## **ROCHE PARISH COUNCIL**

## MINUTES OF THE PARISH COUNCIL MEETING HELD BY SKYPE

## ON WEDNESDAY, 12<sup>TH</sup> AUGUST 2020 AT 6.30PM

Present

Cllr. D. Inch (Chairman) Cllr. M. Edyvean Cllr. Mrs. S. Tippett Cwll. Cllr. J. Wood Mrs. J. Burdon (Parish Clerk) Cllr. Mrs. I. Northey Cllr. P. Jones Cllr. G. Rowe (Vice-Chairman) Cllr. Mrs. J. Oxenham Cllr. Mrs. J. Norris

Minute	AGENDA ITEMS	Action
185/20	Apologies:- Councillor P. Ames	
186/20	Public Forum:- None.	
187/20	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
188/20	<b>Monthly Cornwall Councillor Report:-</b> Cornwall Councillor J. Wood in attendance and would forward on a report to the Clerk to circulate if available. Chairman thanked Cornwall Councillor J. Wood for attending the meeting.	
189/20	Confirmation of Parish Minutes from the Meeting held on the 8 <sup>th</sup> July and 27 <sup>th</sup> July 2020:- Resolved the Minutes of the Monthly Meeting held on the 8 <sup>th</sup> July 2020 as circulated were confirmed as a true and accurate record and to be duly signed by the Chairman (Proposed: Councillor P. Jones; Seconded: Councillor G. Rowe) Resolved the Minutes of the Monthly Meeting held on the 27 <sup>th</sup> July 2020	
	as circulated were confirmed as a true and accurate record and to be duly signed by the Chairman (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor P. Jones)	
190/20	Matters Arising from the Monthly Minutes of the Meeting held on the 8 <sup>th</sup> July 2020:-	
	Page 1 Min.315/19 Voluntary Community Benefit PA19/06776:- Clerk reported a no further response had been received at the time of the meeting today Action: Keep Pending.	Clerk
	<b>Page 1 Min.315/19 Sheds erected on the junction of Belowda:</b> Clerk reported that Cornwall Councillor J. Wood is continuing to follow this matter up, however, with Covid-19 a lot of matters are currently on hold <b>Action:</b> Keep Pending.	Cwll. Cllr. J. Wood
	<b>Page 1 Min.289/19 Caravans in Roche Parish at Tregoss:-</b> Clerk reported that Cornwall Councillor J. Wood is continuing to follow this matter up, however, with Covid-19 a lot of matters are currently on hold <b>Action:</b> Keep Pending.	Cwll. Cllr. J. Wood
		Clerk

	Page 2 Min.117/20 Works by MPL in Playing Fields:- Clerk reported that Danny from MPL had not responded to further email sent Action: Keep Pending.	
	<b>Page 3 Min.154/20 – Site Meeting – Smallholding at Coldvreath:</b> Councillors M. Edyvean and G. Rowe had attended the site meeting and reported they met with the owners and had an informal chat with them. There is not much to relay as it was a very loose discussion. More definite proposals were going to be put together and shown to the Parish Council for comments.	
	Page 7 Min.167/20 Community Food Larder:- Clerk reported as per email received this had now been re-sited in the Rock Inn Car Park.	
	Matters Arising from the Monthly Minutes of the Meeting held on the 27 <sup>th</sup> July 2020:-	Clerk
	Page 1 Min.179/20 Fitting and Supply of Basketball Hoops and Backboards:- Clerk reported she is awaiting a date for installation Action: Keep Pending.	Clerk
	Page 3 Min.183/20 Discussion on Memorial Stone, Pots and Cover Slab:- Clerk reported the response had been sent and we await official application from Memorial Mason Action: Keep Pending.	
191/20	Signing of Minutes already ratified during Covid-19 of the Monthly Meetings held on the 8 <sup>th</sup> April; 13 <sup>th</sup> May and 10 <sup>th</sup> June 2020:- Resolved the Minutes of the Monthly Meetings for these dates be duly signed by the Chairman as a true and accurate record (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. J. Norris)	
192/20	Signing of Closed Staffing Minutes already ratified during Covid- 19 of the Monthly Meetings held on the 8 <sup>th</sup> April and 10 <sup>th</sup> June 2020:- Resolved the Staffing Minutes for these dates be duly signed by the Chairman as a true and accurate record (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. J. Norris)	
193/20	Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:- Clerk reported that proposals for planning applications will be sent with the following statement:- Due to the restrictions placed on the Parish Council as a result of the pandemic coronavirus, this response represents the opinion of Members of Roche Parish Council identified through a consultation process and will be ratified at the next appropriate meeting of the Parish Council.	
	Planning Applications:-	
	With respect to the following planning application under Schedule B and as this is only part of maintenance the Parish Council do not need to inform the Diocese:- PA20/05507 – Mr. Tom Chapman, Lanhydrock Garden Services Limited - Works to trees namely – to crown raise all trees in Churchyard	
	to 3m in height, also to remove one piece of Yew subject to a Tree Preservation Order (TPO), St. Gomonda's Church Open Space, Fore	Clerk

