

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY, 8TH AUGUST 2018 AT 6.30PM

Present Cllr. P. Ames Mrs. J. Burdon Cllr. B. Higman
(Chairman) (Parish Clerk)
Cllr. M. Edyvean Cllr. S. Harries Cllr. Mrs. J. Oxenham
Cwll. Cllr. J. Wood Mr. John Green

Minute	AGENDA ITEMS	Action
189/18	Apologies:- Councillors G. Rowe, Mrs. I. Northey, Mrs. S. Tippett, Ms. A. Carne, D. Inch	
190/18	Public Forum:- None.	
191/18	<p>Mr. John Green – Roche Community Disaster Plan Update:- Mr. John Green updated the Parish Council on the Roche Community Disaster Plan. It has taken him longer that initially thought and he apologised for this.</p> <p>Temporary Evacuation Points – he would like to keep this consistent. Aims and Objectives are as set out and he has run past Martin Rawlings. He suggests the plan is possibly reviewed annually, due to changes with telephone numbers, etc. He has defined what an emergency incident is and felt it was important the Parish made the community aware of this. Community organisations are possibly in need of updating. Emergency Action Check List is something he has introduced, with useful suggestions. Section 7 – calling a meeting, he has added this. Activating a plan is the next session which he will update. Communication section he has left as set out, he suggested deleting the County cascade section (telephone tree), he felt the cascade section the Parish Council had in place was excellent. Resources – this is for the Parish Council to decide what and who they want in there. He suggested possibly Imerys as a resource. This section needs to be kept current and relevant and to ensure all people are available. Local hazards – he carried out an environment audit around the village. There are other issues in the village, i.e. domestic gas explosions as several properties have these.</p> <p>Councillor S. Harries suggesting rolling into the plan about the defibrillators and some training for people in the village, possibly using the school to train young parents as well, the machines are located at the Vets, Roche School and McDonalds at Victoria. Vulnerable list is fairly comprehensive. Temporary Evacuations points highlighted are good with details. The Parish Council should confirm the evacuation points are happy for their premises to be used for these purposes. With small additions to be included, the plan is good to go. He will go away and complete this information and submit back to the Parish Council.</p> <p>Parish Councillors expressed thanks to Mr. John Green for his assistance in finalising this plan which is most appreciated.</p> <p>Mr. John Green left the meeting at 6.50pm.</p>	
192/18	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	

193/18	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> • Travellers – he did visit them on-site when they were in the village. He was at a meeting today and it has been suggested to compile a leaflet of what the public can say and report. The Parish Council would support a leaflet to be able to action and assist with this if it happened again in the future. Councillor B. Higman suggested something on the form to confirm what the police constitutes as breaking the law would be useful information. • There have been problems with the Food Bank recently. There are residents that need assistance in Minorca Lane. • Footpath from Roche to Victoria – Councillor B. Higman would like to see this subject kept open for now as the new road needs to be definite. We do not want to lose the momentum along this stretch of road for a footpath. Cornwall Councillor J. Wood advised the funding he was talking about was for small schemes around the £5,000 figure and not larger schemes such as this footpath and he would like to establish what the Parish Council would like to put forward. It was agreed to put forward signage and Councillor M. Edyvean would forward information to Clerk to submit by Friday Action: Clerk and Councillor M. Edyvean. <p>Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</p>	Clerk/ Cllr. M. Edyvean
194/18	<p>Confirmation of Parish Minutes of the Monthly Meeting held on the 11th July 2018:- Resolved the Minutes of the Monthly Meeting held on the 11th July 2018 as circulated be approved and signed by the Chairman (Proposed: Councillor M. Edyvean; Seconded: Councillor B. Higman)</p>	
195/18	<p>Matters Arising from the Minutes of the Monthly Meeting held on the 11th July 2018:-</p> <p>Page 1 Min.165/18 Vehicles for Sale on Roundabout at Victoria Services:- Clerk reported this had been actioned, it was noted there are tickets on the vehicles.</p> <p>Page 3 Min.99/17 Post Box Removal:- Clerk reported this would be followed through to the next meeting as Councillor D. Inch had made apologies for this evening Action: Keep Pending.</p> <p>Page 3 Min.142/18 Appointment of Internal Auditor- Clerk reported she had been in contact with Steve Hudson, however, he had a family bereavement and would be in touch in due course Action: Keep Pending and follow up in the next month.</p> <p>Page 3 Min.145/18 Liaison with Brannel School – Working Party:- Clerk reported she had received a response advising they can certainly put this out to the student body and School Council. He wanted to know how the first two clean ups go, since they are during their Summer break, they can then always do a big push for one in September which is during term time Action: Keep Pending.</p> <p>Page 3 Min.154/18 Purchase New Double Waste:- Clerk reported she had chased up as the waste bin had not been delivered in July as notified, they are currently waiting for some replacement logos to arrive Action: Keep Pending.</p> <p>Page 7 Min.176/18 Roche Rock Car Parking:- Clerk reported Cornwall Councillor J. Wood had a meeting with the Estates Manager, but of course, funding is a problem. They agree to a Car Park in principal and would make the land available.</p>	Clerk Clerk Clerk Clerk

