

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD

### IN THE MAIN HALL OF THE ROCHE VICTORY HALL

ON MONDAY, 11<sup>TH</sup> OCTOBER 2021 AT 6.30PM

Present	Cllr. D. Inch (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. G. Rowe (Vice-Chairman)
	Cllr. P. Jones	Cllr. M. Taylor	Cllr. Mrs. J. Oxenham
	Cllr. Mrs. A. King	Cwll. Cllr. P. Guest	1 Member of Public

Minute	AGENDA ITEMS	Action
259/21	<b>Apologies:-</b> Councillors D. Yelland, Mrs. H. Retallick, M. Edyvean, Mrs. S. Tippett, Mrs. L. Harrison	
260/21	<b>Public Forum:-</b> One member of Public in attendance, nothing to raise.	
261/21	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> Councillor M. Taylor declared a pecuniary interests in respect of two planning application results this evening – PA21/07341 and PA21/07342.	
262/21	<p><b>Monthly Cornwall Councillor Report:-</b> Councillor P. Guest reported as follows:-</p> <ul style="list-style-type: none"> <li>At the Full Council Meeting in County Hall Truro this month, I stood up and asked my first question. [Got a couple of 'hear, hears, so it didn't go too badly]. It was to the Cabinet Member for Transport regarding the mis-founded rumours about the A30 link road being shelved or delayed. I was re-assured that the project was on schedule, all legalities had been sorted out, the money was in the bank, everything had been signed off and we are hoping to have shovels in the ground by the end of the year. The rumour mill was started by an unfortunate typo on the A30 link road website that was picked up by an overzealous journalist. This has now been put to bed, not only by the answer I received in the chamber but also by an article in the front page of the St. Austell Voice. Personally, I cannot wait for the link to be started and completed, it will do a lot to alleviate the traffic problems we suffer, particularly in Roche, Bugle and Lockengate, and then we can look forward to putting in to place all the complimentary measures into our villages to improve the quality of life for our residents.</li> <li>I know that there is a lot of disquiet regarding planning applications from members of the Travelling Community within our division. Along with Cornwall Councillor Dick Cole, I have written to our heads of both planning and enforcement to seek clarity on the current policy. It would seem that although the policy is correct and fair, it does not necessarily appear to be being followed. I have sent a copy of the letter to our Chairman and Clerk and will report back when we receive an answer.</li> <li>I have spoken in the past about the joint Clay Country Strategy document, which aims to get our area recognised as a single entity for any future funding and infrastructure projects. In the last month, along with fellow Clay Country Councillors, I have met with Senior Council Officers. These meetings and subsequent discussions have been productive and they are slowly coming around to realising that in the past their work has been too 'Town-centric' and more focus needs to be given to our area.</li> </ul>	

	<ul style="list-style-type: none"> <li>• I had another productive meeting regarding the 20 is plenty campaign. It has been agreed that 4 pilot schemes across Cornwall will start shortly and if successful, a Countywide rollout will start next October. The campaign has a dedicated website and I would be happy to share the address if anyone is interested.</li> <li>• Like the Parish Council, I have written to CDC (copied to a lot of interested parties) opposing the Greenacres development proposal. They have acknowledged receipt of the letter, I was also pulled aside by the Cabinet member for Economic Growth and Development, who has offered to come over to Roche at some point for a pint and a chat. A bit of a fast ball, but, when it is organised it, I will invite both Councillors D. Inch and M. Taylor along.</li> <li>• I am afraid the Youth Club has been put on the back burner at the moment, [guilty as charged] but, hopefully, by the time of the Parish Council Meeting, I will have caught up with Councillor Mrs. L. Harrison and should be able to give you an update.</li> <li>• The bulk of my Committee work over the last month has been taken up by the Health and Wellbeing Board, particular emphasis has been on Mental Health and the Adult Education Board of which I have been elected Vice-Chair. The coming months focus will be work on the Children's and Families Committee, with particular emphasis on children in care.</li> <li>• I have been very busy recently working with and hoping to solve various housing, social care and mental health issues within the village. This is the bread and butter of my work, to help and represent residents is the main reason I stood for election in the first place. If you hear about anyone in the village who needs help, please let me know and I will do my best to assist.</li> <li>• Community Network Panel Meeting – he would be happy to feedback to the Parish Council.</li> </ul> <p>Chairman thanked Cornwall Councillor P. Guest for his report this evening.</p>	
263/21	<p><b>Confirmation of Parish Minutes from the Monthly Meeting held on the 13<sup>th</sup> September 2021:-</b> Resolved the Minutes of the Monthly Meeting held on the 13<sup>th</sup> September 2021 as circulated were confirmed as a true and accurate record and to be duly signed by the Chairman (Proposed: Councillor Mrs. J. Oxenham; Seconded: Councillor P. Jones)</p>	
264/21	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 13<sup>th</sup> September 2021:-</b></p> <p><b>Page 3 Min.310/20 Caravans in Roche Parish, including Victoria and other areas:-</b> Clerk reported that Cornwall Councillor P. Guest had compiled a list of all outstanding enforcement cases in Roche which had been circulated. He will continue to monitor and will send a response as soon as he received one <b>Action:</b> Cornwall Councillor P. Guest.</p> <p><b>Page 3 Min.315/19 Sheds erected on the junction of Belowda:-</b> Clerk reported that Cornwall Councillor P. Guest had compiled a list of all outstanding enforcement cases in Roche which had been circulated. He will continue to monitor and will send a response as soon as he received one <b>Action:</b> Cornwall Councillor P. Guest.</p> <p><b>Page 3 Min.289/19 Caravans in Roche Parish at Tregoss:-</b> Clerk reported that Cornwall Councillor P. Guest had compiled a list of all outstanding enforcement cases in Roche which had been circulated. He will continue to monitor and will send a response as soon as he received one <b>Action:</b> Cornwall Councillor P. Guest.</p>	<p><b>Clerk/Cwll Cllr. P. Guest</b></p> <p><b>Clerk/Cwll Cllr. P. Guest</b></p> <p><b>Clerk/Cwll Cllr. P. Guest</b></p>

