

# ROCHE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD

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

ON MONDAY, 8<sup>TH</sup> DECEMBER 2025 AT 6.30PM

**Present** Cllr. B. Kretowicz                      Mrs. J. Burdon                      Cllr. M. Edyvean  
 (Vice-Chairman)                      (Parish Clerk)                      Cllr. Mrs. S. Tippet  
 Cllr. Mrs. A. King                      Cllr. P. Dunn                      Cllr. P. Kent  
 Cllr. M. Taylor                      Cllr. G. Rowe                      Cllr. D. Yelland  
 Cwll. Cllr. S. Trevelyan                      2 Members of Public

260/25	<b>Apologies for non-attendance:-</b> Councillors D. Inch and Mrs. L. Harrison.	
262/25	<b>Public Forum (Including any report from Cornwall Councillor if received):-</b> Two members of the public in attendance.	
263/25	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> Councillors M. Edyvean & Mrs. S. Tippet 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 M. Taylor declared a non-registerable interest under Paragraph 3.5A in respect of the Remembrance Day payment to Roche Brass Band. Councillor M. Edyvean declared a non-registerable interest in respect of PA25/08418 Truro Rosalind Hawkey Laurence Associates.	
264/25	<b>Confirmation of the Minutes of the Monthly and Closed Meetings held on the 10<sup>th</sup> November 2025:-</b> Resolved the Minutes of the Monthly and Closed Meetings held on the 10 <sup>th</sup> November 2025 as circulated, were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor P. Dunn; Seconded: Councillor G. Rowe) All in Favour.	
265/25	<p><b>Matters Arising from the Monthly Minutes from Meeting held on the 10<sup>th</sup> November 2025:-</b></p> <p><b>Page 1 Min.222/25 Footpaths and Wooden Stiles:-</b> Acknowledgement received from Neil Sandland advising the stiles were formally raised as a construction defect. Nothing further was heard regarding the stone stiles <b>Action:</b> Keep Pending for an update, keeping Cornwall Councillor S. Trevelyan informed to also follow up as necessary.</p> <p><b>Page 2 Min.236/25 Parking in Council House Car Park at Trezaise:-</b> Clerk reported she was still waiting to hear and had followed up again for an update <b>Action:</b> Keep Pending.</p> <p><b>Page 5 Min.249/25 Setting Precept:-</b> Confirmation received confirming the precept of £189,350.00 from Cornwall Council.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
266/25	<b>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:-</b> <b><u>Planning Applications Received:-</u></b>	

