

# 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> JULY 2022 AT 6.30PM

Present Cllr. D. Inch Mrs. J. Burdon Cllr. D. Yelland  
(Chairman) (Parish Clerk) Cllr. Mrs. S. Tippet  
Cllr. Mrs. H. Retallick Cllr. M. Taylor Cllr. Mrs. A. King  
Cllr. P. Jones Cllr. P. Kent 9 Members of Public

Minute	AGENDA ITEMS	Action
209/22	<b>Appointment and Co-option of Parish Councillor, including Election to Committees and Organisations as necessary and signing of Declaration of Acceptance of Office:-</b> Chairman introduced Mr. Paul Kent to the meeting who duly signed his Declaration of Acceptance of Office. Clerk reported that Councillor Paul Kent is automatically enrolled on Planning, Finance and Burial Sub-Committees. Councillor Paul Kent expressed an interest to sit on the following Sub-Committee – Footpaths and also the China Clay Area Network Committee. It was agreed to include on both Sub-Committees (Proposed: Councillor Mrs. A. King; Seconded: Councillor Mrs. S. Tippet) <b>Action:</b> Clerk to update paperwork.	Clerk
210/22	<b>Apologies:-</b> Councillors G. Rowe, M. Edyvean, Cornwall Councillor P. Guest	
211/22	<b>Public Forum:-</b> There were 9 members of the public in attendance. Member of public raised the terrible bus services in the village, which are the worst there have ever been. There have been weeks with chunks of services missing. He would like the Parish Council to make a note this is the worst bus service we have ever had. There are quite a few older people that use the service that do not have internet access. Clerk to follow up with Cornwall Councillor P. Guest to follow up <b>Action:</b> Clerk.  Member of public reported he has come to rely on this bus service, along with his Wife. They cannot even get to Bodmin on the bus as it does not go there and they cannot afford a taxi. The bus service we previously had was wonderful and was one of the reasons they moved to the village and was able to get to Bodmin and St. Austell on a regular basis. A third member of the public also expressed concerns about the bus service. Agreed to include on the next agenda <b>Action:</b> Clerk.  Member of public attended to clarify some information on the planning portal for the property at Trerank. Topographical survey carried out for ground levels. Paperwork passed to the Clerk for Councillor M. Edyvean and Cornwall Councillor P. Guest <b>Action:</b> Clerk.	Clerk  Clerk  Clerk
212/22	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> Councillor D. Yelland declared a non-registerable interest in respect of the Planning Application for Mr. T. Allen – PA22/05020.	
213/22	<b>Monthly Cornwall Councillor Report:-</b> Apologies received from Cornwall Councillor P. Guest and report received and circulated as follows:- • Firstly, I would like to apologise for the lateness of my report.	

