

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

IN THE MAIN HALL OF THE ROCHE VICTORY HALL

ON MONDAY, 12TH MAY 2025 AT 6.30PM

Present	Cllr. D. Inch (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. B. Kretowicz (Vice-Chairman)
	Cllr. Mrs. L. Harrison	Cllr. Mrs. A. King	Cllr. P. Dunn
	Cllr. M. Edyvean	Cllr. P. Kent	Cllr. M. Taylor
	Cllr. G. Rowe	6 Members of Public	Cwll. Cllr. S. Trevelyan

110/25	Welcome to all Parish Councillors and Signing of Declaration of Office for a further term of office including completion of Register of Interest Forms:- Clerk circulated forms for completion prior to the meeting.	
111/25	Vacancy for Parish Councillor and advertising to co-opt:- There was one candidate for the vacancy and it had been resolved to co-opt Mrs. Lorraine Harrison, who signed all relevant paperwork prior to the meeting (Proposed: Councillor G. Rowe; Seconded: Councillor Mrs. A. King) Action: Clerk to update paperwork and inform Cornwall Council.	Clerk
112/25	Election of Chairman and Vice-Chairman and Declaration of Acceptance of Office:- Councillor D. Inch was nominated for the position of Chairman (Proposed: Councillor D. Yelland; Seconded: Councillor G. Rowe) All in Favour. Councillor B. Kretowicz was nominated for the position of Vice-Chairman (Proposed: Councillor D. Inch; Seconded: Councillor P. Dunn) All in Favour. Action: Clerk to update relevant paperwork.	Clerk
113/25	Election of Sub-Committees:- Sub-Committees agreed as follows with Chairmen:- Finance: Councillors Mrs. S. Tippet (Chair of Finance), D. Inch, M. Edyvean, G. Rowe, D. Yelland, Mrs. A. King, M. Taylor, P. Kent, B. Kretowicz, P. Dunn, Mrs. L. Harrison Burial: Councillors Mrs. A. King (Chairman of Burial), D. Inch, M. Edyvean, P. Kent, G. Rowe, D. Yelland, B. Kretowicz, P. Dunn, Mrs. S. Tippet, Mrs. L. Harrison Planning: Councillors M. Edyvean (Chairman of Planning), D. Inch, P. Kent, G. Rowe, D. Yelland, Mrs. A. King, M. Taylor, B. Kretowicz, P. Dunn, Mrs. S. Tippet, Mrs. L. Harrison Footpaths: Councillors Mrs. S. Tippet, M. Edyvean, D. Yelland, B. Kretowicz, Mrs. L. Harrison Voted on block (Proposed: Councillor B. Kretowicz; Seconded: Councillor G. Rowe) All in Favour. Action: Clerk to update relevant paperwork.	
114/25	Election of Representatives:- Representatives agreed as follows:- China Clay Area Committee:- Councillors Mrs. A. King, M. Edyvean Par & Newquay Branch Line: Councillor B. Kretowicz Roche Victory Hall Management Committee & Roche Victory Hall Trustees Committee: Councillor Mrs. S. Tippet Action: Clerk to inform Roche Victory Hall, and request she is invited to meetings. Press Officer/Representative on Parish Magazine: Councillor D. Yelland/Clerk	Clerk

	<p>Roche Aid in Sickness Charity Trust: Councillors Mrs. S. Tippet and Mrs. A. King Voted on block (Proposed: Councillor D. Yelland; Seconded: Councillor P. Kent) All in Favour. Action: Clerk to update relevant paperwork.</p>	Clerk
115/25	Apologies for non-attendance:- Councillor Mrs. S. Tippet.	
116/25	<p>Public Forum:- One member of public in attendance reported he was an army veteran and would be happy to discuss his past with anyone. Six years ago, he changed his life around. The Veterans community is struggling badly. He has a massive passion for helping veterans, he started a support group, with 200 members over a vast area. Along with his family they have purchased a plot of land and they have veterans working on the land. After meeting with Cornwall Councillor S. Trevelyan, they are hoping to help veterans and the community at the same time, it is a stables. They are fortunate with what they have, they would like to help anyone in the community and work with the Parish Council and local Cornwall Councillor with regards to the facility. They will be submitting an application to the Parish Council in due course. They have 13 acres at the minute and there is an area of land they would be happy to set aside for children of the community to use for gardening, survival, camping, building obstacle courses, etc. Chairman suggested he sends an email to the Clerk who would be happy to circulate village organisations. Chairman wished him luck and that within that journey now, he takes his hat off to him for what he has achieved to date.</p> <p>Roche Brass Band representative attended in respect of financial assistance which will be discussed this evening. Chairman advised this would be discussed under closed session this evening. Cornwall Councillor S. Trevelyan advised there will be a donation from him from his community chest.</p> <p>Councillor M. Taylor arrived at 6.56pm.</p>	
117/25	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
118/25	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor S. Trevelyan reported as follows:-</p> <ul style="list-style-type: none"> • He was very pleased that he won by a good margin and is hoping to help the local people. • He helped secure land for the community and children as mentioned during public forum. • There is a litter pick with the children next week. • He has been non-stop since he started. • He would love to see a rock concert in Roche nearby the Roche Rock. <p>Chairman thanked Cornwall Councillor S. Trevelyan for attending this evening and reporting to the Parish Council.</p> <p>Email received from Peter Guest as circulated - As it is my last day in the job, I just wanted to write a few lines thanking you for all your support, advice and guidance over the last 4 years. I could not have achieved half of what I did without you. You are the unsung heroes of Local Government and it can be both challenging and rewarding. If something goes well, your inbox is quiet, if something goes wrong, every man and his dog wants to chip in with their two 'pennorth! Usually about something that you have absolutely no control over. I should know, apparently Brexit was my fault.</p>	

