

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY, 8TH JANUARY 2020 AT 6.30PM

Present Cllr. D. Inch Mrs. J. Burdon Cllr. M. Edyvean
 (Vice-Chairman) (Parish Clerk)
 Cllr. Mrs. I. Northey Cllr. G. Rowe Cllr. P. Jones
 Cllr. Mrs. J. Oxenham Cllr. B. Higman Cwll. Cllr. J. Wood
 5 Members of Public

Minute	AGENDA ITEMS	Action
1/20	Apologies:- Councillors P. Ames, Mrs. J. Norris, Mrs. S. Tippet. Cornwall Councillor J. Wood apologies as he had to leave early this evening.	
2/20	<p>Public Forum:- Five members of public in attendance.</p> <p>Wildanet Broadband – Representatives from Redruth and Liskeard. Roche Victory Hall is being used for people who are unable to connect to broadband. They try to give superfast speeds for all that does not have it. The technology they use is the number 1 used in the USA, it is a wireless connection. They are advertising in the Parish Magazine this month and have left some flyers this evening. If you are not eligible to receive superfast broadband, there are grants available to assist with this. There is a simple connection system to set up and payment does not need to be made until it is set up and working. Surveys can be carried out on properties as required.</p> <p>Situ8 Planning Company representative attended and explained the flues on the planning application had been amended from 8 to 19. Essentially the application had to be amended with regards to the number of flues. There are 20 jobs on the line and they are currently going with heat. They are hoping to get this matter resolved as soon as possible. Councillor B. Higman advised a resident from the area confirmed they were renewals, although the application states it is existing. Cornwall Councillor J. Wood reported it is regularisation of the planning.</p> <p>Chairman of Planning explained the situation and it does come under the 5 day protocol and we could now discuss to make a decision this evening. Councillors were happy to discuss and make the decision this evening.:- PA19/05738 – Ms. C. Glynn MIG100 Ltd – Retention of 19 no. stainless steel flues, County Mill, Carbis, Roche – Support (Proposed: Councillor B. Higman; Seconded: Councillor P. Jones)</p> <p>Richard Hawkey was in attendance to answer any questions with regards to the solar grant application from the Brass Band.</p>	Clerk
3/20	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillor J. Wood declared a non-registerable interest in respect of the Roche Brass Band Solar Grant application. Councillors Mrs. I. Northey, B. Higman and D. Inch declared a non-registerable interest in respect of the Roche Victory Hall Social Club Solar Grant application.	