	<ul style="list-style-type: none"> <li>• Another busy month. Once a couple of Councillors did their usual political grandstanding and we managed to get down to business, I asked the Cabinet Member responsible about the provisions being put into place during the school holidays for those pupils entitled to free school meals. There is support available and I will get the details written up for circulation.</li> <li>• We are all aware of the current cost of living crisis, again, there is support available for the worst affected. Should you become aware of any local resident struggling, please let me know and I can help to point them in the right direction.</li> <li>• I am pleased to say that I was able to support the Roche Newsletter with a donation towards general printing and running costs from my Community Chest Fund.</li> <li>• I attended the Alun Griffiths Open Day at Roche Victory Hall. While I was there, I was able to support Rebecca Edmondson [their P.R. Officer] and fielded quite a few questions about the project. It was a very useful day as I held an unofficial surgery at the same time and managed to help a few residents with other matters.</li> <li>• The open day generated a lot of interest as did a similar event I attended at Treverbyn Parish Offices the previous week.</li> <li>• In the last couple of weeks, I have been involved with various events held in St. Austell, the unveiling of the controversial 'Earth Goddess' statue, the Pride event and, most rewardingly, a welcome party/open day at St. Austell Rugby Club for the Ukrainian families that have relocated to Cornwall. Fortunately, their spoken English was of a pretty good standard as my Russian is pretty rusty and my Ukrainian non-existent.</li> <li>• The current bus service, or lack of, is being addressed by myself, Steve Double and the appropriate senior Officers at Cornwall Council. I have been contacted by a lot of parishioners about this, and when there is any progress in the talks, I will share it with you.</li> <li>• There has been a change of personnel at the Forest for Cornwall, Stu Wood has left, and I have spoken to his replacement and brought her up to speed on what we are hoping to achieve. A site visit is in the process of being arranged.</li> <li>• Regarding the various matters that the Clerk and the Chair asked me to chase up, I will write to them separately with a progress report.</li> </ul>	
214/22	<p><b>Confirmation of the Minutes of the Monthly Main and Closed Meetings held on the 6<sup>th</sup> June 2022:-</b> Resolved the Minutes of the Monthly and Closed Meetings held on the 6<sup>th</sup> June 2022 as circulated were confirmed as a true and accurate record and to be duly signed by the Chairman (Proposed: Councillor D. Yelland; Seconded: Councillor P. Jones)</p> <p>Three members of the public left the meeting at 6.44pm.</p>	
215/22	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 6<sup>th</sup> June 2022:-</b></p> <p><b>Page 3 Min.90/22 CCTV:-</b> Cornwall Councillor P. Guest reported is still following up and would report back in due course <b>Action:</b> Cornwall Councillor P. Guest. Chairman.</p> <p><b>Page 3 Min.90/22 Waste Bin for Tremodrett Road:-</b> Cornwall Councillor P. Guest reported is still following up and would report back in due course <b>Action:</b> Cornwall Councillor P. Guest.</p>	<p><b>Cwll. Cllr. P. Guest</b></p> <p><b>Cwll. Cllr. P. Guest</b></p>

	<p><b>Page 3 Min.281/21 Remembrance Day Service for 2022:-</b> Clerk and Chairman reported following a meeting held, notes circulated the Service would be arranged for the morning as requested <b>Action:</b> Clerk.</p> <p><b>Page 5 Min.178/22 Penstraze Lane:-</b> Cornwall Councillor P. Guest reported is still following up and would report back in due course <b>Action:</b> Cornwall Councillor P. Guest.</p> <p><b>Page 9 Min.192/22 Legacy Tree Planting Project for Village:-</b> Cornwall Councillor P. Guest reported is still following up and would report back in due course <b>Action:</b> Cornwall Councillor P. Guest. Chairman.</p> <p><b>Page 11 Min.201/22 Child's Party on Land at St. Michaels Way:-</b> Clerk reported this will not be going ahead.</p> <p><b>Page 11 Min.203/22 Cash for Communities:-</b> Clerk reported that local organisations could not apply.</p>	<p>Clerk</p> <p>Cwll. Cllr. P. Guest</p> <p>Cwll. Cllr. P. Guest</p>
216/22	<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>PA22/03216 – Mr. Graham Entwistle</b> – Changes to the farmhouse: Replace single glazed wooden windows with double glazed windows. Replace and enlarge the PVC bathroom roof window. Replace the two existing doors with double glazed doors. Changes to the garden and outbuilding cited in the garden. Add a two-rail wooden fence to the top of the garden wall, secure the laundry and bin rooms. Secure the areas and change the rooms from a pitched roof inside and add a ceiling, with access to the loft space. Changes outside of the curtilage: move the current greenhouse and dismantle and remove the 6ft x 6ft. Apply a concrete base and dwarf wall and erect a greenhouse measuring. Concrete to be placed across the top of the field to provide hardstanding for livestock. Install a small garden summerhouse. Relocate the existing greenhouse to a new location, Lower Colbiggan Farm, Roche – <b>Resolved to go with the Heritage Officer's comments as per listed building</b> (Proposed: Councillor Mrs. H. Retallick; Seconded: Councillor P. Jones)</p> <p><b>PA22/03391 – Mr. Graham Entwistle</b> – Listed Building Consent for changes to the farmhouse: Replace single glazed wooden windows with double glazed windows. Replace and enlarge the PVC bathroom roof window. Replace the two existing doors with double glazed doors. Changes to the garden and outbuilding cited in the garden. Add a two-rail wooden fence to the top of the garden wall, secure the laundry and bin rooms. Secure the areas and change the rooms from a pitched roof inside and add a ceiling, with access to the loft space. Changes outside of the curtilage: move the current greenhouse and dismantle and remove the 6ft x 6ft ii). Apply a concrete base and dwarf wall and erect a greenhouse measuring. Concrete to be placed across the top of the field to provide hardstanding for livestock. Install a small garden summerhouse. Relocate the existing (14ft x 8ft) greenhouse to a new location, Lower Colbiggan Farm, Roche – <b>Resolved to go with the Heritage Officer's comments as per listed building</b> (Proposed: Councillor Mrs. H. Retallick; Seconded: Councillor P. Jones)</p>	<p>Clerk</p> <p>Clerk</p>

