

Rolleston on Dove Parish Council

Clerk: Mrs Mary Danby BA (Hons)
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Our Ref: MD

04 November 2024

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend the Meeting of the Parish Council held in the Old Grammar School Room, adjacent to St Mary's Church, Church Road, Rolleston on Dove DE13 9BE on **Monday 11 November 2024** commencing at 7pm at which the business set out below will be transacted.

Yours sincerely

MDanby

Mary Danby
Clerk

PUBLIC FORUM

A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the parish council has powers or duties which affect the area.

- 1. Apologies for absence**
- 2. Declarations of Interests and Dispensations**
- 3. To consider the Minutes of the meeting held on 14 October 2024 (Enclosure 1)**
- 4. Matters arising from the previous meeting**
- 5. Councillors' reports**
- 6. Financial matters**

6.1 Schedule of payments at 04 November 2024

Payee	Description	Payment Method	Gross £	VAT £
Amberol Ltd	Barrier baskets and liners	BACS	831.84	138.64
P Gould	Mowing contract	BACS	1,354.58	0.00
Staffordshire County Council	Legal fees re Travellers' incursion (Craythorne Playing Field)	BACS	451.68	75.28
Clerk	Salary and expenses	BACS	1,353.16	0.00
J Deacon	Environmental contract £1376.10 Craythorne car park lock/unlock £223.20 Shotwood Lane – repair stile £90.00 Jinny Trail: Step repair £42.00	BACS	1,731.30	288.55
Signcraft	Cattle Dock: Signage	BACS	354.00	59.00
James Coles & Sons (Nurseries) Ltd	Cattle Dock: Plants	Debit Card (Pd 04/11/24)	721.02	120.17
Freeola	Hosting village website	DD	14.76	2.46
Woodside Nurseries	Planters refilled for Winter	BACS	425.00	0.00
IONOS Cloud Ltd	Hosting PC website	DD	8.40	1.40
			7,245.74	685.50

6.2 Bank reconciliation as at 31 October 2024

		Bank Accounts		Total £
		Treasurer's £	Instant Access £	
01 April 2024	Bank Statement	17,846.45	83,735.29	101,581.74
Movement in funds to date	PLUS Income	104,888.67	8,591.68	113,480.35
	LESS Expenditure	81,654.36	0.00	81,654.36
31 October 2024	Bank Statement	41,080.76	92,326.97	133,407.73

6.3 Earmarked Reserves as at 31 October 2024

	Opening funds 01/04/2024 £	Movement in funds to date £	Available funds 31/10/2024 £
Environmental improvements	8,931.41	(1,625.00)	7,306.41
Brook Hollows	13,151.72	(3,825.22)	9,326.50
Play areas	20,000.00	(6,256.82)	13,743.18
S106 College Fields	745.11	(745.11)	0.00
MUGA (Fees)	8,000.00	(6,265.00)	1,735.00
Total	50,828.24	(18,717.15)	32,111.09

7. Receipts and payments to 31 October 2024 and Draft 2025/26 Budget (Enclosure 2)

8. Flooding (Enclosure 3)

9. Sport England Funds: Proposed MUGA

10. Elizabeth Avenue play area and skate ramp

Councillor Appleby will provide a verbal report at the meeting.

11. Website and email migration (Minute No. 95 refers) (Enclosure 4 – To follow)

12. Government consultation:

Enabling remote attendance and proxy voting at local authority meetings

This consultation seeks views on the detail and practical implications of allowing remote and hybrid attendance at local authority meetings.

It also tests views on the possible introduction of proxy voting for those occasions when an elected member, due to personal circumstances, may be unable to attend even remotely. For example, during maternity, paternity or adoption leave.

The consultation document can be found at the following link: [Enabling remote attendance and proxy voting at local authority meetings - GOV.UK](#)

The consultation closes at 11.59pm on 19 December 2024.

**13. Department for Environment, Food and Rural Affairs (Defra):
Consultation on the regulatory approach and use of civil sanctions for hedgerow management
Introduction**

As set out in Defra's Agricultural Transition Plan, we are continuing to improve the way we regulate, replacing EU-scheme based regulation and enforcement with an approach which is clearer, fairer and more effective. We also want to develop a more trusting relationship with farmers and land managers. We want to ensure that farmers receive the support they need to comply with the law, and we will work with farmers to help prevent harm.

Reflecting the regulators' code and the principles of good regulation, we will take a supportive approach to regulation. As well as providing appropriate advice and guidance to those we regulate, we are providing further training to field officers. We will provide transparency about the processes and actions we will take when we find non-compliance. Our approach will be risk-based, focussing enforcement activity on priority risks and assessing risk when deciding on the appropriate level of intervention. We will be transparent, providing statistics on our regulatory and enforcement activity and will publish an annual report.