4/20	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> • Fire Service are desperate for responses to a survey, to agree for local fire stations, to allow firemen to get to the Station to get to the fire. The time needs to be extended slightly. Vice-Chair suggested a link to be sent to Councillors by Cornwall Councillor J. Wood Action: Cornwall Councillor J. Wood. • Vandalism is a very big problem in the village and other surrounding villages and towns. Vice-Chairman reported on issues at The Hollies and what he had picked up. Duck Pond and Bus Shelter, along with the Fish and Chip Shop were also vandalised again following this. We need to be vigilant and ensure people come forward with possible names that can be passed to the Police Action: Clerk to include something in the Parish Magazine, along with Cornwall Councillor J. Wood. • Waste Service will be announced tomorrow. <p>Vice-Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</p>	<p>Cwll. Cllr. J. Wood</p> <p>Clerk/ Cwll. Cllr. J. Wood</p>
5/20	<p>Confirmation of Parish Minutes from the Meeting held on the 11th December 2019:- Resolved the Minutes of the Monthly Meeting held on the 11th December 2019 as circulated be approved and signed by the Vice-Chairman (Proposed: Councillor J. Wood; Seconded: Councillor B. Higman)</p> <p>Resolved the Minutes of the Closed Staffing Meeting held on the 13th November 2019 as circulated be approved and signed by the Vice-Chairman (Proposed: Councillor J. Wood; Seconded: Councillor B. Higman)</p>	
6/20	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 11th December 2019:-</p> <p>Page 2 Min.268/19 Racing Pigeon Club at Roche Football Club:- Clerk reported that Councillor M. Edyvean had attended the meeting recently held. Councillor M. Edyvean reported it was agreed the Pigeon Club would remove the rubbish between the old tractor shed and builder and the container will fit in this situation and keep the area tidy. Emails need to be circulated between the three organisations up there so they can liaise between themselves if there are any problems at any time Action: Clerk. Action: Clerk to also send invoice for rent once the cabin has been put in place.</p> <p>Page 2 Min.272/19 Light on Playing Field Hedge:- Clerk reported details had now been received and relevant forms completed and returned Action: Keep Pending.</p> <p>Page 4 Min.315/19 Voluntary Community Benefit PA19/06776:- Clerk reported she was waiting relevant contribution Action: Keep Pending.</p> <p>Page 5 Min.315/19 Email regarding Public Consultation Meeting:- Clerk reported she was still waiting for a response from John Vine, via Cornwall Councillor J. Wood. Councillor P. Jones passed a contact mobile telephone number for John Vine to the Clerk Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Page 5 Min.315/19 Sheds erected on the junction of Belowda:- Clerk reported she was still waiting for a response from Cornwall Councillor J. Wood Action: Keep Pending.</p> <p>Page 5 Min.316/19 BT Payphone – Edgcumbe Road, Roche – Removal:- Clerk reported a response had been received confirming the Parish Council response which had been duly noted.</p> <p>Page 6 Min.318/19 Contribution to Roche Brass for Remembrance Day:- Letter received thanking the Parish Council for the donation of £200.00, advising it is always a privilege to take part in this special day and look forward to doing it again this year.</p> <p>Page 6 Min.320/19 Setting of Annual Precept:- Confirmation received from Cornwall Council for the precept notification of £100,000.00.</p> <p>Page 2 Min.289/19 Caravans in Roche Parish at Tregoss:- Councillor P. Jones reported he found out who owned this at Conce Lane. Councillor M. Edyvean reported there are 3 caravans and 2 static caravans, there are regular fires and toxic items being burnt, also a generator being used all day Action:- Cornwall Councillor J. Wood to follow up and report back at the next meeting.</p>	<p>Clerk</p> <p>Cwll. Cllr. J. Wood</p>
7/20	<p>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p>Planning Applications:-</p> <p>PA19/11029 – Mr. Hampshire – Outline application with all matters reserved for single storey dwelling, Land North of 35 Tremodrett Road, Roche – Support (Proposed: Councillor P. Jones; Seconded: Councillor Mrs. J. Oxenham) (1 abstention from Councillor J. Wood)</p> <p>Update on PA18/09982 – Land at Edgcumbe Road, Roche:- Email from Stephen Kirby requesting a possible meeting in the first week of February 2020 to discuss the current planning application, either a Friday afternoon/evening. It was resolved to confirm either Monday the 3rd February 2020 at 6.00pm prior to our next monthly meeting, if not Friday the 28th February 2020 at 6.30pm, ensuring the Committee Meeting Room is available Action: Clerk.</p> <p>Update on Planning Application for Mr. Paul O’Mahoney - PA19/08615:- Clerk reported no response had been received with regards to the Parish Council comments that had been submitted Action: Keep Pending.</p> <p>Update on Land at Thornton Close, Roche:- Clerk reported a response has been received from Louise Wood, Cornwall Council Planning advising a draft of the legal agreement for the application has been finalised and circulated to the Applicant and Solicitors and they are waiting to hear back from with the applicants comments and amendments and from there they will be able to finalise the agreement so that a decision can be issued. It was resolved to contact David Alcock for an update and inform him Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Planning Results Received:-</p> <p>PA19/09358 – Ms. Nerissa Marx and Ms. Amanda Wright – Construction of a 4 bedroom dwelling, Land North East of Isabel Rose, Roche – Withdrawn</p> <p>PA19/09455 – Miss S. Tait – Modernisation of dwelling and construction of a rear extension with associated terrace and the relocation and construction of a double garage, 74 Victoria Road, Roche – Approved</p> <p>Councillor B. Higman reported an application had been submitted by Silken Ladder, although it is not in Roche Parish. Clerk reported that on Monday Withiel Parish Council had supported the application, as it was felt it would help tidy up the area somewhat.</p>																																								
8/20	<p>Land at Glebe Quarry Update:- It was resolved to include on the next agenda Action: Clerk</p>	Clerk																																							
9/20	<p>Monthly Accounts for Approval:- 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. Jones) Motion Carried</p> <table border="1"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,738.72</td> <td>January 2020</td> </tr> <tr> <td>AJH Services – Toilet Cleaning</td> <td>£380.20</td> <td>December 2019</td> </tr> <tr> <td>DC Professional Services</td> <td>£34.00</td> <td>Works & Key Cutting</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£35.64</td> <td>Chair's Allowance</td> </tr> <tr> <td>British Gas – Electric for Toilets</td> <td>£12.57</td> <td>1/11/19-30/11/19</td> </tr> <tr> <td>Cornwall Council – NNDR – January 2020</td> <td>£66.00</td> <td>Mortuary Building</td> </tr> <tr> <td>DMC IT</td> <td>£22.50</td> <td>Website Updating</td> </tr> <tr> <td>Crystal Clear – Bus Shelter Cleaning</td> <td>£56.00</td> <td>December 2019</td> </tr> <tr> <td>Crystal Clear – Waste Bins/Litter Picking</td> <td>£380.00</td> <td>December 2019</td> </tr> <tr> <td>EDF Energy</td> <td>£115.17</td> <td>Street Lighting</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£20.00</td> <td>Hire Hall 8/1/2020</td> </tr> <tr> <td>DC Professional Services</td> <td>£500.00</td> <td>Cemetery Work</td> </tr> <tr> <td>Receipt: Cornwall Council - Interest</td> <td>£134.12</td> <td>December 2019</td> </tr> </table>	Salaries, Pensions, National Insurance, Income Tax and Expenses	£1,738.72	January 2020	AJH Services – Toilet Cleaning	£380.20	December 2019	DC Professional Services	£34.00	Works & Key Cutting	Roche Victory Hall Social Club	£35.64	Chair's Allowance	British Gas – Electric for Toilets	£12.57	1/11/19-30/11/19	Cornwall Council – NNDR – January 2020	£66.00	Mortuary Building	DMC IT	£22.50	Website Updating	Crystal Clear – Bus Shelter Cleaning	£56.00	December 2019	Crystal Clear – Waste Bins/Litter Picking	£380.00	December 2019	EDF Energy	£115.17	Street Lighting	Roche Victory Hall Social Club	£20.00	Hire Hall 8/1/2020	DC Professional Services	£500.00	Cemetery Work	Receipt: Cornwall Council - Interest	£134.12	December 2019	Clerk
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	<p>Councillor J. Wood declared a non-registerable interest in respect of the Roche Brass Band Solar Grant application. Councillors Mrs. I. Northey, B. Higman and D. Inch declared a non-registerable interest in respect of the Roche Victory Hall Social Club Solar Grant application as per Min.10/20 below and refrained from the discussion and decision making:-</p>																																								
10/20	<p>Financial Applications received for the Solar Fund and Small Grants Fund for the final January quarter:- Solar Grant application received from Roche Victory Hall Managing Trustees to renew all toilet facilities. It was resolved to grant the sum of £10,000.00 (Proposed: Councillor J. Wood; Seconded: Councillor B. Higman) Action: Clerk.</p> <p>Richard Hawkey left the meeting at 7.23pm</p> <p>Solar Grant application received from Roche Brass to purchase a Vibraphone, Bass Drum and set of mutes. It was resolved to grant the sum of £6,776.00 (Proposed: Councillor P. Jones; Seconded: Councillor B. Higman) Action: Clerk.</p> <p>Bank Transfer Payments to be made for both solar grant applications.</p>	Clerk Clerk																																							