	<p><b>Page 3 Min.195/21 Police &amp; Crime Commissioners Community Grants Fund:-</b> Clerk reported the next round of applications is to be sent in by 30<sup>th</sup> November, it is currently closed. Grants of up to £5,000 are usually awarded and the community and other local voluntary organisations can apply, it does not mention Parish Councils. Cornwall Councillor P. Guest is following up whether the Parish Council can apply for this or whether it has to be organisations <b>Action:</b> Keep Pending.</p> <p><b>Page 4 Min.322/32 Greenacres, Victoria Update:-</b> Clerk reported acknowledgement of correspondence sent had been received <b>Action:</b> Clerk and Cornwall Councillor P. Guest to follow up for a response.</p> <p><b>Page 4 Min.216/21 Daffodil Planting:-</b> Clerk reported an update had been received advising all bulk planting had taken place on the 29<sup>th</sup> September and was a big success. There were over 20 planning in total. The Roche Young Farmers and Guides are a credit to the village. They were extremely enthusiastic and 5 of the sacks were planted along the grass verge by the park also along the top of the wall behind on the wall opposite the toilets. They also weeded the planter by the park entrance and the two either side of the bench in the park. The Guides have said they will weed these again and planted a few spare bulbs there too. There was one remaining sack which the Guides will add to the ones going up through the Main Street. Photographs will be available in due course which will be included in the Village Newsletter. Vicky Bundy expressed a big thank you to everyone who helped and it was a fun couple of hours that everyone enjoyed.</p> <p><b>Page 4 Min.225/21 Urgent Tree Works:-</b> Response received with apologies for not responding, advising they have contacted the Environmental Team who are looking into our request and should contact us soon <b>Action:</b> Keep Pending.</p> <p><b>Page 4 Min.239/21 Imerys – Goonbarrow Tip Secondary Aggregates:-</b> A speed warning device would definitely be considered. The Parish Council will have a further opportunity to comment on this when the application is validated and goes out to consultation. These comments should definitely be included at this stage and will give the planning officer and highways department an opportunity to consider in more detail <b>Action:</b> Keep Pending.</p>	<p>Clerk/Cwll Cllr. P. Guest</p> <p>Clerk/Cwll Cllr. P. Guest</p> <p>Clerk</p> <p>Clerk</p>
265/21	<p><b>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</b></p> <p><b>Planning Applications:-</b></p> <p><b>PA21/07131 – Mr. D’Agostino &amp; Ms. Chasey</b> – Renovation of Brynn Mill and attached cottage with small design change and amendments to design of separate new dwelling (enabling development) approved under PA15/11460, Brynn Mill, Road from Demelza Road to Brynn Mill, Roche – <b>Support</b> (Proposed: Councillor D. Inch; Seconded: Councillor P. Jones) All in Favour</p> <p><b>PA21/08633 – Punch Partnerships (PML) Limited</b> – Erection of two dwellings (C3) on land adjacent to existing public house (Sul Generis), utilising existing access off Fore Street, with associated parking and hard and soft landscaping, and alterations to public house car park, The Rock Inn, 39 Fore Street, Roche – <b>Object - The Parish Council objects to the application due to <u>the poor quality of the external design, especially on the South West elevations, which does not meet the requirements of the Neighbourhood Plan in a</u></b></p>	<p>Clerk</p>

**highly sensitive location.** This despite the applicant claiming to have taken into account the Neighbourhood Plan and the associated Design Guide (which plan policy requires them to respond to). If the Neighbourhood Plan and its design policy is to have any meaning, it is incumbent on Cornwall Council to refuse permission. The Parish Council regret that the applicant did not follow the policy set out which recommends they seek pre-application advice and consultation with the Parish Council given the sensitive location, as the design issues could have been addressed had they done so. Should the applicant choose to withdraw the application, and failing that when the application is refused, the Parish Council would welcome the opportunity to work with the applicant to agree the modifications needed to meet the Neighbourhood Plan policies and design code and achieve a proposal that will be supportable. In addition, the Parish Council also objects to the detailed garden layout, which gives no access to the rear of the Public Conveniences for maintenance. Suitable access should be agreed with the Parish Council (this has been possible from the current car park until now). The site is located in the historic area of Roche identified in Fig 2.8 of the neighbourhood plan. Policy F1 of the spotted plan states “Within the historic areas of Roche Village (the area in Fig 2.8) development of proposals should be consistent with the locally distinctive character of the Village as identified in the Roche Village design Guide. Proposals which fail to meet these requirements will be resisted.” This site is especially sensitive - opposite the listed Church, adjacent to the war memorial, next to the historic pub buildings, and with the protected fairground site to its rear. The junction it faces is also the gateway into the historic part of the village for vehicles coming from the South, which will be framed by the church to the west of the junction and these new buildings to the east. It is therefore critical that the frontages of the proposed buildings enhance and are appropriate to this historic context. This is a requirement of the neighbourhood plan adopted policies, in line with the NPPF and the recommendations (supported by Government) of the ‘Building Better, Building Beautiful’ commission and the governments draft Model Design Code. The Parish Council draw the attention of Cornwall Council and the applicant to the design code, which the proposals need to be consistent with under policy F1 above. This sets out a series of tasks, the following of which are not met by the proposals:

