt:</b> V.F. Wedlake Funerals</td> <td>£231.00</td> <td>Thomas</td> </tr> <tr> <td><b>Receipt:</b> Drew Memorials</td> <td>£56.00</td> <td>Thomas</td> </tr> <tr> <td><b>Receipt:</b> Cornwall Council – Interest</td> <td>£137.24</td> <td>June 2020</td> </tr> <tr> <td><b>Receipt:</b> Lloyds Bank – Interest</td> <td>£2.04</td> <td>June 2020</td> </tr> </table>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£1,714.29	June 2020	Cornwall ALC Limited	£1,090.65	Subscription	British Gas – Electric for Toilets	£11.84	1/4/20-30/4/20	Crystal Clear – Bus Shelter Cleaning	£56.00	May 2020	Crystal Clear – Waste Bins/Litter Picking	£308.00	May 2020	Lanhydrock Garden Services	£5,310.00	Grasscutting	Cornwall Council – NNDR	£77.00	Mortuary Building	Bob Thomas Tarmacadam Contractor	£11,940.00	Hedge/Courts	DMC IT – Website Updating	£22.50	May 2020	AJH Services – Toilet Cleaning	£403.93	June 2020	Clear-Flow Limited	£132.00	Drain Clearance	<b>Receipt:</b> Western Power Distribution	£37.84	Wayleave	<b>Receipt:</b> Cornwall Council	£1,038.34	LMP Footpaths	<b>Receipt:</b> Robert Bunt Funerals	£826.00	Rowett	<b>Receipt:</b> Pigeon Club	£180.00	Ground Rental	<b>Receipt:</b> V.F. Wedlake Funerals	£231.00	Thomas	<b>Receipt:</b> Drew Memorials	£56.00	Thomas	<b>Receipt:</b> Cornwall Council – Interest	£137.24	June 2020	<b>Receipt:</b> Lloyds Bank – Interest	£2.04	June 2020	Clerk
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135/20	<b>Review and Approval of Asset Register:-</b> It was resolved to accept the updated Asset Register as circulated <b>Action:</b> Clerk (Proposed: Councillor Mrs. S. Tippet; Seconded: Councillor M. Edyvean) Motion Carried	Clerk																																																									
136/20	<p><b>Cemetery Matters (Including Any Applications for Memorials or Inscriptions):-</b> Application from Drew Memorials for a Memorial Slab for the late Desmond Rex Thomas <b>Action:</b> It was resolved to accept this application as per our rules and regulations (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. I. Northey) Motion Carried</p> <p>Application from Kerrow Memorials for a kerbset for the late Terence Drew Pink <b>Action:</b> It was resolved to accept this application as per our rules and regulations (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. I. Northey) Motion Carried</p>	Clerk  Clerk																																																									
137/20	<b>Grasscutting Sponsors – Update from Councillors D. Inch:-</b> Chairman reported there has been no feedback at this time. <b>Action:</b> Next Agenda.	Clerk																																																									
138/20	<b>Minor Repairs/Works in the Parish that may arise:-</b> None.																																																										
139/20	<b>Playing Fields and Hardcore Area (Including Works proposed for the Tennis Courts and approval):-</b> Clerk reported she had been informed that the willow had been damaged in the Playing Fields. Clerk to report online to the police <b>Action:</b> Clerk.	Clerk																																																									

