

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD

### IN THE MAIN HALL OF THE ROCHE VICTORY HALL

ON MONDAY, 3<sup>RD</sup> APRIL 2023 AT 6.30PM

Present	Cllr. D. Inch (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. G. Rowe (Vice-Chairman)
	Cllr. M. Edyvean	Cllr. M. Taylor	Cllr. Mrs. L. Harrison
	Cllr. Mrs. A. King	Cllr. D. Yelland	Cllr. P. Kent
	2 Members of Public	Cllr B. Kretowicz	

Minute	AGENDA ITEMS	Action
85/23	<b>Apologies:-</b> Councillors Mrs. S. Tippett, Mrs. H. Retallick, Cornwall Councillor P. Guest	
86/23	<b>Public Forum:-</b> There were two members of public and they had no matters to raise. One member of public attended in respect of planning application PA23/01793 – Mrs. Newman to request objections are raised with regards to this proposal as per reasons circulated and explained.	
87/23	<b>Parish Councillor Vacancy:-</b> Chairman welcomed our new Councillor Bob Kretowicz who had been duly co-opted prior to the meeting <b>Action:</b> Clerk to inform Cornwall Council.	Clerk
88/23	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> Councillor D. Yelland declared a non-registerable interest in respect of the planning application PA23/01587 for Mr. & Mrs. Hawke.	
89/23	<b>Monthly Cornwall Councillor Report:-</b> Apologies received from Cornwall Councillor P. Guest.	
90/23	<b>Confirmation of the Minutes of the Monthly Main and Closed Meetings held on the 8<sup>th</sup> March 2023:-</b> Resolved the Minutes of the Monthly and Closed Meetings held on the 8 <sup>th</sup> March 2023 as circulated were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor Mrs. A. King; Seconded: Councillor D. Yelland)	
91/23	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 8<sup>th</sup> March 2023:-</b></p> <p><b>Page 2/3 Min.17/23 Manholes and Potholes:-</b> Clerk reported response had been received advising no date had been scheduled, once confirmed they would update. Clerk noted currently some repairs are being made around the village <b>Action:</b> Keep Pending.</p> <p><b>Page 3 Min.31/23 Tregarrick Road Update:-</b> Clerk reported as this was due to be carried out at the end of March and nothing has been done so far, she would now chase up again for a firm date <b>Action:</b> Clerk.</p> <p><b>Page 3 Min.31/23 Development on Old Poachers Site:-</b> No further response received from Dylan Myers and a follow up had been sent last week. Clerk to ask about finishing the front wall and ask if they are going to have line-marking in the car park going forward, also to arrange clearance of undergrowth on the back of his new fencing <b>Action:</b> Keep Pending.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p><b>Previous Minutes - Penstraze Lane Update:-</b> No update <b>Action:</b> Keep Pending and follow up.</p> <p><b>Page 9 Min.62/23 Planning for PA21/05283:-</b> No update received from Cornwall Councillor P. Guest <b>Action:</b> Keep Pending and follow up.</p> <p><b>Page 11 Min.66/23 Repairs to 2 Park Gates:-</b> Councillor M. Edyvean reported he is still to meet with the Contractor, along with the Chairman <b>Action:</b> Chairman/Councillor M. Edyvean.</p> <p><b>Page 11 Min.66/23 Street Light:-</b> Councillor M. Edyvean reported the street light is not working <b>Action:</b> Clerk to follow up.</p> <p><b>Page 11 Min.66/23 Use of Skatepark:-</b> Response received advising it was great news and thanked the Parish Council for the support. In these tough times they really appreciate the response and also would like to mention that they never expected exclusive rights to the skatepark but thanked the Parish Council for clarifying. They are interested in collaborating with taster sessions for the King's Coronation event and look forward to hearing from Councillor Mrs. L. Harrison more about it and how they can help.</p> <p><b>Page 12 Min.68/23 Sign down by Roche Rock:-</b> Clerk reported the sign and post would be sent direct to her and she could then arrange with our Contractor to put in place <b>Action:</b> Clerk.</p> <p><b>Page 12 Min.68/23 Edgumbe Road Speed Camera:-</b> The new site already has the speed sign up, it was confirmed the post could not be painted yellow.</p> <p><b>Page 13 Min.78/23 Tree Safety Inspection:-</b> Clerk reported the inspection paperwork had been received and circulated, to be dealt with under closed session tonight for any necessary works required.</p> <p><b>Page 13 Min.79/23 Discussion on Salt Bins:-</b> Clerk reported a rough quote had been received, to be dealt with under closed session tonight for any necessary works required.</p> <p>Chairman requested an email to Rachael Tatlow or Cormac requesting an immediate review on the surfacing of Edgumbe Road, it is in a terrible state <b>Action:</b> Clerk.</p>	<p>Clerk</p> <p>Clerk</p> <p>Chair/ Cllr. M. Edyvean</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
92/23	<p><b>Planning Applications/Results/Correspondence/Any Letters received for or against any Planning Applications:-</b></p> <p><b>PA23/01793 – Mrs. Newman –</b> Retrospective planning for retention of external mono pitch roof and existing garage walls, 74 Victoria Road, Roche – <b>Object – It appears this development is not built as per plans from 2019, with detrimental changes impacting the neighbour and in addition to the changes per the retrospective application raised concerns that the garage has been relocated and possibly enlarged compared to the plans with consequent significant detrimental visual impact from the road. Therefore, we cannot support this, and ask planning officers instead to investigate and report on the departures from the approved plans and how to rectify (Proposed: Councillor M. Edyvean; Seconded: Councillor M. Taylor)</b></p>	<p>Clerk</p>