- Task 1: Making a positive contributions towards character. This policy specifically highlights the importance of this site - “Development must make a positive contribution towards the distinctive character and form of the Parish as a whole and Roche Village in particular, especially the older parts of the Village, and relate well to its site and its surrounds, especially views from and to Roche Rock and the Church.” This site relates directly to the Church, and to the historic pub, so this task is directly applicable. The proposed treatment of the frontages and roofs of the buildings is however poor quality, reminiscent of standard modern estate housing, not the historic buildings. Notably roof tiles should be slate (not fibre cement), widows larger and with appropriate set backs (and traditional form and white, not grey), and doorways similarly of traditional design and set back. The Porches if retained at all should similarly be carefully designed to traditional Cornish vernacular, though Porches are not a usual design feature in the historic buildings in Roche/Cornwall. Stone cladding on the lower portions with white render above is not a traditional local vernacular; more appropriate would be

Clerk

render at ground level and slate hanging above (as with a number of the better older cottages on Fore Street), or at least a traditional rough render similar to the pub. Task 2: Appropriate building style: “Building style must be appropriate to the context, but not use recent poorer development as an excuse not to achieve excellent design quality drawing on the best of the Parish as a whole. Buildings within Roche Parish historically were typically simple, of good proportion and in harmony with their environment, built to withstand the extremes of climate or ground conditions. In general building forms should be simple and draw inspiration from local building traditions.” The only local buildings of similar style in Roche to the proposed use of stone cladding below with render above, small modern windows, fibre concrete tiles and modern porches are precisely the recent poorer quality developments. The proposals should be amended as per the design guide to use traditional proportions and set backs re windows, slate roofs, and appropriate mix of render/slate hanging. The location by the church and pub is especially sensitive, and the designs should reflect this in line with the Neighbourhood Plan and design guide. We regret that the applicant has failed to follow the explicit advice in the design guide (given its location adjacent to the Church) that “Any development that may affect a listed building or its setting must be discussed with heritage officers at Cornwall Council and with the Parish Council at an early stage of the planning and design process. Layout design should follow historic patterns of development rather than modern ‘estate’ layouts” - had this advice been followed more appropriate designs could have been mutually agreed in advance of application. Task 3. “Complementing and enhancing character. Developers must demonstrate through a Design and Access Statement and accompanying documents how any proposed development complements and enhances the character, form and qualities of the community. The statement and accompanying drawings must provide sufficient detail for proposals to be properly understood.” The applicant has claimed to have done this, but the actual designs clearly show otherwise. We note the applicants heritage statement attempts to excuse its failure to follow the design code by arguing that the Neighbourhood Plan design policy is out of date as predating the NPPF - which is simply inaccurate. The Neighbourhood Plan policies were drawn up and examined in 2017 under the 2012 NPPF, and no revisions to the NPPF have rendered these policies out of date. On the contrary, national policies requiring good design and beauty have been strengthened since the Neighbourhood Plan was adopted. Task 6: “The form and structure of new development must ensure that a sense of place is retained and created, demonstrating the highest standards of design which respect its context, setting, local village-scape and landscape character.” This section emphasises that “*recent development often lacks both physical and visual connections to the historic fabric and is composed of largely standardised house builder ‘products’. There is now the aspiration for a reassessment of this approach, not only in the siting of development but also in its character, form and quality, towards an alternative based upon and reflecting the timeless elements found locally to create a sense of place and character that is in harmony with the historic settlement pattern and character*”. Sadly the proposed treatment of the critical SW elevations in particular (facing the street), and roofing material, is precisely that of modern standardised housebuilder product and ignores the design code regarding materials and

