

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY, 9<sup>TH</sup> MAY 2018 AT 6.31PM

Present Cllr. P. Ames (Chairman)  
Cllr. B. Higman  
Cllr. Mrs. J. Oxenham

Mrs. J. Burdon (Parish Clerk)  
Cllr. S. Harries  
Cllr. Ms. A. Carne

Cllr. D. Inch (Vice-Chairman)  
Cllr. Mrs. I. Northey  
2 Members of Public

Minute	AGENDA ITEMS	Action
101/18	<b>Apologies:-</b> Councillors J. Wood, M. Edyvean, Mrs. S. Tippett	
102/18	<b>Public Forum:-</b> Two members of public in attendance. Concerns were expressed in respect of vehicles parking along the main road through just past the Roche Victory Hall. Councillor B. Higman reported there was one vehicle parked on the pavement and could be reported by calling 101 and any member of the public can also report this, this will help keep crime figures up and raise concerns that we still need our PCSO. It was suggested asking Cornwall Councillor J. Wood to follow up yellow lines in this area and nearby the hairdressers.	
103/18	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> None.	
104/18	<b>Monthly Cornwall Councillor Report:-</b> Apologies received from Cornwall Councillor J. Wood.	
105/18	<b>Election of Chairman and Vice Chairman and Declaration of Acceptance of Office:-</b> Councillor P. Ames was nominated for the position of Chairman (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. I. Northey)  Councillor D. Inch was nominated for the position of Vice-Chairman, he duly accepted and signed his Declaration of Acceptance of Office (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. J. Oxenham)  <b>Action:</b> Clerk to inform Cornwall Council of the positions for their records.	<b>Clerk</b>
106/18	<b>Election of Sub-Committees:-</b> Sub-Committees agreed as follows with Chairmen:- <b>Finance:</b> Councillors P. Ames (Chairman of Finance), Mrs. S. Tippett, M. Edyvean, B. Higman, Ms. A. Carne, Mrs. I. Northey, D. Inch, Mrs. J. Oxenham, S. Harries <b>Burial:</b> Councillors Mrs. I. Northey (Chairman of Burial), P. Ames, Mrs. S. Tippett, B. Higman, M. Edyvean, Ms. A. Carne, D. Inch, Mrs. J. Oxenham, S. Harries <b>Footpaths:</b> Councillors Mrs. S. Tippett, M. Edyvean, Ms. A. Carne, Mrs. J. Oxenham <b>Planning:</b> Councillors M. Edyvean (Chairman of Planning), P. Ames, B. Higman, Mrs. S. Tippett, Ms. A. Carne, Mrs. I. Northey, D. Inch, Mrs. J. Oxenham, S. Harries <b>Playing Fields:</b> Councillors M. Edyvean, P. Ames, Mrs. S. Tippett, D. Inch, Ms. A. Carne, S. Harries, Parishioners - PCSO Steve Tibbles, Martin Tippett, Parish Clerk	

