

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ROCHE VICTORY HALL LARGE COMMITTEE MEETING ROOM

ON WEDNESDAY, 9TH JANUARY 2019 AT 6.30PM

Present	Cllr. P. Ames (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Edyvean
	Cllr. B. Higman	Cllr. Mrs. I. Northey	Cllr. Mrs. J. Oxenham
	Cllr. G. Rowe	Cllr. P. Jones	Cllr. Mrs. J. Norris
	Mr. Michael Greet - Savills	Cwll. Cllr. J. Wood	

Minute	AGENDA ITEMS	Action
1/19	Apologies:- Councillors D. Inch, Mrs. S. Tippet	
2/19	<p>Presentation from Michael Greet of Savills – Potential Development of land within Curtliage of The Rectory, Fore Street, Roche:- Councillor M. Edyvean reported that Mr. Michael Greet was attending this evening to update the Parish Council on the potential development on this land. Mr. Michael Greet reported this is purely to do with the Rectory and not Glebe. Savills are responsible for managing Rectories and Vicarages. They are looking at St. Dennis and Roche as they are both in sub-standard condition. There has been discussion on whether they should both be kept. The Diocese took a decision to invest in both properties. Roche Rectory had an internal refurbishment in the Summer of 2018. The Roche plot is quite significant and is rather large for a Vicar to maintain. In general planning policy terms, they are looking at infill if appropriate. They are looking at the possibility of obtaining planning permission for the front of the property in Roche. They have not progressed any plans at this stage. Before submitting any applications, they felt appropriate to consult with the Parish Council.</p> <p>Councillor J. Wood queried whether the plot would be sold, this was confirmed. There was concern that the Parish Council may want to see something different that the Church may not want, i.e. low cost housing. He would like to have some ideas brought to the Parish Council. Mr. Michael Greet advised they would be looking at a single dwelling, well-built and be an open market property. Members felt this immediately put us in conflict as to what we would like to see built. Another concern was that it would have to be bungalows and this could be difficult if elderly people purchased with the hill up through the village. Councillor M. Edyvean asked whether the email from Lord Matthew Taylor in respect of this land had been read, which detailed the kind of property the Parish agree to.</p> <p>Councillor G. Rowe suggested bringing both this and the Glebe field next to the Roche Cemetery together, although he was unsure if this would work. Mr. Greet would be happy to go back and discuss. There would probably not be a separate access for the proposed property, they would use the same one as the current Rectory. Sufficient parking would be required for the existing Rectory to remain in place, thus allowing for any new development to have relevant parking. The Parish Council believe the Church wants to make as much money out of this land as possible, hence the reason planning permission would be sought to build a dwelling.</p>	

	<p>One of the biggest concerns is that it would need to be a single storey dwelling in keeping with the current Rectory. A covenant would need to be stipulated to ensure this does not happen.</p> <p>Councillor J. Wood requested some possible sketches of a design, so the Parish Council can have some input. Mr. Michael Greet would be happy to arrange this.</p> <p>Chairman thanked Mr. Michael Greet for attending the Parish Council Meeting this evening.</p> <p>Mr. Michael Greet left the meeting at 6.57pm.</p>	
3/19	Public Forum:- None.	
4/19	<p>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillor B. Higman declared a pecuniary interest in an email from Mrs. Tanya Trethewey to be discussed under Small Grant applications this evening.</p> <p>Chairman declared a non-registerable interest in the planning application PA18/11505 for Gilleys Mica Dam.</p>	
5/19	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor J. Wood reported as follows:-</p> <ul style="list-style-type: none"> • Cornwall Council own land up at Trezaise and they wish to develop. He informed them they could not develop on this land. He suggested possibly developing part of the land and perhaps some small workshop units being donated to the Parish Council. He also informed they need to look at the School and Health Service and these were the most important things to look at first. He also advised they read through our Neighbourhood Plan as there are several developments coming through Roche at the present time. There are more and more small businesses starting up in Cornwall and may be small business units could be a way forward with the Parish Council having full control of them, to ensure they are affordable Action: March Agenda, and Cornwall Councillor J. Wood to arrange with them. • Whitemoor is currently in Stephen's Parish and people in Whitemoor would like to move into Roche Parish. They don't feel like they get represented very well and he believes now is an opportunity for them to move to Roche Parish Action: Next Agenda. • Government is expressing concern about dual Councillors, i.e. Parish and Cornwall Councillors. Members this evening felt it is was very beneficial having him as our Councillor as well as being a Parish Councillor for us. It was suggested that this may be more of a problem up country but down in Cornwall it is beneficial for us. Cornwall Councillor J. Wood reported this may become compulsory and he is waiting for legal advice. • Fly Tipping in Moors is a problem because Cornwall Council are saying it is Natural England's responsibility. It was agreed to write to Sue James, Portfolio Holder at Cornwall Council, copying in Adam Paynter and our MP to clarify Action: Clerk. <p>Chairman thanked Cornwall Councillor J. Wood for attending the meeting and reporting to the Parish Council.</p>	<p>Clerk/ Cwll. Cllr. J. Wood Clerk</p> <p>Clerk</p>
6/19	<p>Confirmation of Parish Minutes of the Monthly Meeting held on the 12th December 2018:- Resolved the Minutes of the Monthly Meeting held on the 12th December 2018 as circulated be approved and signed by the Chairman (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor G. Rowe)</p>	