proportions. Task 7: “New Building Design. Design of new buildings should draw from and enhance the character, form and identity of Roche through high quality bespoke responses which are specific to the site.” In particular this task outlines the importance of proportion, with the detailed text emphasising: *“The rhythm of the buildings and houses in the historic core, in terms of frontages and at a more detailed level, the ratio of solid (wall) to void (windows and door), materials, predominance of pitched roofs and vertical emphasis to windows should be used to inform the way in which elevations are handled within new development. The above is not intended to invoke stylistic preferences, merely to ensure that the design of new buildings is consistent with the quality of form and character in the best of Roche Parish. The design of windows is one of the most important factors influencing the character and appearance of new buildings. Certain styles suit certain types of houses and traditional window designs will not be appropriate in all cases. However, many of the typical proportions, details and means of opening which are characteristic of older properties can be adapted to suit new buildings and help them fit in with their surroundings. In general, window and door styles should be kept simple, well proportioned, and of a style that suits the character of the building, normally with a strong vertical emphasis to the openings and a deep (at least 50mm) reveal (ie the setback of doors and windows from the outer face of the wall”*. None of this has been taken into account in the proposals - despite the very sensitive location. Task 8: “Complementary materials. Materials within the development must complement the best architectural character and quality of the historic development styles of Roche Parish.” The task goes on to outline materials used should be natural and indigenous. Specifically it says use of reconstituted stone of the sort proposed is to be avoided, whilst slate hanging and slate window sills are supported. Task 10: “Traditional roofing materials. Design of new buildings should incorporate roofing materials and patterns that complement traditional roofing materials in the Parish.” This task goes on to explicitly reject the use of cement fibre slates proposed by this development. *“Silver grey natural slate in diminishing courses is typical of roofs in the parish and contribute greatly to its character. This there is a preference for natural slate to be incorporated within new development. Alternatives which might be considered include artificial slate only if this has a similar colour, texture, variety of unit sizes and diminishing coursing per local slate roofs. Avoid dark coloured slates as the effect can be very austere, and avoid cement fibre slates that create a dark, brittle and shiny effect and bland appearance. Ridge tiles are typically red or grey.”* Given none of these Design Guide tasks have been followed (adopted under Policy F1 of the local plan following examination by the inspector), the Parish Council is surprised that whilst the applicant’s heritage report acknowledges that the “new residential plots are co-visible with the church and its monuments”, it nonetheless claims “views will be of high-quality built form which successfully responds to the local vernacular and restores part of the village’s historic character in terms of converting the modern car park back to domestic use”. Clearly this is not an accurate description of the poor quality frontages and roofing material. The sensitivity of the site IS however accurately described, and we agree that the design response should indeed be in the words of the applicants heritage report “of high-quality built form which successfully responds to the local vernacular and restores part of the village’s historic

character “. It is regrettable these words do not describe the submitted designs . The Parish council look forward to the application being either withdrawn or refused, and hope to work with the applicant to agree detail design changes to meet policy F1 of the Neighbourhood Plan and the design code. Although Roche Parish Council objects to this application on the grounds set out above, in principle the Parish Council agrees the location is a suitable site for two dwellings of this scale and welcomes the following elements: (a) The retention of the existing boundary walls, trees, and hedges. (b) The building positioning, and the parking provision (both for the pub, and for the two homes). (c) The incorporation of the chimneys, providing visual interest and historic reference, in line with the Neighbourhood Plan design guide, albeit as the design guide notes brick is not the usual material used locally and a painted render finish should be considered. One final question, what money is being invested back into the Public House? (Proposed: Councillor D. Inch; Seconded: Councillor P. Jones) All in Favour

**PA21/08835 – Mrs. Amy Sole** – Proposed extension, 41 Tregarrick Road, Roche – **Support** (Proposed: Councillor Mrs. J. Oxenham; Seconded: Councillor Mrs. A. King) All in Favour

Clerk

**PA21/07933 – Mr. & Mrs. Jon Dennis** – Proposed single storey extension, refurbishment of existing kitchen and associated works, 19 Shires Way, Roche – **Object – The new section should have been a hipped roof, to ensure the same on both sides, i.e. to match the existing. There are concerns this would affect the light in neighbouring property be shadowing otherwise** (Proposed: Councillor Mrs. A. King; Seconded: Councillor P. Jones) All in Favour

Clerk

The following application is dealt with under this version, the Parish Council received two letters as the application description was amended so the second letter is just advising of this situation:-

**PA21/08405 – Mr. Andrew King** – Variation of Condition No. 1 (List of approved plans) and No. 3 (Extent of non-food and drink retail area) of permission PA15/04057 dated 10/8/15 to allow for additional non-food and drink retail areas to be provided, and for the approved plans to reflect the permitted TRSA, Cornwall Services, Victoria, Roche – **Support – However, there was a query on the percentage between retail and food – Michael – Can you enlighten on this and should we note something in our returning comment?** (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. J. Oxenham) All in Favour

Clerk

**PA21/08417 – Mr. Mrs. Armstrong & Mr. & Mrs. Davies** – 2 No. proposed apartments (change from the B1 office use approved under PA20/03740, with minor changes to approved design), B1 Plot Hweg Rosva, Roche – **Support** (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. A. King) (1 abstention)

Clerk

**PA21/08216 – Mr. Richard Freeman, Pivotal Development Services Ltd** – Change of use from 16-bed HMO to supported living centre (C2). The construction of a s-storey side and rear extension, first and second floor addition over existing single storey structure, installation of external stair and 8 roof lights to the main building known as Glencoe and the construction of a single storey side extension to an existing outbuilding to facilitate conversation

to 10 no. supported living units with communal hub, meeting room and office (C2). All associated site works including landscaping with variation of condition 2 of decision PA20/11008 dated 1/4/21, 22 Harmony Road, Roche – **Support** (Proposed: Councillor Mrs. J. Oxenham; Seconded: Councillor P. Jones) All in Favour

