

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE LARGE COMMITTEE ROOM, ROCHE VICTORY HALL

ON WEDNESDAY, 12TH JULY 2017 AT 7.00PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Edyvean (Vice-Chairman)
	Cllr. B. Higman	Cllr. S. Harries	Cllr. Mrs. J. Oxenham
	Cllr. Ms. A. Carne	Cllr. D. Inch	Cllr. Mrs. S. Tippett
	Cwll. Cllr. J. Wood	6 Members of Public	

Minute	AGENDA ITEMS	Action
156/17	Parish Councillor Vacancy and Appointment:- Mr. Graham Rowe was appointed to the position of Parish Councillor and would be signed in at the next meeting officially Action: Clerk to inform Cornwall Council and send any relevant paperwork to Mr. Graham Rowe.	Clerk
157/17	Apologies:- Councillor Mrs. I. Northey	
158/17	<p>Public Forum (Including Monthly Cornwall Councillor Report):- Six Members of public in attendance and had nothing to report. Mrs. Malvina Higman reported following the Chairman meeting regarding the footpath to Victoria, we are desperate and we need a pavement. What they do not want is a pavement behind their hedge, what they want is it being removed and they will not do this and as they want a pavement they have now agreed to this pavement behind the hedge and they have not heard anything and would like to push this forward and want to know what compensation they should have. Chairman and Councillor J. Wood are shocked as they thought Jerry Edwards was speaking to them following the site meeting. Councillor M. Edyvean suggested taking the height of the hedge down and it was noted this was up to Cornwall Council and concerns were expressed this could also become the responsibility of the Parish Council. They do not want the village people expressing concerns that it is their fault there is no pavement. It was resolved that Cornwall Councillor J. Wood follows up with Cornwall Council as a matter of urgency.</p> <p>Planning Application PA17/05172 - Development to be discussed tonight – public have come along to see the results tonight and they would raise objections in respect of this and he is suggesting it is moved along slightly. Cornwall Councillor J. Wood suggested a move and believe this is for the Planning Officers and the public to discuss.</p> <p>Planning Application PA17/05172 – The applicants are waiting to see how this progresses and have been in liaison with Cornwall Council Planning in respect of the trees and they could not change anything immediately for the planning as it had already been submitted before the neighbour came to see them but they would be happy to work with them to help solve the problems/concerns.</p> <p>It is hoped the two neighbours can come to an agreement between themselves to resolve the issues and this was suggested a quick substitution application and letter be submitted to Cornwall Council tomorrow. Applicants are willing to do this and would move to suit neighbours.</p>	

	<p>Cornwall Councillor J. Wood reported they are still waiting for Full Council Meeting next week. He met so many people in the village last Friday about various matters. Chairman thanked Cornwall Councillor J. Wood for attending the meeting.</p> <p>Reports of graffiti had been sent to PCSO S. Tibbles and he confirmed this has been reported for Roche Social Club, Harmony Road and the Church Yard, all have been crimed and are in the process of being dealt with by the Neighbourhood Team.</p> <p>Mrs. Malvina Higman left the meeting at 7.15pm.</p>	
159/17	<p>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillor D. Inch declared a pecuniary interest in respect of the small grant application from Jacob Inch.</p>	
160/17	<p>Confirmation of Parish Minutes from Meeting held on the 14th June 2017:- Resolved the Minutes of the Monthly Meeting held on the 14th June 2017 as circulated be approved and signed by the Chairman (Proposed: Councillor J. Harries; Seconded: Councillor Ms. A. Carne)</p>	
161/17	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 14th June 2017:-</p> <p>Page 1 Min.128/17 Actions on Cornwall Councillor Monthly Report:- Clerk reported she was still waiting for a response from the Internal Auditor and had since chased again Action: Keep Pending.</p> <p>Page 1 Min.98/17 PCSO Concerns – Crime Commissioner:- Response received as follows – My office has spoken to the Sector Inspector for St Austell, Ed Gard, following your letter and we both thank you for the interest and concern you show in policing your local community. There can be little doubt that the role played by Police Community Support Officers in the past decade has led to a reduction in crime and antisocial behaviour in many communities and, from your email, this appears to be the case in Roche. Earlier this year, by freeing over £10m from reserves, by striving for further efficiencies, by raising money through the policing precept and changing other spending priorities, I have provided the chief constable with the funds to be one of the only Forces in the country to increase its number of officers. His decision is to use of the additional budget to employ nearly 100 additional police officers onto the streets and into local policing, 50 criminal investigators and 30 online record takers. The extra 100 police officers will bring the total number back up to 3,000. The redesign and reprioritisation of his workforce has required the chief constable to move some staff from existing roles, such as PCSOs, to other police staff roles, new staff investigation roles or to join up as police officers depending on their career aspirations and suitability. In the case of the PCSO for Roche, Steve Tibbles, he is currently taking part in a pilot project. This project will test if a new role, police community investigation officers (PCIOs), will free police officers to focus on cases which pose a greater risk of harm. They have been trained to attend appointments with victims of crime and conduct tasks that complement investigations depending on an assessment of threat, risk and harm. The trial of Police Community Investigation Officers is now operational at 11 stations across Cornwall. The role of the PCSO is temporary covering the most challenging months from June to September. After that PCSOs will return to their PCSO job and it is my understanding from Insp Gard, that this will be the case with PCSO Tibbles.</p>	Clerk

