

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ICT SUITE, TREGEGALE BUILDING, ROCHE CP SCHOOL

ON WEDNESDAY, 11TH MAY 2016 AT 7.PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Edyvean
	Cllr. J. Smith	Cllr. P. Gale	Cllr. D. Laishley-Hayward
	Cllr. Mrs. I. Northey	Cllr. Ms. A. Carne	Cwll. Cllr. J. Wood
	1 Member of Public		

Minute	AGENDA ITEMS	Action
118/16	Apologies:- Councillor D. Inch, Mrs. S. Tippett, B. Higman, PCSO S. Tibbles	
119/16	Monthly Neighbourhood Beat Manager Report:- Apologies received from PCSO S. Tibbles reported.	
120/16	Monthly Cornwall Councillor Report:- Cornwall Councillor J. Wood advised he had no report this month.	
121/16	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillor J. Smith declared a non-registerable interest in any applications from Roche Brass Band.	
122/16	<p>Election of Chairman and Vice Chairman and Declaration of Acceptance of Office:- Councillor P. Ames was nominated for the position of Chairman (Proposed: Councillor P. Gale; Seconded: Councillor D. Laishley-Hayward)</p> <p>Councillor M. Edyvean was nominated for the position of Vice-Chairman, he duly accepted and signed his Declaration of Acceptance of Office (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor P. Gale)</p> <p>Action: Clerk to inform Cornwall Council of the positions for their records.</p>	Clerk
123/16	<p>Election of Sub-Committees:- Sub-Committees agreed as follows with Chairmen:-</p> <p>Finance: Councillors P. Ames (Chairman of Finance), D. Laishley-Hayward, Mrs. S. Tippett, M. Edyvean, J. Smith, P. Gale, B. Higman, Ms. A. Carne, Mrs. I. Northey, D. Inch</p> <p>Burial: Councillors Mrs. I. Northey (Chairman of Burial), J. Smith, D. Laishley-Hayward, P. Ames, Mrs. S. Tippett, P. Gale, B. Higman, M. Edyvean, Ms. A. Carne, D. Inch</p> <p>Footpaths: Councillors Mrs. S. Tippett, M. Edyvean, Ms. A. Carne</p> <p>Planning: Councillors M. Edyvean (Chairman of Planning), P. Ames, J. Smith, D. Laishley-Hayward, P. Gale, B. Higman, Mrs. S. Tippett, Ms. A. Carne, Mrs. I. Northey, D. Inch</p> <p>Playing Fields: Councillors D. Laishley-Hayward, M. Edyvean, P. Ames, Mrs. S. Tippett, D. Inch, Ms. A. Carne, Parishioners - PCSO Steve Tibbles, Martin Tippett, Parish Clerk</p> <p>(Proposed: Councillor D. Laishley-Hayward; Seconded: Councillor P. Gale) It was agreed to keep the same this year, apart from the change of Burial Chairman but Sub-Committee's to agree on Chairman at their first meeting.</p> <p>Chairmen to remain as in place as per current on Sub-Committees, to ensure the Website is up to date, with a change to Burial Chair.</p>	

