

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE DENNISON BUILDING, ROCHE CP SCHOOL

ON WEDNESDAY, 8TH FEBRUARY 2017 AT 7.00PM

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

Minute	AGENDA ITEMS	Action
22/17	Apologies:- Councillors Mrs. S. Tippett, Ms. A. Carne	
23/17	<p>Monthly Neighbourhood Beat Manager Report:- Report from PCSO S. Tibbles. Report as follows:-</p> <ul style="list-style-type: none"> • Crime Figures for the period from 14th January to the 8th February 2017 – Criminal Damage = 1; Theft = 1; Burglary = 1; Assaults = 4; Total Crimes = 7. There was one RTC but he had not seen the details of this. • Crime at the Church did not seem to be on the system, it was noted this had been reported. There has also been trouble with people hanging around the porch in the Church also, which has also been followed up. Everything needs to be reported of this nature and any other crimes so they are logged in the system. <p>Chairman thanked Cornwall PCSO S. Tibbles for attending the meeting and reporting to the Parish Council.</p>	
24/17	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> • Social Care – it is eating money in the County. • New Road – he will be having a complete update on Friday morning and will call the Chairman as soon as he has the information. It was looking on target to go through and to the next which was the bidding stage. The Minister has not looked at the routes as yet. • Village Magazine – Special Edition – he is waiting to hear from Matthew Taylor regarding the Neighbourhood Plan. • Neighbourhood Plan will not go out to referendum until the elections are held in May 2017 as there is not enough staff at Cornwall Council to deal with this separately, hopefully this will allow for a better turn-out at the Elections also. • Emergency Plan – he is waiting to include in the Special Edition Village Magazine but has been completing parts of the form himself. • Councillor D. Laishley-Hayward reported two ladies next door to him have just purchased a mobility scooter and they cannot get off the pavement along this stretch as there is no dropped kerb Action: Cornwall Councillor J. Wood to follow up with Rachael Tatlow of Cormac as he is meeting her this week in the village to look at problem areas. He asked for suggestions of where the dropped kerbs would be preferred. He would also follow up other issues. • Councillor M. Edyvean reported there are four new potholes in Roche Road on the hill down through the village, there are cracks in the road which is concerning and needs looking at Action: Cornwall Councillor J. Wood to follow up with Rachael Tatlow of Cormac. • Councillor B. Higman reported there is a manjhole outside of Finsbury Corner that needs looking at. 	<p>Cwll. Cllr. J. Wood</p> <p>Cwll. Cllr. J. Wood</p>

	<ul style="list-style-type: none"> • Councillor D. Inch reported on pothole outside of old Cornwall Farmers Branch and also driving into Roche outside of Llamdos, along Victoria Road that needs action Action: Clerk to send all details to Cornwall Councillor J. Wood to follow up with Rachael Tatlow of Cormac along with the others reported above. • Councillor D. Laishley-Hayward reported the Clerk had reported the drain on Victoria Road opposite the Clays Practice and it is still a problem and it keeps filling up Action: Cornwall Councillor J. Wood to follow up with Rachael Tatlow of Cormac. <p>Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</p>	<p>Clerk</p> <p>Cwll. Cllr. J. Wood</p>
25/17	Public Forum:- None.	
26/17	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
27/17	Confirmation of Parish Monthly Minutes/Meeting held on the 11th January 2017:- Resolved the Minutes of the Monthly Meeting held on the 11 th January 2017 as circulated be approved and signed by the Chairman (Proposed: Councillor B. Higman; Seconded: Councillor D. Laishley-Hayward)	
28/17	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 11th January 2017:-</p> <p>Page 2 Min.170/16 Funding towards Footpath at Higher Trezaise:- Clerk reported she had spoken with Councillor Bert Biscoe who had passed on Jeremy Edwards email address and details had been sent on to him, copying in Councillor Bert Biscoe, a response was awaited. Cornwall Councillor J. Wood would be following up a meeting on Friday of this week Action: Keep Pending.</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 Jessica Martyn of Cornwall Council (Email sent to Serena Wearne of her team as follows) – As Case Officer investigating the above site, please could I ask you to provide Mrs Julie Burdon - Clerk to Roche Parish Council with an update at your earliest convenience. Further email from Jessica Martyn as follows – Thank you for your email requesting an update on the above enforcement case. The Case Officer, Miss Serena Wearne is currently off sick and my Line Manager, Mr Jon Drew is looking to re-allocate this case to another officer shortly. By way of an update, it is anticipated that we will serve a Planning Contravention Notice (PCN) shortly to establish facts of the situation from a planning perspective and land ownership/those with a legal interest, which will assist in the consideration of the Council's options and course of action. Once the Notice has been served the owner will have 21 days to provide a formal response to the documentation, which can be used as evidence Action: Keep Pending.</p> <p>Page 2 Min.58/16 Community Disaster Plan:- Clerk reported details had been forwarded to Councillors as requested and would be included in the special edition of the Parish Magazine and then a meeting could be arranged following this to start completing the form Action: Meeting to be arranged with Councillors Mrs. I. Northey, B. Higman, J. Wood and P. Gale once information has been received from anyone coming forward from the report in the Parish Magazine.</p>	<p>Clerk</p> <p>Clerk/ Cllrs.</p>