	<p>The reduction in the number of PCSOs means that sector inspectors like Inspector Gard are reviewing the way in which they deploy that resource and it is likely to vary from one sector to another. In the case of St Austell Insp Gard has decided the best approach is to deploy them to areas where an issue is identified so, should you feel that ASB or minor crime is starting to increase in your area, it is important that you inform the police so that he can respond based on the evidence. There are a number of ways you can now report non-emergency crime:</p> <ul style="list-style-type: none"> · by email to 101@dc-police.uk; · online at https://services.devon-cornwall.police.uk/crimereporting/; · by the live chat facility on the Force website https://www.devon-cornwall.police.uk/; · or by calling 101. <p>All these changes will enable the police to better connect with our communities, detect and prevent harm, reduce crime, protect the most vulnerable and provide a high quality of service to the public – which are the priorities of my Police and Crime Plan Action: Clerk to respond advising there have been considerable problems in the village, i.e. toilet rolls littered in the school garden; graffiti in the playing fields and on the cricket score board and sports area in general and church yard, including all the way up Avenue.</p> <p>Page 1 Min.99/17 Post Box Removal:- Response received – They have contacted the Collections Manager again regarding the replacement post box and he advised that the matter has been passed to the Post Box Appearance Team to progress a replacement post box. The matter is in progress, however, this is a lengthy process involving several stages such as finding a suitable location for the post box and obtaining planning permission, etc but they are doing everything possible to resolve the issue. Councillor J. Wood is following up with Cornwall Council Action: Clerk to suggest post box be sited outside the new Post Office.</p> <p>Page 1 Min.148/16 EN16/00912 – Land North of Lower Colbiggan Farm, Roche – Alleged ground works, erection of screening, stationing of a shipping container and caravan being used as residential accommodation, also the construction of an animal shelter:- Response received from Cornwall Council advising they have served a Planning Contravention Notice in which the owner stated that the land had been used for residential purposes in excess of 10 years. When getting evidence from a PCN due to this being a legal documents it has very high weighting. Also all this picture shows is a woodland, not that a caravan was or was not there so this would not be enough evidence to re-open the enforcement case. If there is some more concrete evidence of the field not being used for residential activities they would be happy to take another look.</p> <p>Page 2 Min.58/16 Community Disaster Plan:- Clerk reported details had been circulated around and she was awaiting responses and wished to chase up Councillors to forward relevant information, however, a few more responses had been received which was promising Action: Meeting to be arranged with Councillors Mrs. I. Northey, B. Higman and J. Wood once all information in.</p> <p>Page 2 Min.204/15 Damaged Fingerpost Sign next to Memorial:- No further update received to date Action: Keep Pending.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
--	--	---