	I will still be around if ever you want to pick my brains or run something past me. Once again thank you from the bottom of my heart.										
119/25	Confirmation of the Minutes of the Monthly, AGM and Closed Meetings held on the 7th April 2025:- Resolved the Minutes of the Monthly, AGM and Closed Meetings held on the 7 th April 2025 as circulated were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor D. Yelland; Seconded: Councillor M. Edyvean) All in Favour										
120/25	<p>Matters Arising from the Monthly and AGM Minutes of the Meeting held on the 7th April 2025:-</p> <p>Page 2 Min.323/23 Fibre Broadband to Roche:- No update received from Peter Guest, agreed to remove from minutes.</p> <p>Page 2 Min.253/24 Appeal for Little Trerank:- Response from Cornwall Council Planning advising this is with appeals team and the Planning Inspectorate, and they have not heard anything as yet Action: Keep Pending.</p> <p>Page 2 Previous Minutes 278/24 Access to land at Beacon near Belowda including Dog Walking Paddock:- Now being dealt with directly by parishioners and Patrick Balcombe as agreed at our last meeting.</p> <p>Page 5 Min.88/25 Funds held with Cornwall Council:- Response received and Councillors agreed to keep funds in this account.</p> <p>Page 5 Min.88/25 CIL Funding:- To keep towards pump track.</p> <p>Page 7 Min.102/25 Projector Screen and Projector:- Both items purchased and now ready to use Action: Clerk to add to asset register.</p>	<p>Clerk</p> <p>Clerk</p>									
121/25	<p>To RECEIVE consultation response requests and to RESOLVE a response. Formal requests from the planning authority received before the start of the meeting will be considered, including Results/Correspondence/Any Letters received for or against any Planning Applications:- No planning applications or correspondence received.</p> <p><u>Planning Results Received:-</u></p> <p>PA25/09828 – Mr. Alun Kitts – Addition of shower block and 2 disused railway wagons (as shelters), Land and Lake North of Rosemellyn Cottage, Roche – Approved</p> <p>PA25/01778 – Mr. & Mrs. Mike Lean – Proposed extension, March, Penstraze Lane, Victoria, Roche – Approved</p>										
122/25	<p>Monthly Accounts for Approval for May 2025, including monthly bank reconciliation and budget monitoring:- It was proposed that the Council approve and accept the accounts for payments as circulated on schedule for May 2025, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor B. Kretowicz; Seconded: Councillor Mrs. A. King) All in Favour.</p> <table border="1"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td><td>£2,534.22</td><td>May 2025</td></tr> <tr> <td>Cornwall ALC Limited Annual Subscription</td><td>£1,312.79</td><td>2025-2026</td></tr> <tr> <td>Duchy Cemetery's Limited – Interment</td><td>£475.00</td><td>Ringrose</td></tr> </table>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£2,534.22	May 2025	Cornwall ALC Limited Annual Subscription	£1,312.79	2025-2026	Duchy Cemetery's Limited – Interment	£475.00	Ringrose	
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123/25	Applications for Grants & Donations:- Resolved to discuss under closed session this evening any applications received.																																																																																											
124/25	Conflict of Interest with BDO LLP External Auditors:- Resolved to respond advising there are no conflicts of interest (Proposed: Councillor D. Inch; Seconded: Councillor G. Rowe) All in Favour Action: Clerk to send to External Auditors and advertise accordingly.	Clerk																																																																																										
125/25	<p>Cemetery Matters (Including discussion applications for memorials or inscriptions to allow Clerk to confirm if within our Terms and Conditions):- Application received from Drew Memorials for a new book style memorial for the late Henry Crocker. Resolved to refuse as not within our Rules and Regulations sizes and the Parish Council will not be changing our rules, the size that is shown as 6" would have to be 4" to qualify (Proposed: Councillor A. King; Seconded: Councillor G. Rowe) All in Favour Action: Clerk.</p> <p>Spaces in Roche Cemetery for Tombed Graves – Resolved to leave in abeyance for now. Resolved as of today's there would be no further pre-purchase/reservation of plot for the time being (Proposed: Councillor M. Edyvean; Seconded: Councillor G. Rowe) All in Favour Action: Clerk to clarify with CALC.</p>	<p>Clerk</p> <p>Clerk</p>																																																																																										

