

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE MAIN HALL OF THE ROCHE VICTORY HALL ON MONDAY, 10TH NOVEMBER 2025 AT 6.30PM

Present	Cllr. D. Inch (Chairman) Cllr. Mrs. A. King Cllr. M. Taylor Cllr. M. Edyvean	Mrs. J. Burdon (Parish Clerk) Cllr. P. Dunn Cllr. G. Rowe Cllr. D. Yelland	Cllr. B. Kretowicz. (Vice-Chairman) Cllr. P. Kent Cllr. Mrs. L. Harrison 2 Members of Public.
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244/25	Apologies for non-attendance:- Councillor Mrs. S. Tippett	
245/25	Public Forum (Including any report from Cornwall Councillor if received):- Two members of public in attendance.	
245/25	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillor M. Edyvean declared a non-registerable interest in respect of the planning application for PA25/07857 Mr. M. Aldin. Councillor M. Edyvean declared a non-registerable interest under Paragraph 3.5A in respect of the Remembrance Day payment to Roche Pantomime. Councillor M. Edyvean declared a non-registerable interest under Paragraph 3.5A in respect of the Remembrance Day payment to Roche St. Gomonda's Church. Councillor Mrs. L. Harrison declared a non-registerable interest under Paragraph 3.5A in respect of the Remembrance Day payment to Roche School. Councillor M. Taylor declared a non-registerable interest under Paragraph 3.5A in respect of the Remembrance Day payment to Roche Brass Band.	
246/25	Confirmation of the Minutes of the Monthly and Closed Meetings held on the 13th October 2025:- Resolved the Minutes of the Monthly and Closed Meetings held on the 13 th October 2025 as circulated, were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor B. Kretowicz; Seconded: Councillor M. Edyvean) All in Favour.	
247/25	<p>Matters Arising from the Monthly Minutes from Meeting held on the 13th October 2025:-</p> <p>Page 1 Min.222/25 Footpaths and Wooden Stiles:- Acknowledgement received but no further response from Neil Sandland Action: Keep Pending for an update, keeping Cornwall Councillor S. Trevelyan informed to also follow up as necessary.</p> <p>Page 2 Min.203/25 Stone and Wooden Stiles:- Response from Neil Sandland advising the stance of the Contractor and Designer is as follows: 'Stiles have been provided on a 'like for like' basis, with the scheme not improving the Public Right of Way (PRoW) outside of the red line boundary.' Therefore, because Cornwall Council's guidance for gates and stiles has not been considered and because the least restrictive option in accordance with BS5709:2018 (British Standard for Gaps Gates and Stiles) has not been provided, they have escalated this matter within Cornwall Council Action: Keep Pending for an update, keeping Cornwall Councillor S. Trevelyan informed to also follow up as necessary.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>Page 2 Min.153/25 Bus Shelter on old A30:- Clerk reported the bus shelter was now in place.</p> <p>Page 7 Min.236/25 Parking in Council House Car Park at Trezaise:- Email from Ocean Housing advising they are happy to arrange some signs stating residents' parking only; however, they could not look at parking enforcement. They would visit the area to establish where to locate signs and report back Action: Keep Pending.</p> <p>Page 7 Min.236/25 Tree hanging over Bridleway 10:- Email from Cornwall Council advising action has been taken.</p> <p>Page 8 Min.238/25 Remembrance Day:- Clerk reported that following a conversation with the Church Warden, it is hoped to amalgamate the service with the Church next year as that is what they would like, Clerk and Chairman to attend a meeting with Church Warden and Reverend sometime in the New Year Action: Clerk to set up calendar reminder to follow up.</p> <p>Chairman said the Remembrance Service was brilliant yesterday, we were entertained, the school, panto and school children were excellent. It was a good morning and he was really pleased and thanks to those who turned up.</p>	Clerk
248/25	<p>To RECEIVE consultation response requests and to RESOLVE a response. Formal requests from the planning authority received before the start of the meeting will be considered, including Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p><u>Planning Applications Received:-</u></p> <p>PA25/05783 – Mr. & Mrs. Stephens – Refurbish the existing garage into an annexe for a family member, 29 Harmony Road, Roche – Support (Proposed: Councillor Mrs. A. King; Seconded: Councillor P. Kent) All in Favour</p> <p>PA25/05199 – A.E. Stuart & Sons – Change of use of compound for use as waste transfer station (Class B8 and B2), including general and skip storage, creation of new industrial building and associated auxiliary office/admin buildings (auxiliary Class E, g i)), Land North West of Victoria Trading Estate, Victoria Business Park, Roche – Support – Subject to permission to full guidelines on noise constrictions (Proposed: Councillor D. Inch; Seconded: Councillor Mrs. A. King) All in Favour</p> <p>One member of the public left the meeting at 6.47pm.</p> <p>Councillor M. Edyvean declared a non-registerable interest in respect of the planning application and duly left the meeting room:-</p> <p>PA25/07857 – Mr. M. Aldin – Permission in principle for the provision of a single self-build property (minimum of 1, maximum of 1), Land to the West of Pits Mingle Bungalow, Tregoss Moor, Tregoss, Roche – Object – development in the open countryside and does not fall within the agreed development area of Roche, the current new road which has been built is a prime example of village and countryside. This development also goes against our agreed Neighbourhood Plan (Proposed: Councillor G. Rowe; Seconded: Councillor D. Inch) All in Favour</p> <p>Councillor M. Edyvean returned to the meeting room.</p>	Clerk