7/19	<p>Matters Arising from the Minutes of the Monthly Meeting held on the 12th December 2018:-</p> <p>Page 1 Min.292/18 Public Forum – New Road:- Clerk reported emails had since been received from Mr. Jim Philp which had been duly circulated keeping the Parish Council update.</p> <p>Page 2 Min.212/18 Land at St. Michaels Way:- Clerk reported payment would be followed up Action: Keep Pending.</p> <p>Page 2 Min.177/18 £28,000 Section 106 Funding for Mr. McHatties Planning- Clerk reported no updates had been received to date Action: Keep Pending and follow up.</p> <p>Page 4 Min.276/18 Delegated Powers and Updating Financial Regulations:- Clerk read email received from our Internal Auditor – The Model Financial Regulations include a paragraph – For each financial year the Clerk/Responsible Financial Officer shall draw up a list of due payments which arise on a regular basis as the result of a continuing contracts, statutory duty, or obligation (such as but not exclusively) Salaries, PAYE and NI, Pension Fund and regular maintenance contracts and the like for which the Council [,or a duly authorised Committee,] may authorise payment for the year provided that the requirements of Regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of Council [or Finance Committee]. A record of regular payments made under 5.6 above shall be drawn up and be signed by two members on each and every occasion when payment is authorised - thus controlling the risk of duplicated payments being authorised and/or made. The other issue is getting Member involvement in the actual electronic payment Action: Clerk to draw up annual list and obtain necessary signatures and attach to the Financial Regulations.</p> <p>Page 5 Min.297/18 Donation to Roche PCC:- Clerk reported the cheque had been returned as it needed to be made out to St. Gomondas PCC. A new cheque had been drawn up for signature this evening and the old one would be cancelled Action: Clerk.</p> <p>Page 5 Min.297/18 Donation to Roche Brass:- Letter of thanks for the donation of £200.00 received from Roche Brass, advising it is a privilege to take part in this special day and they very much look forward to doing it again this year.</p> <p>Page 5 Min.298/18 Precept:- Confirmation had been received from Cornwall Council setting the precept in the sum of £95,000. Clerk reported she still had a list of reserves to draw up Action: Clerk.</p> <p>Page 7 Min.304/18 Rocking Horse:- Clerk reported she was waiting when the rocking horse will be returned Action: Clerk</p> <p>Page 8 Min.309/18(12) Meeting on Housing Needs:- Clerk confirmed Andrew George would be attending our February Meeting of the Parish Council.</p>	<p>Clerk</p> <p>Clerk/ Cwll. Cllr. J. Wood</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
8/19	<p>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</p>	