	<p>He is wondering whether we could contact English Heritage to see if we can apply for a grant under the Lottery Heritage Fund. An explanation of the 'rocks' importance to Cornwall and the lack of parking creating problems for local residents. If may be the Car Park was to an acceptable standard the Parish Council could maintain it, he would make some inquiries. It was agreed to leave in abeyance due to recent issues in the village.</p> <p>Page 7 Min.177/18 £28,000 Section 106 Funding for Mr. McHatties Planning- Cornwall Councillor J. Wood spoke to Lisa Grigg today and she advised there is a list to everyone and it is ring-fenced we should not lose that funding. Councillor M. Edyvean was concerned the Parish Council do not receive interest on this funding Action: Keep Pending.</p> <p>Page 3 Min.154/18 Emptying of Waste Bins:- Councillor S. Harries requested the waste bins are emptied twice on special occasions, i.e. Carnival and for them to put in the Biffa Waste Bins. It was agreed this would be a good suggestion for next year Action: Clerk to amend Schedule to include this.</p>	<p>Clerk</p> <p>Clerk</p>
196/18	<p>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p>Planning Applications:- PA18/05719 – Mr. Paul Tamblin – Erection of a bungalow – oputline with all matters reserved, 16 Higher Trezaise, Roche – Confirmation received this planning application has been invalidated</p> <p>PA18/06413– Ms. Newman – Retrospective application for the use of a previously approved two storey side extension (08/01037) as a two bedroom dwelling, 23 Edgcumbe Road, Roche – No Objection (Proposed: Councillor P. Ames; Seconded: Councillor J. Wood)</p> <p>Email from David Alcock, Architect – Potential Development at Thornton Close, Roche. Email also received from Richard Hawkey, Planning Department, Cornwall Council on the subject of affordabole homes which was discussed. It was resolved to respond advising the Parish Council discussed the issue of affordable housing at Thornton Close and felt the affordability of housing on that site would be better suited to affordable self-build plots, reason being Roche has had to endure 18% more affordable housing than any other community and also the area is already a noted area for self-build which would make this site contribute further to this type of development, to be send to David Alcock and copy to Richard Hawkey. (Proposed: Councillor Brian; Seconded: Councillor J. Wood) Action: Clerk</p> <p>Planning Results Received:- PA16/07723 – Mr. & Mrs. S. Buckland – 2 no. affordable 3 bedroom semi-detached houses, Plot 1 Wheal Rose, Roche Road, Bugle – Approved</p> <p>PA16/09594 – Mrs. S. Buckland – Proposed 2 x ffordable Semi-detached houses, Plot 6, Land at Wheal Rose, Roche Road, Bugle – Approved</p> <p>PA18/04102 – Mrs. Nirma Lewis – Change of use of a field to create a business for the storage of boats, caravans, cars, motor homes, Colbiggan House, Roche – Withdrawn</p>	<p>Clerk</p> <p>Clerk</p>