	<p>Clerk to follow up with CALC about having a closed cemetery for parishioners only and if this was permissible Action: Clerk.</p> <p>Resolved to reinforce our rules and regulations to all our Funeral Directors and Stone Masons and underline in bold they should not submit applications if not within our rules and regulations (Proposed: Councillor Mrs. A. King; Seconded: Councillor Mrs. L. Harrison) All in Favour Action: Clerk.</p> <p>Resolved Clerk responds to memorial applications and not bring to meetings, they could be listed in minutes as received and dealt with approving if within regulations and no to controversial applications if received (Proposed: Councillor Mrs. A. King; Seconded: Councillor Mrs. L. Harrison) All in Favour Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
126/25	<p>Roche Village Recreation Areas and Land owned and under discussion (Including (a) Update on CCTV and associated works if received; (b) Annual Play Inspection from Rospa if received; (c) Painting/Graffiti of the Skate Park; (d) Update on Pump Track; (e) Request to use Football Club Car Park for Funfair; (e) Land at Trezaise:-</p> <p>CCTV and associated works:- To be dealt with under closed session this evening.</p> <p>Painting of the Skate Park:- Chairman reported painting had commenced.</p> <p>Update on Pump Track:- Clerk and Chairman have a meeting this week with the Maverick representative.</p> <p>Request to use Football Club Car Park for Funfair:- Agreed to ask if they can guarantee the tarmac is not damaged, using proper rubber tonnage plates and ask what dates and look at a donation to the Parish Council for use of the land Action: Clerk.</p> <p>Land at Trezaise:- Chairman showed a power point earlier before the meeting and it would be circulated to all Councillors tomorrow, Chairman advised that Councillors B. Kretowicz and P. Kent need letters of intent to send to Cornwall Council Action: Keep Pending/Councillor B. Kretowicz.</p> <p>Roche Football Club Second Pitch Update:- Clerk reported paperwork had been received from Solicitors confirming completion of the deed of variation together with the transfer of the leasehold interest to the Cricket Club. Registering the deed of variation will be dealt with and they have returned the transfer to the Cricket Club so they may attend to the registration of transfer.</p> <p>Duck Pond and surrounding Land & St. Michaels Way:- Clerk and Chairman reported on the stream leading into the duck pond and work that had been carried out on the wall making it stable. Local resident had been in touch advising it was falling, Chairman had visited and unfortunately there is nothing more we can do, this needs to be passed on to the Environment Agency as they are responsible for streams and rivers, however, in the meantime our Contractor and Councillor D. Yelland will visit and take some photographs Action: Clerk.</p>	<p>Clerk</p> <p>Clerk/ Cllr. B. Kretowicz</p> <p>Clerk</p>
127/25	<p>Roche Public Conveniences/Bus Shelters:- Response received advising the new shelter is set to be replaced on the 2nd June subject to traffic management arrangements, we would be informed if this changes Action: Keep Pending.</p>	<p>Clerk</p>