	(Proposed: Councillor B. Higman; Seconded: Councillor G. Rowe) It was agreed to keep the same this year, and to review as and when Sub-Committee Meetings are held. Chairmen to remain as in place as per current on Sub-Committees, to ensure the Website is up to date, changes to be made as and when Sub-Committee first meets and appoints a Chairman.	
107/18	<p><b>Election of Representatives:-</b> Representatives agreed as follows:-</p> <p><b>China Clay Area Committee:-</b> Councillors Mrs. I. Northey, Mrs. J. Oxenham</p> <p><b>Par &amp; Newquay Branch Line:</b> Councillor B. Higman</p> <p><b>Roche Sports Complex:</b> Clerk</p> <p><b>Roche Victory Hall Management Committee:</b> Councillor S. Harries <b>Action:</b> Clerk to inform Roche Victory Hall.</p> <p><b>Press Officer/Representative on Parish Magazine:</b> Councillor Ms. A. Carne with some assistance from Councillor B. Higman as required.</p> <p><b>Roche Aid in Sickness Charity Trust:</b> Councillor Mrs. S. Tippett (Proposed: Councillor B. Higman ; Seconded: Councillor D. Inch)</p>	Clerk
108/18	<b>Confirmation of Parish Minutes/Meeting held on the 11<sup>th</sup> April 2018:-</b> Resolved the Minutes of the Monthly Meeting held on the 11 <sup>th</sup> April 2018 as circulated be approved and signed by the Chairman (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. J. Oxenham)	
109/18	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 11<sup>th</sup> April 2018:-</b></p> <p><b>Page 1 Min.68/18 Section 106 Agreements:-</b> Clerk reported she had not heard back as this had been sent later in the month due to annual account work <b>Action:</b> Keep Pending.</p> <p><b>Page 3 Min.72/18 Missing Bollard on Old Lane:-</b> Clerk reported she had heard back from Rachael Tatlow of Cormac Solutions advising she would arrange an inspection and for any repairs to be made as appropriate.</p> <p><b>Page 3 Min.42/18 Water Concerns nearby Little Rosemellyn Farm:-</b> Clerk reported a response had been received as follows - I have visited the farm/ smallholding on two occasions and the owners are aware of the need to resolve the issue of excessive soil run off. In my view the water/soil run off has been due to soil compaction meaning that over the winter period rainfall could not soak into the ground and flowed overland instead. I demonstrated this by digging pits at various locations on the land. At the ground surface the soils were very wet and “muddy” however at about 6 inches depth below the surface, soil was relatively dry. Please see attached photos. This soil compaction is caused by pigs trampling the soil until a compacted layer is formed which prevents rainwater from soaking in to the ground. As a result water is forced to flow down the field as opposed to soaking into the ground. Soil compaction is a common problem on agricultural land and is generally the result of either livestock or machinery working the fields in the winter months/wet weather. To resolve soil compaction the land owners intend to cultivate the fields. This will need to be undertaken periodically as otherwise the pigs will simply compact the soil again. I have explained this and the land owners also intend to reduce the number of pigs on the land in question over the winter. Additionally the land owners intend to create a track, which will incorporate drainage features to reduce run-off, along the bottom of the fields this June. I have been assured by the owners that they are committed to reducing run-off going forward.</p>	Clerk

	<p><b>Page 3 Min.99/17 Post Box Removal:-</b> Clerk reported she had heard back from Natasha Swift of The Voice with some questions which she would now respond to, but nothing had been heard from Steve Double or the other newspapers <b>Action:</b> Clerk to complete and forward to Steve Double to see if he has any comments on the matter.</p> <p><b>Page 4 Min.75/18(3) Planning Correspondence – Proposed Development at Thornton Close and others:-</b> Clerk reported a response had been received from David Alcock, the Architect who advised they are waiting for the Planning Officer to contact them and have asked how his clients would like to proceed. If instructed by his clients, he would try to produce a scheme based on the Parish Councils requirements which is also acceptable to the Cornwall Council's Planning Department.</p>	<b>Clerk</b>
110/18	<p><b>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</b></p> <p><b>Planning Applications:-</b></p> <p>Letter received from parishioner querying the building of The Lodge, Little Trerank, Roche concerning the height of the lodge which is not equivalent to the old cottage and much higher than neighbouring cottage. It also looks closer to the neighbouring cottage than it appears on the planning map. It is also a three storey building, not at all like the old cottage. They would like Planning to check the present building work is correct. A letter has also been sent to Cornwall Council with objections. It was resolved to forward to Cornwall Council and inform parishioner of this (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman) <b>Action:</b> Clerk</p> <p><b>PA18/03362 – Mr. &amp; Mrs. Paul Kent</b> – New Self Contained Annexe to replace existing static caravan, Springfield Farm, Road from Tremodrett Lane to Junction South East of Rosemellyn Farm, Roche – <b>Clerk to arrange a site visit meeting with the owners</b> (Proposed: Councillor B. Higman; Seconded: Councillor S. Harries)</p> <p><b>PA18/03669 – MRH (GB) Ltd</b> – Advertisement consent for proposed sign, Cornish Gateway Services, Victoria, Roche – <b>Support</b> (Proposed: Councillor B. Higman; Seconded: Councillor Ms. A. Carne, 1 abstention from Councillor D. Inch)</p> <p><b>PA18/03791 – Mr. &amp; Mrs. S. Bond</b> - Proposed rear kitchen extension, 64 Victoria Road, Roche – <b>Support</b> (Proposed: Councillor B. Higman; Seconded: Councillor D. Inch)</p> <p>For Information Only – <b>PA18/00986/PREAPP – Tregothnan Estates</b> - Pre-application advice for the development of circa 150 dwellings (Use Class C3) and associated access, infrastructure, landscaping and public open space, Land North of Harmony Road, Edgcumbe Road, Roche</p> <p>5 Day notice Letter regarding 54 Firsleigh Park Roche – It was resolved to respond to reinforce our comments that discussions and concerns between neighbours were dealt with we will be happy with this <b>Action:</b> Clerk</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>