<p>We would like to paint and maintain the finger post for the foreseeable future, as stated in one of my previous emails. Would you still like some financial assistance towards the cost of the new finger post to Bugle? What is the timescale for erecting the new sign to Bugle? We would then start as soon after that date, as weather permits, and would complete it as soon as we can. Would you consider a small sign at the foot of the post, indicating that the Lions Club of Roche are maintaining the post? Looking forward to seeing the sign complete and decorated Action: Resolved to gather information with costings we hold previously received by email and circulate to Councillors and in the meantime ask the Lions if they would like to clean the remaining part of the sign post up ready for the next stage to hopefully repair the broken finger post, advising the Parish Council are happy for the small sign advising Roche Lions are maintaining (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor M. Edyvean) Another email had been received from John Murfitt as follows – Would you please authorise the painting of the signpost by the War Memorial as it is arguably the main one in Roche and is so shabby. May I suggest you work to have it completed by, say, the end of June, 2016? Are you also aware that there is a fair amount of litter in Roche and the graveyard around the church is badly in need of attention including the raised flower beds? Your attention to improving these in the near future would be most appreciated as they are obvious to residents and passing and stopping visitors alike. Clerk advised she had informed John Murfitt the war memorial was in hand and we were waiting for a response and he had asked whether this could be followed up again and ask for a date and to let him know when as he has been looking forward to this being done for four years and to ask whether it could be achieved by the end of June Action: Clerk to respond to John Murfitt advising him we were in liaison with Lions Club now and would let him know in due course when works would commence and to inform the Environment Warden of works required with litter and flower beds. Councillor D. Laishley-Hayward queried whether it would be legal to maintain the sign.</p>	<p>Clerk</p> <p>Clerk</p>
<p>Page 3 Min.279/14(8) Caravan behind Trees with Bus on Old A30:- Clerk reported there had been no further update Action: Keep Pending.</p>	<p>Clerk</p>
<p>Page 3 Min.252/15 Payment from Development of Trezaise Chapel:- Clerk reported she had now completed the forms and finalised with the Chairman earlier this week Action: Clerk to send forms.</p>	<p>Clerk</p>
<p>Page 3 Min.310/15 Emptying of Dog Waste Bins:- Clerk reported she had not heard any further from Fiona at the Vets Action: Keep Pending. Councillor M. Edyvean queried dog signs, Clerk advised a supply had been given to the Environment Warden for putting up around the village as requested some time ago.</p>	<p>Clerk</p>
<p>Page 3 Min.365/15 Nigel Frost – Tools and Equipment:- Councillor M. Edyvean advised he has not managed to see Nigel Frost.</p>	
<p>Page 4 Min.45/16 Rubbish/Fly Tipping in Village:- Clerk advised this had been reported. Councillor P. Gale advised he has photographed and has sent to Jim Cleare, Chairman of Focal to clear up Action: Councillor P. Gale to follow up with Network Rail to find out who has fly tipped and then report to Environmental Health to follow up, who may in turn fine them to stop it happening again.</p>	<p>Cllr. P. Gale</p>