	<p>Page 2 Min.279/14(8) Caravan behind Trees with Bus on Old A30 – EN15/00258:- Response received advising they have served an additional document on the site owners, due to information received relating to children being present on the site. The additional document is a Personnel Circumstance Questionnaire that aims to address any unforeseen human rights issues, no response has been received to date Action: Keep Pending</p> <p>Page 2 Min.52/17 Biffa Cancellation:- Clerk reported she had spoken to Biffa and confirmed we did not want to cancel at the present time and they had duly made a note on the account records.</p> <p>Page 3 Min.133/17 Neighbourhood Plan – Numbers of approvals for new dwellings- Clerk reported four sites were allocated - A, B and C between them for 50 homes. Site D is contingent on the road - up to 150 there. Of course there will be some individual developments proposed within the village boundary no doubt, barn conversions etc, but in terms of allocations the above is it. This would be effective from election date when confirmed and accepted.</p> <p>Page 9 Min.148/17 Waste Bin for Edgumbe Road by the Telephone Box:- Clerk reported the waste bin had arrived and was being stored in the Mortuary Building in the Cemetery, ready for installation Action: Arrangements to be made, Councillor M. Edyvean to make arrangements for Environment Warden to make mould and put up this week.</p> <p>Page 10 Min.155/17 Empty BT Box:- Clerk reported she had been informed someone would be looking into this and would contact us with a Job Reference Action: Keep Pending.</p> <p>Email from Councillor Mrs. I. Northey expressing her thanks to Cornwall Councillor J. Wood for getting the bollards put up by the bus stop.</p>	<p>Clerk</p> <p>Cllr. M. Edyvean</p> <p>Clerk</p>
162/17	Any letters received for or against any Planning Applications:- None.	
163/17	<p>Planning Applications/Results/Correspondence:-</p> <p>PA17/05318 – Ms. Murkett – Regularisation of Residential Curtilage and Proposed Demolition and Replacement of Dwelling with Chalet Bungalow, Edgemoor, Higher Trezaise, Roche – Support subject to turning circle on their own property (Proposed: Councillor D. Inch; Seconded: Councillor Ms. A. Carne)</p> <p>PA17/05172 – Ms. N. Marx & Ms. A. Wright – Proposed permanent agricultural workers dwelling to replace temporary dwelling (Reference PA15/02538), Isabel Rose, Little Rosemellyn, Roche – Support – Subject to neighbours over-looking issues are resolved and property moved accordingly in line with County Land Agents (Proposed: Councillor B. Higman; Seconded: Councillor D. Inch)</p> <p>PA17/06154 – Mr. & Mrs. K. Philp – Proposed first floor bedroom extension. Inch, 17 Rock View Parc, Roche – Support (Proposed: Councillor D. Inch; Seconded: Councillor J. Wood)</p> <p>Planning Results Received:- None.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	Four members of the public left the meeting at 7.43pm.		
164/17	Monrthly Accounts for Approval (Including (a) Updating Bank Signatories for the Parish Council; (b) Earmarked Reserves to be reviewed) Proposed brian second dan		
	Salaries, Pensions, National Insurance, Income Tax and Expenses	£2,978.33	Bank Transfers 62,63,64,81
	BP Fuel Cards – 10/06/201	£64.33	DD61
	AJH Services - Toilet Cleaning	£380.20	Bank Transfer65
	Groundwork UK	£327.78	Bank Transfer66
	BP Fuel Cards – 24/06/2017	£51.10	DD67
	Cornwall Council	£53.00	DD68
	Mrs J Burdon	£22.96	Bank Transfer69
	Broxap Limited	£221.94	Bank Transfer70
	DMC IT	£274.99	Bank Transfer71
	Crystal Clear Limited	£27.50	Bank Transfer72
	Roche VH Social Club	£20.00	Bank Transfer73
	Roche VH Social Club	£20.00	Bank Transfer74
	EDF Energy	£79.70	Bank Transfer75
	BP Fuel Cards – 01/07/2017	£7.37	DD76
	British Gas	£37.67	Bank Transfer77
	Duchy Cemetery's Limited	£390.00	Bank Transfer78
	Biffa Waste Services Ltd	£93.18	Bank Transfer79
	South West Water	£825.43	Bank Transfer80
	Receipt:- Lloyds Bank	£1.32	Interest
	Bank Signatures for Parish Council:- Clerk reported that she had now received relevant paperwork by email to complete and the current signatories are the Clerk, Councillors P. Ames, D. Laishley-Hayward, B. Higman, M. Edyvean, P. Gale, T. Keveith, J. Smith. Clerk reported she had also obtained details on how to obtain a Business Debit Card for our current account, if the Parish agreed to this as it would make purchasing on-line a lot easier when required. It was resolve to remove Councillors D. Laishley-Hayward, P. Gale, T. Keveith and J. Smith and not to add any further Councillors at this stage and for Clerk to obtain a Business Debit Card (Proposed: Councillor D. Inch; Seconded: Councillor J. Wood) Action: Clerk to action.	Clerk	
	Earmarked Reserves to be reviewed- It was resolved Clerk obtains average figure for election costs and reduce the figure accordingly and review when we look at the precept later in the year (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. J. Oxenham) Action: Clerk to action.	Clerk	
165/17	Applications received from Small Grants/Donations & Solar Funding Grants/Donations:-		
	Roche Sports & Social Club – It was resolved to include on the next agenda due to circumstances in obtaining further quotations (Proposed: Councillor M. Edyvean; Seconded: Councillor Mrs J. Oxenham) Action: Clerk to action.	Clerk	
	Roche Toddler Group – It was resolved to await outstanding documents (Proposed: Councillor; Seconded: Councillor) Action: Clerk to action.	Clerk	
	Roche Playing Fields Sub-Committee – It was resolved to discuss under Playing Fields later this evening (Proposed: Councillor Ms. A. Carne; Seconded: Councillor D. Inch)		