Street, Roche – **Support** (Proposed: Councillor Mrs. Tippett; Seconded: Councillor G. Rowe)

<b>PA20/05759 – Mr. &amp; Mrs. D. Russell</b> - Proposed change of use of paddock to ménage (riding arena), with associated works, Land East of 139 Trezaise Road, Roche – <b>Support</b> (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. S. Tippett)	Clerk Clerk
<b>PA20/06110 – Mr. Steven Putt</b> - Demolition of conservatory and construction of dining room extension, 2 Prosper Close, Roche – <b>Support</b> (Proposed: Councillor G. Rowe; Seconded: Councillor Mrs. S. Tippett)	
<ul> <li>Update on Site of Poachers Inn:- Clerk reported on comments noted by email from Councillors so far as follows:-</li> <li>We would request no on street parking. Double yellows on both sides to be enforced.</li> <li>Detailed plan of parking and not to be on the road.</li> <li>The front of the properties should not protrude any further than the old Poachers building as currently sited, as it seems very close to the road with a smaller pathway.</li> <li>It was also asked whether the pavements are staying as wide as they are at present on Tregarrick Road.</li> <li>It would be good to see it in keeping with the cottages along the road as it is on the main drag of Roche Hill.</li> <li>Wood Cladding is of concern as it looks like an office block and we do not believe it suits other properties along this road.</li> <li>It appears that all the doors are in the back of the properties, however, is there still going to be the space at the front of properties going up Fore Street.</li> <li>Also, if the frontage on Fore Street is set back as the other houses it will all be in keeping with them so perhaps the rest could also be set back a little off the pavement in Tregarrick Road.</li> <li>Be interested in seeing the parking arrangements for each unit too, as we do have an awful lot of housing in the village with problematic parking.</li> <li>It was resolved to send our comments (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor Mrs. J. Norris) Action: Clerk.</li> <li>Update on PA18/09982 – 150 Dwellings at Land at Edgcumbe Road, Roche:- Clerk reported a further email had been received inviting the Parish Council to again consider the questions below tonight:-</li> <li>To allow the scheme to proceed past 50 homes once the A30-St Austell Link Road has <u>commenced</u>. This would differ from Neighbourhood Plan Policy, insofar that Policy requires the A30-St Austell Link Road to have been <u>completed</u> prior to exceeding 50 homes. Advantages of doing this – lower risk of having an HGV Road built through the applicati</li></ul>	Clerk