Hedgerows are a vital part of our countryside. They benefit our wildlife, the environment, and our landscapes. We know that farmers, land managers, and the general public greatly value hedgerows. The Management of Hedgerows (England) Regulations 2024 ('the Regulations') set out the rules for hedgerow management together with our approach to enforcement and the civil sanctions which may apply. The RPA has been appointed by the Secretary of State for the Department for Environment, Food and Rural Affairs to act on his behalf as Regulator in respect of the Regulations.

This consultation seeks views on the approach to the use of civil and criminal sanctions. The RPA has a range of actions or 'sanctions' available to help them enforce the Regulations including both civil sanctions and criminal sanctions. Criminal sanctions will only be used for the most serious offences.

'We' in this document should be taken as referring to the RPA. This consultation will be open for six weeks from 29 October 2024 and will close on 10 December 2024.

We have already spoken to a range of interested parties and received valuable feedback about how we might best enforce these regulations. We now welcome responses to this formal consultation from farmers, land managers, NGOs, consultants, charitable organisations, the general public, and any other person or group who has an interest in the future management and regulation of

hedgerows in England following the end of cross compliance.

Previous consultation

The consultation Protecting Hedgerows in England ran for 12 weeks from 28 June to 20 September 2023. It set out the government's proposals to broadly replicate in domestic legislation the hedgerow management rules which were formerly part of the EU's 'cross compliance' framework. These rules included maintaining green cover 2 metres from the centre of a hedgerow (commonly known as 'buffer strips'), prohibiting hedge cutting between March 1 and August 31 and the relevant exemptions related to these rules. The consultation also proposed a suite of civil sanctions that could be used to address non-compliance with the rules as part of a proportionate, supportive regime. Having considered carefully the responses to that consultation, the Regulations were developed to broadly replicate and update the rules on hedgerow protection. The main provisions of the new legislation are:

Buffer strips

- replicate the requirement for a buffer strip 2 metres wide as measured from the centre of the hedgerow
- continue to allow the spot application of pesticides within buffer strips to control the spread of invasive and injurious weeds
- continue to exempt hedgerows under 5 years old
- continue to exempt fields of under 2 hectares from the requirement to have a buffer strip

Cutting ban and related exemptions

- maintain a cutting ban period from 1 March to 31 August inclusive
- permit cutting or trimming during the cutting ban period:
 - if the hedgerow overhangs a highway, road or footpath over which there is a public or private right of way and the overhanging hedgerow obstructs the passage of, or is a danger to, users;
 - if the hedgerow obstructs the view of such users or the light from a public lamp; or
 - if the hedgerow is dead, diseased, damaged or insecurely rooted and, because of its condition, the hedgerow, or part of it, is likely to cause danger by falling on to a highway, road or footpath
 - permit cutting or trimming a hedgerow, or a tree growing in a hedgerow, in August for the purposes of sowing oilseed rape or temporary grassland during the same August provided that the RPA has been notified in advance in writing either by email or post.

The new rules, including all exemptions, can be found in the statutory instrument (Annex C).

Statutory Guidance

Statutory guidance has been drafted to explain how the RPA plans to approach enforcing the new regulations. We will seek to ensure that enforcement is clear, fair, and proportionate. We will take an advice led approach with a focus on providing advice and guidance in the first instance before any sanctions are considered if appropriate. Where necessary we will impose civil sanctions on those who are found in breach of the requirements of the regulations. This consultation document outlines the proposed regulatory approach and invites views on it. More details can be found in the Statutory Guidance (Annex A). Please read this guidance before completing the consultation.

The consultation will close on 10 December 2024. The link to the consultation and survey is: [Consultation on the regulatory approach and use of civil sanctions for hedgerow management - Introduction - Defra - Citizen Space](#)

14. Correspondence

14.1 Comms Log

The Comms Log has been regularly circulated to all councillors.

14.2 Rolleston Civic Trust: Civic Trust Fun Run – Sunday 20 July 2025

The Civic Trust would like to have the approval of the Parish Council to hold a 3km Fun Run on the above date using Craythorne Playing Fields, Tafflands and some of the pavements around Meadow View and Forest School Street. This event would be held at 11 a.m. and last for around an hour.

The route has been approved by a local expert who regularly organises 'Park Runs' and has already been shared with Councillor Sharples who is a supporter of the event.

The event would be aimed at families and children, although we will be encouraging as many local people to take part as possible. There will be a small entry fee and all participants will receive a medal at the end.

The Civic Trust will put in place all relevant Health & Safety procedures, carry out risk assessments and the event will be covered by our own Public Liability Insurance.

We will need up to 30 volunteers to help steward the event so we will be actively seeking for helpers early in the New Year when the event is announced.

14.3 Rolleston Civic Trust: Parish Council pages in the Rollestonian

Back in 2023 we suggested to the Parish Council that you moved from having a separate four page insert in the Rollestonian to including your news and articles within the main body of the publication.

