



**ROCKBEARE  
PARISH COUNCIL**

Chairman: Cllr. Phil Franklin

Clerk: Carolyn Y. May  
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Station Approach  
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**6<sup>th</sup> January 2024**

**PARISH COUNCIL MEETING OF ROCKBEARE PARISH COUNCIL**

**To all Members of Rockbeare Parish Council**

You are hereby summoned to attend an Ordinary Meeting of Rockbeare Parish Council, to be held at **6pm**, on Monday 12<sup>th</sup> February **2024**, at Marsh Green Village Hall, for the purposes of transacting the following business:

*Carolyn May*

*Clerk to Rockbeare Parish Council*

**AGENDA**

**All Councillors are politely reminded of their obligation to declare interests under the Code of Conduct.**

**Please Note: This meeting will be recorded.**

- 1.0 APOLOGIES:** To receive apologies for absence.
- 2.0 DECLARATIONS OF INTEREST:** To receive declarations of interest.  
Members – please remember that you must declare any personal or prejudicial interest at the start of the meeting. Please ensure that you state the reason for your interest, as this must be included in the Minutes of the meeting. If your interest is a ‘Declarable Pecuniary Interest’ then you must leave the meeting whilst the matter is discussed.
- 3.0 TO RECEIVE QUESTIONS FROM THE PUBLIC – Strictly 15 minutes in total. Thereafter, members of the public may not enter discussions without the express permission of the Parish Council Chairman.**
- 4.0 MINUTES:** Minutes Of the last Meeting of Rockbeare Parish Council, held on 12<sup>th</sup> December 2023 to be signed as a true correct record of that Meeting (Appendix A).
- 5.0 REPORTS**
  - 5.1 Chairman’s Report
  - 5.3 County/ District Councillors Report – DCC Report
  - 5.4 Any other reports

**6.0 PARISH COUNCIL VACANCIES**

**7.0 WARM SPACES / PARISHIONER SUPPORT – Cllr Franklin to report**

**8.0 PLANNING**

8.1 To consider Planning Applications – Appendix B

8.2 To consider Planning Applications received since the date of this Agenda.

8.3 To receive, and note, details of Planning Determinations - Appendix C

**9.0 CORRESPONDENCE**

**EDDC Emerging Local Plan – previously disseminated to Members**

**Blocked Drains Email**

**Member Letter - disseminated**

**10.0 BUSINESS AND FINANCE**

**10.1 Schedule of Payments – to follow.**

**11.0 MOBILE SHOP PROPOSAL - Update**

**12.0 MILLENNIUM FIELD PROJECT – Update**

**13.0 BIRCH END - Update**

Pursuant to section 1(2) of the Public Bodies (Admission to meetings) Act 1960, it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave.

**CONFIDENTIAL DISCUSSION**

**14.0 Clerk Salary – Statutory and Discretionary matters.**

Next Meeting: 19<sup>TH</sup> MARCH 2024



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**MINUTES OF ROCKBEARE PARISH COUNCIL MEETING**

**HELD ON**

**WEDNESDAY 12<sup>TH</sup> DECEMBER 2023**

**PRESENT:** Cllr. Franklin (Chairman), Cllrs. S. Brodie, R. Nequest, A. Dunn and P. Dunn

**Also:** Cllr. H. Gent (DCC), T. Olive (EDDC)

**Parish Clerk:** Carolyn May

**AGENDA**

**72/23 Apologies** – Cllr Mark Nequest (Vice-Chairman, Cllr Sarah Randall - Johnson (Devon Council)

**73/23 Declarations of Interest** - None

**74/23 PUBLIC SESSION** – No members of the public were present.

**75/23 MINUTES OF THE MEETING HELD on 19<sup>th</sup> October 2023**

Members considered the draft Minutes for the last meeting of the Parish Council, held on 18<sup>th</sup> July 2023.

It was **proposed** by Cllr Brodie, **seconded** by Cllr. R. Nequest and **RESOLVED** that the Minutes would be accepted as a true and accurate reflection of the meeting, Unanimous. **Carried.**

**76/23 REPORTS**

Cllr Sara Randall-Johnson (DCC) - This report had been disseminated to Members, prior to the meeting.