	<p>Small Grant application received from Jenson Copeland to help him realise his dream of representing Cornwall. He wants to attend grades in London and compete against the best in the country, all of which comes with a cost.. It was resolved to grant the sum of £300.00 (Proposed: Councillor B. Higman; Seconded: Councillor P. Jones) Action: Clerk.</p> <p>Small Grant application received from Bailey Copeland to help him realise his dream of representing Cornwall and Great Britain. It was resolved to grant the sum of £300.00 (Proposed: Councillor B. Higman; Seconded: Councillor P. Jones) Action: Clerk.</p> <p>Cheques to be made out for both small grant applications.</p>	<p>Clerk</p> <p>Clerk</p>
11/20	<p>Cemetery Matters (Including Any Applications for Memorials or Inscriptions):- Application from Kerrow Memorials for an additional inscription for the late Liley Richards Action: It was resolved to accept this application as per our rules and regulations, ensuring correct payment is made before any work is carried out (Proposed: Councillor B. Higman Seconded: Councillor Mrs. I. Northey) Motion Carried</p> <p>Query on Burial Fees:- Transferring the Exclusive Right of Burial Fee. It was clarified and agreed by Councillors this fee would only be payable if someone was transferring their Exclusive Right of Burial to another person or family member (Proposed: Councillor J. Wood Seconded: Councillor Mrs. I. Northey) Action: Clerk to update with explanation.</p> <p>Burial Records whilst Clerk on Holiday:- Clerk and Councillor Mrs. I. Northey would like to request a Councillor carries this out whilst the Clerk is on holiday. It was agreed Councillor J. Wood, with assistance from Councillor G. Rowe to carry out this task with training from Parish Clerk, requesting that if there was anything they were unsure of to contact Councillor Mrs. I. Northey Action: Clerk to meet and discuss with relevant Councillors with paperwork required and inform Funeral Directors.</p> <p>Cemetery Extension Land:- Clerk reported that G. & I. Chisholms had confirmed they are still waiting to hear from Stephens Scown regarding the purchase of the cemetery extension land. Clerk advised she had followed up with David Alcock to establish what the hold-up is Action: Keep Pending and Clerk to follow up with Mr. M. Morcom.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk/ Cllrs. J. Wood/ G. Rowe</p> <p>Clerk</p>
12/20	<p>Grasscutting Sponsors – Update from Councillors D. Inch:- Councillor D. Inch reported there has been no feedback Action: Next Agenda.</p>	<p>Clerk</p>
13/20	<p>Land in St. Michaels Way:- Clerk reported confirmation had been received from G. & I. Chisholms that completion has taken place for the purchase of this land on behalf of the Parish Council. Clerk to ask DC Professional Services to remove a square concrete base to be removed and grassed over and fence the small area over so no damage Action: Clerk.</p> <p>It was agreed to remove this item from the next agenda Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p>

