

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE DENNISON BUILDING, ROCHE CP SCHOOL

ON WEDNESDAY, 14TH DECEMBER 2016 AT 7.23PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Edyvean
	Cllr. Mrs. I. Northey	Cllr. B. Higman	Cllr. D. Laishley-Hayward
	Cllr. J. Smith	Cllr. P. Gale	Cwll. Cllr. J. Wood
	PCSO S. Tibbles		

Minute	AGENDA ITEMS	Action
292/16	Apologies:- Councillors Mrs. S. Tippet, D. Inch, Ms. A. Carne	
293/16	Monthly Neighbourhood Beat Manager Report:- Report from PCSO S. Tibbles. Report as follows:- <ul style="list-style-type: none"> Crime Figures for the period from 9th November to the 14th December 2016 – Criminal Damage = 1; Theft = 5; Burglary = 1; Assaults = 2; Drink Arson = 1; Total Crimes = 10 PCSO S. Tibbles advised he would endeavour to report RTA's each month. Chairman thanked Cornwall PCSO S. Tibbles for attending the meeting and reporting to the Parish Council. 	
294/16	Monthly Cornwall Councillor Report:- Cornwall Councillor J. Wood reported as follows:- <ul style="list-style-type: none"> Magazine is up and running and it is hoping there is another edition coming out next week. They now have a stand-alone bank and can now apply for funding and sponsorship from local companies. They would like funding for a few years to keep the magazine going. Thanks to Councillor Mrs. I. Northey who is assisting. Meeting at Cornwall Council – Discussion on Government funding. Cornwall is a poorer County and we cannot close our funding gap and this could affect all services. Neighbourhood Plan should hopefully have approval in January. It will then go out to a referendum. Councillor D. Laishley-Hayward reported about a month ago he met someone surveying pavements and he advised one pavement he viewed should have been repaired in 48 hours and it has been noted it still has not been repaired and it is more like 48 days now. The pavement is along Firsleigh Park and is very badly broken up Action: Cornwall Councillor J. Wood to follow up. Councillor M. Edyvean also commented on the pavement outside the Roche Football Club which is Cornwall Council owned, unfortunately if it breaks up it could damage the work paid for in the Car Park. Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.	Cwll. Cllr. J. Wood
295/16	Public Forum:- None.	
296/16	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
297/16	Confirmation of Parish Monthly Minutes/Meeting held on the 9th November 2016:- Resolved the Minutes of the Monthly Meeting held on the 9 th November 2016 as circulated be approved and signed by the Chairman (Proposed: Councillor D. Laishley-Hayward; Seconded: Councillor B. Higman)	

298/16	Matters Arising from the Monthly Minutes of the Meeting held on the 9th November 2016:-	
	<p>Page 2 Min.170/16 Funding towards Footpath at Higher Trezaise:- Response received from Cornwall Council as follows – I am pleased to hear that Roche Parish Council offers their support with the footway. Cornwall Council, will look to work collaboratively with the Parish Council throughout the development of the scheme to ensure the delivery of a footway suitable for use by the local community. Please would you liaise with Jeremy Edwards who is leading this project for the Council Action: Clerk to respond thanking for the reply and request Jeremy Edwards to contact us as to what action he proposes.</p>	Clerk
	<p>Page 2 Min.170/16 Support for Planning Application for Cameras at new Pharmacy:- Clerk read a response received from Usman Shafique from Roche Pharmacy as follows - First I am sorry to respond late about your letter regarding installation of security cameras. I understand your concerns for security and safety of Pharmacy. We currently have eight Night Vision Cameras installed in Pharmacy and Car Park behind .At the time of installation we did consider installing cameras on the front but there was a valid counter argument about privacy of people living around the Pharmacy. As front cameras will inevitably record the movement of people which may amount to breach of their privacy (Houses across the Pharmacy). Yes we did install a safety mirror and unfortunately it was damaged. We are thankful about your suggestion and will consider it in due course.</p>	
	<p>Page 2 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 from Cornwall Council – I can advise that have visited the site and am aware of the residential element on this site. I will be sending a Planning Contravention Notice to establish the facts as soon as I have information from the land registry as to the correct owner. I anticipate this will be done in the new year Action: Keep Pending.</p>	Clerk
	<p>Page 2 Min.58/16 Community Disaster Plan:- Clerk reported this would be looked at in the New Year Action: Meeting to be arranged with Councillors Mrs. I. Northey, B. Higman, J. Wood and P. Gale to assist with the Plan, when they have had chance to make notes and comments.</p>	
	<p>Page 3 Min.204/15 Damaged Fingerpost Sign next to Memorial:- Clerk reported nothing further update had been received Action: Keep Pending.</p>	Clerk
	<p>Page 3 Min.279/14(8) Caravan behind Trees with Bus on Old A30:- Email received from David Tapsell as follows - I still have not received any contact from the site owners following the service of the pcn and my letter asking for confirmation of remedial action.</p>	
	<p>I will have another look into the matter and see if I can generate some dialog with the land owner after the Christmas break. Alternatively the Council will have to give further consideration to the evidence provided in the pcn response, which may include service of an enforcement notice Action: Keep Pending.</p>	Clerk
	<p>Page 3 Min.310/15 Emptying of Dog Waste Bins:- Clerk reported she had briefly seen Fiona recently who had said they had now produced a new rota for the emptying of the waste bins and would like to see how this goes for the time being.</p>	