<p>Councillor D. Yelland declared a non-registerable interest in respect of the following planning application and left the meeting room:-</p> <p><b>PA23/01587 – Mr. &amp; Mrs. Hawke</b> – Change of use of Butchers and Associated Buildings into 3 Residential Units, 7 Fore Street, Roche – <b>Object – (a) Cannot support a change of use of the shop unit given the clear policy position set out in the approved Neighbourhood Plan (See Neighbourhood Plan – “Loss of High Street Uses - The loss of business premises used for A1, A2, A3, A4 and A5 uses in the commercial area of Roche Village to other uses will not be supported unless: (a) It can be demonstrated that the use of the premises for the existing or other commercial usage is no longer viable; or (b) The proposed alternative use would provide equal or greater benefits for the local economy and community than the current use. Policy Justification: Roche Village benefits from a range of commercial services, especially shops and pubs and food outlets located within its central business district (Fig 2.5). The Roche Neighbourhood Plan Steering Group received clear community representations that the range of pubs and shops in the Village is of high value to the community, and should if possible be preserved, and that the character of the central square and Fore Street is also that of commercial services such as food and retail provision. The viability of maintaining these uses must be tested, if challenged, by at least six months of marketing – 94% (279) believe we should have policies to support keeping shops and pubs open)” (b) the conversion of the buildings at the rear could be supported in principle with a revised application but as proposed is not a sympathetic high quality design as per Neighbourhood Plan, which requires applicants to show how they have taken account of the Neighbourhood Design Guide i.e. windows, roof layout and finishes need to be more in keeping with the best of Roche, an approach that has been taken with other recent developments such as those in the pub car park opposite the church and the flats on the site of the former poachers, recently built in the village and where design changes were made to enhance quality and design to meet Neighbourhood design guide principles; (c) Parking and turning area – it is not clear there is sufficient parking for the proposed units, the ‘turning area’ does not look like you could turn anything, and access into the 3 car parking spaces appears to be extremely difficult given the narrow lane – especially the garage unit at the northern end. The whole design needs reviewing (See page 35/36 of the Neighbourhood Plan for details) (Proposed: Councillor M. Taylor; Seconded: Councillor Mrs. L. Harrison) Councillor D. Yelland returned to the meeting room.</b></p>	Clerk
<p><b>PA23/00160 Dany Hancock</b> – Demolition of single garage and side extension to bungalow, 32 Tremodrett Road, Roche – <b>Unable to comment as we would request clear plans to know where the extension is compared to the boundary wall, the plans need to show this to review this application</b> (Proposed: Councillor G. Rowe; Seconded: Councillor Mrs. A. King)</p>	Clerk
<p><b>PA23/01999 Mr. Peter Ames</b> – Retrospective planning for residential caravan as annex to Brookville, Brookville, Cleers Hill, Roche – <b>Extension of Time Requested for next agenda</b></p>	Clerk
<p><b>PA23/02516 Mrs. June Blair</b> – Certificate of Lawfulness for existing use – namely the stationing of five static caravans on location in caravan park, Barn 2, Higher Trenoweth Farm, Belowda Road, Belowda, Roche – <b>Extension of Time Requested for next agenda</b></p>	Clerk

