

ROCHE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

IN THE MAIN HALL OF THE ROCHE VICTORY HALL

ON MONDAY, 2ND FEBRUARY 2026 AT 6.30PM

Present	Cllr. D. Inch (Chairman) Cllr. Mrs. S. Tippet Cllr. M. Edyvean Cllr. Mrs. A. King	Mrs. J. Burdon (Parish Clerk) Cllr. P. Dunn Cllr. G. Rowe Cllr. D. Yelland	Cllr. B. Kretowicz (Vice-Chairman) Cllr. P. Kent Cllr. M. Taylor 3 Members of Public
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19/26	Apologies for non-attendance:- None.	
20/26	Public Forum (Including any report from Cornwall Councillor if received):- One member of the public in attendance with nothing to raise. Two members in attendance regarding planning application PA26/00083.	
21/26	Members' Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
22/26	Update on Parish Councillor Vacancy:- Clerk reported the advertisement had now expired and the Parish Council could advertise and co-opt. It was noted there were currently two interested parties. The Clerk to advertise for a period of a week and send information to Councillors to allow co-option at the beginning of the March meeting (Proposed: Councillor Mrs. S. Tippet; Seconded: Councillor G. Rowe) All in Favour Action: Clerk.	Clerk
23/26	Confirmation of the Minutes of the Monthly and Closed Meetings held on the 5th January 2026:- Resolved the Minutes of the Monthly and Closed Meetings held on the 5 th January 2026 as circulated, were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor Mrs. A. King; Seconded: Councillor Mrs. S. Tippet) All in Favour.	
24/26	Matters Arising from the Monthly Minutes from Meeting held on the 5th January 2026:- Page 1 Min.222/25 Footpaths and Wooden Stiles:- No further updated received from Neil Sandland regarding the stone stiles Action: Keep Pending for an update and Clerk to keep Cornwall Councillor S. Trevelyan informed to also follow up as necessary. Page 1 Min.236/25 Parking in Council House Car Park at Trezaise:- Clerk reported the signage is now in place. Page 3 Min.267/25 Neighbourhood Plan Meeting:- Clerk reported a closed meeting had now been arranged for March. Page 4 Min.12/26 Schedule of litter picking at Services:- Response received advising cleaning and site maintenance is a big priority for everyone at Cornwall Services. They monitor the site daily and endeavour to keep the whole site clean and tidy, and are sorry to hear of the issues reported. They had checked and confirmed the area was clear of litter, but unfortunately, people do sometimes drop litter, and the wind can blow. If any Councillors notice an accumulation of litter in future, they are happy to hear via email and will address it immediately.	Clerk

	<p>Previous Minutes – Flooding at Harmony Road:- Response from Cornwall Highways advising they are due to attend this location to jet and CCTV the highway drainage. The work is awaiting programming, but dates will be confirmed. The area is recorded as being susceptible to ground and surface water flooding, and therefore, following extreme weather events, there will be a risk of flooding. Links designed to inform property owners of what actions they can undertake to make their homes more resilient against flooding if they are concerned about flood risk https://www.befloodready.uk/ From time to time, Cornwall Council, in partnership with the Environment Agency, provides grant funding to enable householders to increase their properties' resilience to flooding. The application period is live, and therefore, details can be found:- https://letstalk.cornwall.gov.uk/property-flood-resilience https://www.cornwall.gov.uk/environment/countryside/flood-risk/flood-risk-management-projects/property-flood-resilience-projects/</p>	
25/26	<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>PA25/09336 – Mr. Daniel Phelps – Erection of a dwelling (enabling development) – revised design to dwelling approved under Decision No. PA13/07736 with variation of Condition 2 of Decision Notice PA15/11460 dated 1/2/2017, Brynn Mill, Roche – Proposed to hold a site visit, Clerk to arrange (Proposed: Councillor M. Edyvean; Seconded: Councillor D. Inch) All in Favour</p> <p>PA25/09541 – Imerys Mineral Limited – Submission made under Part 17 Class M & Class B of the Town and Country Planning (General Permitted Development) for (England) Order 2015 i.e. the removal of material of any description from a mineral-working deposit other than a stockpile and installation of plant used as a mine at Hensbarrow Tip, Hensbarrow Tip, Guneath Quarry, Carbean – The Parish Council do not feel able to reach a decision (as per paragraph – With reference to the Restoration and Tipping Strategy for the St. Austell China Clay area Supplementary Planning Document, March 2022. Paragraph 192 states that “The tips of Littlejohns and Gunheath have been developed on either side of the old high spot of Hensbarrow. Both rise abruptly to a considerable height from the already high ground with steep angular faces leaving a parcel of isolated land between. In visual terms it would be preferable to link the two separate tips together in one new landform with gentle slopes. Means would have to be found to conserve the Neolithic barrow – even going as far as rebuilding it on top of the new landform. If burying the burrow is considered totally to reduce the impact of the existing tips and blend them into the current landform. The existence of the burrow could severely limit this opportunity. Restoration to heathland would be the preferred option for this tipping area. The existing heathland could be used as a donor to restoration option for this tipping area. The existing heathland could be used as a donor to restoration on other tipping areas especially other parts of Gunheath Tip”) – we would, therefore, ask you to explain a little more around this. We would point out we would be against any interference with the barrow itself (Proposed: Councillor D. Yelland; Seconded: Councillor G. Rowe) All in Favour</p>	<p>Clerk</p> <p>Clerk</p>