Before this change, you were paying £152 for a separate insert. Once we incorporated your article into the main body of the Rollestonian the cost we charged you dropped to £67. We now realise that we made a small miscalculation when making this change. We should have charged you half of what you were formerly paying. It should have been £76. We apologise for not spotting this sooner.

Like most things, the cost of producing the Rollestonian has gone up considerably in the last year or so. As well as introducing a colour cover to the publication and adding more pages to meet demand, we have had to increase the number of copies we print to cope with the additional housing on the Bellway Estate and the new retirement bungalows. Therefore, your new fee for your pages in the Rollestonian in the future will be £85, an increase of £18. This is still £67 less than you were paying before 2023. I apologise for asking you to increase your contribution but I think you will agree we are now producing a much higher quality publication.

14.4 Rolleston Civic Trust: Installation of a Speed Indicator Device (S.I.D.)

As you know, the Civic Trust is a charity that looks to support the village and its residents in as many ways as possible.

There is a general consensus from the people we have spoken to for the installation of some kind of Speed Indicator Device (S.I.D.) or a Vehicle Activated Sign (V.A.S.) on Knowles Hill to reduce the number of vehicles that exceed the speed limit coming down the hill.

The Civic Trust committee have discussed this and would be willing to contribute some of our funds towards the cost of such a device. Would the Parish Council be willing to work with us financially and co-operatively in helping the village acquire such a device?

I understand that Rolleston Parish Council works closely with its neighbours in Stretton who have several of these devices. Could someone from the Council find out who supplied the devices to

Stretton and tell us how much the total cost of paying for and installing one would be?

Representatives from the Civic Trust committee would be happy to come to a Parish Council meeting to discuss this matter further if required.

14.5 Staffordshire Parish Councils' Association (SPCA): Sakura Cherry Tree Project

There is an opportunity for you to be part of the Sakura Cherry Tree Project. This is a nationwide project that seeks to strengthen the links between the UK and Japan.

The project is offering several free Cherry trees for community spaces in your area. These trees are about creating a lasting legacy between our two countries that can be enjoyed by the public for many years to come. Suitable locations include parks, schools, universities, village greens, public open spaces, town centres, etc.

As of February 2024, over 7,500 Sakura trees have been planted in over 900 locations across the UK. They are now growing their final batch of trees for planting in November 2026.

It is important to choose a location where the trees will thrive – out of the wind and where they can be watered until they are well settled, and where they are unlikely to be vandalised.

14.6 Public Footpath 14

A member of the public sent the following email on 24 October:

I hope you can help. I have been directed to make contact to raise awareness of the condition of path 14 in the village. The path is constantly used by walkers, joggers, dog walkers & school children as a route to and from school. Firstly the path is extremely uneven however the main issue is the condition of the path when it rains. The path instantly becomes virtually impassable for all, extremely muddy and water logged making it very dangerous, muddy and slidy when passing through.

Is it at all possible to make improvements to the path to allow members of the public continued use in all seasons?

I really appreciate your acknowledgement of this request and the possibility of improvements.

**15. Exclusion of Press and Public
Chair to move:**

That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information

16. Quotations (Enclosure 5)

17. Hall Grounds: Gate

18. Staffing matters (Enclosure 6)

**Minutes of a meeting of Rolleston on Dove Parish Council held at the Old Grammar School Room,
Church Road on Monday 09 September 2024 commencing at 7pm**

Present

Councillor Peirce (in the Chair)

Councillors Badcock, E McManus, S McManus, Robson, Sanderson and Sharples

In attendance

One member of the public

Mary Danby, Clerk

Public Forum

Craythorne Road: Trees

Mrs Pearce referred to damage being caused to trees by large vehicles delivering to the Rolleston Leas development. She said that the Clerk had provided her with the County Councillor’s contact details and she had sent him photographs illustrating the damage. Councillor White responded saying that a Highways Officer would inspect the damage and try to identify who is responsible for the trees. Mrs Pearce said that the majority of damage was being caused to trees on the right-hand side as you leave Rolleston, though some damage was occurring to trees on the left-hand side of the road.

Agreed that:

- A letter be sent to the developer reminding them that it is the Site Manager’s responsibility to ensure that the road is kept clean of mud and that delivery vehicles do not cause issues when visiting/exiting the site. Damage to be trees will be reported to the developer and a request made that they consider assisting with the cost of any remedial works needed.
- The Parish Council arrange for trees on its land, i.e. from Tafflands to the Craythorne playing field car park to be inspected and if any are overhanging the road quotations be sought to cut back branches where necessary.

87. Apologies for absence

Councillors Appleby, Houston, Stewart, Storer and Millie Marsden, Youth Representative.

