



# Rolleston on Dove Parish Council

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Our Ref: MD

06 January 2025

**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 13 January 2025** 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. **Planning matters**
  - 3.1 **Planning applications**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2024/01285	Brookfield House Brookside	Fell to ground level one Oak tree (T1) and one Sycamore tree (T2)
P/2024/01286	19 Brookside	Re-reduce to historic reduction points, approx 1.5m or nearest suitable growth points one Beech tree (T1)

4. **Minutes of the meeting held on 09 December 2024 (Enclosure 1)**
5. **Matters arising from the previous meeting**

## 6. Councillors' reports

## 7. Financial matters

### 7.1 Schedule of payments at 06 January 2025

Payee	Description		Gross £	VAT £
Clerk	Reimbursement (Stationery)	BACS (pd 20/12/24)	15.99	2.66
P Gould	Mowing contract	BACS	1,354.58	0.00
Greengage Environmental Ltd	Biodiversity Net Gain Assessment – Reporting	BACS	942.00	157.00
Clerk	Salary and expenses	BACS	1,443.97	0.66
Royal British Legion	Remembrance Wreath	BACS	19.99	0.00
IONOS Cloud Ltd	Hosting PC Website	DD	8.40	1.40
ESBC	Bin emptying 4 <sup>th</sup> qtr 2024/25	BACS	1,499.76	249.96
Amazon	Suspension files	Debit Card (pd 31/12/24)	25.32	4.22
Amazon	Transfer files	Debit Card (Pd 03/01/25)	19.51	3.25
J Deacon	Environmental contract £1,376.10 Craythorne barrier lock/unlock £223.20 Elizabeth Avenue playing field: Replacement fence and gate £1,344.00 Craythorne car park: Concrete bollards £1,518.00 Reflectors for Craythorne concrete bollards £72.00	BACS	4,533.30	755.55
O2	Council mobile	DD	21.80	3.63
			<b>9,884.62</b>	<b>1,178.33</b>

### 7.2 Bank reconciliation as at 31 December 2024

		Current A/c £	Deposit A/c £	Total £
01 April 2024	Bank Statement	17,846.45	83,735.29	101,581.74
Movement in funds to date	<b>PLUS</b> Income	127,502.79	8,736.81	136,239.60
	<b>LESS</b> Expenditure	97,860.64	18,717.15	116,577.79
31 December 2024	Bank Statement	<b>47,488.60</b>	<b>73,754.95</b>	<b>121,243.55</b>

### 7.3 Earmarked Reserves at 31 December 2024

	Opening funds 01/04/2024 £	Movement in funds to date £	Available funds 31/12/2024 £
Environmental improvements	8,931.41	(1,625.00)	7,306.41
Brook Hollows (Donor funds)	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	(6,765.00)	1,235.00
<b>Total</b>	<b>50,828.24</b>	<b>(19,217.15)</b>	<b>31,611.09</b>

**8. Receipts and payments to 31 December 2024 and Draft 2025/26 Budget (Enclosure 2)**

**9. 2025/26 Precept declaration**

The Council is requested to formally declare the 2025/26 Precept to be declared on East Staffordshire Borough Council.

**10. Agreed projects 2024/25 (Enclosure 3)**

**11. Flooding**

**12. Sport England Funds: Proposed MUGA (Enclosure 4 – to follow)**

**13. Sexual Harassment: Training (Minute No. 134 refers) (Enclosure 5)**

**14. Website and email migration (Minute No. 140 refers)**

**15. Correspondence**

**15.1 Comms Log**

The Comms Log has been regularly circulated to all councillors.

**15.2 Best Kept Village and Community Competition (BKVC)**

The competition is run by The Community Foundation for Staffordshire & Shropshire.

The Best Kept Village and Community Competition for Staffordshire in 2025, covers:

- Best Village and Community (small, large and overall winner)
- Community Spirit
- Plus a range of entries for artwork of all mediums (on a village theme) for adults and children alike

Entries open (online) from 1<sup>st</sup> March 2025. Judging will take place around May-June, with an awards ceremony in September.

Pre-launch briefings will be held in Jan 2025 in six locations around the Staffordshire county and an online session for those unavailable to physically attend.

Councillors are asked to visit the website prior to the meeting to enable a decision to be taken on whether an entry should be made into the 2025 competition ([Best Kept Village & Community – Community Foundation for Staffordshire and Shropshire](#)).