	<p><b>Planning Results Received:-</b></p> <p><b>PA18/00996 – Mrs. Tiley –</b> New Dwelling, Land North East of 26 Tremodrett Road, Roche – <b>Approved</b></p> <p><b>PA16/06033 – RS Developments 2000 Ltd –</b> Application for the modification or discharge of a planning obligation in respect of Decision Notice C2/08/00891 (the proposed residential development of 32 new dwellings) to allow payment of open space and education contributions in stage, Tregarrick Farm, Fore Street, Roche – <b>Modification of S52/S106 agreed</b></p> <p><b>PA17/12235– Mr. Mark Lanceley –</b> Planning Application for the erection of a detached split-level dwelling, Land South of Green Vale, Higher Trezaise, Roche – <b>Approved</b></p> <p><b>Planning Correspondence Received:-</b> Cornwall Council – EN18/00749 – Alleged use of garden for dog day care, 55 Edgcumbe Road, Roche</p>																																								
111/18	<p><b>Monthly Accounts for Approval:-</b> It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman) Motion Carried</p> <table border="1" data-bbox="260 936 1406 1464"> <tr> <td>Crystal Clear</td> <td>£56.00</td> <td>Bank Transfer260</td> </tr> <tr> <td>AJH Services – Waste Bins/Park</td> <td>£324.16</td> <td>Bank Transfer261</td> </tr> <tr> <td>AJH Services - Toilet Cleaning</td> <td>£380.20</td> <td>Bank Transfer262</td> </tr> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,518.85</td> <td>Bank Transfers 263, 264 and 271</td> </tr> <tr> <td>Cornwall Council</td> <td>£59.00</td> <td>DD265</td> </tr> <tr> <td>Biffa Waste Services Ltd</td> <td>£39.77</td> <td>Bank Transfer266</td> </tr> <tr> <td>Complete Business Solutions</td> <td>£22.68</td> <td>Bank Transfer267</td> </tr> <tr> <td>DMC IT</td> <td>£22.50</td> <td>Bank Transfer268</td> </tr> <tr> <td>Clear-Flow</td> <td>£90.00</td> <td>Bank Transfer269</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£20.00</td> <td>Bank Transfer270</td> </tr> <tr> <td>Roche Football Club</td> <td>£825.00</td> <td>002191</td> </tr> <tr> <td>Camps International Group Ltd</td> <td>£250.00</td> <td>002192</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£987.00</td> <td>002193</td> </tr> </table>	Crystal Clear	£56.00	Bank Transfer260	AJH Services – Waste Bins/Park	£324.16	Bank Transfer261	AJH Services - Toilet Cleaning	£380.20	Bank Transfer262	Salaries, Pensions, National Insurance, Income Tax and Expenses	£1,518.85	Bank Transfers 263, 264 and 271	Cornwall Council	£59.00	DD265	Biffa Waste Services Ltd	£39.77	Bank Transfer266	Complete Business Solutions	£22.68	Bank Transfer267	DMC IT	£22.50	Bank Transfer268	Clear-Flow	£90.00	Bank Transfer269	Roche Victory Hall Social Club	£20.00	Bank Transfer270	Roche Football Club	£825.00	002191	Camps International Group Ltd	£250.00	002192	Roche Victory Hall Social Club	£987.00	002193	Clerk
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112/18	<p><b>GDPR Agreement:-</b> It was resolved to confirm we appoint the Company as per emails received to carry out the GDPR check for the Parish Council (Proposed: Councillor D. Inch; Seconded: Councillor B. Higman) <b>Action:</b> Clerk</p>	Clerk																																							
113/18	<p><b>Approval of Annual Accounts for the year ending 31<sup>st</sup> March 2018 (as per emailed and prior to Internal Auditor attending):-</b> It was resolved to adopt the Annual Accounts for the year ending 31<sup>st</sup> March 2018 pending the Internal Auditors Report and confirm thereafter, subject to Internal Auditors report and if the Internal Auditor advises for it to come back to Parish Council we would include on next month's agenda for approval (Proposed: Councillor B. Higman; Seconded: Councillor G. Rowe) <b>Action:</b> To include on the next agenda pending Internal Auditor's Report for final approval.</p>	Clerk																																							
114/18	<p><b>Approval of Section 1 of Annual Return – Annual Governance Statement 2017/2018:-</b> It was resolved to adopt the Annual Governance Statement 2017/2018 pending the Internal Auditors Report and confirm thereafter, subject to Internal Auditors report and if the Internal Auditor advises for it to come back to Parish Council we would include on next month's agenda for approval (Proposed: Councillor B. Higman; Seconded: Councillor G. Rowe) <b>Action:</b> To include on the next agenda pending Internal Auditor's Report for final approval.</p>	Clerk																																							