	<p>Page 4 Min.92/16 Quotes for Roche Football Club Car Park:- Clerk advised she had sent letters with tender details to Bob Thomas, Henry Cooper and Cormac and was waiting for them to contact her to arrange site meetings Action: Keep Pending and arrange site meetings as necessary.</p> <p>Page 8 Min.104/16 Advertising for Grants & Donations:- Clerk advised she had not heard back from St. Stephen Parish Council and would follow up again, to ensure the adverts are up in the next month, ready for the next round of applications Action: Keep Pending and Clerk to follow up.</p> <p>Page 9 Min.105/16(2) Hedge Opposite 59-79 Tremodrett Road:- Clerk reported a response had been received from Cormac as follows – I will arrange for the Highway Steward to and inspect serve notices to the landowners as required.</p> <p>Page 10 Min.107/16 Sign-Writing for the Parish Council Van:- Clerk reported she had accepted the quote and sent on the picture of Roche Rock and had received a proof of the finished design, advising the picture of Roche Rock will be printed and laminated and the text in black. All vinyls are 7 year plus external durability, this means the Parish Council will get many years of service from them Action: Clerk to confirm acceptance of design sent with amendment to picture to ensure the Rock is over the word Roche as it is in between the two doors that open and would break the picture in half, and ask them to re-send so the Clerk can circulate by email before confirming.</p> <p>Previous Minutes – Page 8 Min.72/16 Trees on Bank on Glebe Field:- Email response had been received from Lord Matthew Taylor advising works had been carried out to the trees.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
127/16	<p>Any letters received for or against any Planning Applications:- None.</p>	
128/16	<p>Planning Applications/Correspondence:-</p> <p>Planning Applications Received:-</p> <p>PA16/03984 – Mr. Peter Mayhew – Former Workshop currently being used for storage, to be converted into a 3 bedroom dwelling with gable extension on the south gable. Groundworks to improve visibility of the adjacent road and to give residents amenity space, Former Workshop West of Trendale Farm, Trezaise Road, Roche – Action: Next Agenda and request an extension of time.</p> <p>Planning Results Received:-</p> <p>PA16/01790 – Mr. Justin Oxenham – Proposed two storey side extension, The Gables, Victoria Road, Roche – Approved</p> <p>Planning Correspondence Received:-</p> <p>Clerk reported she had a telephone call from a resident at Rock View, who did not want to be named advising that a property at 40 Rock View had some building work being put up in the front garden, she had followed up with Cornwall Council and no planning had been sought, it is now a bit of an eyesore Action: Clerk to forward to Cornwall Council Planning Enforcement Team.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>Email from another local resident not wishing to give their names – I am writing to you about The Old Barn, Coldvreath, Roche, PL26 8LS. It was purchased by a Mrs. G. Whitehead in May 2015 with 106 Planning Permission on a barn and permitted use of a static caravan. Since then, two more static caravans, three touring caravans, two wooden stable blocks and various smaller structures have been set up on the land. At least two of the static caravans are occupied and lived in full-time by extended family. We have been informed by a member of this family that they have planning permission but we have no evidence of this. We are reluctant to officially give our names as we feel this may put us in a vulnerable position-we own land opposite and have animals grazing, but we do not live there. So we would be grateful if you would report this matter on our behalf Action: Clerk to forward to Cornwall Council Planning Enforcement Team.</p> <p>Mr. Clive Thomas left the meeting at 8.00pm.</p>	Clerk
129/16	<p>Monthly Accounts for Approval:- It was proposed that the Council approve the accounts for payment as listed on the attached schedule (Proposed: Councillor J. Smith; Seconded: Councillor P. Gale) Motion Carried</p>	Clerk
130/16	<p>Applications Received for Small Grants/Donations & Solar Funding Grants/Donations:- Clerk advised applications were received as follows:-</p> <p>Small Grants/Donations:-</p> <p>Roche Brass – Action: It was agreed to invite organisations to a Finance Sub-Committee Meeting to be arranged to recommend at a Main Meeting for approval, so we can also steer them in the direction of how they obtain other matched funding (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor M. Edyvean) Councillor J. Smith did not participate in voting.</p> <p>Roche Cricket Club – Action: It was agreed to invite organisations to a Finance Sub-Committee Meeting to be arranged to recommend at a Main Meeting for approval, so we can also steer them in the direction of how they obtain other matched funding (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor M. Edyvean)</p> <p>Roche Victory Hall – Clerk advised still waiting for completed forms and further paperwork Action: Clerk to include on June Agenda if received.</p> <p>Roche Pantomime – Clerk advised still waiting for completed forms and further paperwork Action: Clerk to include on June Agenda if received.</p> <p>Solar Funding Grants/Donations:-</p> <p>Roche Brass – Action: It was agreed to invite organisations to a Finance Sub-Committee Meeting to be arranged to recommend at a Main Meeting for approval, so we can also steer them in the direction of how they obtain other matched funding (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor M. Edyvean) Councillor J. Smith did not participate in voting.</p> <p>Roche Cricket Club – Action: It was agreed to invite organisations to a Finance Sub-Committee Meeting to be arranged to recommend at a Main Meeting for approval, so we can also steer them in the direction of how they obtain other matched funding (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor M. Edyvean)</p>	Clerk Clerk Clerk Clerk Clerk

