

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Monday 11 November 2024 commencing at 7pm**

Present

Councillor Stewart (in the Chair)

Councillors Appleby, Badcock, Robson, Peirce, Sanderson, Sharples and Storer

In attendance

ESBC Councillors Lock and Smedley

Millie Marsden and Lydia Press, Youth Representatives

Three members of the public

Mary Danby, Clerk

Public Forum

Travellers site, Craythorne Road

Members of the public expressed their concerns regarding an extension of the Travellers site, Craythorne Road (noting that the new planning application had yet to be validated by ESBC); that some of the conditions attached to the original planning application had not been adhered to, that barking dogs and bonfires continued to adversely affect village residents. They sought advice as to whether a petition or individual letters, perhaps using a template, objecting to the new application would be the best avenue to express concerns to ESBC.

Councillors advised the residents that individual letters, not a petition was the better option when submitting comments/concerns to ESBC.

Councillors advised that the Parish Council had previously submitted concerns regarding the site to ESBC. ESBC had confirmed that they had received a new application, however this was not yet valid and so there are no documents to view online at this time. The application relates to a number of items including increasing the number of families on the site and the retention of the works that have been carried out over and above the existing planning permission. Once the application is validated consultation letters will go out to neighbours, the parish council and other consultees.

Councillor Stewart advised that an undated, anonymous letter had been received expressing similar concerns to those put by the members of the public at the meeting. She stressed that as ESBC had not yet validated the new application no comments could be made until such time as it is available for comment.

Councillors asked if non-compliance with the conditions attached to the original application affected consideration of a further application. ESBC Councillor Smedley said that she would put this query to ESBC's planning team and advise the council of the response. She said that she would also ask for advice on the new items now on the site.

Councillors asked for a definition of Travellers/Gypsies – were these the same? Councillor Stewart undertook to clarify the definition and circulate this to Councillors.

105. Apologies for absence

Councillors Houston, E McManus and S McManus.

106. Declarations of Interest and Dispensations

None declared.

107. Planning matters

107.1 Planning applications

Application No.	Location	Proposal
P/2024/01115	19 Brookside	Overall crown reduction back to previous reduction points to one Tulip tree (T1) by approx 1-1.5m
No objection		
P/2024/01138	Caernarvon House Hall Grounds	Overall crown reduction by 2-3m of one oak tree (T2), felling of three Holly trees (T3, T4 and T5) and reduce side limb by 2-3m to leave a more compact shape of one holly tree (T6)
No objection		
P/2024/01170	Caernarvon House Hall Grounds	Reduce branches away from the house to give a 2m clearance of one Cedar tree (T1) and remove overhanging branches to the fence line of two Sycamore trees (T7 and T8) which form part of TPO 1AA1
No objection		

108. Minutes

Resolved That the Minutes of the meeting held on 14 October 2024 be approved and signed as a true record.

109. Matters arising

Public Forum – Craythorne Road: Trees

It was reported that a Staffordshire Highways Inspector had been instructed to identify the location of the damaged trees and contact the landowners regarding maintenance of them.

Minute No. 91 re Minute No. 48 (Cattle Dock)

It was reported that the plants had been ordered and a Working Party would plant them on 16 November 2024.

Minute No. 91 re Minute No. 49.2 (Pavement outside 18 Burnside)

It was noted that repair work had been done but there was still a dip in the pavement.

Agreed that this be reported to County Councillor White and that it also be reported that a plank of wood was sticking out on the pavement from the property which could be a trip hazard.

Minute No. 92.3, 2nd bullet point

It was reported that the overhanging branch had been cut by an unknown person and the debris had been left on The Croft.

Minute No. 92.4, 3rd bullet point

Councillor Robson asked if the County Council had responded regarding the blind junction of Fiddler's Lane/Church Road. The Clerk confirmed that there had been no response to date. Councillor Robson reported that there had recently been another near miss and the sign is now completely obscured by vegetation.

Agreed that this be reported to the County Council again with a request that Staffordshire Highways be urged to consider making the suggested improvements as soon as possible in the interests of road users safety.

Minute No. 92.7

- Playdale had fixed the Meadow View carousel free of charge.
- ID Nos. had been affixed to the stiles and gates.
- Councillor Stewart thanked Councillor Badcock for completing the SCC Community Fund application which County Councillors White and Hudson had agreed to fund – the decision had yet to be notified by SCC.
- Councillor Stewart thanked Councillors Sanderson and Sharples for attending the Remembrance Service, County Councillor White and ESBC Councillor Lock had also attended the Service. Members of the public had complained that when outside during the roll call of names they could not hear and that cars drove past as the road was not closed made it difficult to hear. She had explained that the Service and Parade are arranged by the Church and the Scouts, not the Parish Council. Councillor Stewart undertook to speak to the Church Warden and the Scouts to ask if the traffic could be stopped during the Service and whether the sound could be improved for future years.
- Councillor Stewart thanked Councillor Peirce for putting the Remembrance poppies on the Spread Eagle Island railings.