	<ul> <li>also enable the scheme to be finished (rapartially developed site until such time a Road is completed) and it would avoid th having a HGV Road through the applic. Austell Link Road built later. Disadvantag St Austell Link Road not being delive proceeding past 50 homes. This risk is developer would not be able to proceed u Road has physically commenced (with furprocesses completed).</li> <li>2. To release the obligation in the Neighbour of the safe pedestrian route along Victo Victoria upon commencement of the A30-This would be on the basis that the existing the A30-St Austell Link Road includes a footpath along the same route – and that to duplicate that obligation with the currer It was resolved to respond the we are in favor as custodians of the village we confirm that states until the road commences and confirm put in place for this project the Parish Corplanning application, this is going back to what have not changed our stance and we need the road builders before re-considering a pavement on Victoria Road is still needed (Proxenham; Seconded: Councillor Mrs. J. Norre Action: Clerk to follow up with Cornwall Court to establish when the money will be made aver Councillor P. Jones had raised Hillside Farm a has been acquired and there seems to be Petrocs having something to do with this. Cort there have been some building materials de what is happening Action: Cornwall Councillor</li> </ul>	as the A30-Si e undesirable ation site with ge – increased red prior to not high how until the A30-Si nding obtaine hood Plan for ria Road linki St Austell Lin ng planning p requirement it would not h at application. Dur of the dev t the Neighbor nation of fund puncil cannot at we originally ne cheque to and we also roposed: Cou ris) <b>Action:</b> C uncillor J. Woo railable for the buncillor P. Jo elivered, so h	t Austell Link e situation for h the A30-St d risk of A30- the scheme vever, as the St Austell link ed and all due the provision ing Roche to a Road. ermission for to provide a be necessary relopment but burhood Plan ing has been support this y said and we be passed to believe the ncillor Mrs. J. elerk. od to ask him e new road.	Clerk Clerk Cwll. Clir. J. Wood Clerk Cwll. Clir. J. Wood
194/20	report back to Councillors. Land at Glebe Quarry Update:- Councillor no update for now but to leave on the agend on the next agenda and Cornwall Councillor, update in the meantime.	a <b>Action:</b> Cle	erk to include	Clerk Cwll. Cllr. J. Wood
195/20	Notices for Side Roads Order:- Clerk reported this will be held until the next agenda as no paperwork has been received to date Action: Clerk to include on the next agenda.Clerk to date Action: Clerk		Clerk	
196/20	Monthly Accounts for Approval:- It was p approve the accounts for payments as liste schedule (Proposed: Councillor P. Jones; Se Northey) Motion Carried Salaries, Pensions, National Insurance, Income Tax and Expenses Lanhydrock Garden Services - Grass AJH Services – Toilet Cleaning	ed below as	circulated on	

		1		
	Rachel Wakeham – Remembrance Sheet	£5.00		
	DC Professional Services - Maintenance	£155.00		
	DC Professional Services - Maintenance	£275.00		ea
	Duchy Cemetery's Limited – Interment	£475.00	<b>v</b>	
	Crystal Clear – Bus Shelter Cleaning	£56.00		
	Lanhydrock Garden Services		Grasscutting	
	Bob Thomas Tarmacdam Contractor		Cemetery Fo	
	British Gas - Electric for Toilets		1/6/20-30/6/2	
	Cornwall Council – NNDR – August 2020	£77.00		
	HCI Data Limited	£90.00		te
	Duchy Cemetery's Limited - Interment	£85.00		
	DMC IT – Website Updating	£45.00		
	Crystal Clear – Waste Bins/Litter Picking	£308.00		
	AJH Services – Toilet Cleaning	£403.93	<u> </u>	
	Cornwall Waste Solutions Limited	£117.60	Empty Waste	e Bin
	Lanhydrock Garden Services	£3,445.20	0	Maint.
	RBL Poppy Appeal	£20.00	Wreath	
	Lanhydrock Garden Services		LMP Cutting	
	Receipt: HMRC – Vat Refund	£4,284.24	To July 2020	
	Receipt: Co-operative Funeral Care	£3,048.00	Wilton	
	Receipt: Personal Choice Funeral Care	£525.00	Penfold	
	Receipt: Cornwall Council – Interest	£111.46	August 2020	
	Receipt: Lloyds Bank – Interest		July 2020	
	Receipt: Lloyds Bank – Interest	£0.84	August 2020	
	<b>Inscriptions):-</b> Pre-application received fr quotation purposes only for new memorial <b>Action:</b> It was resolved to confirm the sizes and note that we would be amending our re show this information on double gravesp Councillor Mrs. I. Northey; Seconded: Con Carried	for the late E set out woul gulations in d ace requests	Danny Wilton d be suitable lue course to s (Proposed:	Clerk
Updating Regulations to these sizes on double graves, so Masons do not need to come for quotes. It was agreed to base the on the existing Crowley memorial and to look at this and Clerk to when reviewing the fees and regulations are actually due as we l at them a few times last year before finalising them in December but this was for the regulations and not the fees (Proposed: Cou Mrs. I. Northey; Seconded: Councillor P. Jones) Motion Carried <b>A</b> Clerk to check and include on either the next or future agen amending accordingly.		ase the sizes lerk to check as we looked cember 2019 ed: Councillor rried <b>Action:</b> e agenda for	Clerk	
198/20	Grasscutting Sponsors – Update from Chairman reported there has been no feed Next Agenda. Vice-Chairman Councillor G. Rowe took ove at the request of the Chairman.	back at this ti	me. Action:	Clerk
199/20	Minor Repairs/Works in the Parish that n Edyvean reported on the situation with the d Field and requested whether the Parish emergency donation for a skip/skips for the n	lug out on the Council wou	top Football Id make an	