**15.3 Railway 200 - National Event 2025 (Enclosure 6)**

**15.4 John of Rolleston Primary School: Infant site**

Email received 17 December 2024:

I have been made aware that because of dramatically falling intake numbers to John of Rolleston primary school, there is to be a decision made regarding class numbers, In that the school may be forced to reduce each school year to one class rather than two. I have a copy of the letter should you wish to view it (*the letter has previously been supplied to Councillors*).

This has put my brain in to overdrive thinking that if this is the case over a period of time, they would be able to fit all pupils (infants and juniors) In to the current junior site. In turn I worry that this would leave the infant site empty and vulnerable to being sold.

I sent a message to the Rolleston Civic Trust to ask if the school was listed building but they said unfortunately it is not and fully support the concerns I have raised.

I'm sure there would be many people that like me, would be upset to lose such an iconic building in the village if this were to be the case.

This is all conjecture on my part of course but thought it important to put it on someone else's radar other than mine.

#### 15.5 **Concerns about removal of permissive footpaths along River Dove**

Email received 18 December 2024:

I am writing to express my concerns regarding the removal of the permissive footpaths along the River Dove. I understand by signs erected for one area that a grant, which was previously allocated for the maintenance of the footpath, has been withdrawn, leading to the decision to close the route. This is the Old Dove area off Marston Lane, which had a stretch down the river then around the Old Dove section. The section was closed earlier in the year and I did notice it was raised to the council but don't know if there was any outcome?

I also understand the stretch from Marston to Hatton has also been closed to the public.

So as we stand no one has access to our local river via any footpath which holds significant value for our local community, offering beautiful and accessible routes for residents and visitors to enjoy the natural beauty of the area. In light of this, I would like to propose the possibility of engaging in dialogue with the landowner or landowners to explore potential solutions.

Firstly, it would be beneficial to understand the details surrounding the grant that was previously in place. Is it possible for the council to speak with the landowner and ascertain how much funding was originally allocated for the maintenance of the footpath? This information could provide valuable insight into the financial requirements needed to keep the footpath accessible.

Additionally, I would like to suggest exploring alternative funding avenues, such as crowdfunding through platforms like GoFundMe. By leveraging support from local residents and other interested parties, we may be able to generate the necessary funds to ensure the continued upkeep of this valuable community resource.

I firmly believe that by working collaboratively with the landowners and engaging with local residents, we can explore creative solutions to preserve these cherished footpaths for current and future generations.

I would greatly appreciate the opportunity to discuss this matter further and explore potential courses of action. Your consideration and support in addressing this issue are invaluable to our community.

Thank you for your attention to this matter. I look forward to your response.

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

**Present**

Councillor Stewart (in the Chair)

Councillors Appleby, Badcock, Houston, E McManus, S McManus, Peirce, Robson, Sanderson, Sharples and Storer

**In attendance**

Millie Marsden and Lydia Press, Youth Representatives

Mary Danby, Clerk

**Public Forum**

No members of the public were present at the meeting.

**124. Apologies for absence**

None, all Councillors were present at the meeting.

**125. Declarations of Interest and Dispensations**

Councillor Robson declared a non-pecuniary interest in Planning Application No. P/2024/01167 as his property backs onto the application site.

**126. Planning matters**

**126.1 Planning applications**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>	<b>Comment</b>
P/2024/01053	93A Station Road	Conversion of existing detached garage to form an annex, raising of ridge height and eaves to facilitate a first floor and erection of front and rear dormers	No objection
P/2024/01144	Land opposite Norwood Cottage Hall Grounds	Felling of one Sycamore tree (T1) and overall crown reduction by 2m to give a nice all round shape of one Sycamore tree (T2) (both of TPO-1AA1)	Objection to the felling of one Sycamore tree (T1): No justification has been given for the felling of the protected tree. The tree, which has existed since the Mosley estate, appears to be healthy and its felling would be detrimental to the visual amenity of the area.  No objection to the overall crown reduction by 2m of one Sycamore tree (T2)

P/2024/01162	238 Station Road	Retention of “as built” dwelling including first floor garage conversion and link to existing dwelling	No objection
P/2024/01167	Grey Gable Hall Grounds	Application under Section 73 to vary Conditions 2 and 3 of planning permission P/2022/01151 for the erection of a part first floor part two storey front, side and rear extension to change the cladding material to the first floor walls	No objection

**127. Minutes**

**Resolved** That the Minutes of the meeting held on 11 November 2024 be approved and signed as a true record.

**128. Matters arising**

**Public Forum – Travellers site, Craythorne Road**

ESBC Councillor Smedley to be requested to provide an update on the queries she had agreed to put to the Planning team.