	Roche Victory Hall – Clerk advised still waiting for completed forms and further paperwork Action: Clerk to include on June Agenda if received.	Clerk
	Roche Pantomime – Clerk advised still waiting for completed forms and further paperwork Action: Clerk to include on June Agenda if received.	Clerk
131/16	Rubbish Bin Request:- Email received from Penny Waller as follows – Having contacted Cornwall Council just recently I have noticed that there is quite a lot of sharp looking plastic bits (probably left over from a 'den'). Now its been a little drier I have been able to venture into the growth and pick up more of the rubbish. The Council telephoned me to say that at the moment they were unable to supply a bin, due I suspect, to finance, it was suggested, of course, that I contacted the Parish Council so therefore I am back to find out what has happened. Is there any chance of a bin there or not? as I have just come back from a lovely holiday overseas and was amazed at how clean everything looked. How nice it would be for people to think the same of Roche and it's surroundings. I am sure you are all very busy but please could someone just spare a little time to tell me if this is at all viable. It was resolved to establish who would be willing to clear a waste bin out if we purchased one, Clerk to ask if Cornwall Councillor J. Wood to follow up on our behalf (Proposed: Councillor M. Edyvean; Seconded: Councillor Mrs. I. Northey) Action: Clerk to inform Penny Waller of our action.	Clerk
132/16	Approval of Annual Accounts for the year ending 31st March 2016:- Clerk reported she had hoped to have had the accounts ready for tonights meeting but would either hold a separate Finance Meeting if any other Sub-Committee Meetings were required or include on the next Main Agenda when finalised Action: Clerk to action as necessary.	Clerk
133/16	Cemetery Matters (Including (a) Any Memorial/Inscription Applications; (b) Extension to Roche Cemetery; (c) Electricity Connection to Mortuary Building):- Application for Memorial Slate Tablet:- Application from Lindsay West for a Memorial Slate Tablet for Mr. & Mrs. Jasper, size would be width 43cm x depth 39cm x height 20cm as per design shown, waiting to hear back from Lindsay West as I believe this is in addition to an memorial already on the grave Action: Clerk to establish who has right of burial ownership and request confirmation on whether there is a memorial already on the grave space. (Proposed: Councillor P. Gale; Seconded: Councillor Ms. A. Carne) Application for Memorial Slate Tablet:- Bodmin Funeral Services – New Memorial Slate Tablet for Ivy Frances Yates in the Garden of Rest. It was resolved to accept this application Action: Clerk to inform Bodmin Funeral Services (Proposed: Councillor P. Gale; Seconded: Councillor Ms. A. Carne) Extension to Roche Cemetery:- Clerk reported that David Alcock had been informed of our agreement to accept the new proposals. Electricity Connection to Mortuary Building:- Clerk advised that Nigel Trudgeon had advised he had some time off now but could make 23 rd to 25 th May to suit the Parish Council. David Alcock had also responded advising he was sorry to say he had recently had a bit of a stroke. Until he sees the Consultant on the 13th May he does not know when he can drive. He is hoping it will be straight away, although he is still working.	Clerk Clerk