	on this second pitch. This is because the Police have identified this area as a place of interest for drug and drinking and general anti-social actions. The graffiti is also way out of line. The Police feel it would be better to get rid of the dugout. He has spoken with Derek Roach who had explained that they do not need the dugout on this pitch but do not have the money to get a skip/skips to take away the blocks. Whilst he is unsure whether the Parish Council should fund this, the action of the anti-social behaviour, graffiti and Police mean that it is in the village's interest to put a stop to this as soon as possible.	
	<ul> <li>Clerk reported she had tried to obtain quotes for skips and only one had been forthcoming as the other did not wish to supply - 2 x 4 cubic yard skips at £234.00 (inclusive of vat) each, total of £468.00</li> <li>It was resolved to agree to pay for the 2 skips and Clerk to liaise with Derek Roach to arrange booking and filling the skips (Proposed: Councillor D. Inch; Seconded: Councillor P. Jones) Action: Clerk.</li> <li>Chairman left the meeting at 7.14pm.</li> </ul>	Clerk
200/20	Email received in respect of (a) Dog Waste Bin Request behind St. Michaels Way; (b) Concerns with Youths in the Village; (c) Thefts mainly from cars and suggestion of CCTV and encouraging residents to purchase; (d) More Streetlights in darker areas on the Estates:- Email received from parishioner requesting these issues. It was resolved to respond that most of this needs to be reported to the police when the problems are happening either by calling 101 or emailing as if not reported it cannot be acted upon, Clerk to include in the Village Newsletter. CCTV, Street Lights and Dog Waste Bin to be referred to Cornwall Council (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor Mrs. J. Norris) Action: Clerk.	Clerk
201/20	<b>Discussion on a new Noticeboard for Parish Council and possible siting:-</b> Councillor Mrs. I. Northey reported that it is surprising how many people read this noticeboard on the Co-op wall. Councillor M. Edyvean advised he believes this one needs to remain in place and perhaps be updated in due course. He suggested putting another one up in the village as discussed last month and believes the best time to put in place would be when the new road is in place and sorted and incorporate this with anything else that needs doing in the village. It was resolved to ask DC Professional Services for a quotation to stain and tidy up the existing one on the Co-op wall and remove the pieces remaining from the small damaged noticeboard on the Cemetery wall (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. I. Northey) <b>Action:</b> Clerk.	Clerk
202/20	<b>Update on Vacancy of Parish Councillor:-</b> Clerk reported no election had been called and it was now up to the Parish Council to advertise and co-opt. An application had already been received from an interested party. It was noted that Cornwall Council and CALC both advise the normal practice would be for the Parish Council to advertise for a period and then co-opt after this time to allow any other interested persons to come forward.	