	<p><b>PA25/08380 – Mr. M. Morcom</b> – Prior notification of agricultural or forestry development for galvanised steel building, Land at Trerank Farm, Higher Trerank Lane, Roche – <b>Request location details as there does not appear to be details of the area in question, i.e. which field</b> (Proposed: Councillor M. Edyvean; Seconded: Councillor G. Rowe) All in Favour</p> <p>Councillor M. Edyvean declared a non-registerable interest in respect of the following application and duly left the meeting room:-</p> <p><b>PA25/08418 – Truro Rosalind Hawkey Laurence Associates</b> – Outline application for the construction of up to 5 dwellings following the demolition of an existing dwelling, 61 Edgcumbe Road, Roche – <b>Support</b> (Proposed: Councillor M. Taylor; Seconded: Councillor Mrs. A. King) All in Favour Councillor M. Edyvean returned to the meeting room.</p> <p><b>PA25/08640 – Mr. Rory Jarvis</b> – Works to a tree subject to a Tree Preservation Order – Yew – reduce branches and canopy by 30% (as shown on accompanying photo), 22 Harmony Road, Roche – <b>Support the Tree Officers comments</b> (Proposed: Councillor M. Taylor; Seconded: Councillor P. Dunn) All in Favour</p> <p><b>PA23/00807 – The Right Honourable Evelyn Arthur Hugh</b> – 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 Edgcumbe Road (B3274) and Harmony Road, alongside public open space, children’s play area, allotments, sustainable urban infrastructure (Revised Plans), Bre Treggarek, Land off Edgcumbe Road, Roche, Roche – <b>Object – Clerk to write to express the opposition of Roche Parish Council to the development as proposed due to conflict with the Neighbourhood Plan for Roche which allocates this site for 150 units not the proposed 175 units, Specifically, Plan Policy B2 states: “Development of Site D (Fig 2.3) will only be supported where: (b) The proposal is for a low-density development of up to 150 houses” That said, the Parish would add that should the Council be minded nonetheless to support the scheme, we would look to the detailed plans to be enforced as we welcome the quality of the proposals now brought forward, which reflect significant positive engagement with the Parish Council both by Barretts and, more recently, Vistry, and the design teams working with them. They have responded to our input around design quality in terms of the layout and green space; access for pedestrians; roof types (slate); use of traditional render, stone facings and slate hanging, and ensuring dual aspect on key corner buildings and variation in buildings and placing to create a village feel. This all accords with the Roche design guide and the Neighbourhood Plan. We welcome the fact that the applicant has engaged with the Parish positively to achieve this. We also welcome that the draft 106 allocates the education funding specifically to Roche School and urge the Council to allocate this early to the school to increase spaces. We emphasise that due to the location of the development and the emphasis on family homes, it is clear that the current shortage of places will be made worse by the scale of development. The accompanying text to policy B2 specifically states that the proposal allocating a proportion of the area between Harmony Road and Edgecumbe Road for housing is <u>conditional on</u>: (d) sufficient places being made available to Roche School to meet increased demand arising from the development through a contribution to meet any new increased provision required as a result of development”</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	(Proposed: Councillor M. Edyvean; Seconded: Councillor D. Yelland.) All in Favour		
	<b><u>Planning Results Received:-</u></b>  <b>PA25/07857 – Mr. M. Aldin</b> – Permission in principle for the provision of a single self-building property (minimum of 1, maximum of 1), Land to the West of Pits Mingle Bungalow, Tregoss Moor, Tregoss, Roche – <b>Refused</b>		
267/25	<b>Parish Call for Sites Update – November 2025:-</b> Agreed to carry forward to the next meeting, to be included on the next agenda <b>Action:</b> Clerk.		Clerk
	Councillor M. Taylor discussed updating the Neighbourhood Plan with Adam Birchall, he said to hold on for the time but it was felt it would be a good idea to invite him to our next available meeting <b>Action:</b> Clerk.		Clerk
268/25	<b>Monthly Accounts for Approval for December 2025, including monthly bank reconciliation and budget monitoring:-</b> It was proposed that the Council approve and accept the accounts for payments as circulated on schedule for December 2025, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor P. Kent; Seconded: Councillor Mrs. S. Tippet) All in Favour.		Clerk
	Salaries, Pensions, National Insurance, Income Tax and Expenses		
	Roche Brass Band – Remembrance Day	£250.00	
	Roche PCC – Remembrance Day	£250.00	
	Brian Andrews – Remembrance Day	£100.00	
	Roche Pantomime – Remembrance Day	£100.00	
	Roche School – Remembrance Day	£100.00	
	Crystal Clear Limited – Waste Bin Emptying	£639.16	
	Duchy Cemetery's Limited – Interment	£100.00	
	Lloyds Bank – Monthly Bank Charges	£11.50	
	Lanhydrock Garden Services – Maintenance	£5,034.00	
	British Gas – Toilets	£59.83	
	AJH Services – Cleaning Toilets	£508.95	
	Crystal Clear Limited Bus Shelter Cleaning	£68.00	
	Duchy Defibrillators	£246.00	
	Hiscox Insurance – Monthly Insurance	£401.38	
	Crystal Clear Limited – Waste Bin Emptying	£676.64	
	Biffa Waste Services Limited – Cemetery	£245.47	
	Roche Victory Hall – Hire Hall	£33.00	
	Roche Victory Hall – Post Office Cont.	£86.66	
	Easyspace Limited – Annual Hosting	£82.66	
	Wayne Kendall	£175.00	
	Lanhydrock Garden Services – Bridleway	£159.00	
	Duchy Cemetery's Limited – Interment	£695.00	
	<b>Receipt:-</b> Lloyds Bank – Interest	£14.13	
	<b>Receipt:-</b> Ken Newcombe Funerals	£470.00	
	<b>Receipt:-</b> Larcombes Memorials	£145.00	
	<b>Receipt:-</b> HMRC – VAT Reimbursement	£2,851.66	
	<b>Receipt:-</b> Ken Newcombe Funerals	£470.00	
	<b>Receipt:-</b> Cornwall Council – Interest	£1,211.60	
	<b>Receipt:-</b> Bodmin Funeral Services	£1,720.00	