	<p>Councillor D. Inch declared a pecuniary interest in respect of the following application and duly left the meeting room:- Small Grant Application for Jacob Inch - It was resolved to allow a donation of £250.00 and on return a brief talk or brochure is passed (Proposed: Councillor B. Higman; Seconded: Councillor M. Edyvean) Action: Clerk to action. Councillor D. Inch returned to the meeting.</p>	Clerk
166/17	<p>Parish Council Sub-Committee to be set up for reviewing Grant Applications received prior to Parish Council Meetings:- It was resolved the following Parish Councillors are on this Sub-Committee – Councillors M. Edyvean, D. Inch and S. Harries (Proposed: Councillor J. Wood; Seconded: Councillor Mrs. J. Oxenham)</p>	Clerk
167/17	<p>Cemetery Matters (Including (a) Any Applications for Memorials or Inscriptions; (b) Extension to Roche Cemetery:- Updated Certificate of Liability Insurance Public Liability Cover details received from Duchy Cemetery's Limited.</p> <p>Councillor M. Edyvean reported a grave on the right hand side has been extended considerably. Clerk to follow up and visit the site and make a note of the grave spaces and send letters, noting removal if rules and regulations are not adhered to Action: Clerk to action.</p> <p>Extension to Roche Cemetery:- Clerk reported this matter is on-going and with the Solicitors. Chairman reported on a meeting with Mr. Mike Morcom on this matter and paperwork was currently being signed Action: Keep Pending.</p>	Clerk Clerk
168/17	<p>Playing Fields (Including Finances for Playing Fields and Purchasing of New Equipment), along with application for solar funding and monies from Reserves):- Councillor M. Edyvean reported he brought forward a application to move forward with extending the playing fields and three quotations were obtained. Wicksteed were the best value for money tender and we have used them in the past. £80,250.00 plus vat and there is a £16,521.00 difference. He proposes to take additional from reserves and solar funding, if not to remove something from quotation, if so that would then reduce their discount rate. Roche Parish are not in the region for the Sita funding from the Incinerator. It was proposed to take from reserves and ensure works are carried out, rather than wait to get this exiting project moving. Congratulations to everyone for all the hard work carried out on this project (Proposed: Councillor D. Inch; Seconded: Councillor Ms. A. Carne)</p> <p>Email from Councillor Mrs. I. Northey advised she thought the balance was coming from reserves, although she suggested perhaps she was wrong and if there is a vote, is it possible for the Clerk to pass a proxy vote for her as a "Yes" to confirm funding for the Playing Fields.</p> <p>Roche Playing Fields Sub-Committee – It was resolved to grant the sum of £5,000 from the Solar Fund (Proposed: Councillor D. Inch; Seconded: Councillor Ms. A. Carne)</p> <p>Payment from Development of Trezaise Chapel:- Councillor M. Edyvean reported the funding will be used from this development and in due course an application will be put forward once figures are known, possibly later this month Action: Councillor M. Edyvean to submit application as soon as he can.</p>	Cllr. M. Edyvean