	Councillor Mrs. I. Northey suggested a seat be put on the piece of land. Cornwall Councillor J. Wood suggested to wait until the area is tidied up and see if anyone comes forward requesting a seat.	
14/20	Clearance of Small Stream opposite Duck Pond (Including Quotations for necessary works to tidy up):- Councillor D. Inch reported a quotation had been received from Lanhydrock Garden Services in the sum of £1,200.00 Action: It was resolved to arrange clearing as set out in the quotation (Proposed: Councillor Mrs. J. Oxenham; Seconded: Councillor Mrs. I. Northey)	Cllr. D. Inch
15/20	VE Day 75th Anniversary Celebrations on the 8th May 2020 (Including Order of Service and Suggested Hymns:- Hymns for Service to be Onward Christian Soldiers, I Vow to thee my Country and White Rose. Brass Band – Ask Richard Hawkey if he could possibly book a Band, i.e. Indian Queens or any other local band, in the meantime Councillor Mrs. I. Northey would liaise with Launceston Town Band Action: Clerk. Choir to be booked for this Service and Remembrance Day Service Action: Councillor Mrs. J. Oxenham to send details of Choir to book for both events.	Clerk Clerk
16/20	Remembrance Day Order of Service for 2020 and Suggested Hymns:- It was resolved to use Onwards Christian Soldiers, Abide With Me, O God Our Help in Ages Past. Vice-Chair queried why we could not hold our annual service at 11.00am in the morning for this year instead of 3.00pm. Councillor B. Higman explained the situation as to why the service has always been at 3.00pm. It was agreed to change the service to 2.00pm start Action: Clerk.	Clerk
17/20	Remembrance Day Order of Service Reproduction for 2020:- It was resolved to ask Rachael Wakeham to reproduce for the Parish Council and send to the printers once done and approved, in the same format as the Parish Magazine (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor G. Rowe) Action: Clerk	Clerk
18/20	Minor Repairs/Works in the Parish that may arise:- Roche Rock Seats:- Clerk reported details had been passed on to Tregothnan Estates and they would be happy to contribute to the bench repairs and Clerk to send a total cost for them, which had now been actioned Action: Keep Pending. It was resolved if they pay or we have to pay half to get on with. Litter Bins Issue:- Councillor M. Edyvean reported there needs to be some work carried out on the litter bins in the Parish, possibly a once a year contract with DC Professionals to go round and do necessary repairs (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor G. Rowe) Action: Councillor M. Edyvean to instruct and follow up with DC Professional Services and accept if no more than £100.00. Upright fence which borders the stream along the public footpath between Shires Way and Mayfield Drive:- Clerk reported Rachael Tatlow of Cormac had responded advising she would arrange an inspection to access the fencing, and if appropriate will contact the developer who is likely to be responsible for the fencing in this area.	Clerk Cllr. M. Edyvean