	<p>Clerk reported all the signs had been taken down in the Playing Fields advising it was closed. She would produce more and arrange for them to be put up on all entrances and in and around the area as well <b>Action:</b> Clerk.</p> <p>Clerk reported that Crystal Clear had advised that the Waste Bin in the Roche Football Club Car Park was being so well used that it was over-flowing every week and they had to pick rubbish up around it on the floor. They had asked whether another waste bin could be provided. It was resolved to use the double bin from the back of the Cemetery and exchange with smaller single bin (Proposed: Councillor M. Edyvean; Seconded: Councillor B. Higman) <b>Action:</b> Clerk.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
140/20	<p><b>Roche Public Conveniences/Bus Shelters:-</b> None.</p> <p><b>Roche Public Conveniences:-</b> Clerk reported the drains had backed up again and the drainage company had been called out this week.</p> <p><b>Bus Shelters:-</b> None.</p>	
141/20	<p><b>Footpath Signs/Matters:-</b> Clerk reported she had sent in the LMP Claim and the sum of £1,038.34 had been received for the financial year 2019-2020.</p>	
142/20	<p><b>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> Email received from Vicky Bundy advising that July sounds like a good time to re-start. She had noticed there was not too much litter around the main street area recently. However, she has been walking down towards the Goss Moor (past the retirement bungalows) and there is a lot of very old rubbish in the hedges and down the road past the cattle grid. She did, taking care, with gloves, picker and hoop recently pick up a bin bag full on one walk. Passers-by were saying well done and thank you, which was nice. It felt very good after apart from having to carry the bag back. She does not believe there will be a great deal about before July especially with Cornwall Services not being open but will monitor. The date for the next litter pick (even if just for regulars ensuring social distancing measures are complied with) would be Sunday 5<sup>th</sup> July 2020, 10.00am to 11.30am, meeting at the Roche Victory Hall Car Park and end up at the Roche Football Club, noting the ongoing events section in the Roche News needs amending to this effect <b>Action:</b> Clerk.</p> <p>She added that it may be worth noting that anyone who is interested to check with the Clerk the week before if there is any chance there is a need to cancel due to any change in Government Guidance.</p> <p>Email from David Edwards received advising he is ready to start as soon as allowed and also believes Sunday 5<sup>th</sup> July 2020 seems like a good date to aim to re-start.</p> <p><b>Action:</b> Clerk to remind Chairman and Vice-Chair of the first session.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
143/20	<p><b>Articles for Parish Council Website/Newsletter:-</b> Clerk reported that Rachel Wakeham had emailed to advise she is starting the magazine up in time for the July/August 2020 issue and would require information by the 15<sup>th</sup> June 2020. Chairman said it is good to hear it will be online and he is hoping it will also be delivered locally. Clerk to include report and amend and update the Village Clean information <b>Action:</b> Clerk</p> <p>It was suggested a report from the Chairman would be nice to see in the first magazine back in hard form <b>Action:</b> Chairman.</p>	<p><b>Clerk</b></p> <p><b>Chair</b></p>

144/20	<p><b>Correspondence – Clerk listed correspondence and actions required:-</b></p> <ol style="list-style-type: none"> <li>1. Active Cornwall - .Gov Guidance on the Phased Return of Sport and Recreation</li> <li>2. Imerys – Community Liaison Group – Cancellation of Meeting</li> <li>3. Cornwall Council – Voluntary and Community Sector Covid-19 Update – 15th May 2020; 22nd May 2020; 29th May 2020; 5th June 2020</li> <li>4. Cornwall Council – Town and Parish Council Covid-19 Update – 15th May 2020; 22nd May 2020; 29th May 2020; 5th June 2020</li> <li>5. Cornwall Wildlife Trust – Land Management Part 2 – Species and Landscape Survey</li> <li>6. CALC – Coronavirus – Information for Parish &amp; Town Councils</li> <li>7. Cornwall Wildlife Trust – Community Resources</li> <li>8. CALC – Guide to Risk Assessment</li> <li>9. Cornwall Council – Voluntary Sector Survey</li> <li>10. Cornwall Council – Maintaining our Community Infrastructure</li> <li>11. Cornwall Community Flood Forum – SW Property Flood Resilience Pathfinder: PFR Awareness Questionnaire</li> <li>12. Cormac Solutions – China Clay Community Network TROs</li> <li>13. Cornwall Council – Dog Control Public Spaces Protection Orders</li> <li>14. Environment Agency – Flood Risk Research Project – Can you Help?</li> <li>15. CALC – Meetings of Parish and Town Councils</li> <li>16. CALC – Guidance on re-opening your buildings from Cornwall Council’s Business Regulatory Support Service</li> <li>17. CALC – Re-opening of Public Toilets – Response</li> <li>18. CALC – Advice Notes: VAT on Digital Services (Zoom) and Homeworking</li> <li>19. Great Western Railway – GWR Celebrates Pride Month</li> <li>20. May 2020 E-News from Steve Double MP</li> <li>21. Office of the Police &amp; Crime Commissioner – Councillors Advocates Scheme</li> <li>22. Cornwall Council – China Clay Community Virtual Network Meeting – Monday 15th June 2020 at 6.00pm</li> <li>23. Cornwall Council – Victory Hall Car Park – Community Larder</li> <li>24. Cornwall Council Pensions – June 2020 Cornwall Pension Fund Employer Newsletter</li> <li>25. Cornwall Council – Opening High Streets</li> </ol>	
145/20	<p><b>To arrange any Sub-Committee Meetings required:-</b> None.</p>	
146/20	<p><b>Any Urgent Matters the Chairman considers relevant for this meeting:-</b> None.</p>	
147/20	<p><b>Date of next Meeting:-</b> Wednesday the 8th July 2020 at 6.30pm in the Roche Victory Hall Large Committee Meeting Roche, Roche Victory Hall or via Skype depending on the Country’s status next month.</p> <p>There being no further business to discuss the meeting closed at 7.07pm</p>	

Signature: .....

Chairman

Date: 8th July 2020