128/25	<p>Minor Repairs/Works in the Parish that may arise/Village Regeneration Works/Working Party for the Village (Including (a) Roche Methodist Chapel Grounds; Additional Litter Pick for Trezaise Road):- Litter pick for May – Collected 6 bags from the Edgcumbe Road area, however, 10 bags collected in total. Climbed over the hedge opposite Councillor M. Taylor's back wall, to have a look in the field, took a photo each way, but saw no rubbish at all along the hedge line. Collected one bottle reaching into the Glebe field, but there was no rubbish along The Avenue. Cornwall Councillor S. Trevelyan is organising litter picks in Bugle for the first one Action: Clerk to forward litter collection dates to Cornwall Councillor S. Trevelyan.</p> <p>Additional Litter Pick for Trezaise Road:- Agreed that Cornwall Councillor S. Trevelyan follows up and responds directly to parishioner Action: Clerk/Cornwall Councillor S. Trevelyan.</p>	<p>Clerk</p> <p>Clerk/ Cwll. Cllr. S. Trevelyan</p>
129/25	<p>Footpath Signs/Matters:- Footpath 12 Missing Sign still on the programme of works Action: Keep Pending.</p> <p>WCA924 Modification Order Preliminary Consultation Cornwall Council. Addition of a Footpath near Rayside Farm, Roche CP.</p>	Clerk
130/25	<p>Roche By-Pass Scheme and related projects (Including (a) Opening of Bypass and Celebrations; (b) Email regarding Speed Camera at Edgcumbe Road):-</p> <p>Opening of Bypass and Celebrations:- It appears are now weeks away from opening. Resolved to look at later once it is opened Action: Clerk.</p> <p>Email regarding Speed Camera at Edgcumbe Road:- Agreed that Cornwall Councillor S. Trevelyan follows up and responds directly to parishioner Action: Clerk/Cornwall Councillor S. Trevelyan.</p> <p>Action: Clerk to send email received from Doug Boden of what was proposed for Roche square, Bugle etc.</p>	<p>Clerk</p> <p>Clerk/ Cwll. Cllr. S. Trevelyan</p> <p>Clerk</p>
131/25	<p>Articles for Parish Council Website/Newsletter:- Clerk to include relevant details from the meeting this evening Action: Clerk.</p>	Clerk
132/25	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Office of the Police & Crime Commissioner - Press release: 110 more boots on the ground thanks to £4.7m neighbourhood policing grant 2. Cornwall Council - Health and Wellbeing training day for Volunteers – 12th May 2025 3. NALC – Newsletter 4. Cornwall Council – VE/VJ Celebrations 5. CALC – News Bulletin & Training Opportunities for Members: Thursday 10th April 2025 6. Change NHS: Help shape the emerging priorities for the NHS 10-year plan 7. Office of the Police & Crime Commissioner - The Commissioner's weekly column 8. Cornwall Council – Supplier update 9. Office of the Police & Crime Commissioner - Criminal investigation into suspended Chief Constable dropped 10. NHS Cornwall & Isles of Scilly - Cornwall together: April 2025 11. NALC - Chief Executive's Bulletin – 17th April, 24th April, 1st May, 8th May 2025 12. NALC – Events Newsletter 	

	<p>13. Office of the Police & Crime Commissioner - Press release - Devon stalking victim speaks out in support of National Stalking Awareness Week</p> <p>14. Office of the Police & Crime Commissioner - Controlling former partner jailed for minimum of 27 years for murder of stalking victim Claire Chick</p> <p>15. St Day CCF Funding Drop-in Share 1</p> <p>16. The Trelavour Project Team - Exciting Leadership Announcement from Cornish Lithium</p> <p>17. Office of the Police & Crime Commissioner - 'You are not alone' is the reassuring message of Victim Focus Week</p> <p>18. Cornwall Council Pensions - April 2025 Employer Newsletter</p> <p>19. CALC Induction Guide and Support New Councillor documents & Statement of Assurance Briefing</p> <p>20. CALC: New Councillor Induction Guide</p> <p>21. Cornwall Council Pensions - April 2025 i-Connect Newsletter</p> <p>22. Cornwall Council - Planning News for Local Councils and Agents - Spring 2025 now published</p> <p>23. Cornwall Council – Streetlighting Initiative - Next Phase</p> <p>24. Cornwall Council - Your council's invitation to Planning Essentials training for Local Councils - June/July 2025</p> <p>25. Clerks & Councils Direct Magazine (Councillor B. Kretowicz)</p> <p>26. Cornwall Council - Town and Parish Council Newsletter: 9th May 2025</p> <p>27. Resident of Finsbury Rise regarding play park, forwarded to Roger Gates of Cornwall Council, awaiting a response Action: Keep Pending. Agreed that Cornwall Councillor S. Trevelyan follows up and responds directly to parishioner Action: Clerk/Cornwall Councillor S. Trevelyan.</p> <p>28. St Austell Town Council - Roche Football Club - Regional Conference of the Royal Naval Association - 17th May 2025 - permission please. Resolved to grant permission (Proposed: Councillor D. Yelland; Seconded: Councillor G. Rowe) All in Favour Action: Clerk.</p>	<p>Clerk/ Cwll. Cllr. S. Trevelyan</p> <p>Clerk</p>
133/25	To arrange any Sub-Committee Meetings required:- None.	
134/25	Any Urgent Matters the Chairman considers relevant for this meeting:- None.	
135/25	<p>Date of next Meeting:- Monday 9th June 2025 at 6.30pm to be held in the Roche Victory Hall Large Main Hall, Roche Victory Hall.</p> <p>There being no further business to discuss the meeting closed at 7.53pm.</p>	

Signature:

Chairman

Date: 9th June 2025