	<p>Further email received advising a site visit took place and whilst there was evidence of some fencing appearing out of place, there were no safety hazards noted. On checking the Highway Adopted records, there was no fencing adopted as part of the Tregarrick Development, therefore, it is not clear who installed the fencing and when. Looking at the panels it shows they are consistent with those within the adjacent property, so may be considered the responsibility of the property owner. Tregothnan Estates had confirmed they could only assume the route had been adopted if it is not a household boundary/ Action: Carry forward to next meeting. Councillor B. Higman to speak to the neighbours to ask if it is their fence initially before any further actions are taken.</p> <p>Damaged Hoop in Roche Football Club:- Quotation received from DC Professional Services with two options:- Option 1 successful repair of one hoop and refit other, Labour 5 hours and £45.00 materials and disposal. Option 2 new hoop and refit other (new hoop to be provided), Labour 5 hours and £55.00 materials and disposal. It was resolved to go with Option 1 (Proposed: Councillor Mrs. J. Oxenham; Seconded: Councillor M. Edyvean) Action: Clerk.</p>	<p>Cllr. B. Higman</p> <p>Clerk</p>
<p>19/20</p>	<p>Playing Fields and Hardcore Area (Including possible application for Pocket Park Funding):- Councillor M. Edyvean reported the area is all in order apart from problems with moles. Clerk advised she had reported to Pest Control and awaiting a response.</p> <p>There is a need to level part of the area in the Spring with Lanhydrock Garden Services. Still waiting for repairs to equipment.</p> <p>Hedge – Councillor M. Edyvean reported he had spoken to Ellie Jolliffe, Planning Case Officer, still waiting to hear from the Tree Preservation Officer and if nothing heard, she will make a decision. There will be a 5 day protocol on this application. Michael explained reasons for the hedge removal and Ellie Jolliffe is in agreement with this.</p> <p>There needs to be a major tidy up of the whole park. The light on the hedge is working and is very powerful. The litter bins in the Playing Fields have been damaged a few times this week but put back.</p>	
<p>20/20</p>	<p>Dog Sign – Keep Dogs on Short Leads by Order of Roche Parish Council to be erected at Roche Football Social Club:- Councillor M. Edyvean reported he has noticed in the Churchyard and Sports Fields, there is a considerable amount of dog faeces being left behind by dog walkers.</p> <p>Quotes received for signs as follows:-</p> <p>Quote 1 – Supply and Install 1 x new sign (600mm x 300mm) as per design and brief at £240.00 (Sign and Post = £180.00; Fitting = £60.00)</p> <p>Quote 2 – Supply and install 1 x new sign (420mm x 300mm) as set out in quotation at £237.95 (Sign and Post = £152.20; Fitting = £85.75)</p>	