	<p>Page 4 Min.253/16 Email from Mrs. K.A. Christmas:- Clerk read email received from Mrs. K.A. Christmas as follows - Many thanks for the email confirming that none of the land in the areas advised on the map and in the letter I forwarded to you, was used for village recreation of any sort. I will now send a copy of this to Martin Wright. Many thanks for your help.</p> <p>Page 5 Min.256/16 Contingency Plan for Clerk:- Clerk reported this is on-going and would be followed up in 2017 Action: Keep Pending and Clerk to follow up.</p> <p>Page 5 Min.256/16 Asset Register:- Clerk reported she had not heard back from Ken Abraham to date and had since followed up again Action: Keep Pending and Clerk to follow up.</p> <p>Page 8 Min.278/16 Renewal of Parish Council Van Insurance:- Clerk reported the insurance had been renewed and documentation received.</p> <p>Page 10 Min.281/16 Trains not stopping in Roche:- Clerk reported a response had been received as follows - Thank you for letter of 11th November 2016 to Councillor Bert Biscoe, Cabinet Member for Transport. Councillor Biscoe is looking into the issues you have raised and will respond to you in due course. In the meantime if you require any further assistance please do not hesitate to contact me. Cornwall Councillor J. Wood spoke to Bert Biscoe yesterday and he had forgotten about this and asked for a reminder Action: Clerk to follow up requesting a response from our earlier email.</p> <p>Page 10 Min.282/16 Sign opposite Fish and Chip Shop:- Clerk reported a response had been received as follows - Thank you for your email and for advising me of the redundant signs - I will make arrangements for the signs to be removed. With regards to the request for new warning signs, national guidance state that appropriate warning signs can greatly assist road safety but to be most effective, however, they should be used sparingly. Their frequent use to warn of conditions which are readily apparent tends to bring them into disrepute and detracts from their effectiveness. In a built up urban area subject to a 30mph speed limit such as this, vehicle users should expect to see the footway users mentioned in your email, therefore individual warning signs are not required.</p> <p>Page 12 Min.288/16(26) Business Rates are Changing:- Clerk reported she had not had chance to follow up this and would over the next month Action: Clerk to follow up and report to the next meeting.</p> <p>Page 1 Min.270/16 Monthly Neighbourhood Report:- PCSO Steve Tibbles reported he had spoken with the local toilet cleaner as she called in to say she had hassle with youths in the village and basically she was locking up and youngsters were rude to her and there was also a fire issue but there has been nothing reported since.</p> <p>Page 2 Min. 148/16 Residential Caravan at Colbiggan:- Chairman advised that Cornwall Council will go to Land Registry to see who owns this land, he can obtain a copy and produce at a later date and he believes Environmental Health should take a visit Action: Clerk to report to Environmental Health.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
299/16	Any letters received for or against any Planning Applications:- None.	
300/16	Planning Applications/Results/Correspondence:- Dealt with in the Planning Sub-Committee Meeting earlier this evening.	