88. Declarations of Interest and Dispensations

Councillors E and S McManus declared a non-pecuniary interest in P/2024/01016 as they live close to the application property.

89. Planning matters

89.1 Planning applications

Application No.	Location	Proposal
P/2024/00982	The Spinney Church Road	Crown raise one Sycamore tree by removing four lower limbs which overhang Church Road, lower limb reduction by approx 3 metres of one Yew tree, crown raise one Holm Oak tree by removing one lower limb which overhangs Church Road, lower limb reduction, cut back to main junction at approx 3 metre height of one Yew tree, trim back one Holly tree to property boundary line and felling of one self-set Sycamore tree
No objection		

P/2024/00984	Home Farm Church Road	Trim one Laurel by approx 2 metres and removal of one single low small branch from one Oak tree which is overhanging Mulberry Barn
No objection		
P/2024/00985	Well House Hall Grounds	Crown reduction of 2m also a 1m reduction on the sides, to previous cut points of one Blue Cedar tree (T1)
No objection		
P/2024/00993	14 Knowles Hill	Reduce in height and width by up to 4 metres of a group of Yew trees (made up of four Yew trees), felling of one Plum tree and one Damson tree, removal of snapped branches from one Plum tree and crown raise lowest branches to 3 metres of one Copper Plum tree
No objection		
P/2024/01010	2 Oak Tree Close	Crown reduce by 3m and crown raise by 2.5m to one Oak tree (T1)
No objection		
P/2024/01016	The Copper Beech South Hill	Crown reduction by 2.5-3 metres overhanging the neighbouring property (South side) to bring a more balanced shape and crown reduction of the rest of the tree by 1.5-2 metres to bring in protruding growth and reduce the overhang to the garage of one Copper Beech tree. All reduction pruning cuts taken back to a suitable growth point (branch collar) of at least one-third diameter of the branch removed (T4 of TPO442)
No objection		
P/2024/01029	4 Beacon Road	Felling of two Cedar trees (T1 and T2 of TPO462)
No objection		
P/2024/01033	Home Farm Church Road	Removal of two limbs from one self-set Holly tree (T1), fell to ground level one Laurel tree and one self-set Sycamore tree (T2 and T7), cut back/prune lower branches by up to 2 metres to maintain shape one Laurel tree and one Holly tree (T3 and T4), and cut back/prune lower branches by up to 3 metres to maintain shape and restrict excess growth of two Laurel trees (T5 and T6) (TPO1)
No objection		

- 90. Minutes Resolved** That the Minutes of the meeting held on 09 September 2024 be approved and signed as a true record.

91. Matters arising

Minute No. 69 re Minute No. 48 (Letter to stables)

It was agreed that the letter should not be sent at this time as there had been no further incidents.

Minute No. 69 re Minute No. 48 (Cattle Dock)

The council was advised that a Silver Birch had been removed, trees coppiced and the Station Heritage Group had agreed a planting scheme.

Minute No. 69 re Minute No. 49.2 (pavement outside 18 Burnside)

It was noted that the pavement had collapsed further. **Agreed** that this be reported again to the County Council.

Minute No.69 re Minute No. 49.8 4th bullet point

It was noted that the tree works on the Jinny Trail had been completed.

Minute No. 69 re Minute No. 56 Brook Hollows WEP

It was noted that the WEP funded works had been completed.

92. Councillors' reports

92.1 ESBC Councillor Smedley had provided the following report regarding the Craythorne Road Traveller Site:

She had been in contact with the Planning Manager and she had confirmed that an application had been submitted on 04 October, however it can take some time to actually register the application as often information is missing. Councillor Smedley said that she is not aware that this is the case with the particular application but as at 11 October it was not showing as registered. She said that the Parish Council and the ESBC Ward Councillors will be notified once registered.

92.2 Councillor Badcock reported that he had spoken with a resident who was enjoying using the Community Library for books to read to their grandchildren.

92.3 Councillor Sanderson reported that:

- The planters for Burnside were being delivered to him on 15 October, the Contractor will need to install these before the annual Transport Festival.
- A tree on The Croft was overhanging a resident's garage roof. **Agreed** that tree surgeons be invited to quote for the necessary works and apply for permission from ESBC as the area lies within the Conservation Area.
- The volunteers will be working on the Spread Eagle Island on 11 October to plant the Tete a Tete daffodils.

92.4 Councillor Robson reported that:

- The Civic Trust had advised that a representative from the Enviro Grant wanted to visit the Diamond Jubilee Orchard to see the three compost bins provided by their grant.
- The Anslow Lane/Burnside junction was bone dry after the last bout of heavy rain; it was assumed that the recent drain clearance works conducted by Staffordshire Highways had resolved the problem at this location.
- Visitors to the Rolleston Cemetery and Allotments had reported several near misses at the blind junction of Fiddler's Lane/Church Road. He thanked the Clerk for passing a request to County Councillor White and Staffordshire Highways for improvements to be made at this junction.