	The choices as he sees it are, that we wait until after 13th May to make a date, or you speak to Mike Morcom about this Action: Clerk to arrange a meeting after the 13 th May with David Alcock and Mike Morcom to attend.	Clerk
134/16	<p>Playing Fields:- Councillor M. Edyvean reported on the Rospa report and advised there are a few issues as follows:-</p> <p>Supports on cable are dangerous, the carasel has a hole and a piece of wood has not been bolted correctly, i.e. wrong size bolt and not tamper proof. Rota Play – bearing is playing up again, only way forward is to replace it completely. He suggested Keveths replace and repair immediately Action: Councillor M. Edyvean make arrangements for relevant repairs (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor Ms. A. Carne)</p> <p>Multi Play has a wedging problem and it has dangerous issues related to it.</p> <p>Rocking Horses are now at the end of their lives and need replacing completely as recommended by Rospa.</p> <p>See-saw – needs suitable space under for tyres. We either fund and purchase correct pivots and balls.</p> <p>Swinging Rope – we need to check over for chain wearage at the top, this would need to come from Wickstead.</p> <p>Delegated authority was granted for Councillor M. Edyvean to carry out arrangements for necessary works and purchases as required (Proposed: Councillor D. Laishley-Hayward; Seconded: Councillor P. Gale)</p>	Cllr. M. Edyvean
135/16	<p>Roche Public Conveniences/Bus Shelters/Roche Railway Station & Noticeboards in the Parish:-</p> <p>Roche Public Conveniences:- No Update.</p> <p>Bus Shelters:- Councillor Mrs. I Northey reported on the broken glass in the Bus Shelter in Fore Street, It was reported earlier by Cornwall Councillor J. Wood this was in hand and the glass had been cleared up when it was reported at the weekend.</p> <p>Roche Railway Station:- No Update.</p> <p>Noticeboards in the Parish:- No update.</p>	
136/16	<p>Footpath Signs/Matters (Including Footpath for Victoria):- Chairman reported that Jerry has met with Councillor B. Higman and they have looked at routes for the footpath at Victoria.</p> <p>Councillor M. Edyvean reported he looked at footpaths in the Parish with the Environment Warden in the last month and this would be discussed under Closed Items – Staffing later this evening.</p>	
137/16	<p>Renewal of Leases/Section 52/106 Agreements:-</p> <p>Renewal of Leases:- Clerk reported she was still waiting to hear from Darran Goldby of Tregothnan Estates regarding the 20 or 25 year lease Action: Keep Pending and Clerk to follow up as necessary.</p>	Clerk

	Section 52/106 Agreements:- No update.	
138/16	A30 to St. Austell Link Road Update:- Chairman reported the invitations had now come out to residents of the Parish. Some Members attended the meeting this week on Monday.	
139/16	Resignation and Vacancy of Parish Councillor:- Clerk reported the vacancy had now expired and no applications had been received to date. The advertisement had been put up with no end date and applications will be brought forward to the Chairman and Vice-Chairman once received, to co-opt a Councillor on to the Parish Council.	
140/16	Feasibility of a Parish Office:- No Update.	
141/16	Articles for Parish Council Website:- Website is updated monthly and any items to be included to forward to the Parish Clerk.	
142/16	<p>Correspondence – Clerk listed correspondence and actions required:</p> <ol style="list-style-type: none"> 1. Cornwall Council - Gypsy and Travelling Communities Site Allocations Development Plan Document Scoping Report Consultation 2. Alan Percy – Lack of increase in annual Public Footpath & Street Cleaning Agreements since 2007 3. Cornwall Area of Outstanding Natural Beauty Annual Conference – 7th May at Bedruthan Steps Hotel, Mawgan Porth 4. Cornwall Association of Local Councils – Transparency Fund 2016/2017 5. The Newsletter of the Taves an Tir Cornish Language Project 6. Cornwall Council – Communities & Devolution Newsletter – Neighbourhood Planning Training Workshops, Small Business Rate Relief, Travel to Work Grant, Spring Funding Opportunities 7. Cornwall for Change – Local Plan 8. Cornwall Council – China Clay Community Network Meeting for Monday the 20th June at 7.00pm, venue to be confirmed. 9. Cornwall Association of Local Councils – Neighbourhood Right to Appeal 10. Wicksteed Playgrounds 11. Clerks & Councils Direct Magazine (Councillor Mrs. I. Northey) 12. Richard Mills, Bunzl Cleasning & Hygiene Supplies 	
143/16	To arrange any Sub-Committee Meetings required:- Finance Sub-Committee Meeting to be arranged, along with any other Sub-Committee Meetings required.	Clerk
144/16	Any Other Urgent Business:- None.	
145/16	<p>Date of next Meeting:- Wednesday the 8th June 2016 at 7.00pm in the ICT Suite, Tregeagle Building, Roche CP School.</p> <p>There being no further business to discuss the meeting closed at 8.48pm</p>	

Signature:

Chairman

Date: 8th June 2016