Page 2 Min.204/15 Damaged Fingerpost Sign next to Memorial:- Clerk reported a response from Mike Jones had been received as follows - Have heard nothing since I sent them a letter, asking them to proceed as and when. Gave them my home telephone number, to inform me when they will be removing the fingers, so that we can paint the base before reinsertion of the fingers. Further email received from Mike Tregaskes advising they are sorry for the delay but they have not heard back from Iron Brothers and so will not chase up before their next meeting and will let the Parish Council have an update in due course. Councillor D. Laishley-Hayward reported they would be going to Iron Brothers today to follow up **Action:** Keep Pending.

Clerk

Page 2 Min.279/14(8) Caravan behind Trees with Bus on Old A30 – EN15/00258:- Clerk reported response received from David Tapsell as follows - I would inform you that I have again written to the land owner requesting action and offering a meeting to give them further guidance in this matter. I hope to have a response to this letter within 21 days **Action:** Keep Pending.

Clerk

Page 3 Min.256/16 Contingency Plan for Clerk:- Clerk reported this is on-going as she was still in liaison with other Parish Clerks to finalise any paperwork **Action:** Clerk to action.

Clerk

Page 3 Min.256/16 Asset Register:- Clerk reported this would be followed up once we have agreed on a new Internal Auditor **Action:** Keep Pending. With regards to the Internal Auditor, three quotations had been sought and received as follows:- Steve Hudson Accounting Limited = £400.00, Paul Roberts = £150.00 and Aalgaard Renshaw Business Solutions Ltd = £425.00 plus vat. It was resolved to opt to use Paul Roberts for this coming year (Proposed: Councillor B. Higman; Seconded: Councillor D. Inch) Motion Carried **Action:** Clerk to action.

Clerk

Clerk

Page 3 Min.281/16 Trains not stopping in Roche:- Clerk reported she had received a response from Dan Okey as follows – I am very sorry about my delay in responding to your e-mail of 16th November 2016. Thank you for the telephone call this week reminding me of this issue. The best way forward is for the Newquay branch timetable and Roche calls specifically to be considered at our Devon & Cornwall Timetable Group. This Group was set up to consider issues raised by the Community and is attended by Friends of the Atlantic Coast Line (Jim Cleare), Devon & Cornwall Rail Partnership (Richard Burningham) and Cornwall Council (Nick Truscott attended the last meeting but Hannah has come along in the past...and both are most welcome to attend in the future). It is managed by our Train Planners who will often take things away to investigate. Meetings take place twice a year, with the next meeting due in April (no date fixed yet). We would be pleased to receive a local request from the Parish Council or local community detailing the times that Roche calls would be helpful. We are also interested in things that could drive up demand, including local development. I will ensure the issue is discussed at the next meeting and provide feedback. Further letter from Cornwall Councillor Bert Biscoe as follows – As you will know I forwarded your letter on to Great Western Railways for a response as train timetables are planned by the train operating company. Dan Okey responded confirming that the issue will be discussed at their next timetabling meeting and invite you to provide further details of the request. I can confirm that Officers of Cornwall Council, alongside other local rail interest groups, have the opportunity twice a year to feed in GWR's development of the summer and winter timetables for Cornwall's railways and I will ask them to raise this issue with GWR ahead of the next timetable development.