Clerk

**PA21/05080 – Mr. Chris Ford, Greggs PLC** – Advertisement consent for a proposed Greggs sign to be affixed to existing Cornwall Services totem sign, Cornish Gateway Services, Victoria, Roche – **Object – This sign only adds to the sense of clutter already in place. We would like your companies and others to take the opportunity to change and make one sign for all businesses to use to tidy the area up and make it more pleasing on the eye** (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. J. Oxenham) All in Favour

Clerk

**Planning Results Received:-**

**PA21/06201 – Mrs. Julie Burdon, Roche Parish Council** – Construction of a small multifunctional wheeled sport/skateboard park, Roche Sports and Social Complex, Trezaise Road, Roche – **Approved**

**PA21/08335 – Roger Hicks and Jackie Bond** – Minor fenestration changes, twisting of the house footprint and site of garage in order to comply with Western Power safe working zones for construction of PA20/03740, Storage Units at Withiel Turning, Withiel Road, Roche – **Approved**

**PA21/08449 – Julie Burdon, Roche Parish Council** – Tree works to various tree species, St. Gomonda's Church Open Space, Fore Street, Roche – **Approved**

**PA21/07341 – Lord Matthew Taylor** – Proposed conversion of former coach house to a dwelling with associated amenity space and parking, Former Coach House and Stables, The Old Rectory, Fore Street, Roche – **Approved**

**PA21/07342 – Lord Matthew Taylor** – Listed Building Consent for proposed conversion of former coach house to a dwelling with associated amenity space and parking, Former Coach House and Stables, The Old Rectory, Fore Street, Roche – **Approved**

**PA21/02264/PREAPP – Gridserve Sustainable Energy and Cornwall Gateway Services** – Pre-application advice for the creation of a photovoltaic array to provide power for recently consented electric vehicle charging hub at Cornwall Services, Land at NGR 200443 62511 Victoria, Roche – **Closed – Advice Given**

**PA21/08126 – Widdows** – Single storey flat roof kitchen extension to connect rear of property to sun room which is to become lounge, Killarney, 111 Trezaise Road, Roche – **Approved**

**Planning Correspondence Received:-** Residential Uses in Town Centres – Councillor M. Taylor reported this is a national problem. He has followed up with several Planning Officers and discussed. He is now going to discuss with the new Secretary of State for a response. Cornwall Councillor P. Guest to also follow up with Louise Wood of Cornwall Council **Action:** Cornwall Councillor P. Guest.