92.5 Councillor Sharples reported that:

- During the recent Contract Inspection walk she had noted that the railings opposite Jamie's Garden need to be repainted and she requested that this location be the first section to be repainted when the project to start painting the Burnside railings commences.
- The roadside Rolleston Cemetery sign had yet to be replaced by the County Council. The Clerk confirmed that this had previously been requested but the County Council, whilst accepting the request, had indicated that it was not a priority task.
- She had attended the recent Planning training offered through the SPCA and she had found it very useful.
- She thanked the Parish Council for sharing the Shoebox Appeal via its social media platform.
- The Civic Trust had confirmed that the Fun Run will take place on 20 July 2025 and that the council will receive a letter seeking permission to use its sites as part of the route.

92.6 Councillor Peirce reported that:

- The tenant farmer's hedges on both sides of Knowles Hill need to be cut back but we understand that this should be done by December.
- A vehicle is parking on the grass verge close to the Burnside/Anslow Lane junction.
Agreed that this should be reported to the Police and Staffordshire Highways.

92.6 In her absence, Councillor Peirce presented Councillor Stewart's report:

- The Rollestonian article and flooding update had both been sent to the Editor.
- MUGA progression - we await the SE response
- RoSPA findings reviewed with the Contractor on site, quotes sought for items agreed to progress which are on the agenda. Tafflands and Elizabeth Ave are really showing their age. Playdale came out free of charge to look at the carousel at Meadow View where the surface has moved causing the metal edge to raise up slightly on one section.
- The majority of stiles/kissing gates had had numbers installed on them (three remained to be completed).
- The Station Heritage Group have agreed the planting scheme and are ordering direct from ESBC.
- She had met with the Contractor regarding the Jinny Trail steps and asked for quote for both sides. Councillor Badcock was going to complete the County Council's Community Fund grant application which has a deadline of 03 November. It was noted that if successful the Parish Council would be required to match fund the SCC grant (maximum £1500). She added that one step had completely gone and the Contractor had been requested to repair this ASAP due to Health & Safety concerns. **Agreed** that the Parish Council were willing to match fund the SCC Community Fund application to a maximum of £1500.
- Asked that Councillors try to attend Remembrance Day service. The Clerk had ordered the council's Remembrance Wreath.
- Reminded the council that it had said that it would consider ordering large poppies for lamp posts as requested by a resident. These cost £5 each including VAT and come with two cable ties to attach to a lamp post or fencing as required and they are reusable.
Agreed that 20 No. large poppies be ordered for installation on the Spread Eagle Island fencing.

93. Financial Matters

93.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Forvis Mazars LLP	External Audit fee YE 31 March 2024	BACS	756.00	126.00
DCM Surfaces	Tafflands slide: Safer surfacing	BACS	4,838.40	806.40
Staffordshire Parish Councils' Assn	Planning training fee (2 delegates)	BACS	72.00	12.00
Viking Office UK Ltd	Address labels and postage stamps	BACS	107.13	3.09
P Gould	Mowing contract £1,354.58 Mower repair £132.00	BACS	1,486.58	22.00
Staffordshire Playing Fields Assn	Subscription	BACS	20.00	0.00
IONOS Cloud Ltd	Council website	DD	8.40	1.40
Clerk	Salary and expenses	BACS	1,329.76	0.00
J Deacon	Environmental contract £1,376.10 Craythorne barrier lock/unlock £216.00 Tafflands: Drainage £1,468.80 Tafflands slide – groundworks for safer surfacing £1,800.00 Platinum Orchard: Cherry trees £144.00 Tafflands/Craythorne Woods: Willow trees (Emergency works) £228.00 Tafflands: Remove Lounging Bar £54.00	BACS	5,286.90	881.15
O2	Council mobile	DD	21.80	3.63
ESBC	Bin emptying 3 rd qtr 2024/25	BACS	1,499.76	249.96
Rolleston Civic Trust	Donation of VAT towards WEP payment for Environmental improvements at Brook Hollows (Donor funds)	BACS	3,200.00	3,200.00
Ricoh UK Ltd	Photocopier: Copy charge 2 nd qtr 2024/25 £65.59 Rental 2 nd qtr 224/25 £113.41	BACS	179.00	29.83
B Binns	Tree works: Shotwood Close	BACS	365.00	0.00
Q&A Planning Ltd	Professional fees (proposed MUGA)	BACS	900.00	150.00
Burton Tree Care	Tree works: Jinny Trail	BACS	480.00	0.00
Mrs C Stewart	Reimbursement: Screws to fix ID nos. to stiles/kissing gates	BACS	5.69	.95
Manor Park Nurseries	Compost	BACS	25.20	4.20
Poppy Shop Ltd	20 No. large Poppies	Debit Card	85.00	14.17
			20,666.62	5,504.78

Resolved That the above payments be approved.