301/16	<p>Monthly Accounts for Approval (Including (a) To confirm Minutes from the Finance Sub-Committee Meeting held on Wednesday the 9th November 2016 and acceptance of contents and any matters arising and agreeing Precept for the next financial year (b) Waste Carrier Licence):-</p> <p>It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor B. Higman; Seconded: Councillor P. Gale) Motion Carried</p> <table border="1" data-bbox="240 421 1374 1630"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£2,723.94</td> <td>Bank Transfers 97,98,99,100,112</td> </tr> <tr> <td>AJH Services - Toilet Cleaning</td> <td>£380.20</td> <td>Bank Transfer101</td> </tr> <tr> <td>Parish Magazine Printing</td> <td>£384.50</td> <td>Bank Transfer102</td> </tr> <tr> <td>Biffa Waste</td> <td>£64.80</td> <td>Bank Transfer103</td> </tr> <tr> <td>Biffa Waste</td> <td>£64.80</td> <td>Bank Transfer104</td> </tr> <tr> <td>British Gas</td> <td>£20.96</td> <td>Bank Transfer105</td> </tr> <tr> <td>M.A. Grigg Ltd</td> <td>£207.66</td> <td>Bank Transfer106</td> </tr> <tr> <td>Steve's Decorating Service</td> <td>£210.00</td> <td>Bank Transfer107</td> </tr> <tr> <td>Duchy Cemetery's</td> <td>£390.00</td> <td>Bank Transfer108</td> </tr> <tr> <td>Martin Luck Group</td> <td>£241.14</td> <td>Bank Transfer109</td> </tr> <tr> <td>Cornwall Farm Machinery</td> <td>£8.57</td> <td>Bank Transfer110</td> </tr> <tr> <td>Cornwall Farm Machinery</td> <td>£9.78</td> <td>Bank Transfer 111</td> </tr> <tr> <td>Truro & Penwith Academy Trust Truro & Penwith Academy Trust</td> <td>£8.00</td> <td>002160</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£20.00</td> <td>002161</td> </tr> <tr> <td>Viking Direct</td> <td>£37.19</td> <td>002162</td> </tr> <tr> <td>Roche PCC</td> <td>£40.00</td> <td>002163</td> </tr> <tr> <td>Ben Warwick-Potthurst</td> <td>£60.00</td> <td>002164</td> </tr> <tr> <td>Roche Brass</td> <td>£40.00</td> <td>002165</td> </tr> <tr> <td>BP Fuelcards</td> <td>£50.26</td> <td>Direct Debit113</td> </tr> <tr> <td>BP Fuelcards</td> <td>£63.17</td> <td>Direct Debit114</td> </tr> <tr> <td>BP Fuelcards</td> <td>£6.95</td> <td>Direct Debit115</td> </tr> <tr> <td>Cornwall Council</td> <td>£55.00</td> <td>Direct Debit116</td> </tr> <tr> <td>Mrs. J. 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Higman; Seconded: Councillor Mrs. I. Northey)</p> <p>Matters Arising from the Finance Sub-Committee Meeting held on the 9th November 2016:- It was proposed to set the Precept in the sum of £80,000 (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor B. Higman) Motion Carried</p> <p>Waste Carrier Licence:- Action: Next Agenda.</p>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£2,723.94	Bank Transfers 97,98,99,100,112	AJH Services - Toilet Cleaning	£380.20	Bank Transfer101	Parish Magazine Printing	£384.50	Bank Transfer102	Biffa Waste	£64.80	Bank Transfer103	Biffa Waste	£64.80	Bank Transfer104	British Gas	£20.96	Bank Transfer105	M.A. Grigg Ltd	£207.66	Bank Transfer106	Steve's Decorating Service	£210.00	Bank Transfer107	Duchy Cemetery's	£390.00	Bank Transfer108	Martin Luck Group	£241.14	Bank Transfer109	Cornwall Farm Machinery	£8.57	Bank Transfer110	Cornwall Farm Machinery	£9.78	Bank Transfer 111	Truro & Penwith Academy Trust Truro & Penwith Academy Trust	£8.00	002160	Roche Victory Hall Social Club	£20.00	002161	Viking Direct	£37.19	002162	Roche PCC	£40.00	002163	Ben Warwick-Potthurst	£60.00	002164	Roche Brass	£40.00	002165	BP Fuelcards	£50.26	Direct Debit113	BP Fuelcards	£63.17	Direct Debit114	BP Fuelcards	£6.95	Direct Debit115	Cornwall Council	£55.00	Direct Debit116	Mrs. J. 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	<p>Clerk reported two grant applications had been received from Cornwall Air Ambulance. It was agreed to look at in the next round of applications and Clerk to scan and email to Councillors prior to this Action: Clerk to include on next round of applications and scan and send details to Councillors.</p> <p>Email received from Tamsin Parry of Clean Energy as follows - Once the remainder has been distributed please update me once again. The community fund is an annual payment therefore the sooner it goes into the community the better, one thing to note is that we would expect all of the fund to be spent prior to next year's payment being made.</p>	Clerk
302/16	<p>Cemetery Matters (Including (a) Any applications for memorials or inscriptions; (b) Extension to Roche Cemetery:- Trees in the Churchyard – Clerk reported a Tree Safety Inspection Report had now been received and duly circulated to Councillors.</p> <p>A quotation had been received from Steve's Decorating Service for work to be undertaken on the Cemetery Gates in the sum of £485.00 including all materials Action: Clerk to request he re-submits the quotation to include painting the two gates opposite the school for Roche Playing Fields.</p> <p>Extension to Roche Cemetery:- No update Action: Keep Pending.</p>	Clerk Clerk
303/16	<p>Playing Fields:- Councillor M. Edyvean reported everything is in hand to speak to two companies in January.</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 January or February 2017 Action: Councillor M. Edyvean to establish figures so the application can be completed.</p>	Cllr. M. Edyvean
304/16	<p>Roche Public Conveniences/Bus Shelters/Roche Railway Station & Noticeboards in the Parish/Football Club Car Park:-</p> <p>Roche Public Conveniences:- No update.</p> <p>Bus Shelters:- Councillor J. Wood reported Cornwall Council will be looking at Parish Councils taking them over in the future.</p> <p>Roche Railway Station:- No update.</p> <p>Noticeboards in the Parish:- No update.</p> <p>Football Club Car Park:- No update.</p>	
305/16	<p>Footpath Signs/Matters (Including Footpath for Victoria):- Councillor B. Higman reported the proposed footpath for Victoria is currently being surveyed.</p> <p>Great Western Railway – Decision Letter advising the award of £13,000 is to cover a feasibility study to provide a new footway between Roche Station and Victoria.</p> <p>Previous Minutes – Ownership of land all the way along Footpath 10 to establish – Email sent to James Clapp and Matthew Montano of Cormac Action: Keep Pending and Clerk to continue to follow up.</p>	Clerk
306/16	Renewal of Leases/Section 52/106 Agreements:-	