Cwll. Cllr.  
P. Guest



266/21	<b>Update on Glebe and Self-Build Lane:-</b> Clerk reported a response had been received advising this property is under offer with detailed terms being finalised between parties. It was agreed to leave off the next agenda <b>Action:</b> Clerk.	<b>Clerk</b>																																																																								
267/21	<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 P. Jones; Seconded: Councillor G. Rowe)</p> <table border="1" data-bbox="197 387 1347 1339"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,979.39</td> <td>October 2021</td> </tr> <tr> <td>PKF Littlejohn LLP</td> <td>£480.00</td> <td>External Audit Fee</td> </tr> <tr> <td>Lanhydrock Garden Services</td> <td>£2,224.80</td> <td>August 2021</td> </tr> <tr> <td>British Gas – Electric for Toilets</td> <td>£37.98</td> <td>2/8/21-4/9/21</td> </tr> <tr> <td>South West Water</td> <td>£285.74</td> <td>24/6/21-21/9/21</td> </tr> <tr> <td>EAH Boscawen Estates – Ground Rent</td> <td>£250.00</td> <td>Football Club</td> </tr> <tr> <td>EAH Boscawen Estates – Ground Rent</td> <td>£20.00</td> <td>Cricket Club</td> </tr> <tr> <td>EAH Boscawen Estates – Ground Rent</td> <td>£10.00</td> <td>Tregoss</td> </tr> <tr> <td>Crystal Clear Limited – Waste Bins</td> <td>£412.00</td> <td>September 2021</td> </tr> <tr> <td>EDF Energy</td> <td>£65.27</td> <td>1/7/21-30/9/31</td> </tr> <tr> <td>South West Drains</td> <td>£102.00</td> <td>Drain Clearance</td> </tr> <tr> <td>Cornwall Waste Solutions Limited</td> <td>£195.00</td> <td>September 2021</td> </tr> <tr> <td>Came &amp; Company Insurance</td> <td>£235.20</td> <td>Fidelity Increase</td> </tr> <tr> <td>Roche Victory Hall – Hire Hall</td> <td>£25.00</td> <td>October 2021</td> </tr> <tr> <td>Duchy Cemetery’s Limited – Interment</td> <td>£80.00</td> <td>Edwards</td> </tr> <tr> <td>Lanhydrock Garden Services</td> <td>£1,1120.40</td> <td>September 2021</td> </tr> <tr> <td><b>Receipt:</b> Cornwall Council – Interest</td> <td>£97.68</td> <td>September 2021</td> </tr> <tr> <td><b>Receipt:</b> HMRC – VAT Reimbursement</td> <td>£2,308.34</td> <td>June-July 2021</td> </tr> <tr> <td><b>Receipt:</b> Roche Football Club</td> <td>£1.00</td> <td>Annual Lease</td> </tr> <tr> <td><b>Receipt:</b> Roche Cricket Club</td> <td>£1.00</td> <td>Annual Lease</td> </tr> <tr> <td><b>Receipt:</b> Co-op Funeral Services</td> <td>£738.00</td> <td>Webb</td> </tr> <tr> <td><b>Receipt:</b> HMRC – VAT Reimbursement</td> <td>£666.99</td> <td>August 2021</td> </tr> <tr> <td><b>Receipt:</b> Cornwall Council</td> <td>£1,307.00</td> <td>Reimbursement</td> </tr> <tr> <td><b>Receipt:</b> Kerrow Memorials</td> <td>£58.00</td> <td>Edwards</td> </tr> </table> <p>Business Rates – Clerk reported she had claimed relief on the Small Business Rates on the Mortuary Building in the Cemetery from 1<sup>st</sup> April 2020 as correspondence had recently been received advising we could claim this. This resulted in an overpayment of £1,307.00 which has been repaid up to date.</p> <p>CIL Neighbourhood Payments – Clerk reported paperwork had been received to be signed and returned in respect of a payment which we should be receiving this month (Proposed: Councillor; Seconded: Councillor) <b>Action:</b> Clerk.</p>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£1,979.39	October 2021	PKF Littlejohn LLP	£480.00	External Audit Fee	Lanhydrock Garden Services	£2,224.80	August 2021	British Gas – Electric for Toilets	£37.98	2/8/21-4/9/21	South West Water	£285.74	24/6/21-21/9/21	EAH Boscawen Estates – Ground Rent	£250.00	Football Club	EAH Boscawen Estates – Ground Rent	£20.00	Cricket Club	EAH Boscawen Estates – Ground Rent	£10.00	Tregoss	Crystal Clear Limited – Waste Bins	£412.00	September 2021	EDF Energy	£65.27	1/7/21-30/9/31	South West Drains	£102.00	Drain Clearance	Cornwall Waste Solutions Limited	£195.00	September 2021	Came & Company Insurance	£235.20	Fidelity Increase	Roche Victory Hall – Hire Hall	£25.00	October 2021	Duchy Cemetery’s Limited – Interment	£80.00	Edwards	Lanhydrock Garden Services	£1,1120.40	September 2021	<b>Receipt:</b> Cornwall Council – Interest	£97.68	September 2021	<b>Receipt:</b> HMRC – VAT Reimbursement	£2,308.34	June-July 2021	<b>Receipt:</b> Roche Football Club	£1.00	Annual Lease	<b>Receipt:</b> Roche Cricket Club	£1.00	Annual Lease	<b>Receipt:</b> Co-op Funeral Services	£738.00	Webb	<b>Receipt:</b> HMRC – VAT Reimbursement	£666.99	August 2021	<b>Receipt:</b> Cornwall Council	£1,307.00	Reimbursement	<b>Receipt:</b> Kerrow Memorials	£58.00	Edwards	<b>Clerk</b>
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268/21	<p><b>Cemetery Matters (Including any applications for memorials or inscriptions):-</b> Application from Kerrow Memorials for a new Cremation Tablet for the late Alun Edwards <b>Action:</b> It was resolved to accept this application as per our rules and regulations (Proposed: Councillor G. Rowe; Seconded: Councillor D. Inch) Motion Carried</p> <p>Waste Bin Contract with Crystal Clear is currently being actioned <b>Action:</b> Clerk.</p>	<b>Clerk</b>																																																																								
269/21	<b>Minor Repairs/Works in the Parish that may arise:-</b> None.																																																																									
270/21	<b>Support Project for the Village – Update from Site Meeting:-</b> Chairman reported he had no update.																																																																									
271/21	<b>Playing Fields and Hardcourt Area, including Skateboard Park:-</b> Chairman reported along with Councillors they met Maverick on-site.																																																																									

They were very professional and know exactly what they are talking about and know what they want. All old mesh fencing to be removed and it was hoped they would carry out the work but they have recommended a fencing company. Stage payments have been agreed. The final payment is not due until 12 months after the build, when finished Rospa will come into inspect and in 12 months time they inspect again and then if all is fine the final payment is due. They are going to cut a new entrance through the middle of the site and will put hardcore, following this the Parish Council will need to put in a new hard surface. This will give emergency access to the whole site for safety.

Minor Works Contract paperwork received. Resolved to sign and return (Proposed: Councillor G. Rowe; Seconded: Councillor M. Taylor) **Action:** Clerk.

Clerk

Email from Mavericks advising works would commence today (11<sup>th</sup> October). Drainage issues reported to Clearflow to investigate and clear, actioned today (11<sup>th</sup> October). Fencing – Clerk to obtain a quote from the company recommended by Maverick and circulate to Councillors by email **Action:** Clerk.

Clerk

Letters to local businesses for support – Clerk reported she had liaised with the Chairman and they had slightly adapted the letter and she was now in the process of sending out to local businesses **Action:** Clerk.

Clerk

Legacy Zone Outdoor Gym – Email received from Wicksteed regarding the Chestpress/Pull Down Unit advising they have now designed an adapter for this equipment and their Engineers will be attending site within the next few weeks to carry out work; this work will of course be carried out under warranty at no cost to the Parish Council. Their Engineer will contact the Clerk once he has a proposed date for carrying out the work.