**Minute No. 109 re Minute No. 91 (Cattle Dock)**

It was reported that the plants had been planted and that an interpretation panel had been installed.

**Minute No. 92.7, 3<sup>rd</sup> bullet point**

It was reported that the SCC Community Fund application had been approved, that the grant had been received and that the Purchase Order had been issued to John Deacon.

**Minute No. 110.3**

Councillor Badcock reported that the work to repair the North wall of the Brook Hollows waterfall had been completed.

**Minute No. 110.8**

It was noted that Severn Trent had confirmed that the council could apply for funding through its Community Fund. Councillor Badcock agreed to look at submitting an application for trees for the Platinum Jubilee Orchard.

**Minute No. 113**

Councillor Stewart had approached the MP and she had received the same response as that sent to a resident. She agreed to approach him again to request that a follow-up public meeting be arranged.

**129. Councillors’ reports**

129.1 Councillor Sharples thanked Councillor Appleby for decorating the council’s Christmas tree for the St Mary’s Christmas Tree Festival.

129.2 Councillor Robson reported that:

- He had spoken with a person seeking clarification on rules regarding dogs off leads on

council land as he had been approached by an ESBC CCE Officer on Tafflands. Councillors undertook to check what signage had been put in place by ESBC and whether the area was included in the Public Spaces Protection Order – Control of Dogs.

- He had attended the recent ESBC Climate Change forum – the slides from that meeting had been provided to all Councillors.

129.3 Councillor Storer commented that Meadow View and the Platinum Jubilee Orchard were looking good thanks to the work done by both of the council’s contractors.

129.4 Councillor Stewart reported that:

- The council had been copied into an email regarding the archive of village material held by individual residents and how this might be stored in the future. The council had previously suggested that the material could be lodged with the County Record Office but this had not been progressed by the History Group. Councillor Sharples agreed to approach the Church Warden to see if there was space in the Church for the material to be stored.
- She had asked the council’s contractor to dispose of some fallen branches on the Jinny Trail and a Lidl trolley that had appeared on the Craythorne car park.
- There is a deadline of 14 January for the council’s Rollestonian insert, she added that this will include details of the Rollestonian of the Year Award and asked if the council wanted to cease having nomination boxes at Starbucks and Rolleston Club as these were not used last time. **Agreed** that nomination boxes cease to be used and that all nominations should be made through the form on the council’s website and by email or letter to the Clerk.

### 130. Financial Matters

#### 130.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Rolleston Station Heritage Group	Cattle Dock: Refund (plants quantity reduced after the order had been placed)	BACS	169.00	0.00
P Gould	Mowing contract £1,354.58 Clear leaves from Dodslow Avenue island and surrounding road £50.00	BACS	1,404.58	0.00
Clerk	Salary and expenses	BACS	1,883.12	0.58
HMRC	NI/PAYE 3 <sup>rd</sup> qtr 2024/25	BACS	1,567.19	0.00
The Croft Christmas Trees	Village Christmas tree	BACS	165.00	0.00
IONOS Cloud Ltd	Hosting PC website	DD	8.40	1.40
J Deacon	Environmental contract £1,376.10 Craythorne barrier lock/unlock £216.00 Station Road: Sand bunkers base and relocate 1 no. sand bin £912.00 Jinny Trail: Tree works £42.00	BACS	2,546.10	424.35
O2	Council mobile	DD	21.80	3.63
		<b>Total</b>	<b>7,765.19</b>	<b>429.96</b>

**Resolved** That the above payments be approved.

130.2 **Bank reconciliation at 30 November 2024**

		Current Account £	Deposit Account £	Total £
01 April 2024	Bank Statement	17,846.45	83,735.29	101,581.74
Movement in funds to date	<b>PLUS</b> Income	127,204.79	8,675.15	135,879.94
	<b>LESS</b> Expenditure	90,223.14	18,717.15	108,940.29
30 November 2024	Bank Statement	<b>54,828.10</b>	<b>73,693.29</b>	<b>128,521.39</b>

**Resolved** That the above was a true record.

130.3 **Earmarked Reserves**

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

	Opening funds 01/04/2024 £	Movement in funds to date £	Available funds 30/11/2024 £
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	(6,765.00)	1,235.00
<b>Total</b>	<b>50,828.24</b>	<b>(19,217.15)</b>	<b>31,611.09</b>

130.4 **Inter-account transfer**

The council noted that the sum of £18,717.15 had been transferred on 22 November 2024 from the council's Business Bank Instant Account to the council's Treasurer's Account (movement of Earmarked Reserves expended to date).