208/20	Working Group Party for the Village - Street/Road Signs in the Village/Parish and general tidy up of the Village/Parish as a whole:- Clerk reminded Councillors the next village litter collection is set for Sunday the 6 <sup>th</sup> September 2020.	
207/20	Footpath Signs/Matters:- No update.	
206/20		
205/20	<ul> <li>Roche Rock is a tourist attraction, so surely there should be signs to stipulate where people can park. They felt that this would be a great help and also a safer option, as the speed of the traffic past the School is ridiculous. They constantly hear cars and motorcycles speeding through and fear the worst.</li> <li>It was resolved to obtain a quote for signs requesting people use the Roche Football Club Car Park when visiting the Playing Fields and Roche Rock (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. J. Oxenham) Action: Clerk.</li> <li>Playing Fields and Hardcore Area:- Councillor M. Edyvean reported he replace the waste bin in the Playing Fields that was damaged two weeks ago. Everything is fine at the present time. One of the signs was removed to the entrance to the Playing Fields last week and he replaced. He is using gloves and sanitizer when dealing with anything in the Playing Fields inspection. The hardcourt area should hopefully be finished next week, and it is looking good. The grasscutting was carried out on Monday/Tuesday and it is tidied up no end. He is delighted with the uptake of the Playing Fields. He has put another waste bin in the Car Park for the dog mess. We now currently have no spare waste bins. If another waste bin is required it was agreed to permit delegated powers to purchase with Councillor M. Edyvean, Chairman and Clerk (Proposed: Councillor G. Rowe; Seconded: Councillor P. Jones)</li> <li>Roche Public Conveniences/Bus Shelters:- No Update.</li> </ul>	Clerk
203/20	<ul> <li>service as a Parish Council (Proposed: Councillor Mrs. J. Norris; Seconded: Councillor M. Edyvean) Action: Clerk.</li> <li>Vacancy for Par &amp; Newquay Branch Line Representative and Press Officer/Representative on Parish Magazine:- Clerk reported following the resignation of Brian Higman, these two vacancies have arisen, to be filled. It was resolved to include on agenda once we have appointed a new Parish Councillor (Proposed: Councillor M. Edyvean; Seconded: Councillor G. Rowe) Action: Clerk.</li> <li>Parking for Roche Rock and request for Signs on entrance to Roche Football Club Car Park:- Clerk reported she had been approached asking whether it would be possible for a sign to be put up at the Roche Sports and Social Club, for visitors to Roche Rock, advising them they can park there and possibly one on the hedge leading to Roche Rock, advising people where they can park. Most visitors park all along St. Michaels Way, blocking driveways, which in itself is dangerous as you are then unable to see the on-coming traffic.</li> </ul>	Clerk
	It was resolved the Clerk advertises on the Parish Council Noticeboard, Facebook Page and Website (Proposed: Councillor G. Rowe; Seconded: Councillor P. Jones) <b>Action:</b> Clerk. It was resolved to send a letter of thanks to Brian Higman for his long	Clerk Clerk