	<p>Renewal of Leases:- Clerk reported the fee of £1.00 had been received from Roche Football Club for the lease on the Roche Football Field.</p> <p>Section 52/106 Agreements:- No update.</p>	
307/16	Feasibility of a Parish Office:- Councillor B. Higman will be meeting David Alcock in January.	
308/16	Articles for Parish Council Website/Magazine:- Magazine report to be sent including details that dog waste can be put in any waste bin in the village.	
309/16	<p>Correspondence – Clerk listed correspondence and actions required:</p> <ol style="list-style-type: none"> 1. Cornwall Pension Fund – Contributions Update 2. Hawkins Truck and Van Centre – Offers Action: Clerk to establish whether she could open an account with them for future works on the van. 3. SSE Enterprise Lighting – Annual Maintenance 4. Cornwall Council – A30 to St. Austell Link Road – Newsletter 5. Cornwall Council – Winter Wellbeing 6. National Grid – Indian Queens – Landulph Overhead Line Refurbishment 7. Cornwall Council – Town and Parish Elections Costs 8. Rospa – Training Courses 9. Tregothnan – Review of Rent 10. Mark Hopwood, Great Western Railway – Car Park Changes 11. Cornwall Council – Communities & Devolution Special Bulletin – Sustainability & Transformation Plan 12. Cornwall Council – Communities & Devolution Special Bulletin – 2016 Off-Street Parking Orders (2017 Orders) Public Consultation 13. CCPFA – Annual General Meeting – Tuesday 13th December 2.00pm at The Pit Building, Indian Queens 14. Cornwall Council – Confirmation of adoption of Local Plan on 22nd November 2016 15. Cornwall Council – China Clay Community Network Panel Meeting to be held on Monday 12th December at 7.00pm at the Bugle Chapel Rooms 16. Colin Reid – Community Christmas Lunches 17. Camborne Town Council – Camborne Recreation Ground 18. Cornwall Council – Communities & Devolution Special Newsletter 19. Cornwall Council – Communities & Devolution Special Bulletin – Dogs on Beaches 20. Cornwall Council – Satisfaction Survey – Public Protection (including Environmental Health, Trading Standards, Licensing) 21. Cornwall Association of Local Councils – Planning Protocols 22. Rospa Playsafety Ltd – Inspection Training Courses 23. Creative Play – Guarantee your play area is ready for winter with Creative Play 24. Cornwall Council – Neighbourhood Planning e-bulletin 25. Cornwall Association of Local Councils – Local Government Boundary Review – Workshop – 4th January 2017 26. NHS Kernow – Public Consultation – Non-emergency Patient Transport 27. Wheal Martyn – Highlights Brochure 	Clerk
310/16	To arrange any Sub-Committee Meetings required:- Community Disaster Meeting to be held in January. Councillors to view containers in January.	
311/16	Any Other Urgent Business:- Clerk reported the trees in Tregarrick Road need cutting as people keep getting scratches please. Also Victoria Road needs trimming as part of the kerb and verge has been cleared then left and the trees need trimming to left and right sides Action: Cornwall Councillor J. Wood to follow up.	Cwll. Cllr. J. Wood

312/16	Date of next Meeting:- Wednesday the 11 th January 2017 at 7.00pm in the Dennison Centre, Roche CP School. There being no further business to discuss the meeting closed at 8.32pm.	
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Signature:

Chairman

Date: 11th January 2017