<p><b>PA22/04846 – Mr. &amp; Ms. Buckland</b> – Extend the existing affordable housing site to the south providing an additional sixteen units (four 4-beds, eight 2-beds and four 3-bed units), Wheal Rose, Roche Road, Bugle – <b>Resolved to go with the recommendations of the Case Officer, noting the comments in respect of highways from Treverbyn Parish Council</b> (Proposed: Councillor D. Yelland; Seconded: Councillor Mrs. H. Retallick)</p> <p>Three members of the public left at 7.02pm.</p>	<b>Clerk</b>
<p><b>PA22/05318 – Mr. Paul O’Mahoney</b> – Replace existing conservatory with a single-storey extension, 44 Victoria Road, Roche – <b>Support</b> (Proposed: Councillor Mrs. A. King; Seconded: Councillor P. Kent)</p> <p>Councillor D. Yelland declared a non-registerable interest in respect of the following application and abstained from discussion and vote:-</p> <p><b>PA22/05020 – Mr. T. Allen</b> – Construction of an agricultural building for storage of machinery and associated implements and tools, Land South of The Firs, Pentonvale, Roche – <b>Support</b> (Proposed: Councillor P. Jones; Seconded: Councillor P. Kent)</p>	<b>Clerk</b>
<p><b><u>Planning Results Received:-</u></b></p> <p><b>PA22/03042 – Mr. Sukhjinder</b> – Conversion and extension of guest house to 5 dwelling houses and associated works, Victoria Guesthouse, Victoria Road, Victoria, Roche – <b>Approved</b></p> <p><b>PA22/04821 – Mr. Ian Carter</b> – Non-material amendment (NMA1) in relation to Decision C2/08/00891 dated 11.11.2008 for change of materials to the rear elevation, footprint of building adjusted, minor adjustments to external wall to be moved away from the pub boundary wall and minor adjustments to window and porch positions, Land North of the Rock Inn, Roche – <b>Approved</b></p> <p><b>PA22/00866/PRE – Mr. &amp; Mrs. Hawke</b> – Pre-application advice for proposed change of use and conversion of existing Butchers Shop and outbuildings (B2) to four residential dwellings (C3), 7 Fore Street, Roche – <b>Closed – Advice Given</b></p> <p><b>PA22/03031 – Mr. Kevin Ackrell &amp; Mrs. Karen Tonkin</b> – Application for a Lawful Development Certificate for an Existing Use – Existing stables building and store building with concrete yard, Coldvreath Stables, Coldvreath Road, Coldvreath, Roche – <b>Granted (CAADs, PIPs and LUs only)</b></p> <p><b>PA22/03377 – Mr. &amp; Mrs. Sugden</b> – Loft conversion with dormer windows to front and rear, and also a balcony to rear, 16 Higher Trezaise, Roche – <b>Approved</b></p> <p><b>PA22/04109 – Mr. Forte</b> – Porch and rear extension with modifications to fenestration and associated works, Mount Pleasant Bungalow, Withiel Road, Roche – <b>Approved</b></p> <p><b>PA22/04206 – Mr. Adam Waite</b> – Submission of details to discharge Conditions 3 and 5 in relation to Decision Notice PA21/08633 dated 27/1/2022, The Rock Inn, 39 Fore Street, Roche – <b>S52/S106 and discharge of condition apps</b></p>	<b>Clerk</b>