Stuart from Rospa confirmed that Rospa carries out an Annual Assessment and Risk Assessment and this can be used as the fourth quarter if you like. He believes Cormac have people on the Register of Play Inspectors International but I cannot remember if they cover your area therefore it would be wise for you to check that they are. In terms of the scope of the Inspections the Routine is a visual inspection aimed at your litter picker who has a glance at the equipment when passing looking for any obvious defects which may arise from vandalism etc. The Operational Inspection is more detailed and checks stability and wear parts of all equipment. The Annual Inspection provides compliance of equipment and subsequent Risk Assessment for identified defects hope this helps.

Inspection by Cormac – Clerk reported a response had been received advising they are able to provide a quarterly operation inspection and requested a list of the equipment in the play area and they would confirm a price. Clerk confirmed a list had been sent and we were waiting confirmation of the cost **Action:** Keep Pending.

Clerk

App for Weekly Inspection – Clerk reported this was called iauditory. Clerk had checked on her mobile and if Councillors who are going to carry out the inspection download the app on to their mobile it will come up as iauditor – inspection checklist.

	Chairman noted the zip wire equipment has been painted but we do not know who has done it, they have done an excellent job.	
272/21	<b>Roche Public Conveniences/Bus Shelters:-</b> No update.	
273/21	<b>Footpath Signs/Matters:-</b> Chairman and Clerk reported they had liaised with David Edwards who is happy to walk some of the public footpaths and report issues to them, so these can be relayed directly to our Contractor.	
274/21	<b>Update on Duck Pond and offer to the Parish Council:-</b> Clerk reported all paperwork has been returned and we are waiting to hear back with details of the hand over of the land.  Email from local parishioner in respect of the small triangular piece of land that backs onto their fence. They would like the opportunity of purchasing it if possible as they would like to create a space they could use and plant some trees and have a wild flower garden to attract bees, insects and birds. They realise the Parish Council are in the process of acquiring the land but wanted to ask the question. It was agreed the Parish Council are not interested in selling the land <b>Action:</b> Clerk.	Clerk
275/21	<b>Update on Youth Club for Roche:-</b> Cornwall Councillor P. Guest reported there is no update at the present time.	
276/21	<b>Wooden Crosses for Remembrance Day:-</b> Councillor Mrs. A. King produced a wooden cross. It was suggested to ask for them to be slightly taller and painted white with a poppy insert. Councillors are delighted and thanked Councillor Mrs. A. King for assisting on this project <b>Action:</b> Councillor Mrs. A. King/Clerk to send number required.	Cllr. Mrs. A. King/ Clerk
277/21	<b>HM The Queen's Platinum Jubilee – Wildflower Planting:-</b> It was agreed to keep on the agenda and discuss again at the next meeting for suitable sites <b>Action:</b> Clerk/Councillors.	Clerk/ Cllrs.
278/21	<b>The Measured Mile:-</b> Email from David Edwards - As The Measured Mile was originally an NHS initiative some years ago, mentioned at the Parish Council meeting by John Wood, I have made the starting point of my suggested route from outside the Clays Practice, although as it is circular it could be started at any point. From the railings in front of the Clays Surgery, walk along Victoria Road to Fore Street. Turn right into footpath 24 by the pharmacy, along The Avenue to the church, turn left, down the hill and back to the surgery. Along the route, there are four benches and three bus shelters with seating. I have copied the Clays Practice into this email, in case anyone there has any comments or suggestions before the next Roche Parish Council meeting on Monday. As a consequence of being a keen walker, I have only had cause to visit the surgery once in 30 years, so none of the doctors are known to me. Councillor Mrs. A. King reported the new Manager of the Practice would be happy to take this forward.  Chairman asked whether David Edwards could come up with two routes, one incorporating the Duck Pond area as well. Clerk suggested allocating funds within the precept for this type of project, with a noticeboard, etc. Start points should be either Doctors, Pharmacy or Church.  Next Agenda <b>Action:</b> Clerk.	Clerk
279/21	<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> Re-design of Village – Chairman reported this is a project we need to start reviewing.	