	<b>Receipt:-</b> Drew Memorials	£145.00	Jephcote	
	<b>Receipt:-</b> The Daily Grind (B. Knight)	£106.90	November 2025	
269/25	<b>To review the appropriateness of the overall internal audit arrangements between Barbara Goraus and Roche Parish Council:-</b> Resolved to, with information received, we have reviewed the appropriateness of the overall internal audit arrangements as satisfactory (Proposed: Councillor D. Yelland; Seconded: Councillor Mrs. S. Tippet) All in Favour.  Paperwork received from Barbara Goraus and circulated to all Councillors showing competency, appropriateness, independence, and all required for these three items.			
270/25	<b>To consider the Internal Auditor's independence and competence and to re-appoint Barbara Goraus as the Internal Auditor for 2024/2025:-</b> Resolved to appoint in consideration of independence and competence (Proposed: Councillor D. Yelland; Seconded: Councillor Mrs. S. Tippet) All in Favour.			
271/25	<b>To note the letter of engagement for Internal Audit Services between Barbara Goraus and Roche Parish Council and approve the audit proposal:-</b> Resolved to accept letter of engagement previously received and minuted (Proposed: Councillor D. Yelland; Seconded: Councillor Mrs. S. Tippet) All in Favour <b>Action:</b> Clerk.			Clerk
272/25	<b>Cemetery Matters:-</b> <b>Memorial Applications approved by the Clerk:-</b> Drew Memorials – New Cremation Plaque – Patrick Jephcote – <b>Approved</b>			
273/25	<b>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:-</b>  <b>CCTV and associated works:-</b> 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 <b>Action:</b> Keep Pending.  <b>Long-term opportunity for catering in the Park:-</b> Clerk reported notice had been given and advertisement gone out, ready for discussion in the New Year <b>Action:</b> Keep Pending.  <b>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:-</b> Clerk reported a response had been received advising they are working hard on some other project delivery currently, but just to assure the Parish Council that our surveyor is earmarked to visit Roche in the coming weeks to undertake site visits to inform our next stage of activities and keep this one moving forward <b>Action:</b> Keep Pending.			Clerk  Clerk  Clerk
274/25	<b>Footpath Signs/Matters/Highways/Bus Shelters:-</b> 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 <b>Action:</b> Keep Pending.			Clerk