However, I understand the issue of limited stops on some of the Newquay branchline services is due to tight main line connections into and out of Par, which may not be possible to resolve ahead of the introduction of the new Cornwall bus/rail integrated public transport system in December 2018. Please be assured that Cornwall Council will continue to raise this issue with GWR to improve services for the community of Roche. Councillor P. Gale reported there is a Focal Group Meeting on Monday and a Devon & Cornwall Network Partnership Meeting later which he will attend both and will raise these issues.

Page 3 Min.288/16(26) Business Rates are Changing:- Clerk reported she had requested a form to complete for the grant relief for the Mortuary Building **Action:** To complete when received and Keep Pending.

Clerk

Page 3 Min. 148/16 Residential Caravan at Colbiggan:- No response received to date, merely a read receipt at this stage **Action:** Keep Pending.

Clerk

Page 5 Min.10/17 Financial Applications:- Clerk reported all relevant paperwork had now been received and the cheques were to be signed this evening, apart from the Roche Football Club application at this time.

Page 5 Min.10/17 Financial Application for Roche Football Club:- Email from Roche Football Club - On behalf of everyone associated with Roche Football Club I would like to thank you and the members of the Parish Council for this kind donation. We are thrilled that we can now move forward with this project.

Page 5 Min.10/17 Waste Carrier Licence:- Clerk reported this is hand.

Page 6 Min.10/17 Email from Jon Hyatt:- Thank you for the below update, we are pleased to see that our fund is being used for the benefit of the Roche community and sincerely hope it makes a positive difference. Without a doubt your funding will continue each and every year as promised in our agreement, so long as the wind keeps blowing of course. The next payment is not scheduled until the 3rd anniversary at the start of September 2017, however if you wished to draw down the accrued funding to date we would be very happy to make an interim payment to the Parish Council?

Page 7 Min.18/17(15) New BBC2 Show looking for Sentimental Items:- Email received as follows - Thank you for the photos - I think I might have come down to Roche as a tourist anyway just to see the rock - what fascinating architecture. We have just started filming this week so it is all action stations so casting new items slowed down, however it is full speed ahead again. We are due to have a casting meeting at the end of the week so I will present the gates then.

Previous Minutes – Old Lane Lighting:- Letter from Cornwall Council as follows – Project: Old Lane Lights I am pleased to inform you that Cornwall Council has agreed to award a grant of £3,737 to Roche Parish Council to support the improvement and lighting of a stopped up section of highway known as Old Lane. This grant has been approved by Jeremy Rowe Cornwall Councillor (Portfolio Holder for Localism), following a report and recommendation from Cornwall Councillors and the Community Network Panel for China Clay Community Network Area. The grant will be made on the basis that your organisation meets the terms and conditions of the grant attached to this letter. You agree by accepting this grant that your organisation will follow these terms and conditions. Please sign one copy of this letter to acknowledge your organisation's acceptance of the terms and conditions of this offer and return it to me.