	PA18/04450 – Messrs. Colin & David Higgins – Demolition of existing derelict barn and construction of three dwellings, 22 Harmony Road, Roche – Refused			
197/18	Monthly Accounts for Approval:- It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor M. Edyvean; Seconded: Councillor B. Higman) Motion Carried			Clerk
	Nyk Pimm-Smith	£600.00	Fencing Cemetery	
	AJH Services – Toilet Cleaning	£380.20	July 2018	
	AJH Services – Waste Bins/Park	£324.16	July 2018	
	British Gas – Toilet Electric	£15.91	July 2018	
	Cornwall Council	£59.00	NNDR Mortuary	
	Duchy Cemetery’s Limited - Interment	£425.00	Harwood	
	Duchy Cemetery’s Limited - Interment	£425.00	Rothero	
	DMC IT	£22.50	Website July 2018	
	Roche Victory Hall Social Club	£20.00	Hire Hall 08/08/18	
	Wicksteed Leisure Limited	£109.80	Swing Seats	
	Steve’s Decorating Service	£495.00	Paint Bus Shelters	
	Biffa Waste Services Limited – Waste Bin	£19.88	July 2018	
	Salaries, Pensions, National Insurance, Income Tax and Expenses	£1,621.97	Bank Transfers 69,70,71,72	
	Receipt: HMRC	£27,383.57	VAT Refund	
	Receipt: Paul Bourton Funerals	£513.00	Interment Rothero	
	Receipt: Drew Memorials	£52.00	Memorial Hawke	
	Receipt: Mr A George	£52.00	Plaque George	
	Receipt: V W Wedlake Funerals	£1,436.00	Interment Harwood	
	Receipt: Mrs M Everington	£205.00	Reservation	
Receipt: Personal Choice Funerals	£513.00	Interment Warne		
198/18	<p>To discuss the future of the Roche Tennis Courts (Including (a) Update on costings from Estate Agent and marketable recommendations; (b) Repairs to brick wall; (c) Email from Skateboard Park Committee):-</p> <p>Update on costings from Estate Agent and marketable recommendations:- Clerk reported she received a call from John Blake of Jefferys and would be arranging a meeting but he was not available until September, however, he would see if his son Tom Blake could meet with us. It was agreed that Councillors would attend if available Action: Clerk</p> <p>Chairman requested we show our appreciation to Steve Udy for carrying out work for the Parish Council free of charge by removing the old lighting in the Tennis Courts. It was resolved to send a letter of thanks and in include details in the Parish Newsletter Action: Clerk.</p> <p>Repairs to brick wall:- Councillor M. Edyvean reported he has spoken to Councillor D. Inch about a package of works of this nature to be put together for a tender process for various projects required in the Parish. Councillor B. Higman proposed we put up a tender for a general builder to take on various works within the Parish at any time, advising of an hourly rate, ensuring to obtain the length of time when any works are forthcoming. Chairman suggested this is included in our Financial Regulations when they are updated Action: Clerk to liaise with Councillor D. Inch regarding this.</p> <p>Email from Skateboard Park Committee:- Clerk read email that had been circulated advising that due to the lack of help they have decided to drop the</p>			<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Skate Park Project which is a shame because there is a need for something in the village for the teenagers. Yes we have a park but this is mainly built for the younger children and the exercise equipment for adults because there is no-one trained to show the younger generation how to use them. It is also a shame because Biffa were willing to contribute to the funding, Mount Hawke is willing to help with funding by putting on something and Mavericks were willing to speak to the Parish Council and to help make this possible Action: Acknowledge receipt of the letter and duly noted.</p> <p>Grass Cutting of Tennis Courts – Lanhydrock had agreed to trim around the area and entrance areas 4 times per year at a sum of £960.00. Other Grass Cutting – to prune back Ash trees to front of graveyard from road and road signs - £400.00; to cut all grass areas and hedges discussed from Roche signs into the Village (to be revised after initial cut) - £900.00; to cut Church Yard £280.00 per cut (5 times a year) - £1,400.00. Councillor D. Inch in liaison with Councillor M. Edyvean had confirmed this work commenced as soon as possible and a lot has already been actioned. Councillors were happy with the quotation and works as set out. Councillor M. Edyvean advised the reason for some of this work is because Cornwall Council and Cormac are not carrying out this work Action: Cornwall Councillor J. Wood to follow up why they are not cutting certain areas such as around the signs, etc., so hopefully the Parish Council will not have this large invoice next year.</p>	<p>Clerk</p> <p>Cwll. Cllr. J. Wood</p>
199/18	<p>Update - Councillor Email Addresses:- Clerk reported she had not had the time to deal with this during the month as a considerable amount of time had been taken up with the traveller situation. It was agreed this could carry forward to next month Action: Clerk</p>	Clerk
200/18	<p>Cemetery Matters (Including (a) Any Applications for Memorials or Inscriptions: (b) Finishing off right-hand side Memorial Ash Garden ready for future use):- Application from Larcombes Memorials for an additional inscription for the late Mrs. Vanda Tamblyn Action: It was resolved to accept this application as per our rules and regulations (Proposed: Councillor M. Edyvean; Seconded: Councillor B. Higman) Motion Carried</p> <p>Application from Mr. Anthony George for an plaque to be erected on the wall behind the Ashes Garden, fee paid by Mr. George, Kerrow Memorials to place the plaque on the wall Action: It was resolved to accept this application as per our rules and regulations (Proposed: Councillor M. Edyvean; Seconded: Councillor B. Higman) Motion Carried</p> <p>Finishing off right-hand side Memorial Ash Garden ready for future use:- Councillor M. Edyvean reported this will be dealt with under the tendering process discussed earlier regarding a general builder.</p> <p>Clerk reported she had heard from Shane Gregory confirming his Brother did not want to purchase the plot now as he was not prepared to pay the non-parishioner fee and his Sister did not want her plot either due to personal circumstances. It was agreed the Clerk would confirm these would now be used (Proposed: Councillor Mrs. J. Oxenham; Seconded: Councillor B. Higman) Action: Clerk</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
201/18	<p>Update on Roche Football Field and way forward:- Chairman reported a site meeting had been held and details has been discussed. Councillor B. Higman suggested pipework being put up all the way around, similar to Plymouth Argyle. If anyone tried to get in they would need a grinder to get through. This would be expensive but it would mean the Football Field would be safe. Councillor M.</p>	