131. **Receipts and payments to 30 November 2024**

**Resolved** That the report be noted; the council provisionally agreed to consider a 5% increase on the precept subject to the 2025/26 budget being agreed at the January 2025 meeting.

132. **Agreed projects 2024/25**

**Resolved** That replacement of the Tafflands zip wire be added to the list.

133. **Risk Assessment (Updated)**

**Resolved** That the updated Risk Assessment be adopted.

134. **Dignity at Work Policy (Updated)**

**Resolved** That the updated Policy be adopted.

135. **Flooding**

The latest EA update was noted.

It was reported that the MP had provided the EA's letter in response to his request for an update on flood mitigation works in the village. The EA's letter concludes saying:

*Our current focus is on completing the first stage business case that will identify all the options for managing flood risk and then recommend which ones could be affordable and deliverable. Those options will then progress to the next business case stage which will identify a preferred option. If, as we suspect, Property Flood Resilience (PFR) is shown to be*



*the most likely option, this will likely take about 18 months to commence. Each property will have to be assessed for suitability and the homeowner will have to agree to the works being undertaken. We have agreed to extend the offer to any householder who missed the scheme promoted by Staffordshire County Council a few years ago.*

Councillor Stewart agreed to write to the MP to advise him that residents have been through PFR before.

Councillor Badcock asked the council if it would be willing to offer the £2000 flooding budget to a group of Brookside residents to enable them to work with the EA on a flood mitigation project. Councillors referred to the public meeting where a similar suggestion had been made and no-one came forward to take this forward. It was also stated that the budget is for purchasing sands bags, flood signs, etc.

**136. Platinum Jubilee Orchard: Proposed Friends Group**

Councillor Storer said that he would like to see a Friends group established from residents of Meadow View and Meadow Fields. There was significant discussion on whether this should be a formal group with a Chair, Treasurer, Secretary and a bank account but it was felt to be too early to try to go down this route. Councillor Storer said he was wanting people to come forward to take an interest in the Orchard and help look after it; he was also keen to see villagers, especially young people, taking advantage of the fruit in years to come.

**Agreed** That a letter be compiled to be distributed to residents, Dove WI and the Civic Trust asking if they would like to make a donation towards purchasing more fruit trees, stakes and tree guards for the Orchard with a view to these being planted in the Spring.

**137. Village Directory 2025**

Councillors were requested to send amendments for the next issue to be sent to Councillor Stewart as soon as possible (see also Minute No. 129.4, 3<sup>rd</sup> bullet point).

**138. Correspondence**

**138.1 Comms Log**

The Comms Log had been regularly circulated to all councillors.

**138.2 Mature Road Users Safety Resource**

The council received information advising that Staffordshire County Council were seeking to deliver a project on road safety for mature residents. They were looking to make contact with councils who want to get involved or could provide SCC with details of local groups that regularly meet and cater for elderly residents.

**Resolved** That the information be received without comment.

**138.3 Friends of John of Rolleston Primary School (FoJoRPS): Noticeboard (Minute No. 62.4 refers)**

FoJoRPS had approached the council asking for an extension to the permission to display the temporary banner on the Elizabeth Avenue playing field; they also asked if the council would consider relocating its noticeboard from the front of the school to close to the gate at the rear of the school.

**Resolved That:**

- Permission be given for the temporary banner to be displayed until Easter 2025.

- The council's contractor be asked to quote to replace the glass in the noticeboard doors with clear polycarbonate; remove the noticeboard from its current location and make the ground good, install the noticeboard close to the gate at the rear of the school.

**138.4 Flooding signs request**

A Marston Lane resident had asked if there were any flooding signs that can be put out to prevent vehicles being driven down the lane during flooding incidents.

**Agreed** That before considering whether to provide the signs, the council asked that the resident confirm who would put the signs out and who would store them. The resident should also be made aware that residents cannot legally close the road.