Minute No. 100 Biodiversity Net Gain (BNG)

The member of the public had thanked the council for its response to his queries, they had subsequently asked further queries which had been answered.

110. Councillors' reports

- 110.1 ESBC Councillor Lock said that a last ditch attempt had been made to stop the brown bin charge had failed and the scheme will start in January 2025.
- 110.2 ESBC Councillor Smedley said they are waiting to hear about when the Travellers site planning application will become valid.
- 110.3 Councillor Badcock reported that work had started on 11 November to repair the North wall of the Brook Hollows waterfall.
- 110.4 Councillor Sanderson reported that:
- Phil Gould had been working behind the Almshouses and had filled five brown bins with leaves and he was seen to blow the remaining leaves into the Brook, these were now lodged at the weir.
- Agreed** that a letter be sent to Mr Gould advising that he should not have blown the leaves into the Brook and that these should be removed as they may adversely impact the Brook when the water levels rise during the seasonal wet weather.
- The volunteers had planted the Tete a Tete daffodils on the Spread Eagle Island. Councillors noted how lovely the Island had looked this year and **agreed** that letters of thanks be sent to Mrs Sanderson and Mrs Kay.
- 110.5 Councillor Robson reported that a recent Working Party at the Jubilee Orchard had seen the site made ready for Winter.
- 110.6 Councillor Peirce reported that the path across the bridge by the former Brook House hotel was very dark. It was noted that the Developer had been asked at the council meeting that he attended to consider cutting back vegetation and do tree pruning - he had said he would consider it when the main landscaping had been done.

110.7 Councillor Appleby reported that:

- The Craythorne Golf landowner was not interested in rewilding the site; it looks like the Driving Range has been sold and they are working with a partner to do the 20 chalets planning application again.
- The “Joy to the World” Christmas tree was in progress for the Church Festival – the council’s tree’s decoration would focus on “Joy to Rolleston”.

110.8 Councillor Storer reported that he had unsuccessfully applied to the Severn Trent “NeighbourGOOD” scheme for funds for fruit trees to expand the Platinum Jubilee Orchard. He was now looking to enhance the Orchard and would be communicating with residents seeking their support for the proposal.

110.9 Councillor Sharples reported that:

- She had been pleased to provide a reference for Emily Fenn for the Gold Duke of Edinburgh Award.
- There had been two applications to fill the vacancy left by Emily as a Youth Representative – Lydia Press had been successful on this occasion.
- Asked that in future years the recruitment process for Youth Representatives be publicised in the Rollestonian and on noticeboards in future and that applicants be asked to give reasons for why they were applying – this was **agreed** by the council.

110.10 Councillor Stewart reported that Phil Gould, the council’s Mowing Contractor had completed three cuts free of charge. **Agreed** that a letter of thanks be sent to Mr Gould.

110.11 Lydia Press, Youth Representative introduced herself, she thanked the council for the opportunity and said she was looking forward to working with Councillors.

111. Financial Matters

111.1 Schedule of payments

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	BACS (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
Astle Paterson Limited	Legal Services with regard to updating Title Deeds	BACS	204.00	34.00
HM Land Registry	Title Deed and Plan for land abutting Elizabeth Avenue playing field	Debit Card (Pd 08/11/24)	6.00	0.00
O2	Council mobile	DD	21.80	3.63
Viking	Postage stamps £260.00	BACS	322.24	10.37

	Stationery £62.24			
Q&A Planning	Review of Sport England comments, liaison with CW, advice to client and discussions with LPA	BACS	600.00	100.00
			8,399.78	833.50

Resolved That the above payments be approved.

111.2 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

Resolved That the above was a true record.

111.3 Earmarked Reserves

Resolved That the council's Earmarked Reserves (EMRs) at 31 October 2024 were:

	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

112. Receipts and payments to 31 October 2024

Resolved That the report be noted and that the council will consider the draft 2025/26 budget at the next meeting.

113. Flooding

The latest EA update was noted.

It was noted that a follow-up residents meeting to the one organised by the former MP needed to be arranged. Councillor Stewart undertook to approach the MP with this request.

Councillor Badcock suggested that the Brookside residents could form a formal group with a bank account which would enable them to apply for funding to improvements to reduce the risk of flooding. These funds would then enable them to work with the Trent Rivers Trust to see a project(s) undertaken in the village. Councillor Stewart undertook to approach the residents with this suggestion.