	<p>Please also confirm your organisation's bank details. Following receipt of the signed letter, the Council will pay the grant. Councillor J. Wood had followed up whether this could be part funded from the solar funding and advised the Parish Council as follows - With regards to the lighting project for Old Lane because the lane does not serve any houses directly Cornwall Council is not obligated to provide street lighting. If homes adjoined the road and it was part of their access that would be a different matter. The Old Lane serves as a 'cut through' a short cut and safer route for pedestrians to access the facilities located on Victoria Road. We can choose to improve the safety as a community benefit thus making the route accessible in hours of darkness. We can, therefore, choose to use the money from the Jon Hyatt wind turbines to close the funding gap and thus install the lights. It was resolved to sign and return the letter and use other funding as necessary for the remainder and to obtain the cost for two lights from Cormac Solutions, Western Power and SSE Lighting (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor D. Inch) Motion Carried Action: Clerk to return signed copy.</p> <p>Previous Minutes:- Application for Account for Hawkins Motors:- Clerk reported the application form had now been received and will be completed and returned Action: Clerk to return once completed.</p> <p>Page 1 Min4/17 Footpath at Victoria:- Councillor B. Higman advised if the hedge was taken away from the fence there would be enough room.</p> <p>Page 5 Min.10/17 Waste Bins with Biffa:- Councillor D. Inch reported there are savings to be had with Cornwall Waste Services at Victoria but we need to make sure we are out of contract with them.</p> <p>Page 7 Min.16/17 Feasibility of Parish Office:- Councillor B. Higman reported he had not been able to speak with David Alcock to date.</p>	<p>Clerk</p> <p>Clerk</p>
29/17	<p>Any letters received for or against any Planning Applications:- None.</p>	
30/17	<p>Planning Applications/Results/Correspondence (Including Communities & Devolution Newsletter – Planning Issues):-</p> <p>Communities & Devolution Newsletter – Planning Issues:- It was resolved to pass a resolution on the protocols on the pre-application process and look at favourable (Proposed: Councillor D. Inch; Seconded: Councillor J. Wood) Action: Clerk to inform Cornwall Council Planning of our decision.</p> <p>Planning Applications Received:-</p> <p>PA17/00240 - Mr. & Mrs. G. King – Change of use of garage/workshop to holiday accommodation and associated works, Hiugher Town Cottage, Tremodrett Lane, Roche – It was resolved to hold a Site Meeting and to inform Cornwall Council and request an extension of time, Clerk to arrange at the end of the meeting tonight and speak to applicants to meet them on site (Proposed: Councillor D. Inch; Seconded: Councillor P. Gale)</p> <p>For information only:-</p> <p>PA17/00132/PREAPP – Ms. Murkett – Pre-application advice for replacement of existing bungalow, Edgemoore, Higher Trezaise, Roche</p> <p>PA17/00890 – Vodafone Ltd – Prior notification to construct a 21 metre galvanised steel mast, dark green steel cabinets, grey plastic antennas and green weld mesh fencing, Land North East of Tregarrick Fields Farm, Edgcumbe Road, Roche – Next Agenda – Clerk to request an extension of time.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

33/17	<p>Playing Fields:- Councillor M. Edyvean reported there is no update from the last month due to Councillor Mrs. S. Tippet being busy with Roche Pantomime. He sent an email to Mr. David Gallagher to follow up and he is waiting for a response but he would follow up again this week. He had a piece in the last Parish Magazine about Wellbeing and Health and hopefully this would tie in with the next project.</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</p> <p>Action: Councillor M. Edyvean to establish figures so the application can be completed.</p>	Cllr. M. Edyvean
34/17	<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 D. Inch queried who was responsible for cleaning of the bus shelters in the village. It was reported the Environment Warden was responsible. It was noted he had cleaned the Shelter at Harmony Road and it was noted the seat had not been repaired. Councillor D. Inch suggested anyone goes to stand in the bus shelters and look at the condition, dirt, etc., as they are in a terrible condition and he proposes we have a window cleaner every other month to clean them at a rough cost of £30.00 a time. He also suggested we clean the two wooden ones in the village that we are not responsible for to ensure they are all kept clean along with the others. It was agreed to leave in abeyance for the time being. Councillor P. Gale reported the Bus Shelter at Bilberry is often cleaned by Mr. Honey who lives behind it.</p> <p>It was suggested sending a letter to Brannel School asking them to mention to the children using the Bus Shelters on Victoria Road to ensure they pick up their rubbish Action: Clerk to send a letter to Brannel School.</p> <p>Roche Railway Station:- Councillor P. Gale reported he had an email about the Take your Teddy and had produced some posters, this allows for children to travel free on the train if they have a teddy bear Action: Clerk to put on Noticeboard.</p> <p>Noticeboards in the Parish:- No update.</p> <p>Football Club Car Park:- No update.</p>	Clerk Clerk
35/17	<p>Footpath Signs/Matters (Including Footpath for Victoria):- Previous Minutes – Ownership of land all the way along Footpath 10 to establish – Email sent to James Clapp and Matthew Montano of Cormac and response received advising the answer is no they cannot give out the details, however, the Parish Council could find the information on the Land Registry Website, the cost is around £2.50 for this service</p> <p>Action: Clerk to reply to James Clapp to ask for the website details and link of where to obtain this service for £2.50 as we cannot find it and to ask if he has the Land Registry Title Number in conjunction with this to allow the Parish Council to follow up.</p> <p>It was reported the gate next to the Pharmacy had been locked leading to the footpath behind the Church. Clerk advised this was now opened as she had been there today.</p>	Clerk