	<p>Edyvean suggested we would need to look at the gates and fencing and discussed the type that was in his work place.</p> <p>It was resolved to speak to Menear Engineering initially with both ideas of what can be done on site and come up with an idea for the Parish Council (Proposed: Councillor J. Wood; Seconded: Councillor B. Higman) Action: Clerk to arrange for Councillors to meet them on site to discuss.</p>	Clerk
202/18	<p>Playing Fields Update (Including Rospa Training Inspection Courses 2018 for Councillors M. Edyvean and S. Harries):- Councillor M. Edyvean reported we are waiting for the quote to broken down from MPL as they need to list in more detail. It is a specialist job. The park is looking fabulous and tidy, grass cutting is excellent, it is where we needed it to be, just the repairs to be carried out. Every bin was filled and on the carnival night every item in the park was being used, it was brilliant to see. Going forward we need to use MPL as recommended by Wicksteed Leisure, who are a specialist company for types of work of this nature that result from the Rospa Annual Safety Play Inspection.</p> <p>Councillor M. Edyvean and S. Harries reported on courses available and there is one on the 21st November in Exeter, cost £260.00 plus vat per delegate. It was resolved to book this date for both Councillors to attend (Proposed: Councillor B. Higman; Seconded; Councillor Mrs. J. Oxenham) Action: Clerk.</p>	Clerk
203/18	<p>Roche Public Conveniences/Bus Shelters:-</p> <p>Roche Public Conveniences:- Stainless Steel Plate – Clerk reported she had spoken to AJH Services about this plate and she had advised this is merely a cosmetic plate for the inside of the toilet cubicle as the current one is shattered on the wall but it is not actually a necessity. The repair work carried out is still working fine and until it goes wrong she suggested to hold on as she suggested it would be better to have a new flushing mechanism when required and perhaps then a plate could be fitted if necessary. It was resolved to leave in abeyance until such time as it needs replacing.</p> <p>Bus Shelters:- Bus Shelter on Edgumbe Road – Clerk reported this had been included in the newsletter, nothing had been forthcoming to date Action: Next Agenda and to defer until we have tendered for a General Builder.</p> <p>Cornwall Council – Bus Shelter Cleaning – Letter had been received with contract paperwork to sign. Councillor D. Inch had passed back to Clerk to return to Cornwall Council Action: Clerk.</p>	Clerk Clerk
204/18	<p>Footpath Signs/Matters (Including Email from Mr. Clive Thomas):- Email from Mr. Clive Thomas in respect of Footpath to Victoria. Email received from Cornwall Council in respect of the footpath advising they understood the disappointment with regards to the delay but with the implementation of the A391 link road the very nature of this road would change. It was resolved to respond advising at the moment Cornwall Council are telling us there is inadequate need because of the new link road, however, the Parish Council are going to keep under review and keep fighting for it (Proposed: Councillor B. Higman; Seconded: Councillor M. Edyvean) Action: Clerk</p>	Clerk
205/18	<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 S. Harries reported the weather was wet and he continued with David Edwards and then two more people turned up and the rain stopped and they continued on and picked up 7 bags of rubbish. They are keep to turn up next time and it was successful.</p>	