	<p>PA18/11540 – Cornish Gateway Services Limited – Proposed extension to existing car park, Land South of A30 at Woodlands Barton Farm, Victoria Interchange, Victoria, Roche – Support (Proposed: Councillor Mrs. I. Northey; Seconded: Councillor Mrs. J. Oxenham)</p> <p>PA18/09982 – Tregothnan Estates – Outline permission (with all matters reserved except for access) for up to 150 dwellings including children’s play area, public open space, supporting infrastructure and associated works, Land at Edgcumbe Road, Roche – This planning application is premature, subject to the Roche Neighbourhood Plan (See Page 18) Paragraphs as follows - (a) The development will help to secure the delivery of the A30-St. Austell link road west of Roche (including appropriate means to prevent through traffic passing through Roche Village) or an enforceable contract for the construction of the new link road has been agreed by Cornwall Council for the delivery of the Harmony Road to Edgcumbe Road link. We would also comment when Tregothnan come back a Section 106 needs to be clarified in more detail. We also understand planning permission has gone in for the new road (Proposed: Councillor B. Higman; Seconded: Councillor P. Jones)</p> <p>Planning Results Received:-</p> <p>PA18/02897/PREAPP – Terry Mulch – Pre-application advice for new HGV access to serve 3,000m2 lorry parking facility, with 2 no portacabins. The site is already in use for vehicular parking but is accesses via the adjacent field. The proposals intend to offer access directly from the carriageway, Stuarts Truck and Bus, Victoria Business Park, Roche – Closed – Advice Given.</p> <p>PA18/10660 – Mr. Bernard Strongman – Proposed first floor extension to provide en-suite bathroom, 2 Rock Cottages, Road from Burney Farm to Carbis Mill Cottage, Carbis, Roche – Approved</p> <p>PA18/10664 – Mr. & Mrs. D. Thomas – Proposed ground and first floor extensions to existing dwelling and associated works, The Bungalow, Higher Trerank Lane, Roche - Approved</p> <p>Planning Correspondence:- Email from David Alcock in respect of PA18/11742 – N. Jago, D. Hopper & G. Hopper – Outline planning permission with all matters reserved: Proposed Residential Development, Land at Thornton Close, Thornton Close, Roche.</p>	<p>Clerk</p> <p>Clerk</p>																											
9/19	<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 G. Rowe) Motion Carried</p> <table border="1" data-bbox="260 1742 1407 2116"> <tr> <td>Salary, Pensions, National Insurance, Income Tax and Expenses</td> <td>£1,666.76</td> <td>January 2019</td> </tr> <tr> <td>AJH Services – Waste Bins/Park</td> <td>£324.16</td> <td>December 2018</td> </tr> <tr> <td>AJH Services – Toilet Cleaning</td> <td>£380.20</td> <td>December 2018</td> </tr> <tr> <td>DC Professional Services</td> <td>£110.00</td> <td>Manhole Repairs</td> </tr> <tr> <td>DC Professional Services</td> <td>£130.00</td> <td>Planters – Old Lane</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£36.00</td> <td>Chair Allowance</td> </tr> <tr> <td>Cornwall Council – NNDR Mortuary</td> <td>£59.00</td> <td>January 2019</td> </tr> <tr> <td>Roche Victory Hall Social Club</td> <td>£20.00</td> <td>Hire Hall 9/1/19</td> </tr> <tr> <td>EDF Energy</td> <td>£80.41</td> <td>Street Lighting</td> </tr> </table>	Salary, Pensions, National Insurance, Income Tax and Expenses	£1,666.76	January 2019	AJH Services – Waste Bins/Park	£324.16	December 2018	AJH Services – Toilet Cleaning	£380.20	December 2018	DC Professional Services	£110.00	Manhole Repairs	DC Professional Services	£130.00	Planters – Old Lane	Roche Victory Hall Social Club	£36.00	Chair Allowance	Cornwall Council – NNDR Mortuary	£59.00	January 2019	Roche Victory Hall Social Club	£20.00	Hire Hall 9/1/19	EDF Energy	£80.41	Street Lighting	<p>Clerk</p>
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	British Gas – Toilet Electric	£23.84	December 2018	
	South West Water – Toilet Water	£12.50	December 2018	
	Biffa Waste Services Limited	£19.88	December 2018	
	DMC IT – Website Updating	£22.50	January 2019	
	Clear-Flow – Toilet Drainage	£90.00	Clear Drains	
	Crystal Clear – Bus Shelter Cleaning	£56.00	January 2019	
	A1 Tree & Grounds Limited	£4,680.00	Tree Removal	
	Receipt: LMP Reimbursement	£967.52	Footpath Maint.	
	Receipt: Cornwall Council – Interest	£104.21	December 2018	
	Receipt: Mr. S. Mills	£581.00	Reservation	
	Receipt: Robert Bunt & Son	£741.00	(Tippett)	
10/19	<p>Financial Applications received for the Solar Fund and Small Grants Fund for the January quarter:- Clerk reported that each time she receives applications she generally always have to follow up for missing information as per email she circulated earlier today. It was resolved to write when applications are received with missing information advising they were being rejected due to mandatory information being submitted (Proposed: Councillor J. Wood; Seconded: Councillor B. Higman) Action: Clerk to update forms to this effect.</p> <p>Application for Solar Funding from Roche Pantomime received with missing information. It was resolved to reject due to missing paperwork (Proposed: Councillor J. Wood; Seconded: Councillor B. Higman) Action: Clerk</p> <p>Councillor B. Higman declared a pecuniary interest in respect of the following email and duly left the meeting room:- Email received from Mrs. Tanya Trethewey in respect of the small grants claim in May for Rueben advising the Parish Council had said they would review the application if no other applications were received in this year. He still has £1,500 to raise so it would be great if the Parish Council were able to review. It was resolved to review the sum we currently grant and raise by £50.00 to £300.00 for applicants that apply (Proposed: Councillor J. Wood; Seconded: Councillor M. Edyvean) Action: Clerk to respond advising that in light of the fact the Parish Council has reviewed the situation with regards to small grants to allow a total of £300.00 per application, we feel we are in a position to send an additional £50.00 (Proposed: Councillor J. Wood; Seconded: Councillor M. Edyvean) Councillor B. Higman returned to the meeting.</p>			Clerk
11/19	<p>A Way Forward for the Tennis Court Area:- Councillor M. Edyvean reported he has not had time to action. He will follow up for the next meeting Action: Councillor M. Edyvean and Clerk to include on Next Agenda.</p>			Cllr. M. Edyvean /Clerk
12/19	<p>Cameras for Roche Football Club/Field/Tennis Courts:- Clerk reported details had now been received from PJI Security and duly circulated. Councillor M. Edyvean to liaise with Councillor D. Inch to look at night vision and review videos Action: Councillor M. Edyvean.</p> <p>Action: Clerk to follow up with Minears with regards to the hoops that have been ordered for the Roche Football Field.</p>			Cllr. M. Edyvean Clerk
13/19	<p>Old Lane – Maintenance and Street Light at the end:- Clerk reported details had now been received advising the Network Operator did not deem the light further down the lane a suitable point of connection. Clerk has since responded noting they did not deem suitable but asked whether it could be done and would it be cheaper and it has confirmed it cannot be done this way.</p>			