93.2 Bank reconciliation as at 30 September 2024

		Bank Accounts		Total £
		Treasurer's £	Instant Access £	
01 April 2024	Bank Statement	17,846.45	83,735.29	101,581.74
Movement in funds to date	PLUS Income	104,132.67	5,199.97	109,332.64
	LESS Expenditure	60,965.42	0.00	60,965.42
30 September 2024	Bank Statement	61,013.70	88,935.26	149,948.96

Resolved That the above was a true record.

93.3 Earmarked Reserves

Resolved That the council's Earmarked Reserves (EMRs) at 30 September 2024 were:

	Opening funds 01/04/2024 £	Movement in funds to date £	Available funds 30/09/2024 £
Environmental improvements	8,931.41	(1,625.00)	7,306.41
Brook Hollows	13,151.72	(625.22)	12,526.50
Play areas	20,000.00		20,000.00
S106 College Fields	745.11	(245.93)	499.18
MUGA (Fees)	8,000.00	(5,515.00)	2,485.00
Total	50,828.24	(8,011.15)	42,817.09

94. Receipts and payments to 30 September 2024

Resolved That the report be noted.

95. Website and email migration

Councillor S McManus gave an update on his research regarding the increasing pressure to move all government services to a .gov.uk domain, and he asked the council to consider the following options:

1. Do nothing – perfectly OK but increasingly against best practice.
2. Register a .gov.uk domain for email only.
3. Register a .gov.uk domain for email and website with options:
 - a) The website remains where it is with new domain redirected (confirmed that this is OK and actually considered a secure route). Least amount of work but possibly not the best permanent solution.
 - b) Migrate the website to an approved supplier. Most upheaval and cost but possibly the best long term solution.

Agreed That Councillor S McManus be authorised to write a specification suitable to meet Option 3(a) and obtain quotations from a selection of government approved suppliers with a view to a report being presented to a future meeting of the council.

96. Flooding

The council received the latest report provided by Dave Hughes, Environment Agency (EA).

Councillor Peirce reported that Reeds had taken root at several points of the Brook and that he would be raising this issue with Mark Swain, EA.

97. RoSPA: Annual play equipment inspections

The council received a summation of the inspection findings and actions following the 2024 RoSPA inspections.

Resolved That the report be noted.

98. Correspondence

98.1 Comms Log

The Comms Log had been regularly circulated to all councillors.

- 98.2 **Staffordshire Parish Councils' Association (SPCA): 85th Annual General Meeting**
Agreed That the information regarding the AGM be noted.
- 98.3 **Alderbrook Close: Parking issues**
Agreed That correspondence from a resident regarding parking issues on Alderbrook Close, the actions taken by the Clerk and the PCSO's response be noted.
- 98.4 **Staffordshire Commissioner for Police, Fire & Rescue and Crime: Have your say on Policing and Fire & Rescue in Staffordshire**
Agreed That the above be noted without comment.
- 98.5 **Defibrillator Fund**
Agreed That the information be noted without comment.
- 98.6 **ESBC: Consultation on Statement of Licensing Policy including a Review of the Cumulative Impact Policy**
Agreed That the information be noted without comment.
- 98.7 **ESBC: Review of Statement of Gambling Policy 2025-2028**
Agreed That the information be noted without comment.
99. **Exclusion of Press and Public**
Resolved That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information
100. **Biodiversity Net Gain (BNG) (Minute No. 81 refers)**
Resolved That the member of the public be advised that the council discussed this at some length and the consensus was that the Parish Council does not have either the resources or expertise to undertake a project of this nature. It was suggested that the best way forward would be for him to set up a working group comprising interested individuals from the Parishes affected, i.e. Stretton and Rolleston, and to that end it was suggested that he contact the Editor of the Rollestonian to place a piece in the next issue. The council wished him every success with this endeavour and will of course be available to consider any plans or applications he may put forward when they have been compiled.
101. **Sport England Funds: Proposed MUGA**
Resolved That the update be received and it was hoped that Sport England's response to the pre-app would be available for the next meeting of the council.
102. **Biodiversity Audit**
Resolved That consideration of this be deferred to the 2025/26 financial year.
103. **Quotations**
- 103.1 **Meadow View/Tafflands**
Resolved That John Deacon's quotation in the sum of £210 plus VAT to carry out work on Meadow View play area and Tafflands following the RoSPA report be accepted.
- 103.2 **Craythorne car park: Bollards**
Resolved That John Deacon's quotation in the sum of £1265 plus VAT to provide and install 2 No. concrete bollards on the Craythorne car park be accepted.