Cllr. Olive reported:

- **Changes to the bin collection service** – no information to date;
- **A new Spatial Development Strategy** will be published in Autumn of 2024;
- **Resilience Champions** – it was suggested by Cllr Olive that, due to historical flooding incidents, this is a programme that the Parish Council may wish to become involved with. The relevant EDDC Officer is Dave Wheelan.
- **EDDC** – A New Local Plan is being developed, and public consultation will take place in respect of the same.
- **Ford Oaks Solar Farm** – Cllr Olive advised the meeting that the Planning Inspectors had agreed with EDDC in respect of the important points raised. However, the Inspectors ultimately ruled against EDDC.

However, the costs requested by the Appellant were denied.

Cllr. A Dunn thanked Cllr Olive for his work in relation to the matter.

## **77/23 WARM SPACES**

The report submitted by Sharon Thorne was noted.

The Chairman highlighted that the Hub was a valuable social asset and was well used.

The matter of free food being supplied was raised. A recent report highlighted that many of those attending the Hub are not from Rockbeare Parish.

The overall cost of the Hub was raised. The Clerk highlighted that, whilst £5,000 was initially provided for the project, the total cost to date had been substantially higher (circa £13,000). Whilst elderly residents of the parish appreciate the facility, there was a concern that some of the attendees were merely using the facility for free breakfast, with no contribution being made by them towards the cost.

Sharon has advised that a contributions plate was present at all Hub days but that nobody made any donations. Members felt that the overall costs of the Hub had to be re-visited. It was suggested that a small, discretionary, charge should be made to non-parishioners.

It was **agreed** that Cllr Franklin would discuss the Parish Council's concerns with Sharon, and that an advertisement would be placed in the next newsletter, requesting applications from volunteers to run the Hub.

Cllr Olive advised that EDDC were, in fact, running similar projects and that he would obtain the running costs of these, so that Cllr Franklin could discuss the same with Sharon.

It was **proposed** by Cllr Franklin, **seconded** by Cllr. Brodie and **RESOLVED** that the Parish Council would revisit the costs incurred by the Hub, and that an advert for volunteers, and a paid co-ordinator, would be placed in the next Parish Council magazine. Unanimous. **Carried.**

**78/23 PLANNING APPLICATIONS - None**

**PLANNING DECISIONS – Noted**

**79/23 CORRESPONDENCE - None**

**80/23 BUSINESS AND FINANCE**

**80/23.1 Members considered the Schedule of Payments and Bank Reconciliation**

It was **proposed** by Cllr. Rebecca Nequest, **seconded** by Cllr. Ripley Dunn, and **RESOLVED** that the schedule of payments would be accepted, and the liabilities discharged. Unanimous. **Carried.**

**80/23.2 The Bank Reconciliation was accepted.**

**81/23 BUDGET AND PRECEPT SETTING**

81/23(1) Members considered the documents provided by the Clerk. It was **agreed** that the Parish Council, in common with other Councils, is facing an increase in charges and running costs in the 2024/25 Financial Year.

The following Budget was set:

| BUDGET HEAD          | 2023/24 BUDGET | 2024/25 BUDGET |
|----------------------|----------------|----------------|
| SALARIES (NET)       | 19,000.00      | 22,000.00      |
| EXPENSES             | 3,000.00       | 3,000.00       |
| HMRC (INCL)          | 7,500.00       | 10,000.00      |
| PAYROLL SERVICES     | 350.00         | 350.00         |
| STATIONERY           | 1,500.00       | 1,500.00       |
| EQUIPMENT            | 500.00         | 500.00         |
| AUDITS               | 850.00         | 850.00         |
| SUBSCRIPTIONS        | 350.00         | 350.00         |
| HALL HIRE            | 200.00         | 200.00         |
| PARISH MAGAZINE      | 1,000.00       | 1,000.00       |
| IT                   | 200.00         | 200.00         |
| TRAINING             | 250.00         | 250.00         |
| INSURANCE            | 1,000.00       | 1,000.00       |
| GRASS CUTTING        | 2,500.00       | 2,500.00       |
| TREE/LAND MAINTENACE | 2,000.00       | 1,000.00       |