	<p>Cornwall Council – Enhanced LMP Scheme Grant 2025 – Clerk reported our Contractor had quoted which had now been forwarded to Cornwall Council to confirm acceptance of works <b>Action:</b> Keep Pending.</p> <p>Email from Cornwall Council LMP for 2026/2027 advising grant is estimated at £1,464.83 and will be confirmed in January for acceptance.</p>	<b>Clerk</b>
<b>275/25</b>	<b>Minor Repairs/Works in the Parish that may arise/Village Regeneration Works/Working Party for the Village:-</b> No update.	
<b>276/25</b>	<p><b>Articles for Parish Council Website/Update on Village Newsletter:-</b> Clerk reported the website and email had now been sorted, although our Contractor advised it had taken slightly longer than quoted, 2 hours instead of 1, Clerk confirmed this was the case. Resolved to accept (Proposed: Councillor P. Dunn; Seconded: Councillor G. Rowe) All in Favour <b>Action:</b> Clerk.</p> <p>Clerk reported she had followed up with John Wood for an update on the village newsletter, and was waiting for a response <b>Action:</b> Keep Pending.</p>	<b>Clerk</b>  <b>Clerk</b>
<b>277/25</b>	<p><b>Correspondence – Clerk listed correspondence and actions required:-</b></p> <ol style="list-style-type: none"> <li>1. NALC – Events Newsletter</li> <li>2. NALC - Chief Executive's Bulletin – 13<sup>th</sup> November, 20<sup>th</sup> November, 27<sup>th</sup> November, 4<sup>th</sup> December 2025</li> <li>3. Great Western Railway - Storm Claudia travel update</li> <li>4. Great Western Railway - Severe weather - disruption to rail services</li> <li>5. CALC – New Bulletin – 14<sup>th</sup> November 2025</li> <li>6. Cornwall Council - Affordable Housing Newsletter November</li> <li>7. Great Western Railway - Annual Stakeholder Survey</li> <li>8. NALC – Legal Bulletin</li> <li>9. NALC - Voting is now open for 2025 governance elections</li> <li>10. Great Western Railway - Engineering works - Truro and Penzance area</li> <li>11. Gunners Kids CIC – Update</li> <li>12. Great Western Railway - GWR pay-as-you-go card now available throughout Cornwall</li> <li>13. Cornwall Council - Community Highways Improvement Programme Update</li> <li>14. Cornwall Council - Caring Where It Matters: Have Your Say Survey</li> <li>15. Cornwall Council - China Clay Area &amp; Luxulyan Community Area Partnership Meeting - Monday 1<sup>st</sup> December 2025</li> <li>16. Gallagher Insurance – Your Community Winter Guide</li> <li>17. Cornwall Council - 16 days of Action to End Violence Against Women and Girls</li> <li>18. Cornwall Council - Good Growth News: November 2025</li> <li>19. Cornwall Council - November 2025   Employer Newsletter</li> <li>20. Cornwall Council - November 2025   i-Connect Newsletter</li> <li>21. NALC - Star Council Awards 2025/26 finalists announced today</li> <li>22. CALC - Assertion 10 made simple: Strengthening Governance &amp; Compliance – Free Training Session for Clerks</li> <li>23. Great Western Railway - Engineering works between Liskeard and Looe - Monday 8<sup>th</sup> December to Friday 19<sup>th</sup> December</li> <li>24. Cornwall Council - Your views needed on the Council Priorities Plan and Budget consultations</li> <li>25. Imery – Community Liaison Group</li> <li>26. Cornish Lithium - Update on Community Engagement and Statement of Community Consultation</li> <li>27. CALC - Analysis of Budget - Report by Cornwall Council</li> <li>28. NHS Cornwall &amp; Isles of Scilly - Cornwall together: December 2025</li> <li>29. Cornwall Council - Town &amp; Parish Council Newsletter: 5<sup>th</sup> December 2025</li> </ol>	

	30. Great Western Railway - December timetable and Christmas services	
<b>278/25</b>	<b>To arrange any Sub-Committee Meetings required:-</b> None.	
<b>279/25</b>	<b>Any Urgent Matters the Chairman considers relevant for this meeting:-</b> None.	
<b>280/25</b>	<b>Date of next Meeting:-</b> Monday, 5 <sup>th</sup> January 2026 at 6.30pm to be held in the Roche Victory Hall Large Main Hall, Roche Victory Hall.  There being no further business to discuss the meeting closed at 6.53pm.	

Signature: .....

Chairman

Date: 5<sup>th</sup> January 2026