	<p>Clerk said she often walks the lane lately and it is extremely dark in the top half only and if some of the trees were considerably cut back it should let some street lighting through from the left hand side as you walk towards Firsleigh Park, the other possibility could be some form of solar lighting that could be placed anywhere and would not incur a cost to run. It was resolved to investigate the cost of a solar light and installation (Proposed: Councillor J. Wood; Seconded: Councillor B. Higman) Action: Clerk.</p> <p>Quotation received from A1 Tree Surgery for works to clear Old Lane. Clerk advised that Councillor D. Inch had confirmed today there would be another quote arriving soon to compare costs from Lanhydrock Garden Services. It was resolved to include on the next agenda for discussion (Proposed: Councillor M. Edyvean; Seconded: Councillor J. Wood) Action: Next Agenda.</p>	<p>Clerk</p> <p>Clerk</p>
14/19	<p>Update - Councillor Email Addresses and Website:- Cornwall Councillor J. Wood reported he is waiting further guidance. Clerk reported the renewal from HCI Data has now been received due in April 2019 in the sum of £70.00 for a two year period, so we need to make a decision if we remain with them or change. It was resolved to leave as is for the current time and renew when necessary in the future and Councillor J. Wood to continue to follow up with Cornwall Council (Proposed: Councillor J. Wood; Seconded: Councillor Mrs. I. Northey) Action: Clerk</p>	Clerk
15/19	<p>Health and Safety Matters for Christmas Tree for 2019:- Councillor M. Edyvean reported there are two ways of doing this, i.e. outdoor supply from Mr. Richard Crowle. The other use is a pyramid shape concrete block and make it suitable that it can be taken and put away each year. The other suggestion is to have a bracket put on a wall and all local businesses have one put up. He personally feels we should have a Christmas Tree this year and it needs to be a focal point in the village. There were concerns about putting in a local parishioner's property as to who is responsible for health and safety. It was felt a Christmas Tree in this area of the village will be more central. It was suggested a tree could be donated to Richard Crowle to put in his garden for the community. Chairman advised the Parish Council's insurance would cover this and it was proposed to approach Richard Crowle in the first instance (Proposed: Councillor B. Higman; Seconded: Councillor P. Jones) Action: Councillor M. Edyvean</p>	Cllr. M. Edyvean
16/19	<p>China Clay Cluster Group – Email from St. Stephen in Brannel Parish Council:- It was resolved to leave in abeyance and thank them for contacting us (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. I. Northey) Action: Clerk</p>	Clerk
17/19	<p>Community Governance Review – Initial Interest – Email from Cornwall Council:- It was resolved to complete form and return (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. I. Northey) Action: Clerk</p>	Clerk
18/19	<p>Email and information from Roger Gilley in respect of land in St. Michaels Way, Roche:- It was resolved to respond advising we would like to take over the responsibility of the land if they could legally pass it over to the Parish Council (Proposed: Councillor B. Higman; Seconded: Councillor Mrs. J. Norris) Action: Clerk</p>	Clerk
19/19	<p>Cemetery Matters (Including (a) Any Applications for Memorials or Inscriptions and querying of costings: (b) Bench(s) for Cemetery):- No applications received.</p> <p>Bench(s) for Cemetery/Village:- Clerk reported she had not spoken to Mr. Nigel Frost in respect of a bench or the other person expressing an interest. She would follow up with them before the next meeting if possible, Action: Clerk</p>	Clerk