	<p>Cornwall Councillor P. Guest to liaise with Steve Gudge and establish plans and designs originally circulated <b>Action:</b> Cornwall Councillor P. Guest.</p> <p>Next Litter Pick will be the first Sunday 7<sup>th</sup> November 2021 then every other first Sunday of the month. Going forward in 2022 subject to any changes dates will be as follows – 2<sup>nd</sup> January; 6<sup>th</sup> March; 8<sup>th</sup> May; 3<sup>rd</sup> July; 4<sup>th</sup> September; 6<sup>th</sup> November 2022.</p>	<p><b>Cwll. Cllr. P. Guest</b></p>
280/21	<p><b>Articles for Parish Council Website/Newsletter:-</b> Items from tonight's meeting to be included and Clerk would continue to update Facebook accordingly <b>Action:</b> Clerk.</p>	<p><b>Clerk</b></p>
281/21	<p><b>Correspondence – Clerk listed correspondence and actions required:-</b></p> <ol style="list-style-type: none"> <li>1. Cornwall Council – Town &amp; Parish Council Newsletter – 24<sup>th</sup> September; 8<sup>th</sup> October 2021</li> <li>2. Cornwall Council – Voluntary &amp; Community Sector Covid-19 Update – 24<sup>th</sup> September; 8<sup>th</sup> October 2021</li> <li>3. Plymouth City Council – Final call for comments on Peninsula Transport's vision for transport</li> <li>4. Office of the Police &amp; Crime Commissioner – Devon &amp; Cornwall Police Recruiting Special Constables</li> <li>5. CALC – Nominations open for NALC Committees and Leadership Posts 2022/23</li> <li>6. Office of the Police &amp; Crime Commissioner – Devon &amp; Cornwall Police and Crime Panel</li> <li>7. Cornwall Rural Community Council – The Inclusion Matters Service in Cornwall</li> <li>8. Great Western Railway – London Paddington Closure this Sunday morning</li> <li>9. CALC – Additional Code of Conduct Session – 17<sup>th</sup> November at 6.30pm</li> <li>10. Cornwall Community Flood Forum – Annual Conference</li> <li>11. Came &amp; Company Insurance – Changing Company name to Gallagher</li> <li>12. Office of the Police &amp; Crime Commissioner – PCC Volunteers Event</li> <li>13. Cornwall Council – Let's Talk Homes Survey</li> <li>14. Great Western Railway – Annual Stakeholder Conference – Monday 18<sup>th</sup> October</li> <li>15. Cornwall Council – Recharges for Elections May 6 2021</li> <li>16. CALC – Let's Talk Homes – Housing Strategy Survey for Cornwall</li> <li>17. Cornwall Council – Change of Date for China Clay Community Network Panel Meeting – Monday 18<sup>th</sup> October 2021 at 7.00pm.</li> <li>18. Cornwall Council – People's Climate Festival – November 2021</li> <li>19. CALC – Training Update</li> <li>20. CALC- CALC Executive Board Vacancies</li> <li>21. Rock Choir Cornwall – Possible Performance</li> <li>22. Cornwall Council – River Camel Phosphate Strategy Stakeholder Engagement – help identifying landowners within the River Came Catchment Area</li> <li>23. Office of the Police &amp; Crime Commissioner – Have your say on potential changes to Firearms Licensing</li> <li>24. Ocean Housing Group Annual Review 2020-21</li> <li>25. Office of the Police &amp; Crime Commissioner – Statement</li> <li>26. Cornwall Community Land Trust – Seminar – 20<sup>th</sup> October 2021</li> <li>27. LVSA – Consultation regarding licensed vehicles in Cornwall</li> <li>28. Office of the Police &amp; Crime Commissioner – Tell us where you feel unsafe using the new Home Office Mapping Tool</li> <li>29. Welcome to Gallagher</li> <li>30. Duchy Defibrillators – Newsletter 2021</li> </ol>	

	<p>31. Office of the Police &amp; Crime Commissioner – Road Safety – Call for Ideas  32. Citizens Advice Cornwall – Autumn Newsletter  33. CALC – Recommendations of the Board of Directors  34. Cornwall Council – St. Austell Footbank: Challenge Poverty Week  35. Cornwall Council – Survey – Housing Strategy  36. Steve Double MP – September E-News  37. CALC – Points of Light 2021 NALC Publications  38. Cornwall Council Pensions – October 2021 Employer Newsletter  39. Steve Double MP – Meet your MP – Newquay  40. St. Columb Major Town Council - Invitation to Remembrance Day Service for Chairman</p> <p>Clerk reported she had followed up with Rev. Paul Arthur to change the date of the Remembrance Day Service for 2022 from 3.00pm to 11.00am and was waiting for a response <b>Action:</b> Keep Pending and follow up.</p>	<b>Clerk</b>
<b>282/21</b>	<b>To arrange any Sub-Committee Meetings required:-</b> None.	
<b>283/21</b>	<p><b>Any Urgent Matters the Chairman considers relevant for this meeting:-</b></p> <p>Road Safety – Chairman advised the limit should be 20mph through whole village and there is a need for flashing speed cameras. We should be a pilot project. This village already has loads of lorries going through and with the bypass it would then become appropriate to have flashing speed cameras. Edgcombe Road, Victoria Road, Harmony Road, Bugle Road, (on all entrances into the village) additional signage on Roche Fore Street Hill, prior to Roche Pharmacy. We would welcome to be a trial sign, to ask Imerys for support from letter received and ask if they would sponsor two flashing cameras <b>Action:</b> Clerk/Cornwall Councillor P. Guest.</p> <p>Chairman suggested there was a need for a improved visual aid for viewing documents at the meetings, i.e. a screen fixed to the wall – Next Agenda for discussion, Parish Council to collaborate with the Social Club <b>Action:</b> Clerk to include on next agenda and Councillor D. Inch to obtain a quote.</p> <p>Councillor P. Jones reported on caravans on new A30 just opposite Belowda, where there are horses. Chairman reported he has visited the area and noted no-one is living there and it appears the caravans are being used for storage. Councillor P. Jones to establish who owns the piece of land on the A30 <b>Action:</b> Councillor P. Jones.</p>	<p><b>Clerk/ Cwll. Cllr. D. Inch</b></p> <p><b>Clerk/ Chairman</b></p> <p><b>Cllr. P Jones</b></p>
<b>284/21</b>	<p><b>Date of next Meeting:-</b> Monday 8<sup>th</sup> November 2021 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 8.23pm</p>	

Signature: .....

Chairman

Date: 8<sup>th</sup> November 2021