Before the response is sent in respect of this application, the Clerk to ask Steve Kirby, Planning Officer, for the temporary use requirements of this site within the planning approval to have a temporary office and what the conditions are to return to a greenfield site, copying in Adam Birchall and Chairman **Action:** Clerk and once we get response send refusal, copying in Chairman:-

Clerk

PA25/07970 – Mr. Darran Goldby, Tregothnan Estate – Full minor application for the Change of Use, with no operational development, from agricultural land to Use Classes B2 and B8, Alun Griffiths Site Compound, Victoria, Roche – **Object** – **There is a restoration requirement and this is a greenfield site and highly visible and is also a SSSI site and the restoration requirement needs to be enforced. It is highly visible and not within the industrial area, and we have made provision for this to be extended and to use other sites may be more counter productive. We have identified other areas in our Neighbourhood Plan which this area is not** (Proposed: Councillor G. Rowe; Seconded: Councillor Mrs. L. Harrison) All in Favour

Clerk

PA25/08242 – Mr. J. Buckland – Non material amendment in relation to decision notice PA22/04846 dated 26/6/2024 to allow plots 14 to 16 only, to change the 3 bedroom house to be on the western most side of the block of 3 dwellings and the 2 bedroom house to be on the eastern most side of the block, Wheal Rose, Roche Road, Bugle – **Support** (Proposed: Councillor D. Inch; Seconded: Councillor P. Kent) All in Favour

Clerk

For Information Only - PA25/01107/PREAPP – Nathan Gilbert – Targeted Planning Performance Agreement for 24 (No.) residential bungalows, Land at Thornton Close, Roche.

Planning Results Received:-

PA25/06160 – Mr. Liam Wills – Partial demolition of outbuildings and construction of new extension, St. Mary's, Criggan, Bugle – **Approved**

PA25/06661 – Mr. Matthew Taylor – Works to trees subject to a Tree Preservation Order for: Ash (T1) – fell, tree is dead (over summerhouse in garden). Sycamores (T2) and (T3) – reduction of extended lateral limbs over new build extension by 50% (see photo). 2 x Beech (T4) and (T5) – reduce lateral limbs over public footpath by 50% (see photo) (down footpath adjacent to house). Ash (T6) – remove, worsening condition, poor structural and physiological condition (down footpath adjacent to house). Sycamore (T7) – crownlift two lowest limbs (down footpath adjacent to pharmacy). Sycamore (T8) – crownlift over driveway into pharmacy to 16ft (down footpath adjacent to pharmacy). Sycamore (T9) – crownlift to 16ft (on corner between pavement and driveway into pharmacy), The Old Rectory, Fore Street, Roche – **Approved**

PA25/06154 – Mr. G. Groves – Provision of a mobile caravan for a family member as ancillary accommodation for a temporary period during works on site, Pits Mingle Bungalow, Tregoss Moor, Tregoss, Roche – **Approved**

PA25/04801 – Mr. J. Buckland – New Dwelling and Garage (self-build), Land North of 42 Roche Road, Bugle – **Approved**

PA25/07967 – Lewis Barr – Under the Electronic Communications Code (Conditions and restrictions) (Amendment) Regulations 2017, BARR Engineering Services Limited intends to install electronic communications apparatus, Street Records, Gracca Lane, Bugle – **Closed – Advice Given**