	<p>Action: Clerk to obtain a quote for a new bench for the one on Roche Hill and confirm whether Mr. Nigel Frost would like to purchase this one.</p> <p>Councillor Mrs. I. Northey reported the windmill had been removed from the Cemetery. Councillor M. Edyvean reported it had been gone for about two months and he would try to establish who has removed. He also wanted to find out how much to tarmac part of the Cemetery and putting a Cornish Hedge around.</p> <p>Email from Solicitors in respect of land for extension to Cemetery. Clerk to liaise with Cornwall Council and send letter for the transfer, nothing heard to date Action: Keep Pending.</p> <p>Councillor M. Edyvean reported on the flood in the Cemetery around Christmas and the main problem was plastic flowers blowing in the drainage area, which is then blocking the drain, which in turn caused the blockage and consequently the flooding. He suggested looking at the possibility of being aware of plastic in the Cemetery as a whole, i.e. a Green Statement. This summer we need to build a sluice with a grid further up the trench Action: Clerk to obtain a quote from Lanhydrock Garden Services for the work.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
20/19	<p>Playing Fields Update (Including Repairs/Insurance Claim):- Councillor M. Edyvean reported the zip wire has now been fixed.</p> <p>Clerk reported all details had now been forwarded and she was waiting for a response Action: Clerk</p> <p>Light on Playing Field Hedge – Clerk reported she still had this to action due to taking holidays last month Action: Clerk</p>	<p>Clerk</p> <p>Clerk</p>
21/19	<p>Roche Public Conveniences/Bus Shelters:-</p> <p>Roche Public Conveniences:- Blockage has been cleared.</p> <p>Bus Shelters:- None.</p>	
22/19	<p>Footpath Signs/Matters:- Email circulated by Clerk from Councillor D. Inch in respect of Footpaths 16 and 28. Details passed to Councillor M. Edyvean to review Action: Next Agenda.</p> <p>Clerk reported there is a tree down in Firsleigh Park Square. This was reported to Cornwall Council by a local parishioner, although she is not sure if it has been removed Action: Clerk to inform Cornwall Council.</p>	<p>Clerk</p> <p>Clerk</p>
23/19	<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:- Clerk reported she would now be arranging a site meeting to take forward and asked if any Councillors may be interested in assisting? Action: Clerk and Councillor J. Wood.</p>	<p>Clerk</p>
24/19	<p>Articles for Parish Council Website/Newsletter:- Update with relevant information from tonight's meeting including our comments for the Tregothnan Estate planning application – Parish Council discussed and agreed was premature with our comments.</p>	<p>Clerk</p>
25/19	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. First Greater Western Limited - Improvement work on the GWR network at Christmas 	

	<ol style="list-style-type: none"> 2. Cornwall Council - Cornwall Pension Fund Employer Newsletter (December 2018) 3. Cornwall Council - Community Network Panels: Cornwall Leadership Team representatives 4. Community Land Trust – December 2018 Newsletter 5. Great Western Railway – 2019 Improvement Work 6. Steve Double – Christmas Message 7. CALC – Email to Local Councils 8. Cornwall Council - Adoption of the Cornwall Minerals Safeguarding Development Plan Document 9. CALC Annual Conference – 16th February 2019 10. CALC Annual Conference – 16th February 2019 - Further information 11. Cornwall Council - Code of Conduct Training 12. Cornwall Council - Neighbourhood Plan E-Bulletin (December 2018) 13. Highways England – Forthcoming Roadworks – A30 Devon and Cornwall Pine Removal 14. Clerks & Councils Direct Magazine (Councillor Mrs. J. Norris) 15. Cornwall Council Pensions – Pension Administration Strategy 16. Alan Percy – Crantock Neighbourhood Plan Decision 17. Cornwall Council – 2019 Off-Street Parking Order 	
26/19	To arrange any Sub-Committee Meetings required:- None.	
27/19	Any Urgent Matters the Chairman considers relevant for this meeting:- None.	
28/19	<p>Date of next Meeting:- Wednesday the 13th February 2019 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 8.55pm</p>	

Signature:

Chairman

Date: 13th February 2019