217/22	<p><b>Monthly Accounts for Approval:-</b> It was proposed that the Council approve and accept the accounts for payments as circulated on schedule, including agreement with the bank reconciliation and budget monitoring as reported (Including a donation to the Village Magazine towards out monthly reports) (Proposed: Councillor D. Yelland; Seconded: Councillor P. Jones)</p>																																																																																		
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218/22	<p><b>Review and Adopt the following Annual Policies (a) Investment Strategy; (b) Segregation of Duties Matrix; (c) Model Standing Orders; (d) Code of Conduct; (d) Statement of Internal Control; (e) Risk Management Policy; (f) Risk Assessment; (g) List of Regular Payments for the year Under delegated powers:-</b> It was resolved to approve the documents as circulated (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. H. Retallick) <b>Action:</b> Clerk.</p> <p>Member of the public left the meeting at 7.11pm.</p>	Clerk																																																																																	
219/22	<p><b>Cemetery Matters (Including (a) Any applications for memorials or inscriptions; (b) Review Burial Regulations for approval with small amendments):-</b> No memorial applications received. Tree Survey for Roche Cemetery due to ash dieback issues – Cost will be £225.00. It was resolved to accept this quote (Proposed: Councillor Mrs. S. Tippet; Seconded: Councillor Mrs. H. Retallick) <b>Action:</b> Clerk.</p> <p>Clerk reported the Cemetery layout drawings which was still outstanding as she discussed with the Chair of Burials and they agreed best to do after the regulations had been approved, in relation to tombed gravespaces, so the correct sized were known <b>Action:</b> Clerk.</p>	Clerk  Clerk																																																																																	

	<p>Benches in Cemetery – Clerk reported she had left this in abeyance, pending arranging a meeting with the Surveyor at the same time <b>Action:</b> Clerk.</p> <p><b>Burial Regulations for Approval effective from the 1<sup>st</sup> April 2022:-</b> Councillors Mrs. A. King, D. Yelland and the Clerk had met and reviewed the regulations and fees and charges. Councillor D. Yelland wished to retract his proposal from the last meeting after due consideration of the requirements for the Cemetery. Chair of Burials proposed updates as circulated with regards to memorial sizes for tombed graves and updates to the fees adding an additional cost for an American style casket (including wording that memorials/cover slabs are centred) (Proposed: Councillor Mrs. A. King; Seconded: Councillor D. Yelland) <b>Action:</b> Clerk.</p>	<p>Clerk</p> <p>Clerk</p>
220/22	<b>Minor Repairs/Works in the Parish that may arise:-</b> None.	
221/22	<p><b>Playing Fields, Hardcourt Area, Skateboard Park:-</b> Repairs as per Rospa Report – Clerk reported Cormac are arranging a quote and apologised for the delay <b>Action:</b> Keep Pending.</p> <p><b>Arranging Rota for Weekly Park Inspections:-</b> Waiting to hear from Councillor M Edyvean <b>Action:</b> Councillor M. Edyvean.</p> <p>Chairman reported the white lines have been painted in the Roche Football Club Car Park today.</p> <p>Graffiti in skatepark – Clerk to ask Molly if she can clear <b>Action:</b> Clerk.</p>	<p>Cllr. M. Edyvean</p> <p>Clerk</p>
222/22	<p><b>Roche Public Conveniences/Bus Shelters (Including Buzz Stops planting by Eden Project):-</b> Water Bill being queried.</p> <p><b>Buzz Stops planting by Eden Project:-</b> Clerk reported that Vicky Bundy is still watering and has been in contact with Eden.</p>	
223/22	<p><b>Footpath Signs/Matters:-</b> Chair reported our Contractor has done a lot of strimming of the footpaths. We have carried out for the last 5 years but there are a few footpaths that need additional cutting. David Edwards is willing to inform us of the footpaths/bridleways that need additional cuts, which the Parish Council can then include on the contract, possibly along with some weed control, we can obtain advice on this matter (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. A. King) <b>Action:</b> Clerk/Chairman.</p>	Clerk/Chairman
224/22	<p><b>Update on Duck Pond:-</b> Clerk reported an update had been received today advising the website is now showing a completion date of the 21<sup>st</sup> July 2022 <b>Action:</b> Keep Pending.</p> <p>Chairman reported the hog weed has been reported to our Contractors, which has to be sprayed and removed completely.</p>	Clerk
225/22	<b>Update on Youth Club for Roche:-</b> No update.	
226/22	<b>Cornish Lithium Update:-</b> No update.	
227/22	<p><b>Village Regeneration Works/Working Party for the Village:-</b> Next Litter Picks will be the first Sunday of the month - 4<sup>th</sup> September; 6<sup>th</sup> November 2022. Update received from Vicky Bundy – There were 3 at the July litter pick and they focussed on collecting litter so no time for any week collection. It would definitely benefit the look of the main street.</p>	