**139. 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.

**140. Website and email migration**

Councillors considered a report detailing quotations for a new website and email migration.

**Agreed** That further points be put to the council's preferred supplier and that a final decision be made at the January 2025 meeting.

**141. Quotations**

**141.1 Elizabeth Avenue: Removal of all skateboard equipment**

**Resolved** That John Deacon's quotation in the sum of £500 plus VAT be accepted to remove all metal work, make the tarmac area safe and dig a test hole to determine the depth of tarmac and sub-base to enable a more accurate quotation to be given to remove materials and top soil area.

**141.2 Brookside**

**Resolved** That John Deacon's quotation in the sum of £100 plus VAT be accepted to remove one bush, remove all dead tree and bush roots, level ground from footbridge to end of wall by tree, re-seed in the Spring.

**141.3 Craythorne car park**

Quotation deferred pending response from Amey asking if they will supply and plant Hawthorn whips to close gaps in the hedge created when the car park was used as a temporary compound during highway works in the village.

**142. Sport England funds: Proposed MUGA**

Following a robust discussion on Sport England's objection to the Pre-App submitted by the planning consultant on behalf of the council it was **Agreed that:**

- Councillor Stewart was authorised to liaise with the planning consultant and ESBC's planning team to ascertain if there is any chance that a planning application would succeed.
- The outcome from the discussions with the planning consultant and ESBC planning team be considered in open session at the next meeting of the council together with full costs to enable a decision to be made on the next step(s) to be taken by the council.

**143. Footpath 14 (Minute No. 119.6 refers)**

The council considered correspondence from the landowner indicating that they believed that the council had taken over the role of maintaining the footpath and that agreed works had yet to be completed.

**Resolved** That Councillor Stewart be authorised to respond to the landowner confirming that the council has never agreed to take over maintaining the footpath and that the works had been completed with the landowner’s permission.

The meeting closed at 9.05pm

Signed .....

Date .....

DRAFT

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

Nominal Code	Description	Actual to 31/03/2024 £	2024/25 Budget £	2024/25 Projected YE £	Actual to 31/12/2024 £	Option A		Option B	
						Draft budget 2025/26 £		Draft budget 2025/26 £	
<b>100</b>	<b>Income</b>								
1076	Precept	90,331	93,041	93,041	93,041	97,693	Assumes +5% on previous Precept (£65.35 Band D)	99,212	Assumes +5% on revised Council Tax Base (£66.36 Band D)
1090	Interest Received	975	750	920	748	600		600	
1100	Grants & Donations Received	17,160	-	2,928	2,928	1,000	Bellway contributon to Station Road bus shelter	1,000	Bellway contributon to Station Road bus shelter
1110	Council Tax Support Grant	1,665	1,665	1,665	1,665	1,665		1,665	
1200	Garden rents	125	125	125	125	125		125	
1220	Allotment rents	20	20	20	20	20		20	
1250	Football pitch fees	420	50	210	220	50		50	
1270	SCC: Annual grass cutting	4,465	3,848	5,875	5,875	5,234	TBC	5,234	TBC
1280	Insurance claim settlement	1,154	-	940	940	-		-	
1999	Other income	2,522	-	3,776	3,776	-		-	
	<b>Income</b>	<b>118,836</b>	<b>99,499</b>	<b>109,500</b>	<b>109,338</b>	<b>106,387</b>		<b>107,906</b>	
<b>200</b>	<b>Administration</b>								
4000	Staff salary	19,656	20,000	20,500	15,393	21,300		21,300	
4020	Employer's National Insurance	1,457	1,500	1,500	1,183	2,445		2,445	
4030	Payroll Services	95	125	95	-	100		100	
4050	Use of Home as Office	178	178	178	134	178		178	
4100	Insurance	1,206	1,300	1,632	1,632	1,632		1,632	
4110	Audit Fees	584	600	810	810	810		810	
4115	Bank charges	-	-	13	-	55	Charges effective from January 2025	55	Charges effective from January 2025
4120	Photocopier: Rental/Maint.	378	378	378	284	378		378	
4121	Photocopier: Copy charges	320	400	500	328	500		500	
4125	Stationery	270	275	275	256	270		270	
4127	Village Directory	187	200	200	-	200		200	
4130	Postage	416	500	682	682	600		600	
4140	Council mobile	208	237	237	164	260		260	
4150	Subscriptions	637	650	884	884	900		900	
4160	Training	93	500	200	135	500		500	
4180	Room hire	220	240	240	-	240		240	
4190	Mileage expenses	213	200	235	208	220		220	
4195	Parking fees	3	10	8	8	12		12	
4200	Play areas	1,640	6,000	6,000	2,281	5,225		5,225	
4205	Craythorne barrier: Lock/unlock	1,830	2,196	2,135	1,595	2,190		2,190	
4210	RPC website	134	181	181	63	635		635	
4211	Village website	57	60	60	37	60		60	
4220	IT / Software	352	400	382	382	400		400	
4230	S137 Expenditure	800	100	100	100	100		100	
4240	Mowing contract	16,236	16,255	16,255	12,191	16,255		16,255	
4250	Bin emptying	4,591	4,999	4,999	3,749	5,250		5,250	
4260	Trees	2,416	4,000	5,000	4,155	4,000		4,000	
4265	Plants for planters	844	900	1,029	1,029	1,120		1,120	
4270	Environmental contract	12,090	13,761	13,761	10,174	13,761		13,761	
4275	General R&M and Out of Scope works	5,053	5,562	5,562	2,326	5,500		5,500	
4280	Bus shelter	15,982	-	-	-	2,000		2,000	
4285	Flooding	-	2,000	2,000	760	2,000		2,000	
4300	Projects	4,738	5,000	5,000	2,666	5,000		5,000	
4310	Professional fees	-	5,000	5,000	1,556	5,000		5,000	
4320	Capital expenditure	-	800	-	-	800		800	
4330	Other administration	1,340	2,000	1,500	1,187	2,000		2,000	
4999	Contingency	3,626	5,000	5,000	3,041	5,000		5,000	
	<b>Total Expenditure</b>	<b>97,847</b>	<b>101,507</b>	<b>102,531</b>	<b>69,393</b>	<b>106,896</b>		<b>106,896</b>	
	<b>Total Income</b>	<b>1,154</b>	<b>99,499</b>	<b>109,500</b>	<b>109,338</b>	<b>106,387</b>		<b>107,906</b>	
	<b>Net Income/Expenditure</b>	<b>96,693</b>	<b>- 2,008</b>	<b>6,969</b>	<b>39,945</b>	<b>- 509</b>		<b>1,010</b>	