	Councillor Mrs. I. Northey reported at the War Memorial a lot of weeds coming up through <b>Action:</b> Clerk to ask Lanhydrock to clear when they are next in the village.	Clerk
209/20	Articles for Parish Council Website/Newsletter:- Clerk to include details of vandalism, etc., anti-social behaviour. Fly tipping and dog mess links.	
209/20 210/20	<ul> <li>Articles for Parish Council Website/Newsletter:- Clerk to include details of vandalism, etc., anti-social behaviour. Fly tipping and dog mess links.</li> <li>Correspondence – Clerk listed correspondence and actions required:- <ol> <li>Cornwall Council Pensions – Employer Role Training</li> <li>Joe Hennessy – Neighbourhood Planning Survey</li> <li>Cornwall Council – Voluntary &amp; Community Sector Covid-19 Update – 10<sup>th</sup> July 2020; 24<sup>th</sup> July 2020; 7<sup>th</sup> August 2020</li> <li>Cornwall Rural Community Charity – Online Conference – Fresh Ideas for Rural Community Charity – Community Building Covid-19 Bulletin</li> <li>Cornwall Council – Community Road Safety Forum</li> <li>Cornwall Council – Town &amp; Parish Council Covid-19 Update – 10<sup>th</sup> July 2020; 24<sup>th</sup> July 2020; 7<sup>th</sup> August 2020</li> <li>Cornwall Rural Community Charity – Community Building Covid-19 Bulletin 16<sup>th</sup> July 2020; 7<sup>th</sup> August 2020</li> <li>Cornwall Rural Community Charity – Community Building Covid-19 Bulletin 16<sup>th</sup> July 2020</li> <li>Cornwall Rural Community Charity – Community Building Covid-19 Bulletin 16<sup>th</sup> July 2020</li> <li>CALC – Temporary Reduction in VAT Rate</li> <li>Steve Double MP – Bill to Public Toilet Operators to be exempt</li> <li>Cornwall Council – Active Cornwall – Update St. Austell</li> <li>Cormwall Independent Poverty Forum – A Fair and Just Future for Cornwall</li> <li>Graet Western Railway – Department of Transport asks for ideas to decarbonise transport</li> <li>CALC – Supporting the Countryside</li> <li>Cornwall Council – Introducing the Carbon Neutral Cornwall Hive – Online Engagement Platform</li> <li>Cornwall Council – Introducing the Carbon Neutral Cornwall Hive – Online Engagement Platform</li> </ol> </li> </ul>	
	<ul> <li>22. Cornwall Council – Covid Posters</li> <li>23. July 2020 E-News from Steve Double MP</li> <li>24. CALC – St. Dominic Parish Council – Request for Locum Assistance</li> <li>25. Cornwall Council – Position on Financial Support for Town and Parish Councils through the Covid-19 Pandemic</li> <li>26. CALC – Free Virtual Training on using the Incident Report Card – Wednesday 5<sup>th</sup> August 2020 14.00-15.00pm</li> </ul>	
	<ul> <li>27. Great Western Railway – Devon &amp; Cornwall Service Update</li> <li>28. Cornwall Council – Business &amp; Planning Act 2020 – Pavement Licensing</li> <li>29. Cornwall Council – Planning News for Local Councils and Agents – July 2020 Edition now available</li> <li>30. Cornwall Community Flood Forum – South West Property Flood Resilience Pathfinder: Property Flood Resilience Awareness Questionnaire</li> </ul>	

	31. Came & Company Insurance - Latest Insights
	32.CALC – Eligibility of Town & Parish Councils for various Business
	Grants
	33.CALC – Fixed Penalty Notice Training Course – Thursday 13th
	August 2020 10.00am – 12.30pm
	34. Ocean Housing Group – Corporate Strategy Summary 2020-25
	35. Cornwall Council – China Clay Community Network Panel Meeting
	– Monday the 10 <sup>th</sup> August 2020 at 7.00pm
	36. Great Western Railway – Travel Safely this Summer
	37. Cornwall Council – Climate Emergency DPD – Consultation on Draft
	Planning Policy
	38. Cornwall Council & CALC – Invitation to join the Council's Planning
	Live Event on Planning Reform 2020 – 18 <sup>th</sup> August 2020 from 10.00-
	11.30am
	39.CALC – Covid-19 Financial Support from Cornwall Council –
	Proposed Webinar
	40. Cornwall Council – Non-Domestic Rates – Account 80244496X –
	Roche Parish Council
	41. Treverbyn Community Hall – Support
	To arrange any Sub-Committee Meetings required:- None.
211/20	To all ange any ous commutee meetings required. Mone.
212/20	Any Urgent Matters the Chairman considers relevant for this
212/20	meeting:- None.
213/20	Date of next Meeting:Wednesday the 9 <sup>th</sup> September 2020 at 6.30pm
	in the Roche Victory Hall Large Committee Meeting Roche, Roche
	Victory Hall or via Skype depending on the Country's status next month.
	There being no further business to discuss the meeting closed at
	7.36pm

Signature:

Chairman

Date: 9<sup>th</sup> September 2020