36/17	<p>Renewal of Leases/Section 52/106 Agreements:-</p> <p>Renewal of Leases:- No update.</p> <p>Section 52/106 Agreements:- No update.</p>	
37/17	<p>Feasibility of a Parish Office:- No update.</p>	
38/17	<p>Articles for Parish Council Website/Magazine:- Councillor J. Wood reported they will have a shortfall of funding and want to try to avoid applying to the Parish Council funding. It was suggested an article could be included regarding litter picking, etc., to show people how much this costs in the Parish and how this can effect the precept.</p> <p>Councillor B. Higman suggested including something along the lines of - numerous reports have come to the Parish over the last few months about the increase of litter, etc., and we are very concerned about this and it is up to the local people to help with this to keep the village tidy.</p>	
39/17	<p>Correspondence – Clerk listed correspondence and actions required:</p> <ol style="list-style-type: none"> 1. Cornwall Council – Communities & Devolution Newsletter – Library and Information Service Devolution Programme Update 2. Cornwall Council – Cornwall Local Plan (Councillor M. Edyvean) 3. Council – Communities & Devolution Newsletter - Drugs and Alcohol needs assessment stakeholder survey 4. Rospa Playsafety Ltd – Training Courses 5. Cornwall Council Invitation – Homes for Locals forever – Half Day Housing Seminary on 27th January at Truro City Hall 6. Charter for Cornwall – Support a Charter for Cornwall 7. Cornwall Council – Local Government Boundary Review – A Parish and Town Council Inquiry 8. Cornwall Councillor J. Wood – Change in planning rules – 5 year land supply reduced to 3 years 9. Cornish Buildings Group – Conference on Wednesday 8th February 2017 at Carnon Downs Hall, 7.00pm 10. Cornwall Council – Briefing on A30 Link Road – Monday 20th February 2017 at 6.00pm in St. Stephen Community Centre 11. Cornwall Council – Councillor Fair and Council Website 12. Cornwall Council – Communities & Devolution Newsletter – Planning Issue 13. Cornwall Council – Notice of Intention from Licencing – Regarding the Re-adoption of Legislation 14. Cornwall Council – Neighbourhood Planning Update 15. Cornwall Council – Town & Parish Council Elections – 4th May 2017 16. Civic Voice – Free War Memorials Workshop in Truro on the 8th March 2017 17. Cornwall Council – Communities & Devolution Newsletter – Message from Cornwall Councillor Geoff Brown, Gas Safe, The Active Ageing Fund, The Environmental Growth Challenge Event 18. Cornwall Rural Community Flood Forum – Launch of Important Report on SuDS 19. Cornwall Council – Press Release re: Severe Weather 20. Cornwall Council – Cyberattack on Tiverton Town Council 21. Cornwall Council – AONB Annual Conference to be held on Saturday the 20th May 2017 from 9.30am to 4.30pm at Goonhilly Earth Station 22. Cornwall Council – Communities – Your Hedgehogs need you 23. National Farmers Union – Better Farming & Better Planning 24. Cornwall Council – The Environmental Growth Challenge 2017 	

40/17	To arrange any Sub-Committee Meetings required:- Community Disaster Meeting when details received. Planning Site Meeting to be held on Monday the 13 th February 2017 at 4.30pm, to meet at Roche Victory Hall at 4.25pm (Clerk to make arrangements with the applicants through the Agent).	Clerk
41/17	Any Other Urgent Business:- Clerk reported on WI paperwork held by Dorothy Trudgeon compiling of a lot of old photographs and asked if perhaps Roche Victory Hall or somewhere else would like this to display in the village? Action: Clerk to inform Dorothy Trudgeon to offer to St. Austell Museum.	Clerk
42/17	Date of next Meeting:- Wednesday the 8 th March 2017 at 7.00pm in the Dennison Centre, Roche CP School. There being no further business to discuss the meeting closed at 8.38pm.	

Signature:

Chairman

Date: 8th March 2017