	It was resolved to obtain a quotes for signs only (no posts) A4 signs with wording as set, with Roche Rock logo (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor M. Edyvean) Action: Clerk	Clerk
21/20	Roche Public Conveniences/Bus Shelters:- None. Roche Public Conveniences:- None. Bus Shelters:- None.	
22/20	Footpath Signs/Matters:- None.	
23/20	Working Group Party for the Village - Street/Road Signs in the Village/Parish and general tidy up of the Village/Parish as a whole:- Councillor G. Rowe they collected on Sunday and only 3 people turned up. Hopefully in March a few more attend.	
24/20	Articles for Parish Council Website/Newsletter:- Clerk to include the following in the newsletter report as there was not one last month - Purchase of St. Michaels Land; Community Speed Watch; VE Day; Vandalism – how disappointed we are with vandalism in the village, ongoing, mindless and costly; Having to erect signs about dog’s mess being committed by commercial users in the village. Councillor P. Jones reported there is a lot of irresponsible parking on local estates in the village and he has concerns with emergency vehicles – Clerk to also include in the report.	Clerk
25/20	Correspondence – Clerk listed correspondence and actions required:- 1. Cornwall Council Budget Consultation 2. Cornwall & Isles of Scilly Health & Care Partnership - Long Term Plan Update – 12 th December 2019 3. Cornwall Area of Outstanding Natural Beauty - Merry Christmas and a Happy New Year 4. University of Reading - Extended Deadline: NP Research 5. Cornwall and the Isles of Scilly Health and Care Partnership - Long Term Plan Update – 17 th December 2019 6. Great Western Railway - Day One of the new Timetable 7. Cornwall Council - Standards Committee - e-mail Update 8. Merry Christmas from Steve Double MP 9. Great Western Railway - Update on GWR’s Customer and Communities Improvement Fund (CCIF) 10. Cornwall Council – Electors for Roche Parish – Currently 2,746 electors. 11. Cornwall Council - Climate Change Workshop - Thursday 30 th January 2020 12. Clerks & Councils Direct Magazine 13. Cornwall Rural Housing Association Limited – CRHA Voluntary Board Member Recruitment 14. My Neighbourhood Plan – Policy Drafting Workshop 15. Citizens Advice Cornwall Update 16. Tasha Davis, Cornwall Council – Introduction 17. Environmental Land Management Schemes Project – Request for Help – Learning about Land Management	
26/20	To arrange any Sub-Committee Meetings required:- None.	

27/20	<p>Any Urgent Matters the Chairman considers relevant for this meeting:- Tenders – Chair requested the Clerk to serve notice on all Contractors which are coming to an end and look forward with a 5 year tender period Action: Clerk</p> <p>Vice-Chairman reported on behalf of Councillor Mrs. J. Norris on the road from Roche School to Carbis, which is very rough and broken up Action: Clerk</p> <p>Councillor M. Edyvean reported a new pavement is being put in for the bus stop at Victoria.</p>	<p>Clerk</p> <p>Clerk</p>
28/20	<p>Date of next Meeting:- Monday the 3rd February 2020 at 6.00pm 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 8.26pm</p>	

Signature:

Vice-Chairman

Date: 3rd February 2020