|                           |                  |                   |
|---------------------------|------------------|-------------------|
| S.137 DONATIONS           | 4,500.00         | -                 |
| MISCELLANEOUS             | 3,000.00         | -                 |
| MILLENIUM FIELD           | 10,000.00        | 16,000.00         |
| WARM ROOMS/ HUB           | 5,000.00         | 5,000.00          |
| DEFIBRILLATORS            | -                | 400.00            |
| CAR PARK                  | -                | 2,500.00          |
| PLAY AREA                 |                  | 20,000.0000       |
| SHOP                      |                  | 17,500.0000       |
| ACQUISITION OF LAND       |                  | TBA               |
| <b>TOTAL BUDGET</b>       | <b>62,700.00</b> | <b>106,100.00</b> |
| <b>EARMARKED RESERVES</b> |                  | 70,000.00         |

It was **proposed** by Cllr Franklin, **seconded** by Cllr. Brodie and RESOLVED that the Parish Council would approve the budget as set out above. Unanimous. **Carried.**

#### 81/23(2) ANNUAL PRECEPT

It was **proposed** by Cllr Franklin, **seconded** by Cllr. Brodie and RESOLVED that the Parish Council Precept, for the 2024/25 Financial Year would be set at £40,000.00. Unanimous. **Carried.**

#### 82/23 MOBILE SHOP PROPOSAL

Cllr A. Dunn put forward a proposal for the procurement of a suitable mobile shop for the parish. He highlighted the fact that there are no retail outlets in either of the two villages, and that the nearest food retailer is located in Cranbrook.

Bus services in the village can be erratic, and travelling to Cranbrook on public transport, onerous. There are a large number of elderly parishioners, who lack personal transport and a small shop, which can visit both villages in the parish, providing food basics, would benefit those parishioners.

It was **agreed** that Cllr Dunn should put a business case together for the next PC meeting. The proposal would also be made public, in order to enable parishioners to comment upon the same.

#### 83/23 CAR PARKING AREA

Members discussed the lining of the car parking area in Rockbeare. It was noted that no parishioner had committed to renting an allocated space at the site. It was therefore determined that, apart from a disabled car parking space, no other lining would be undertaken at present.

Locking posts were discussed briefly.

Cllr Franklin asked Cllr Gent about the possible re-siting of the metal post at the site. Cllr Gent undertook to raise the matter with Devon Highways department.

#### **84/23 MILLENIUM FIELD UPDATE**

No further work has been undertaken. It is hoped that a suitable storage unit can be identified early in the New Year.

#### **85/12 BIRCH END**

The covenant to be discussed, again, with the person who donated the land. It was **agreed** that the Cllr Brodie would contact the relevant person.

**The Meeting Closed at 20.20 hrs.**

**PLANNING APPLICATIONS****APPENDIX B**

|                       |                                                                                                                                                                                                                                     |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference             |                                                                                                                                                                                                                                     |
| Alternative Reference | PP-12719553                                                                                                                                                                                                                         |
| Application Validated | Wed 24 Jan 2024                                                                                                                                                                                                                     |
| Address               | Land South Of Hazel Grove Rockbeare                                                                                                                                                                                                 |
| Proposal              | Approval of reserved matters (appearance, layout, scale and landscaping), pursuant to outline planning permission 22/2824/OUT, for the construction of four dwellings along with associated parking, landscaping and infrastructure |
| Status                | Awaiting decision                                                                                                                                                                                                                   |

**PLANNING DECISIONS****APPENDIX C**

|                       |                                                                                                                                                                        |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference             | 22/1401/FUL                                                                                                                                                            |
| Alternative Reference | PP-11340188                                                                                                                                                            |
| Application Validated | Mon 27 Jun 2022                                                                                                                                                        |
| Address               | Inglenook Rockbeare Hill Rockbeare EX5 2EZ                                                                                                                             |
| Proposal              | Single storey side extension, first floor side/front extension and conversion of roof space to habitable use with part conversion of existing garage to habitable use. |
| Status                | Approved                                                                                                                                                               |
| Decision              | Approval retrospective (conditions)                                                                                                                                    |
| Decision Issued Date  | Fri 15 Dec 2023                                                                                                                                                        |