103.3 **The Croft** (Minute No. 82.6 refers)
Agreed That revised quotations be sought to exclude The Croft/White House boundary hedge.

103.4 **Shotwood Lane**
Resolved That John Deacon’s quotation in the sum of £75 plus VAT to repair the Shotwood Lane stile be accepted.

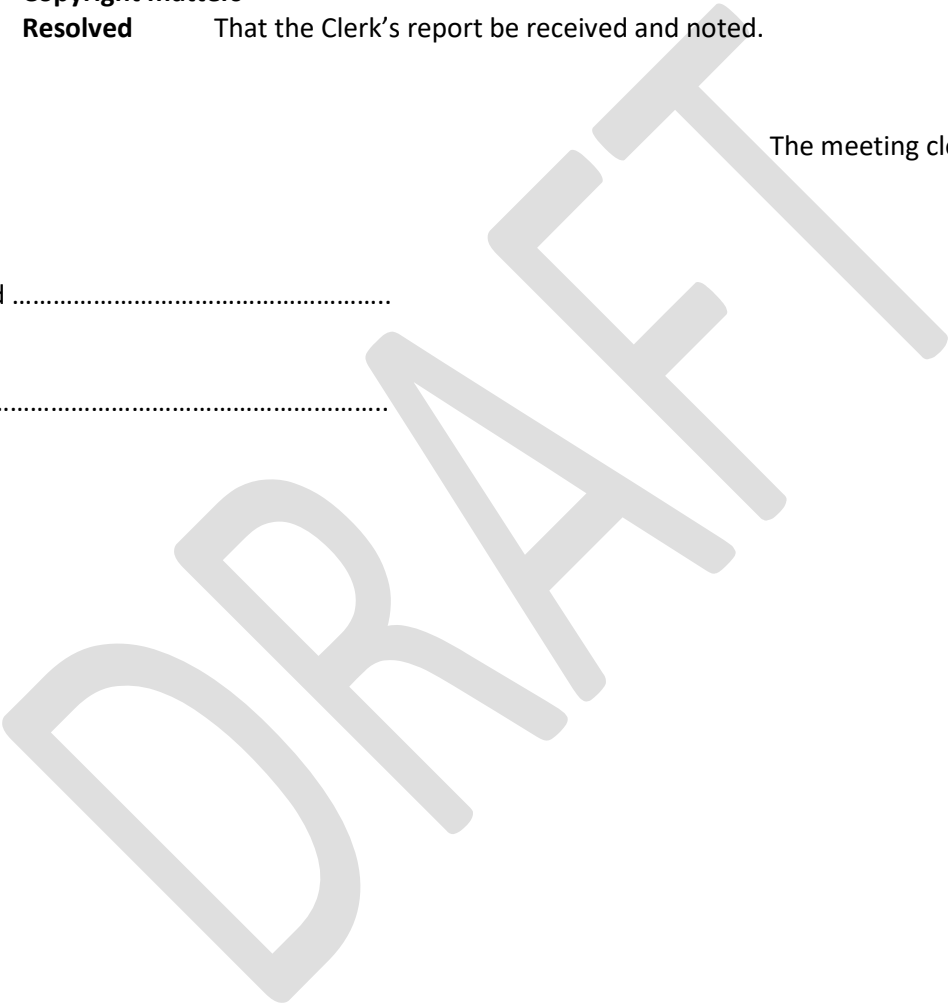
103.5 **Diamond Jubilee Orchard**
Agreed That the tree surgeons be requested to re-quote to include grinding out the 6 No. Cherry tree roots and exclude the tree branches overhanging the electricity sub-station.

104. **Copyright matters**
Resolved That the Clerk’s report be received and noted.

The meeting closed at 9.20pm

Signed

Date



Rolleston on Dove Parish Council
Receipts and payments to 31 October 2024 and Draft 2025/26 budget

Nominal Code	Description	Actual to 31/03/2024 £	2024/25 Budget £	2024/25 Projected YE £	Actual to 31/10/2024 £	Draft budget 2025/26 £
100	Income					
1076	Precept	90,331	93,041	93,041	93,041	95,832
1090	Interest Received	975	750	750	603	600
1100	Grants & Donations Received	17,160	-	1,600	600	-
1110	Council Tax Support Grant	1,665	1,665	1,665	1,665	1,665
1200	Garden rents	125	125	125	125	125
1220	Allotment rents	20	20	20	20	20
1250	Football pitch fees	420	50	210	220	50
1270	SCC: Annual grass cutting	4,465	3,848	5,875	5,875	5,234
1280	Insurance claim settlement	1,154	-	790	790	-
1999	Other income	2,522	-	1,761	2,391	-
	Income	118,836	99,499	105,837	105,330	103,526