PA25/07969 – Lewis Barr - Under the Electronic Communications Code (Conditions and restrictions) (Amendment) Regulations 2017, BARR Engineering Services Limited intends to install electronic communications apparatus, Street Records, Pentonvale, Roche – **Closed – Advice Given**

PA24/07535 – Mr. & Mrs. Buckland – Application for discharge of planning obligation PA22/04846 dated 26.6.24 to amend the affordable housing plan drawing and the housing mix within the S106 to coordinate with the approved planning drawing – **Modification of S52/S106 agreed**

PA25/06257 – P. & J. Rescorl & Blake – Removal of existing lodge with C3 use under PA14/06212 and siting of replacement lodge with C3 use, together with associated works, Land at Mount Pleasant, Old Coach Road, Roche – **Approved**

PA25/07472 – Mr. Ian Armstrong – Non-Material Amendment in relation to Decision Notice PA17/00121 and PA20/03720 dated 8.5.2025; Plot 1 – revised plans and reduced gross internal area with glazing revised on the east and west elevations, Storage Units at Withiel Turning, Withiel Road, Roche – **Approved**

PA25/06414 – Carbis Wharf West LLP – Listed building consent for the erection of a bin and cycle store to serve the proposed change of use of 6 no. existing holiday units to unrestricted residential dwellings (Units 1-5 and 7) and for the retention of conversion works, The West Dry, Carbis, Roche - **Approved**

Planning Correspondence:- Cornwall Council – PA25/06922 – Mr. & Mrs. Philip & Bronwyn Upgalde – description of application has been amended, comments to be submitted by 28th November 2025. Parish Council supported last month and agreed to keep to their original comment (Proposed: Councillor Mrs. A. King; Seconded: Councillor B. Kretowiz) All in Favour **Action:** Clerk.

Clerk

248/25

Monthly Accounts for Approval for November 2025, including monthly bank reconciliation and budget monitoring:- It was proposed that the Council approve and accept the accounts for payments as circulated on schedule for November 2025, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor Mrs. A. King; Seconded: Councillor P. Dunn) All in Favour.

Salaries, Pensions, National Insurance, Income Tax and Expenses	£2,621.84	November 2025
Corserv Solutions Limited	£2,213.95	Paint Equipment
Corserv Solutions Limited	£3,371.42	Wet Pour Repairs
Corserv Solutions Limited	£797.53	Repairs in Park
Lloyds Bank – Monthly Bank Charges	£8.50	October 2025
British Gas – Toilets	£56.70	5/9/25-4/10/25
Duchy Cemetery's Limited – Interment	£685.00	Morgan
AJH Services – Cleaning Toilets	£508.95	October 2025
Corserv Solutions Limited	£129.30	Quarterly Inspect.
Crystal Clear Limited Bus Shelter Cleaning	£68.00	October 2025

Clerk

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	<p>Remembrance Day Payments to be agreed and to include on next months accounts:- Clerk reported the following payments were made last year – Roche Brass Band £250.00; Roche St. Gomonda's Church £250.00; Roche Pantomime Choir £100.00; Roche School/Roll of Honour £100.00 and Brian Andrews Organ Playing £100.00. Resolved to accept and pay as set out (Proposed: Councillor D. Yelland; Seconded: Councillor G. Rowe) All in Favour Action: Clerk.</p>	Clerk																																																			
249/25	Setting Precept/Budget for year ended 31st March 2027:- Resolved to approve the budget and set the precept at £189,350.00 for 2026-2027 (Proposed: Councillor B. Kretowicz; Seconded: Councillor M. Edyvean) All in Favour Action: Clerk.	Clerk																																																			
250/25	Setting List of Reserves & Reserves Policy following setting of precept for year ended 31st March 2027:- Resolved to set Reserves Policy adopted as set out on precept budget sheet as General Reserves at 30% at £100,499.55 and Earmarked Reserves of £326,000.00 (Proposed: Councillor B. Kretowicz; Seconded: Councillor M. Edyvean) All in Favour Action: Clerk.	Clerk																																																			
251/25	<p>Cemetery Matters:- Clerk reported she had been approached about Parishioner Reservations in the cemetery so families could be with their loved ones. Resolved to permit parishioner reservations to be reviewed on a case-by-case basis only by the Parish Council and update paperwork, to be forwarded to Funeral Directors (Proposed: Councillor Mrs. A. King; Seconded: Councillor G. Rowe) All in Favour Action: Clerk.</p> <p>Clerk reported the five plots had been relinquished back to the Parish Council as agreed by email and circulated, and will be used as and when burials are requested.</p> <p>Memorial Applications approved by the Clerk:-</p> <p>Kerrow Memorials – New Cremation Plaque – Angela Jane Tabb – Approved</p> <p>Larcombes Memorials – Additional Inscription – Doreen Joyce Schofield – Approved</p>	Clerk																																																			