114. Sport England funds: Proposed MUGA

The Planning Consultant had submitted a pre-app to Sport England. Unfortunately Sport England had given their reasons for objecting to the proposed MUGA. The Planning

Consultant had approached ESBC asking for their opinion on Sport England's response – this was yet to be received.

Agreed That further consideration of the proposed MUGA be deferred to the next meeting to enable ESBC's response to be received.

115. Elizabeth Avenue play area and skate ramp

Councillor Appleby provided the following update:

RoSPA inspection

The recent RoSPA inspection had highlighted several areas where works are required on the skate ramp area which could be expensive to resolve. He added said that the report had also identified remedial works were required to the swing seats.

JoRPS survey

There had been 10 replies to the JoRPS survey on the playing field and play area. The survey had shown that the swings and football field were the most used and the basketball areas, spinner and large slide were the least used.

The survey had raised concerns regarding the skate ramp area of which it was said that it was not suitable for most children; it was ineffective; not fit for purpose and was not fun or safe.

The survey noted that the Park was outdated; the large slide was not suitable for small children; broken glass and rubbish were often found; the rubberised areas are worn and in poor condition; the play equipment is rusty, old and tired; the large climbing frame is not suitable for younger children.

The survey indicated that more trees and benches for summer would be liked; football target screens, more things for older children and see-saws and "wobbly" sit-on rides for younger children could be provided.

Anti-Social Behaviour (ASB)

Residents had contacted him and other Councillors regarding ASB on the playing field, predominantly the skate ramp area. They had said that the area is not fit for purpose and now only serves to attract ASB and a request had been made that the skate ramp area be removed.

Agreed That Councillors Peirce and Appleby meet on site with the council's Contractor to agree the works that the council want him to quote for with regard to the potential remove the skate ramp area.

116. Website and email migration

In his absence, the council received a update from Councillor S McManus and **agreed** that a decision would be made at the next meeting.

117. Government consultation:

Enabling remote attendance and proxy voting at local authority meetings

It was felt that it would be difficult and expensive for the council to hold hybrid meetings.

Agreed That Councillor Stewart will respond to the consultation on the behalf of the council.

- 118. Department for Environment, Food and Rural Affairs (Defra):
Consultation on the regulatory approach and use of civil sanctions for hedgerow
management**
Agreed That the consultation be received without comment.
- 119. Correspondence**
- 119.1 Comms Log**
The Comms Log had been regularly circulated to all councillors.
- 119.2 Rolleston Civic Trust: Civic Trust Fun Run – Sunday 20 July 2025**
Resolved That the Civic Trust be given approval to use the Craythorne Playing Field and Tafflands for the above Fun Run.
- 119.3 Rolleston Civic Trust: Parish Council pages in the Rollestonian**
Resolved That the revised cost of £85 per issue be agreed.
- 119.4 Rolleston Civic Trust: Installation of a Speed Indicator Device (SID)**
A request was considered that the council work with the Civic Trust financially and co-operatively in helping the village to acquire a SID or Vehicle Activated Sign (VAS) to be installed on Knowles Hill.
Agreed That the Civic Trust be advised that to enable a decision to be made, the council would approach the County Council for advice:
- Where would be the optimal location for a SID/VAS?
 - SCC's preferred option, i.e. SID or VAS
 - How much does the equipment cost?
 - What permission(s) would be required from SCC and the cost of those permissions?
- 119.5 Staffordshire Parish Councils' Association (SPCA): Sakura Cherry Tree Project**
Agreed That the council will not take up this offer.
- 119.6 Public Footpath 14**
A member of the public had contacted the council regarding the condition of the above footpath.
Agreed That the email (redacted) be forwarded to the landowners asking them to consider what they can do to in relation to addressing the issues described in the email.
- 120. 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.
- 121. Quotations**
- 121.1 The Croft**
Resolved That John Deacon's quotation in the sum of £225.00 plus VAT to cut the hedge Almshouses side and re-seed bare soil from the Almshouses to The Croft be accepted on the proviso that the work should not be done until Spring 2025.

121.2 **Diamond Jubilee Orchard**
Resolved That Ben Binn’s quotation in the sum of £440.00 (VAT N/A) to remove 6 no. Cherry trees to ground level and grind out stumps be accepted.

122. **Hall Grounds: Gate**
Agreed That this was not a matter for the council to progress.

123. **Staffing matters**

123.1 **Local Government Services Pay Agreement 2024/25**
Resolved That following confirmation from NALC/SLCC that the pay increase for 2024 had been agreed, the increase backdated to 01 April 2024 be applied to the Clerk’s salary (scp 20) with immediate effect.

123.2 **Clerk’s Annual Appraisal**
Resolved That the Clerk’s hours be increased from 24 hours per week to 25 with effect from 01 December 2024, to be reviewed annually in November.

The meeting closed at 9.25pm

Signed

Date