	<p><b>PA23/02079 – South West Water Ltd – EIA Screening Opinion Request for a new sewage pumping station, Land North of Ruff Patches, Cleers Hill, Cleers, Roche – Next Agenda if paperwork received</b></p> <p><b><u>Planning Results Received:-</u></b></p> <p><b>PA22/11105 – Mid Cornwall Filling Station – Demolition of the Existing Sales Building and Erection of a New Sales Building with Refuse Compound and Car Parking Area, Two Jet Washes and Car Care Facilities (Domestic and HGV Forecourt to be Retained as Existing) and Associated Works, BP Mid Cornwall Filling Station, Victoria Roche – Approved</b></p> <p><b><u>Planning Correspondence Received:-</u></b> (a) Parnalls Solicitors Ltd – Retrospective Planning Application for 74 Victoria Road on behalf of their client; (b) Lindsey Bedford – Objections submitted on Cornwall Council Planning Portal.</p>	<b>Clerk</b>																																																																																													
<b>93/23</b>	<p><b>Monthly Accounts for Approval, including monthly bank reconciliation and budget monitoring:-</b> It was proposed that the Council approve and accept the accounts for payments as circulated on schedules for year ending 31<sup>st</sup> March 2023 and month of April 2023, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor Mrs. A. King Seconded: Councillor G. Rowe)</p> <table border="1" data-bbox="220 936 1369 2101"> <thead> <tr> <th colspan="3"><b>Account up to 31<sup>st</sup> March 2023</b></th> </tr> </thead> <tbody> <tr><td>Crystal Clear Limited Bus Shelter Cleaning</td><td style="text-align: right;">£68.00</td><td>March 2023</td></tr> <tr><td>Crystal Clear Limited Waste Bin Emptying</td><td style="text-align: right;">£512.00</td><td>March 2023</td></tr> <tr><td>AJH Services – Toilet Cleaning</td><td style="text-align: right;">£484.72</td><td>March 2023</td></tr> <tr><td>Larcombes Memorials</td><td style="text-align: right;">£116.00</td><td>Overpayment</td></tr> <tr><td>Duchy Cemetery’s Limited – Interment</td><td style="text-align: right;">£1,440.00</td><td>Bromell</td></tr> <tr><td>British Gas – Public Conveniences</td><td style="text-align: right;">£33.37</td><td>5/2/23-4/3/23</td></tr> <tr><td>DMC-IT – Updating Website</td><td style="text-align: right;">£37.50</td><td>March 2023</td></tr> <tr><td>Clear-Flow Limited</td><td style="text-align: right;">£108.00</td><td>Toilet Clearance</td></tr> <tr><td>Jason Bellenger</td><td style="text-align: right;">£550.00</td><td>Tree Survey</td></tr> <tr><td>Cornwall Waste Solutions – Cemetery</td><td style="text-align: right;">£195.34</td><td>March 2023</td></tr> <tr><td>Lanhydrock Garden Services - Maintenance</td><td style="text-align: right;">£2,962.80</td><td>March 2023</td></tr> <tr><td>Lanhydrock Garden Services</td><td style="text-align: right;">£252.00</td><td>Ivy - Mortuary</td></tr> <tr><td>Cormac Solutions</td><td style="text-align: right;">£1,643.56</td><td>Repairs</td></tr> <tr><td><b>Receipt: Lloyds Bank – Interest</b></td><td style="text-align: right;"><b>£24.72</b></td><td><b>March 2023</b></td></tr> <tr><td><b>Receipt: Bodmin Funeral Services</b></td><td style="text-align: right;"><b>£6,801.00</b></td><td><b>Bromell</b></td></tr> <tr><td><b>Receipt: Kerrow Memorials</b></td><td style="text-align: right;"><b>£116.00</b></td><td><b>Frost</b></td></tr> <tr><td><b>Receipt: Nicholls Solicitors</b></td><td style="text-align: right;"><b>£66.00</b></td><td><b>Allen</b></td></tr> <tr><td><b>Receipt: Drew Memorials</b></td><td style="text-align: right;"><b>£116.00</b></td><td><b>Edyvean</b></td></tr> <tr><td><b>Receipt: Mrs. Lucanne Crocker</b></td><td style="text-align: right;"><b>£2,920.00</b></td><td><b>Reservation Tomb</b></td></tr> <tr><td><b>Receipt: Mrs. Sharon Crocker</b></td><td style="text-align: right;"><b>£1,240.00</b></td><td><b>Reservation</b></td></tr> <tr><td><b>Receipt: Ken Newcombe (Dignity)</b></td><td style="text-align: right;"><b>£681.00</b></td><td><b>Carhart</b></td></tr> <tr><td><b>Receipt: Mr. Daniel Wilton</b></td><td style="text-align: right;"><b>£1,240.00</b></td><td><b>Reservation</b></td></tr> <tr><td><b>Receipt: Miss Olivia Wilton</b></td><td style="text-align: right;"><b>£1,240.00</b></td><td><b>Reservation</b></td></tr> <tr><td><b>Receipt: Mrs. J.R. 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94/23	<p><b>Review of Solar Funding:-</b> Clerk reported on the limit for 2023/2024 for S137 which is £9.93 per elector, so the Parish can use total expenditure of no more than £28,350.15 from precept. Resolved to re-open solar funding, check on S137 funding and how it works and then look at our pot of solar funding and decide out of this pot what we are going to donate and then discuss again at the May meeting, with an estimated total of solar grants to see what we have sand then advertise in June, to also review the application form (Proposed: Councillor D. Inch; Seconded: Councillor M. Edyvean) <b>Action:</b> Clerk.</p>			Clerk																								
95/23	<p><b>Cemetery Matters (Including (a) Any applications for memorials or inscriptions; (b) Tombed Grave Plots):-</b> Application received from Drew Memorials for an additional inscription on a slate memorial tablet for the late Louie Edyvean. Resolved to accept as per our Rules and Regulations (Proposed: Councillor Mrs. King; Seconded: Councillor P. Kent) <b>Action:</b> Clerk.</p> <p><b>Tombed Grave Plots:-</b> Clerk requested a small meeting on site to review the plots already pre-purchased, as we need to review the next stage. Agreed Clerk and Councillors Mrs. A. King, Chairman and Vice-Chairman meet on site and report back to the Parish Council <b>Action:</b> Clerk.</p> <p>Clerk reported a response had been received from our Contractor in respect of clearing the ditch, the work will be carried out one day this week, it has been too wet recently and he did not wish to make more mess in the Cemetery.</p>			Clerk Clerk																								
96/23	<p><b>Minor Repairs/Works in the Parish that may arise:-</b> None.</p>																											
97/23	<p><b>Playing Fields, Hardcourt Area, Skateboard Park:-</b> Councillor Mrs. L. Harrison suggested another bench for the playing fields. Include on the next agenda <b>Action:</b> Clerk.</p> <p>Clerk reported on email from National Grid in respect of removal of tree. Resolved to arrange for removal (Proposed: Councillor M. Edyvean; Seconded: Councillor Mrs. A. King) <b>Action:</b> Clerk.</p> <p><b>Action:</b> Agenda Item – Trees that could be suitable for the surrounding area as a replacement.</p>			Clerk Clerk Clerk																								
98/23	<p><b>Roche Public Conveniences/Bus Shelters (Including Bus Shelter on Edgcumbe Road):-</b> Clerk reported the large water bill is still being investigated and apparently a different meter was going to be tested but nothing has been heard for the month, only another bill received <b>Action:</b> Keep Pending and Clerk to follow up again for an update, keeping Chair on copy.</p> <p><b>Bus Shelter on Edgcumbe Road:-</b> Clerk reported no response had been received to date and she would follow up again <b>Action:</b> Clerk.</p>			Clerk Clerk																								