124/18	<p><b>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:-</b> Clerk reported the litter pickers and hoops had been received and it was agreed these be passed to Councillor S. Harries with the Roche Parish Council high viz tabards who would in turn liaise with Councillor J. Wood to arrange a date for the first tidy up <b>Action:</b> Clerk/Councillor S. Harries/Councillor J. Wood.</p> <p>Councillor Ms. A. Carne left the meeting at 7.26pm.</p>	Clerk Cllrs. S. Harries/ J. Wood
125/18	<p><b>Articles for Parish Council Website/Newsletter:-</b> Details of Chairman, Vice-Chairman, Committees, organisations and annual reports if able to include.</p>	Clerk
126/18	<p><b>Correspondence – Clerk listed correspondence and actions required:-</b></p> <ol style="list-style-type: none"> <li>1. Cornwall Council – Neighbourhood Plan E-Bulletin – Newsletter</li> <li>2. Pro Earth Developments (Europe) Ltd - Discount available for Flood Action Equipment - Offer Open for a few weeks</li> <li>3. Cornwall Council - Crowdfunder Spring Coaching Series</li> <li>4. Microshade Business Consultants Ltd - Six Weeks to GDPR</li> <li>5. Wicksteed Newsletter</li> <li>6. Westcountry Rivers Trust – Home and Dry Workshop – 24<sup>th</sup> April 2018</li> <li>7. Great Western Railway - Update on improvement between Newbury and Reading</li> <li>8. Cornwall Council – Town and Parish Council Newsletter - April 2018</li> <li>9. Cornwall Council - Cornwall Pension Fund Employer Newsletter (April 2018)</li> <li>10. Cornwall Council – St. Austell Place Storey – 9<sup>th</sup> May</li> <li>11. Cornwall Council - Minerals Safeguarding Development Plan Document - Consultation on the Schedule of Modifications.</li> <li>12. X2 Connect – Red Telephone Box – Adopt a Kiosk?</li> <li>13. Great Western Railway – Use your phone as a rail ticket</li> <li>14. Cornwall Council - Neighbourhood Planning E-Bulletin April 2018</li> <li>15. The Local Government Boundary Commission for England - Draft recommendations for Cornwall Council boundaries postponed</li> <li>16. Cornwall Council – Neighbourhood Plan E-Bulletin – Newsletter</li> <li>17. Came &amp; Company – Power Outage</li> <li>18. Cornwall for Change – General Data Protection Regulation</li> <li>19. Cornwall Council - One Public Transport System for Cornwall Project</li> <li>20. Cornwall Council – Localism Newsletter</li> <li>21. Tywardreath &amp; Park Parish Neighbourhood Plan Steering Group – Neighbourhood Plan Keeping in Touch</li> <li>22. EDF Energy -Your variable electricity prices are changing</li> <li>23. HM Revenue &amp; Customs – Important Changes to the way you make your VAT126 Claim</li> <li>24. Cornwall Council Pensions – Rates and Adjustments Certificate</li> <li>25. Roche Football Club – Receipts for Solar Funding</li> <li>26. Lloyds Bank – Updating Business Account</li> <li>27. Clerks &amp; Councils Direct Magazine</li> <li>28. Treverbyn Community Hall – Space to hold meetings</li> <li>29. Mrs. Crowle – Drain <b>Action:</b> Clerk to inform Cormac Solutions, Clerk to add outside cemetery , new houses from Mike Morcom, 3 half inches of gravel thick needs a road sweeper, from garage to church, past cemetery.</li> </ol>	
127/18	<p><b>To arrange any Sub-Committee Meetings required:-</b> 9.30am on Saturday 12<sup>th</sup> May to meet Lanhydrock Garden Services in Roche Cemetery.</p>	
128/18	<p><b>Any Urgent Matters the Chairman considers relevant for this meeting:-</b> None.</p>	

<b>129/18</b>	<b>Date of next Meeting:-</b> Wednesday the 13 <sup>th</sup> June 2018 at 6.30pm in the Roche Victory Hall Large Committee Meeting Roche, Roche Victory Hall. Apologies from Councillor Mrs. I. Northey as she will be late.  There being no further business to discuss the meeting closed at 7.33pm	
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Signature: .....  
Chairman

Date: 13<sup>th</sup> June 2018