252/25	<p>Roche Village Recreation Areas/Land/Property owned and under discussion (Including Update on CCTV and associated works if received and Long-term opportunity for catering in the park); Roche Public Open Space – Update on Devolution of assets (a) Land at Tregeagle Road (nearby Pebbles Nursery); (b) Land at Tregarrick Road (nearby Dukes Court); (c) Land at Farrow Fordh (nearby Finsbury Rise); (d) Public Conveniences:-</p> <p>CCTV and associated works:- Clerk reported confirmation had been received that the CCTV application to Police Commissioners had been received by them and data has been input onto their spreadsheet for review after the closing date Action: Keep Pending.</p> <p>Chairman and Clerk reported they had met with Chris Baines from Cormac in respect of a footpath through the park to come in by double gates, coming out of the gate opposite the church, with the newest piece of play equipment to be moved, allowing for fencing along the footpath to keep our park dog-free. Gates going in and out of the park would be new replacements. Chairman also asked if they would dig for our CCTV, and they agreed. An email received today advising they have updated their client on the proposals following the site meeting, and they are now developing a design to reflect that. As part of this task, they will need to price up the budget for the design as well as identify all constraints, e.g. Environmental, Planning, Rights of way. They would also look at a highways only option as well, so both proposals will need to be fully considered Action: Keep Pending.</p> <p>Chairman attended another meeting with Cormac at the end of Victoria Road by the railway bridge; other families attended the meeting as well, and the grand scheme of things is that they recognise that a certain number of people want to use that road. Local residents and agricultural vehicles could also come over the bridge to save coming through the village every day, and would need exemption; this would be on a APR system. There was some discussion on not closing the road. He suggested there needs to be some form of strong traffic calming. There was a discussion on three build-outs and speed humps. Some Councillors felt the road still needs to be closed Action: Clerk to follow up for an update from Neil Sandland, Dan Rogerson, Adrian Roper and ask if they could attend our December meeting.</p> <p>Long-term opportunity for catering in the Park:- Resolved to give notice of the current contract and invite to tender, and it will be a formal process to commence in February 2026. All applicants will be welcome, Clerk to compile the advertisement, and ultimately, they will need to control their own electricity and water. Advise our current Contractor we are not against her applying, but we need to do through the proper process (Proposed: Councillor P. Kent; Seconded: Councillor G. Rowe) All in Favour Action: Clerk.</p> <p>Roche Public Open Space – Update on Devolution of assets (a) Land at Tregeagle Road (nearby Pebbles Nursery); (b) Land at Tregarrick Road (nearby Dukes Court); (c) Land at Farrow Fordh (nearby Finsbury Rise); (d) Public Conveniences:- Clerk reported a response had been received with a copy of the Cornwall Council Tree Survey for the Tregarrick Road site. Other points raised, and in considering other comparable devolution projects, we can offer a one-off devolution capital of £10,000.00 for this proposal.</p>	Clerk Clerk Clerk Clerk Clerk
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	<p>The Parish would have the flexibility to use this sum towards items below or other works needed to support them in the devolution of the assets. As previously noted, the devolution capital pot is available to support Towns and Parishes in the handover of assets in a safe and compliant condition, whilst opportunities for wider funding (via S106, external grants or precepting) are established, which can then support the full set of aspirations our local partners have for their sites following transfer. They noted the appointment of the Parish Council Solicitor. Site visits are being scheduled in November, which will then enable Heads of Terms documents to be prepared for the Parish's consideration.</p> <p>Resolved to accept £10,000.00 and request wood fencing to be removed (Proposed: Councillor B. Kretowicz; Seconded: Councillor P. Dunn) All in Favour</p> <p>Action: Clerk.</p>	
253/25	<p>Footpath Signs/Matters/Highways/Bus Shelters:- Footpath 12 Missing Sign still on the programme of works and an Officer has been off and other staff are picking up the projects and putting together the works package for the signage project, confirming this sign is on the list to be done</p> <p>Action: Keep Pending.</p> <p>Cornwall Council – Enhanced LMP Scheme Grant 2025 – Clerk reported she had sent to our Contractor to come up with a quotation</p> <p>Action: Keep Pending.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
254/25	<p>Minor Repairs/Works in the Parish that may arise/Village Regeneration Works/Working Party for the Village:- Update received from David Edwards in respect of the last litter pick for the year. It went well with 6 people present, and they collected 10 bags of rubbish. The dates for the 2026 litter picks, as agreed with Vicky Bundy, are – 4th January 2026; 1st March 2026; 3rd May 2026; 5th July 2026; 6th September 2026 and 1st November 2026.</p> <p>Chairman reported when out litter picking to check signs on lamp posts that are out of date, to remove them and put in the rubbish please.</p>	
255/25	<p>Articles for Parish Council Website/Update on Village Newsletter:- Clerk reported the website and email will be actioned over a weekend sometime soon, but should be fairly quick.</p> <p>Clerk reported she had followed up with John Wood for an update on the village newsletter, and he advised it was slow progress, but he had a few people to contact and a couple who are away, so he would be arranging a meeting with them all next week.</p>	
256/25	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. CALC – Short New Bulletin – 14th October 2025 2. CALC Training Update for Planning & Finance Training Sessions 3. NALC – Events Newsletter 4. NALC - Chief Executive's Bulletin – 16th October, 23rd October, 30th October, 6th November 2025 5. Great Western Railway - Engineering works - Newquay line 6. Steph Good, Neighbourhood Watch Network -- Connecting with Parish and Cornwall Councillors - Neighbourhood Watch in Your Community 7. Ocean Housing – Intention to sell – 84 Harmony Road, Roche 8. Cornwall Council Pensions - Invitation to Employer Day – November 2025 9. Cornwall Council - Good Growth News: October 2025 10. Cornwall Council - Rights of Way Improvement Plan - Town and Parish Council Focus Session 27th October 2025 11. NALC - 2025 Governance Elections 	