169/16	<p>Roche Public Conveniences/Bus Shelters (Including Maintenance Costs)/Roche Railway Station & Noticeboards in the Parish:-</p> <p>Roche Public Conveniences:- No update.</p> <p>Bus Shelters:- Bus Shelter quotes received, to be reviewed Action: It was resolved that Clerk and Councillor D. Inch have delegated powers to proceed with setting up bus shelter cleaning rotas between the two companies and confirm with both of them in writing (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor Ms. A. Carne) Action: Clerk/Councillor D. Inch</p> <p>Bilberry Bus Shelter – It was reported there is a glass panel missing and the shelter is in need of a little attention Action: It was resolved the Clerk obtains a new piece of glass for the shelter to be supplied and installed and Councillor M. Edyvean requests the Environment Warden cleans and tidies the shelter out. Councillor M. Edyvean advised he would visit the shelter to establish exactly what is required and to check whether he could locate the glass panel and inform the Clerk accordingly (Proposed: Councillor Mrs. S. Tippett; Seconded: Councillor Ms. A. Carne)</p> <p>Roche Railway Station:- Councillor B. Higman raised about the cleaning of the shelter at the last Railway Focal Meeting and they are hoping to appoint someone to follow up do these jobs to ensure are all clean and tidy.</p> <p>Noticeboards in the Parish:- No update.</p>	<p>Clerk/ Cllr. D. Inch</p> <p>Clerk/ Cllr. M. Edyvean</p>
170/17	<p>Footpath Signs/Matters (Including Footpath for Victoria):- No update.</p>	
171/17	<p>Renewal of Leases/Section 52/106 Agreements:-</p> <p>Renewal of Leases:- No update.</p> <p>Section 52/106 Agreements:- No update.</p>	
172/17	<p>Update on Feasibility of a Parish Office:- Councillor B. Higman produced a set of plans as a idea for the Victory Hall and were duly circulated, there are two plans with two different ideas. Chairman suggested this is discussed next week if possible at a closed meeting.</p>	<p>Cllrs.</p>
173/17	<p>Street Lighting for Old Lane, Roche:- It was resolved to put one street light up and accept as set out (Proposed: Councillor Mrs. J. Oxenham; Seconded: Councillor D. Inch)</p>	<p>Clerk</p>
174/17	<p>Sub-Committee to form a Working Group Party for the Village - Street/Road Signs in the Village/Parish and general tidy up of the Village/Parish as a whole:- Councillor J. Wood reported he had put something in the Parish Magazine, he is happy to take forward, along with Councillors Ms. A. Carne and S. Harries. It was resolved to arrange a couple of small tasks and take forward and report back in due course Action: Next Agenda.</p>	<p>Clerk</p>
175/17	<p>Cornwall Council – 2017 Off-Street Consolidation Order:- It was resolved Clerk completes forms and returns (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman)</p>	<p>Clerk</p>
176/17	<p>Electoral Review Consultation from Cornwall Council:- It was resolved to respond - If we go down to 87 it is then impractical for people in rural areas to be represented and as Cornwall is mainly rural, this would be impossible.</p>	