	<p>PA26/00083 – O. Stagg – Attic conversion involving alterations to the existing roof form, together with internal reconfiguration of the layout, The Bungalow, Bilberry, Bugle - Support (Proposed: Councillor P. Kent; Seconded: Councillor D. Yelland) All in Favour</p> <p>Planning Results Received:-</p> <p>PA25/08418 – Truro Rosalind Hawkey – Outline application for the construction of up to 5 dwellings following the demolition of an existing dwelling, 61 Edgumbe Road, Roche – Approved</p> <p>PA25/08640 – Mr. Rory Jarvis – Works to tree subject to a Tree Preservation Order – Yew – reduce branches and canopy by 30% (as shown in accompanying photo), 22 Harmony Road, Roche – Withdrawn</p> <p>PA25/09402 – Mr. Joe Hewitt – Works to trees under a Tree Preservation Order, namely (1) T7618 – Ash Tree – Fell; (2) T7619 – Sycamore – Fell, The Rectory, Fore Street, Roche – Approved</p> <p>PA23/00807 – The Right Honourable Evelyn Arthur Hugh – Application for full planning permission for the erection of 175 residential dwellings, including affordable housing, with the provision of vehicular, cyclist and pedestrian access onto Edgumbe Road (B3274) and Harmony Road, alongside public open space, children’s play area, allotments, sustainable urban infrastructure (Revised Plans), Bre Treggarek, Land off Edgumbe Road, Roche, Roche - Approved</p> <p>Planning Correspondence Received:-</p> <ol style="list-style-type: none"> 1. Cornwall Council Planning - Consultation on River Camel Local Development Order 2. Cornwall Council Planning – Neighbourhood Priorities Statements. 	Clerk																																				
26/26	<p>Parish Call for Sites Update – November 2025:- Clerk reported a closed meeting had been arranged with Adam Birchall of Cornwall Council Planning as circulated to Councillors.</p>																																					
27/26	<p>Monthly Accounts for Approval for February 2026, 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 February 2026, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor B. Kretowicz; Seconded: Councillor D. Yelland) All in Favour.</p> <table border="1" data-bbox="204 1594 1369 2121"> <tr> <td>Salaries, Pensions, National Insurance, Income Tax and Expenses (Including underpayment of NI)</td> <td style="text-align: right;">£2,616.44</td> <td>February 2026</td> </tr> <tr> <td>South West Water – Public Conveniences</td> <td style="text-align: right;">£33.68</td> <td>5/6/25-3/12/25</td> </tr> <tr> <td>EDF Energy – Street Lighting</td> <td style="text-align: right;">£129.85</td> <td>1/12/25-31/12/25</td> </tr> <tr> <td>Wayne Kendall Contractor</td> <td style="text-align: right;">£99.75</td> <td>Pharmacy Path</td> </tr> <tr> <td>Wayne Kendall Contractor</td> <td style="text-align: right;">£2,125.00</td> <td>Rebuild Hedge</td> </tr> <tr> <td>Crystal Clear Limited Bus Shelter Cleaning</td> <td style="text-align: right;">£68.00</td> <td>January 2026</td> </tr> <tr> <td>AJH Services – Cleaning Toilets</td> <td style="text-align: right;">£508.95</td> <td>January 2026</td> </tr> <tr> <td>Lloyds Bank – Monthly Bank Charges</td> <td style="text-align: right;">£8.50</td> <td>January 2026</td> </tr> <tr> <td>Lanhydrock Garden Services – Maintenance</td> <td style="text-align: right;">£1,398.00</td> <td>December 2025</td> </tr> <tr> <td>Amazon – Stationery</td> <td style="text-align: right;">£36.98</td> <td>2nd Stamps</td> </tr> <tr> <td>Amazon – Stationery</td> <td style="text-align: right;">£44.09</td> <td>1st Stamps</td> </tr> <tr> <td>British Gas – Toilets</td> <td style="text-align: right;">£63.29</td> <td>5/12/25-4/1/26</td> </tr> </table>	Salaries, Pensions, National Insurance, Income Tax and Expenses (Including underpayment of NI)	£2,616.44	February 2026	South West Water – Public Conveniences	£33.68	5/6/25-3/12/25	EDF Energy – Street Lighting	£129.85	1/12/25-31/12/25	Wayne Kendall Contractor	£99.75	Pharmacy Path	Wayne Kendall Contractor	£2,125.00	Rebuild Hedge	Crystal Clear Limited Bus Shelter Cleaning	£68.00	January 2026	AJH Services – Cleaning Toilets	£508.95	January 2026	Lloyds Bank – Monthly Bank Charges	£8.50	January 2026	Lanhydrock Garden Services – Maintenance	£1,398.00	December 2025	Amazon – Stationery	£36.98	2 nd Stamps	Amazon – Stationery	£44.09	1 st Stamps	British Gas – Toilets	£63.29	5/12/25-4/1/26	Clerk
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	Crystal Clear Limited – Waste Bin Emptying	£676.64	January 2026	
	Biffa Waste Services Limited – Cemetery	£375.84	January 2026	
	Roche Victory Hall – Hire Hall	£33.00	February 2026	
	Roche Victory Hall – Post Office Cont.	£86.66	February 2026	
	Receipt:- Lloyds Bank – Interest	£4.92	January 2026	
	Receipt:- Cornwall Council – Footpaths	£1,412.50	2025-2026	
	Receipt:- HMRC – Vat Reimbursement	£2,054.28	To December 25	
28/26	Approval of Accountant for converting Receipts & Payments to Income & Expenditure:- Resolved to accept quotation of £300.00 per year on a two-year contract and appoint Jamie Thomas Audit and Accountancy (Proposed: Councillor B. Kretowicz; Seconded: Councillor D. Yelland) All in Favour Action: Clerk.			Clerk
29/26	<p>Cemetery Matters:- Bench request for Roche Cemetery – Clerk reported information had been emailed to the parishioner, as there appeared to be nothing wrong with any of the current benches, and we suggested an alternative location and that we would like the plastic benches going forward. A response had been received advising that they did not want plastic and wanted it in place of the one next to their family, so would not be persuing.</p> <p>Next Agenda – Review of Fees, Charges and Regulations for financial year beginning 1st April 2026 Action: Clerk and Chairman to put together figures and circulate for review and agreement at the next meeting.</p> <p>Councillor M. Edyvean reported on the two grids on drainage grid in the cemetery has collapsed and need renovation Action: Clerk to ask our Maintenance Contractor to action.</p> <p>Chairman reported on the ditch in the cemetery and advised our Maintenance Contractor had been in and carried out some work. The water is currently flowing. We need to know the timetable of works around that area from Cornwall Council Highways and once this work has been carried out and the weather has improved, we will do all necessary work to bring up to a good standard. It had been reported there were ongoing flood issues on Trezaise opposite the park. Cornwall Council Highways had said they could check the drains and clear them on the road, the ditch and pipework in the cemetery was the Parish Council's responsibility as when not working properly, it is overflowing down the road. There is a lot of water lying and a lot of overgrowth in the ditch. Chairman said we would ask the owner of the field next to the Cemetery what he can do on his side to help with flow Action: Clerk to follow up and request photographs.</p> <p>One member of the public left the meeting at 6.55pm.</p>			<p>Clerk/ Chair</p> <p>Clerk</p> <p>Clerk</p>
30/26	<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 all paperwork had been completed and sent and we are now waiting for the payment Action: Keep Pending.</p> <p>Long-term opportunity for catering in the Park:- To be discussed under the closed meeting this evening. However, it was noted the current facility has been removed.</p>			Clerk