	<p>12. Cornwall Council Planning - Understanding Cornish Places - Expiry 19/11/25</p> <p>13. Cornwall Council Pensions - October 2025 Employer Newsletter</p> <p>14. CALC – Reminder of AGM and other Briefings</p> <p>15. Cornwall Council - Planning News for Local Councils and Agents - Autumn 2025 now published</p> <p>16. CALC – Finance Training Sessions</p> <p>17. Cornwall Council - Cornwall Community Flood Forum Annual Conference – 7th November 2025</p> <p>18. Clerks & Councils Direct Magazine</p> <p>19. Great Western Railway - Engineering works - Newquay line</p> <p>20. Cornwall Council - Community Highways Improvement Programme 2026-2029</p> <p>21. Cornwall Council Pensions - October 2025 i-Connect Newsletter</p> <p>22. CALC – AGM – Tuesday 11th November 2025 at 6.30pm for 7.00pm start at St. Erme Community Centre</p> <p>23. Cornwall Council - Cornwall Youth Council Elections</p> <p>24. Great Western Railway - Extended engineering works - Newquay line</p> <p>25. Cornwall Council - Town & Parish Council Newsletter: 7th November 2025</p> <p>26. Cornwall Council – Small Business Saturday</p> <p>27. NHS Cornwall & Isles of Scilly - Cornwall together: Help shape the future of health and care in Cornwall and the Isles of Scilly</p>	
257/25	To arrange any Sub-Committee Meetings required:- None.	
258/25	<p>Any Urgent Matters the Chairman considers relevant for this meeting:-</p> <p>Councillor M. Edyean reported on three recent applications they had suggested the Roche Neighbourhood Plan was out of date. From his point of view, our plan is still valid until 2030. He would like to propose that we review our Neighbourhood Plan. Councillor M. Taylor reported there were two options: a quick version or a full Neighbourhood Plan. He therefore suggested spending some funds to find someone who carries out Neighbourhood Plans and review our options (Proposed: Councillor M. Taylor; Seconded: Councillor P. Kent) All in Favour</p> <p>Action: Councillor M. Taylor to follow up and pass on some details of a person who are able to advise on this for the Parish Council.</p>	Cllr. M. Taylor
259/25	<p>Date of next Meeting:- Monday, 8th December 2025 at 6.30pm to be held in the Roche Victory Hall Large Main Hall, Roche Victory Hall.</p> <p>There being no further business to discuss the meeting closed at 7.53pm.</p>	

Signature:
Chairman

Date: 8th December 2025