	They collected 4 black bags and a broken closed footpath sign from the bamboo area. There is also a broken gate that is dangerous, which was put back as best as they could. There was also a decomposing hedgehog on the path. The sign itself was broken so placed in the large cemetery bin. It possibly needs some general maintenance for these types of jobs. She will be attending the new road display and was wondering if there was anything they could do, possibly for the village.	
228/22	<p><b>Vision Zero South West – Successful Grant Application – Next Steps – Updated information received:-</b> Email received from Rachael Tatlow, although no mention of a site meeting. Clerk has followed up requesting a date <b>Action:</b> Keep Pending.</p> <p>Clerk reported on email received from Imerys in respect of the funding from the Goonbarrow Tip Secondary Aggregates as follows – Part of the planning application agreeing to match fund the provision of a flashing speed sign in Roche, a S106 was drafted to ensure that the funding will be spent on the specific project in the sum of £10,000, to be a vehicle activated flashing speed sign. It was agreed to follow up with Rachael Tatlow of Cormac to establish how this funding comes to the Parish Council <b>Action:</b> Clerk.</p> <p>Chairman suggested noting three locations of where we want the signs and liaise with (Roche Hill, Harmony Road, Edgumbe Road) request site meeting <b>Action:</b> Clerk.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
229/22	<b>Registration of Land at Roche Football Club owned by the Parish Council:-</b> Clerk reported payment had now been made for work and details of confirmation of the registration was awaited <b>Action:</b> Keep Pending.	Clerk
230/22	<b>Discussion on Community Garden for Roche:-</b> No update.	
231/22	<b>Weed Treatment in the Village and clearance of weeds:-</b> Chairman reported the treatment has been carried out too late in the year. Clerk to follow up with a couple of other parishes to see who they use for weed treatment <b>Action:</b> Clerk.	Clerk
232/22	<b>Articles for Parish Council Website/Newsletter:-</b> Clerk reported there is no newsletter until September.	
233/22	<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 – 9<sup>th</sup> June, 1<sup>st</sup> July 2022</li> <li>2. NALC – Events</li> <li>3. CALC – Cornwall Council Briefing for Town &amp; Parish Councils on the County Deal</li> <li>4. Cornwall Area of Outstanding Natural Beauty – Management Plan 2022-2027</li> <li>5. Great Western Railway – Rail Strikes</li> <li>6. CALC – Chief Executive’s Bulletin</li> <li>7. CALC – Training Dates: Being a Good Chair/Code of Conduct</li> <li>8. CALC – Briefing: Protect Duty Implications, Event Safety and Emergency Management</li> <li>9. Cornwall Council – China Clay Community Network Panel &amp; AGM – Monday 13<sup>th</sup> June 2022 at 7.00pm</li> <li>10. Treverbyn Community Trust – Tackling the cost of living crisis</li> <li>11. Exeter University – Institute of Cornish Studies Enquiry</li> <li>12. Steve Double MP – May E-News</li> <li>13. Cornwall Area of Outstanding Natural Beauty – Job Vacancies</li> <li>14. Great Western Railway – Community Fund</li> <li>15. NALC – Newsletter</li> </ol>	