Assumes +3%

TBC

TBC

Nominal Code	Description	Actual to 31/03/2024 £	2024/25 Budget £	2024/25 Projected YE £	Actual to 31/10/2024 £	Draft budget 2025/26 £
200	Administration					
4000	Staff salary	19,656	20,000	20,500	11,138	21,300
4020	Employer's National Insurance	1,457	1,500	1,500	729	1,600
4030	Payroll Services	95	125	95	-	100
4050	Use of Home as Office	178	178	178	104	178
4100	Insurance	1,206	1,300	1,632	1,632	1,632
4110	Audit Fees	584	600	810	810	810
4120	Photocopier: Rental/Maint.	378	378	378	284	378
4121	Photocopier: Copy charges	320	400	500	328	500
4125	Stationery	270	275	275	170	275
4127	Village Directory	187	200	200	-	200
4130	Postage	416	500	500	422	600
4140	Council mobile	208	237	237	127	260
4150	Subscriptions	637	650	884	884	900
4160	Training	93	500	200	135	500
4180	Room hire	220	240	240	-	240
4190	Mileage expenses	213	200	200	147	200
4195	Parking fees	3	10	7	5	12
4200	Play areas	1,640	6,000	6,000	2,281	5,225
4205	Craythorne barrier: Lock/unlock	1,830	2,196	2,135	1,229	2,190
4210	RPC website	134	181	181	49	180
4211	Village website	57	60	60	25	60
4220	IT / Software	352	400	382	382	400
4230	S137 Expenditure	800	100	100	100	100
4240	Mowing contract	16,236	16,255	16,255	9,482	16,255
4250	Bin emptying	4,591	4,999	4,999	3,749	5,250
4260	Trees	2,416	4,000	4,500	3,955	4,000
4265	Plants for planters	844	900	1,083	604	1,120
4270	Environmental contract	12,090	13,761	13,761	7,881	13,761
4275	General R&M and Out of Scope works	5,053	5,562	5,562	2,166	5,500
4280	Bus shelter	15,982	-	2,000	-	-
4285	Flooding	-	2,000	2,000	-	2,000
4300	Projects	4,738	5,000	5,000	1,973	5,000
4310	Professional fees	-	5,000	5,000	1,386	5,000
4320	Capital expenditure	-	800	-	-	800
4330	Other administration	1,340	2,000	1,500	1,181	2,000
4999	Contingency	3,626	5,000	5,000	1,600	5,000
	Total Expenditure	97,847	101,507	103,854	54,957	103,526
	Total Income	1,154	99,499	105,837	105,330	103,526
	Net Income/Expenditure	96,693	- 2,008	1,983	50,373	-

Earmarked Reserves (EMRs)

Nom. Code	Description	Opening funds 01/04/2024 £	Funds as at 31/10/2024 £
320	Environmental improvements	8,931.41	7,306.41
322	Brook Hollows	13,151.72	9,326.50
325	Play Areas	20,000.00	13,743.18
327	S106 College Fields	745.11	0
328	MUGA (fees)	8,000.00	1,735.00
	TOTAL	50,828.24	32,111.09

Donor funds

Funds statement as at 31 October 2024

Total funds held in bank accounts	133,407.73
LESS Earmarked Reserves	-£ 32,111.09
LESS Remaining expenditure to YE	-£ 48,897.00
Estimated General Reserves at YE	£ 52,399.64

Rolleston Update 24-10-24

The below provides an overview of the activities/discussions that have occurred during the past month.

Channel maintenance works.

Just a short update on the maintenance works. The team are still intending to carry out work at a number of additional locations where they intend to conduct further works to remove vegetation, roots and overhanging trees. These locations are from the confluence with the Tutbury Mill Fleam through to the gauging station and also where the river passes through the old railway embankment.

These further works have been approved, but the team will only return to carry them out in October/November.

Thank you for the very positive feedback from residents commenting on the good work that the team have done and we hope this will leave the village better prepared for Autumn/Winter. We have already had a significant rainstorm recently, but as far as I am aware, there was no flooding of properties as a result.

Mr Pierce had pointed out that there is some vegetation in the channel at Brookside and our Asset team have cut back the overhanging bushes that he referred us to. (See photo below). We do not feel that the reeds in the channel currently represent a significant risk at this time, but we will continue to monitor the situation.



Business Case development.

Collaborating with our consultants, Arup, we continued to make good progress and remain on programme.

As described last month, our focus has been on analysing all the potential options (long list) that are possible both inside and outside of the village and then undertaking a shortlisting process for those which warrant further investigation and economic analysis. This shortlisting is based on a number of factors but focusses on cost and effectiveness.

Questions have been asked as to why we are looking at Do Nothing and Do Minimum options. We have to look at these cases as it is part of providing a rigorous financial justification for spending public funds.

Programme:

Strategic Case Completion = January 2025

For further information.

If you have any questions, please contact david.hughes@environment-agency.gov.uk