**Earmarked Reserves (EMRs)**

Nom. Code	Description	Opening funds 01/04/2024 £	Funds as at 31/12/2024 £
320	Environmental improvements	8,931.41	7,306.41
322	Brook Hollows (Donor funds)	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
	<b>TOTAL</b>	<b>50,828.24</b>	<b>32,111.09</b>

**Funds statement as at 31 December 2024**

Total funds held in bank accounts	£ 121,243.55
LESS Earmarked Reserves	-£ 32,111.09
LESS Remaining expenditure to YE	-£ 33,138.00
Estimated General Reserves at YE	£ 55,994.46

Ref	Project - Brief description	Project Status	Remaining or Next Actions and Funding/Resource required	Completed Actions
9	Repaint and repair white railings and posts on Burnside, Brookside and leading to The Lawns.	In Progress	Section outside Almshouses required doing before installation of new planters. Start to arrange working parties to do this in sections - need risk assessment and high vis jackets plus advice on best paint to use.	Rolleston Transport Festival kindly donated money for the paint, brushes and scrapers to assist with this project. PC agreed to fund and install 3 more planters to complete the section outside the Almshouses (to be put in pace when painting works completed).
21	Replace / repair aging wooden steps and handrails on both sides of the Jinny Trail.	In Progress	Final confirmation received from SCC, monies paid into bank account and PO raised with JDeacon. Need to agree when and publicity regarding closure of right hand side steps for works when needed. Works have to be completed by March 20th 2025.	PC submitted grant application to SCC fund (supported by Cllr White and Cllr Hudson) which would pay 50% of the quotation sourced from JDeacon for works required. Approved by both councillors - awaiting final confirmation from SCC. These are now falling into worse disrepair as the edge pieces of the steps are now rotting - really needs a full assessment and consideration of these. Ongoing immediate works have been done to replace various treads, supports and rails as required. PC meeting April 24 agreed to obtain quotation from JDeacon to look at both sets of steps for report (emergency repair to steps are expensive and are going to continue to happen given the age of these).
19	S106 Sport England monies (grant condition to build changing rooms at Craythorne Field) progression of variation to install MUGA sought.	In Progress	Mtg Dec 24 agreed to collate final costings, discuss with planning consultant if any possibility of application succeeding if we are not able to meet SE conditions and take to Jan 25 mtg for a vote on next (if any steps).	Planning consultant submitted pre app to Sport England who rejected it on a number of condition and points some of which seem unrelated to Rolleston requirements. They also require the MUGA moving which will incur another BNG report to be written and maybe the shipping containers moving. This response was sent by the planning consultant to ESBC planning department for their consultation and advice. They are discussing with Head of delivery and Legal and we await their response. The approved initial budget for planning etc has now been spent so further monies will be required to continue to progress to planning application, revised BNG report, etc. Planning consultant has written initial draft response to ESBC however there are issues regarding the acceptable location that SE and ESBC wish it to be located in and where it might serve better the RFC users. BNG report assessment has been done and the report is in progress of being drafted so any changes to this will cost a significant amount of money as it would need to be reassessed regardless of whether the MUGA moves 2 or 20 feet In addition potential users have said that as it will not have floodlighting it will not assist in winter months for after school use as it is will be too dark - however the funding does not cover the amount of money required to install this. Consultants have been contacted and provided with relevant contacts details for ESBC, RFC, schools etc and background history information. ESBC have been updated via email of our progress in actioning this. PC meeting March 24 approved quotes for planning consultants/architects to write statement/application Proposal agreed with ESBC who were fully supportive of the request for variation of condition to be used for a MUGA/suitable accessible paths.