	It was resolved the Clerk orders 4 more pickers and 2 hoops (Proposed: Councillor S. Harries; Seconded: Councillor M. Edyvean) Action: Clerk	Clerk
206/18	Articles for Parish Council Website/Newsletter:- For the next issues to include details of Roche Volunteer Days from last month, including thanks to Anonymous people cleaning around the village. Four people turned up for first litter pick around the village and 7 bags collected, thanks to all who turned up. Thanks to Steve Udy for work in Tennis Courts.	
207/18	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Great Western Railway - Next year's Timetable Changes 2. Great Western Railway - Significant disruption on Sunday 3. Cornwall Council - July 2018 Cornwall Pension Fund Employer Newsletter 4. Cornwall Council - Code of Conduct Training 5. Cornwall Council - St Austell Community Website 6. Cornwall Council - Code of Conduct Training - Amendment to date (Liskeard only) 7. David Chadwick, Cornwall Council - Police & Crime Commissioner Small Grants 8. Great Western Railway - GWR Franchise 9. Cornwall Council - Planning Newsletter (July 2018) 10. Cornwall Council - St Austell to A30 Link Road – Invitation to Local Influencers Forum 11. Cornwall Council - Gambling Act 2005 - Consultation on draft revised Statement of Principles 12. Cornwall Council - Code of Conduct training 13. Alan Percy - Neighbourhood plans, affordable housing, and Cornwall Local Plan housing apportionment 14. Cornwall & Isles of Scilly Growth Hub – GrowthFest 2018 15. University of Exeter - Improving political participation in local communities - free University of Exeter taught course 16. Cornwall Council - Town and Parish Council newsletter - August 2018 17. Deborah & Alan Bennett – Happy Days Cleaning Services 18. Alan Percy - Neighbourhood plans, affordable housing, and Cornwall Local Plan housing apportionment 19. Ian Hall, Savills – New Development on Diocese-owned land – Meeting to be held on Wednesday 12th September, venue to be confirmed 	
208/18	To arrange any Sub-Committee Meetings required:- None.	
209/18	Any Urgent Matters the Chairman considers relevant for this meeting:- None.	
210/18	<p>Date of next Meeting:- Wednesday the 12th September 2018 at 6.30pm in the Roche Victory Hall Large Committee Meeting Roche, Roche Victory Hall.</p> <p>There being no further business to discuss the meeting closed at 8.15pm</p>	

Signature:

Chairman

Date: 12th September 2018