	<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 advising the Surveyor has recently visited the sites in question and is now preparing the Heads of Terms for the transfers, as the next step.</p> <p>They hope they will be finalised shortly and issues to the Parish Council at the earliest opportunity for consideration Action: Keep Pending.</p>	Clerk
31/26	<p>Renewal of SLA for Play Inspections of Park, Skatepark, Pumptrack:- Email received from Cormac Solutions Limited offering their services for another year for the quarterly play inspections at an annual cost of £372.20 excluding vat pro rata for the period 21st February 2026 to 31st October 2026. (Proposed: Councillor B. Kretowicz; Seconded: Councillor Mrs. A. King) All in Favour Action: Clerk.</p>	Clerk
32/26	<p>Consultation – Roche School Crossing:- Duly noted.</p>	
33/26	<p>Cil Fund - Application:- Resolved the Chairman and Clerk have delegated powers to put a project together to submit (Proposed: Councillor M. Taylor; Seconded: Councillor D. Yelland) All in Favour Action: Clerk.</p>	Clerk/Chair
34/26	<p>Footpath Signs/Matters/Highways/Bus Shelters:- Footpath 12 Missing Sign – gangs are currently working their way around some signage and this one is on the list to be done. All being well, it should be in by the end of the week Action: Keep Pending.</p> <p>Cornwall Council – Enhanced LMP Scheme Grant 2025 – Clerk reported our Contractor has to re-quote, which when received will be forwarded to Cornwall Council to confirm acceptance of works Action: Keep Pending.</p> <p>LMP Maintenance for 2026-2027 – Offer of £1,464.83 for cutting of Public Rights of Way in the Parish. Resolved to accept. (Proposed: Councillor G. Rowe; Seconded: Councillor B. Kretowicz) All in Favour Action: Clerk.</p> <p>Bollards in Trezaise Road layby. Resolved to confirm the Parish Council agree for bollards to be put back in the layby (Proposed: Councillor D. Yelland; Seconded: Councillor Mrs. A. King) All in Favour Action: Clerk.</p> <p>Councillor G. Rowe reported on a damaged gate and would forward information to the Clerk to report Action: Councillor G. Rowe/Clerk.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. G. Rowe/Clerk</p>
35/26	<p>Minor Repairs/Works in the Parish that may arise/Village Regeneration Works/Working Party for the Village:- No update.</p>	
36/26	<p>Articles for Parish Council Website/Update on Village Newsletter:- Clerk reported she had not heard from John Wood and had followed up with several emails and had left a telephone message. Clerk to obtain price for 1,000 copies of A3 folded pages Action: Clerk.</p>	Clerk
37/26	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Arbor Farm UK Limited - Proper Cornish Trees 2. NALC – Events Newsletter 3. Duchy Defibrillators – 2025 year in review 4. Great Western Railway – Various Engineering Works, Service Disruption, Storm Updates and Travel Updates (all reported on Facebook pages) 5. Cornwall Council - China Clay Area & Luxulyan Community Area Partnership Meeting - Monday 9th February 2026 at 7.00pm 6. Cornwall Council - Storm Gorette update 7. Cornwall Council - Consultation on Off Street Parking Order- 2026 	