25	New bus shelter and additional hard standing requested for stop opposite Forest School Street location - very busy bus stop for users going to town and 6 <sup>th</sup> formers to College.	In Progress	RPC agreed SCC to install extended hard standing and a polycarbonate shelter (brick built one is too expensive to progress). Update from SCC on project timelines advised that no capital funds left for this financial year so it is referred to the next financial year.	SCC contacted who agreed that this could be located there - the question is who will pay for it . They have given quotes and asked if RPC could pay some or all of it. RPC agreed to fund £1000 to match the donation kindly given by Bellway of £1000.
24	Complete review of Elizabeth Avenue Play are equipment to be conducted	In Progress	PC meeting Nov 24 agreed to source quotation to remove the hard surface and the skate ramp, grind rails etc - reasons are due to aging deteriorating condition of equipment, not used for intended purpose, risk levels and what repairs/maintenance would cost deemed to be not worth doing. The smaller children's play area needs a revamp - surfacing, new equipment and removal of some older items - responses back on survey have been considered.	PC meeting April 24 agreed to set up a working party group to review the play areas , current equipment and what might be relace/removed etc to bring proposals back to PC. Contact to be made with JoR school and parents/ school views sought.
26	Replacement of zip wire at Tafflands adventure playground.	Open	Revisit original quotations sourced for this to establish new costings and requirements.	
1	Tafflands Woodland and paths - Maintenance and management of trees and paths, planting of native flora e.g. Bluebells, installation of bird boxes.	Open	PC meeting April 24 agreed to walk Tafflands with tree surgeons for quotation purposes to then consider to remove any dead, dying or diseased trees and branches - it has been circa 4 years since this was done last time - meeting TBA with contractors. Consider further stoning of various paths and putting in some drains under paths as suggested by contractor to help with flooding.	Various dead and damaged trees have been removed by JDeacon as required during the year - this is always ongoing due to number and planting density of trees.
23	Provision of additional bench seating at Meadow View play area inside the play area if possible.	Open	PC meeting April 24 agreed to consider possibility of additional seating if possible within the play area near the toddler equipment.	PC meeting April 24 considered possibility of additional seating if possible within the play are near the toddler equipment and deferred for the immediate time being until all other drainage works completed.
16	Provide stoned paths from end of tarmac path from Forest School Street play area to Meadow View play area for ease of access and from Meadow View pavement	Open	Consider extending the stone from the end of the current path as a wider apron rather than doing a whole path now drains have been installed.	Dain installation by JDeacon completed (Part of remaining S106 funds used) (see project 3).
11	Aging bus shelter on Knowles Hill.	On Hold	Consideration to be given then to whether to try to replace if there is a need for it - NB the PC is not under any legal obligation to replace it. No need identified so far (see project 25 bus shelter which was requested after an article in The Rollestonian.)	PC Meeting April 24 agreed to ask JDeacon for a quote to demolish it given the state of disrepair. Roof felt is completely falling off now and it is in a very sorry state. PC Nov 23 meeting agreed that it will be reviewed fully in March 2024 to discuss whether to demolish completely for now PC agreed for JDeacon to inspect periodically and monitor.
7	Clean Brook and banks on Burnside and deal with Willows - plant succession trees for ageing Willow trees??	On Hold	Further work needed on the banks to clear debris, Ivy and saplings - PC meeting April 24 agreed to review this further and identify what is required.	Owners of Spread Eagle chased again about planning application to pollard the large Willow by the Spread Eagle bridge and the other very tall trees on their banks.