	We support Cornwall Council in their figure of 99 as appropriate figures for Cornwall (Proposed: Councillor B, Higman; Seconded: Councillor D. Inch)	Clerk
177/17	Articles for Parish Council Website:- Clerk reported she had tidied up the website and is waiting to hear from the Consultant regarding production of a new website Action: Clerk to action.	Clerk
178/17	Great Western Railway – Customer & Communities Improvement Fund Year 3 Applications to be submitted:- Chairman reported that Cornwall Council are now taking over the provision of this footpath and the £13,000 will be sent to Cornwall Council to be linked up with the £50,000 reserves we have. It was resolved to include on the next agenda for any ideas to be suggested for the Parish if we want to submit another application for another project Action: Clerk	Clerk/ Cllrs.
179/17	Parking Issues for Roche Rock – Email regarding parking by visitors:- Cornwall Councillor J. Wood has already arranged a meeting and discussed parking with Simon Leather of Tregothnan and he has since spoke to a local Contractor regarding the necessary works, he has also liaised with Cornwall Highways, who also envisaged no problems Action: Clerk to respond advising of the update to the parishioners (Proposed: Councillor J. Wood; Seconded: Councillor D. Inch)	Clerk
180/17	Correspondence – Clerk listed correspondence and actions required (Including letter from Cornwall Council – St. Austell to A30 Link Road):- <ol style="list-style-type: none"> 1. St. Columb Major Town Council – Invitation to Chairman to attend Annual Civic Service on Sunday 6th August 2017 at 11.00am 2. Clerks & Councils Direct Magazine (Councillor Mrs. S. Tippet) 3. Department for Works & Pensions – Your views and experiences of automatic enrolment into workplace pensions 4. Roger Coad – Roche Neighbourhood Plan Action: Clerk to respond advising this letter has been forwarded to Cornwall Council and the neighbourhood plan issues would be forwarded to Lord Matthew Taylor, Chairman of the Neighbourhood Plan Steering Group for a response. 5. Cornwall Community Flood Forum - Introducing Cornwall Community Flood Forum 6. Cornwall Council - Communities and Devolution Newsletter - May 2017 7. Cornwall Fire & Rescue Service – Prince's Trust 8. Cornwall Council - Communities and Devolution Special Bulletin – Resident's Survey 2017 9. Nick Pearne – Fitting it all in 10. Great Western Railway – Electrification work in Reading area 11. Cornwall Council - Communities and Devolution Special Bulletin – Launch of Priorities for Cornwall, June 2017 12. Cornwall Council - Communities and Devolution Special Bulletin – Cornwall Electoral Review, June 2017 13. Cornwall Council – Additional Code of Conduct Training at Liskeard – 27th July 2017 14. Cornwall Council – Neighbourhood Planning E-Bulletin June 2017 15. Andrea Gilbert – Cornwall Takes Tea with the World – Please Join in 16. Kernow Lad – Project Griffin Awareness Sessions – Counter Terrorism Awareness Initiative presented by Devon & Cornwall Police 17. Cornwall Council – Free Summer Legal Event 18. Plantlife – National Plant Monitoring Scheme – 2017 Update 19. Cornwall County Playing Fields Association – CCPFA Celebration 20. Cornwall Area of Outstanding Natural Beauty – Job Vacancy: Cornwall AONB Project Development Officer 	Clerk

	<p>21. Cornwall Community Foundation – Vital Signs Questionnaire</p> <p>22. Community Resilience Service, Neighbourhoods Directorate – St. Austell & Clay Country Place Marketing – Workshop to be held on Tuesday 18th July 8.00am to 10.00am at the St. Austell Conference Centre, St. Austell Business Park.</p> <p>23. Cornwall Council – Communities & Devolution Newsletter – In this Planning Issue</p> <p>24. Cornwall Council – LGPS Employee Briefings</p>	
181/17	To arrange any Sub-Committee Meetings required:- None.	
182/17	Any Urgent Matters the Chairman considers relevant for this meeting:- None.	
183/17	<p>Date of next Meeting:- Wednesday the 9th August 2017 at 7.00pm in the Roche Victory Hall Large Committee Meeting Room.</p> <p>Councillor Mrs. S. Tippett made apologies for the next meeting.</p>	

Signature:

Chairman

Date: 9th August 2017