	<p>8. CALC News Bulletin – 12th January 2026</p> <p>9. Creative Kernow Team - The Cornwall Local Plan 2050</p> <p>10. NHS Cornwall & Isles of Scilly - Your neighbourhood health and wellbeing matters: public engagement Invitation</p> <p>11. Cornwall Council - The Cornwall Local Plan: Planning to 2050 - drop in sessions</p> <p>12. NALC - Chief Executive's Bulletin – 15th January, 22nd January, 29th January 2026</p> <p>13. Cornwall Council - Local Council training: Revised NPPF and other planning consultations and changes – 24th February 2026</p> <p>14. CALC Training Bulletin – January to March 2026</p> <p>15. Cornwall Council - Affordable Housing Newsletter – January 2026</p> <p>16. Green Council Biodiversity Solutions - Biodiversity - CPD-Accredited Training: Actioning Your Council's New Biodiversity Duties</p> <p>17. BDO LLP External Auditors - BDO Survey - We welcome your Feedback</p> <p>18. Dragon Wifi - Request for local insight on mobile phone coverage in Cornwall Parishes</p> <p>19. East Cornwall National Nature Reserves - Goss Moor NNR is partnering with Sensory Trust inclusive natural heritage project</p> <p>20. GC Biodiversity Solutions Limited - Action for Hedgehogs: A Ready-Made Biodiversity Solution for Your Council</p> <p>21. Cornwall Council - Storm Chandra</p> <p>22. Great Western Railway - Customer & Community Improvement Fund - applications closing 2nd February 2026</p> <p>23. Cornwall Council Pensions - January 2026 Employer Newsletter</p> <p>24. DCM Surfaces - From Small Repairs to Complete Surfacing Solutions – No Project Too Big or Too Small</p> <p>25. TR7 Skatepark update</p> <p>26. Cornwall Council Planning - Planning News for Local Councils and Agents - latest quarterly newsletter now published</p> <p>27. Cornwall Council Pensions - i-Connect Newsletter January 2026</p> <p>28. NALC – New online resource showcasing practical case studies on devolution</p> <p>29. Cornwall Council - China Clay Area & Luxulyan Community Area Partnership Meeting - Monday 9th February 2026 commencing at 7.00pm in the Conference Room of Rockhill Business Park, Higher Bugle</p>	
38/26	<p>To arrange any Sub-Committee Meetings required:- Site meeting for planning application to be arrange for either a Monday or Tuesday for next two weeks, around 4.00pm Action: Clerk.</p>	Clerk
39/26	<p>Any Urgent Matters the Chairman considers relevant for this meeting:- None.</p>	
40/26	<p>Date of next Meeting:- Monday, 2nd March 2026 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 7.05pm.</p>	

Signature:

Chairman

Date: 2nd March 2026