**Rolleston on Dove Parish Council  
13 January 2025**

**Agenda item no. 13  
Sexual harassment training for Councillors and staff  
(Minute No. 134 refers)**

Councillors will recall that the council approved and adopted the revised Dignity at Work, Bullying and Harassment Policy at the December meeting. The revision had been necessary as a new positive duty for Councils (Employers) to prevent Sexual Harassment in the workplace came into effect in October 2024. The Clerk has completed training since the previous meeting which confirmed that:

- **The council must publicise its Dignity at Work, etc policy**  
This action has been completed as the policy was uploaded to the council's website following adoption.
- **All Councillors and staff should be given a copy of the policy and they must confirm in writing that they have read the policy and will comply with it**  
Copies of the policy and the confirmation slip will be sent to all Councillors with the January agenda pack. The Clerk has a copy of the policy and has signed the confirmation slip as required.
- **All Councillors and staff should undergo training on an annual basis, confirmation that the training has been completed must be documented**  
The trainer will provide the SPCA with provide a short (20 minutes) video which all Councillors and staff will be asked to view and confirm that they have done so. The video will be sent via email as soon as this has been received from the SPCA. The Clerk will maintain a record for each Councillor and herself confirming that the training has been completed, to be updated on an annual basis.



Dear potential partner,

As you may know, 2025 will mark the 200<sup>th</sup> anniversary of the birth of modern railway, and we would like to invite all councils to join in the national celebration of this significant milestone. Railway 200 will be a year-long, national and international commemoration celebrating the profound impact of the railways on our nation's heritage, economy and future.

We are taking a partnership led approach, encouraging local activity and events to create a year-long campaign all under the umbrella of Railway 200. These will be supported by several nationally led initiatives including marketing and communications, website and social media, tool kits, commemorative partnerships, products and a national charity partnership with associated fundraising activities.

Our centre piece will be an exhibition train that will criss-cross England, Scotland and Wales, visiting mainline stations, heritage railways and freight depots during much of 2025-2026. The itinerary is being finalised and is expected to be confirmed early next year.

As you and your Council representatives will know, the railway has played a major role in creating towns, cities and coastal resorts across the UK, and there is a rich heritage to celebrate as well as looking forwards to delivering a better, more sustainable future.

This is a once-in-a-generation opportunity to make history and we would be delighted if your local authority members would consider participating. This could include:

- Organising your own activities and events in support of Railway 200
- Following Railway 200 on social media and sharing its posts
- Sharing your or your organisation's own stories as part of Railway 200
- Applying the Railway 200 logo to your organisation's intranet, extranet and other materials
- Spreading the word in your local community
- Engaging with local museums to see if they can run an exhibition in 2025
- Organising a local Railway 200-inspired art exhibition
- Volunteering at a heritage railway.

We are keen that our partners help to mark this significant occasion across communities in the UK. No event is too small or too big; all contributions are valuable in making Railway 200 a success. Please visit our interactive map to see what's already been planned - <https://railway200.co.uk/search-for-activities-and-events/>.

The Railway 200 logo is freely available to download for non-commercial purposes as part of a new toolkit, packed with useful materials, to support partners.

Follow us on social media (#Railway200) to stay updated on the latest news and developments for the Railway 200 or register on our website for a monthly newsletter.

Thank you for considering this opportunity, and we look forward to the possibility of working with you and your councils to make Railway 200 a truly memorable celebration for communities across the UK.

**Contact for further information:**

Christy Argyroudi ([christy.argyroudi@gbrtt.co.uk](mailto:christy.argyroudi@gbrtt.co.uk)) [www.railway200.co.uk](http://www.railway200.co.uk)