99/23	<b>Footpath Signs/Matters:-</b> Clerk and Chairman to go through the schedule for next year <b>Action:</b> Clerk/Chairman.	<b>Clerk/ Chair</b>
100/23	<b>Duck Pond and surrounding Land &amp; St. Michaels Way:-</b> No update.	
101/23	<b>Village Regeneration Works/Working Party for the Village:-</b> No update.	
102/23	<b>Registration of Land at Roche Football Club owned by the Parish Council:-</b> Clerk reported an update was received advising the Solicitors are still waiting to hear from the Land Registry. They have checked the system but there is no estimated date for completion of the registration but will continue to check the system monthly. In the meantime, they propose they submit a disbursement only account for the sum of £72.00 plus VAT in respect of Land Registry fees of £70.00 and search fees of £2.00. Resolved to accept (Proposed: Councillor D. Inch; Seconded: Councillor P. Kent) <b>Action:</b> Clerk.	<b>Clerk</b>
103/23	<b>Roche By-Pass Scheme and related projects:-</b> No update received.	
104/23	<b>Bugle Surgery Update:-</b> Councillor Mrs. A. King reported there was no update and to remove from the agenda <b>Action:</b> Clerk.	<b>Clerk</b>
105/23	<b>Support for Roche Carnival:-</b> Councillor M. Edyvean reported on the cost of insurance for the Carnival which is £480.00 and they would like to ask if the Parish Council would pay this? Resolved the Parish Council pay for the insurance for the Carnival (Proposed: Councillor D. Inch; Seconded: Councillor G. Rowe <b>Action:</b> Clerk.	<b>Clerk</b>
106/23	<b>King Charles Coronation:-</b> Councillor Mrs. L. Harrison reported matters are all in hand and she would be meeting with the Clerk to complete a Risk Assessment requested by the Parish Council's insurance for the march through the village <b>Action:</b> Councillor Mrs. L. Harrison/Clerk.  Mugs - She had spoken with Roche School and obtained their numbers and had approached Pebbles. Clerk had requested information from Roche Pre-School. Chairman suggested we would require numbers by Friday at the latest <b>Action:</b> Councillor Mrs. L. Harrison/Clerk.  <b>Action:</b> Clerk to contact both suppliers to establish that mugs could be made available for the Coronation.	<b>Cllr. Mrs. L. Harrison/ Clerk</b>  <b>Cllr. Mrs. L. Harrison/ Clerk</b>  <b>Clerk</b>
107/23	<b>Gate on Firsleigh Park next to Bus Stop:-</b> Response received apologising the recent intervention had not worked. Further changes will likely be more costly and may involve complete replacement of the gate, or removal to leave an open access. They requested the Parish Councils view regarding the latter option. Resolved to accept the latter option (Proposed: Councillor M. Taylor; Seconded: Councillor M. Edyvean) <b>Action:</b> Clerk.	<b>Clerk</b>
108/23	<b>Articles for Parish Council Website/Newsletter:-</b> Monthly newsletter report to be submitted.	<b>Clerk</b>
109/23	<b>Correspondence – Clerk listed correspondence and actions required:-</b> 1. NALC – Events 2. Cornish Lithium – Spring Newsletter 3. NALC – Chief Executive's Bulletin 4. Cornwall Council – Town & Parish Council Newsletter – 10 <sup>th</sup> March 2023 5. CALC – News Roundup – 9 <sup>th</sup> March 2023 6. Paul Holden – Buildings at risk update and details of new Cornish book 7. Great Western Railway – Strike Dates	