	<p>16. Great Western Railway – Strikes – Impact on Devon and Cornwall  17. Great Western Railway – National Rail Contract awarded to GWR  18. Cornwall Area of Outstanding Natural Beauty – Job Vacancies  19. In-tend Limited – Electronic Requirements  20. NALC – Dementia Survey  21. CALC – News and Job Vacancies  22. Great Western Railway – Rail Strike Reminder  23. Cornwall AONB – Job Vacancies  24. National Highways – A30 Indian Queens to Innis Downs preservative works  25. NALC – Job Listings  26. Utility Aid – Utility Review and Benchmarking  27. CALC – Protect Duty Implications, Event Safety and Emergency Management  28. CALC – Civility and Respect Project Newsletter  29. CALC – Information on proposed planning changes  30. Sarah Marshal – Tackling the cost of living crisis  31. Cornish Lithium – Drop in Sessions at Clay Tawc – 16<sup>th</sup>-18<sup>th</sup> June from 10am-12pm  32. Great Western Railway – Railway Strike Update  33. CALC – Training Bulletin – July and August 2022  34. Parish Council Solutions – Providing advice, guidance and support to Parish Councils across Cornwall  35. Citizens Advice Cornwall – Money Wise Up Project  36. Cornwall Council, Simon Mansell – Recruitment to Cornwall Council Standards Committee  37. Cornwall AONB – Job Vacancies  38. Cornwall Wildlife Trust – G7 LPNR Invite to Parish Representatives to link with the programme  39. Imerys – CLG Meeting at Par Moor Centre on Tuesday 19<sup>th</sup> July at 6.00pm in the Par Moor Centre Office  40. Cornwall Council Pensions – Employer Newsletter – July 2022  41. Cornwall Council – St. Austell to A30 Link Road – Presentation  42. Steve Double MP – June 2022 e-news  43. Cornwall Council – Licensing Act 2003 – Cumulative Impact Policies in relation to alcohol, entertainment and late night refreshment</p>	
234/22	<p><b>To arrange any Sub-Committee Meetings required:-</b> Closed Meeting regarding the Housing Development at Harmony Road/Edgcumbe Road, to be held on Thursday 21<sup>st</sup> July 2022 at 6.30pm. Clerk to follow up for an update next week before our meeting <b>Action:</b> Clerk.</p>	Clerk
235/22	<p><b>Any Urgent Matters the Chairman considers relevant for this meeting:-</b> Councillor M. Taylor requested to include an item on the next agenda in respect of what will happen in the village centre when the new road goes through, to also have a workshop meeting. Chairman requested an item to be included on the agenda going forward - Roche By-pass Scheme, and liaise with new Project Officer, Roger Gates <b>Action:</b> Clerk.</p> <p>Councillor Mrs. A. King reported she attended the China Clay Networks Meeting, and it was very interesting, and she also met and discussed complimentary measures in the village with Roger Gates.</p>	Clerk



	Grasscutting request from Roche Cricket Club for Parish Council Contractor to cut perimeter around ground once a month, while attending other areas of the Parish. They would be looking for work to be done from April to September each year and start as soon as possible for this season and would be happy to pay <b>Action:</b> Clerk to obtain quote to pass on from our Contractor.	<b>Clerk</b>
<b>236/22</b>	<b>Date of next Meeting:-</b> Monday 8 <sup>th</sup> August 2022 at 6.30pm to be held in the Roche Victory Hall Large Main Hall, Roche Victory Hall. There being no further business to discuss the meeting closed at 7.54pm	

Signature: .....

Chairman

Date: 8<sup>th</sup> August 2022