	<p>8. CALC – Steve Parkinson Online Zoom Briefing – Changes to the VAT Rules on Sports Facilities</p> <p>9. CALC – Local Housing Schemes</p> <p>10. Cornwall Training &amp; Consultancy Ltd – Free CPR &amp; Defibrillator Sessions for Locals</p> <p>11. CALC – Code of Conduct Training – Tuesday 21<sup>st</sup> March 2023 at 6.30pm online</p> <p>12. Cornwall Council - Cornish Lithium Spring Newsletter</p> <p>13. Great Western Railway – Rail Improvement Works</p> <p>14. Griffiths – April Newsletter</p> <p>15. Cornwall Council – China Clay Community Network Panel Meeting – Monday 27<sup>th</sup> March 2023, at 7.00pm in Conference Room, Rockhill Business Park, Bugle</p> <p>16. Great Western Railway – Rail Strikes Update</p> <p>17. Royal Cornwall Hospitals NHS Trust – Cornwall’s Centre for Research Innovation’s Inaugural Charity Ball</p> <p>18. Electric Car Guide – New green resource for residents</p> <p>19. CALC – 2023 Edition of JPAG Practitioners Guide</p> <p>20. Cornwall Council – Community Area Partnerships</p> <p>21. Cornwall Cricket Board – Cricket in Cornwall</p> <p>22. Great Western Railway – Rail Improvement works over Easter</p> <p>23. Cornwall Council – Consultation on Public Space Protection Order (Alcohol Consumption)</p> <p>24. Trainline – Links Landing Page</p> <p>25. Griffiths – Extension of Old A30 Road Closure</p> <p>26. Great Western Railway – Customer and Stakeholder Annual Report Feedback</p> <p>27. Cornwall Council – Cornwall Legal Service Level Agreement 2023/2024 Resolved to accept (Proposed: Councillor; Seconded: Councillor) <b>Action:</b> Clerk.</p>	<b>Clerk</b>
110/23	<b>To arrange any Sub-Committee Meetings required:-</b> None.	
111/23	<b>Any Urgent Matters the Chairman considers relevant for this meeting:-</b> None.	
112/23	<p><b>Date of next Meeting:-</b> Wednesday 10<sup>th</sup> May 2022 at 6.30pm to be held in the Roche Victory Hall Large Main Hall, Roche Victory Hall. Apologies received for the May meeting from Councillor M. Taylor.</p> <p><b>Action:</b> Councillors to inform Clerk before the May meeting what Committees and Organisations, they would be interested in sitting on.</p> <p>There being no further business to discuss the meeting closed at 7.42pm</p>	<b>Cllrs/ Clerk</b>

Signature: .....

Chairman

Date: 10<sup>th</sup> May 2023