

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road on
Monday 13 January 2025 commencing at 7pm**

Present

Councillor Stewart (in the Chair)

Councillors Appleby, Houston, E McManus, S McManus, Peirce, Robson and Sanderson

In attendance

ESBC Councillors Lock and Smedley

Two members of the public

Lydia Press, Youth Representative

Mary Danby, Clerk

Public Forum

A member of the public asked if a concave mirror could be installed in the interests of pedestrian safety as you exit Brookside at the sharp, blind bend at the junction of Church Road/Station Road opposite the Spread Eagle. Councillors explained that Staffordshire Highways will not permit the installation of a mirror, and explained a similar request that had been made for the Fiddlers Lane exit onto Church Road had been rejected.

144. Apologies for absence

Millie Marsden, Youth Representative and Councillors Badcock, Sharples and Storer.

145. Declarations of Interest and Dispensations

None declared.

146. Planning matters

146.1 Planning applications

Application No.	Location	Proposal	Comment
P/2024/01268	Firs Bungalow Burton Road Tutbury	Raising of ridge height to form first floor accommodation with dormers to the front and side elevations, two storey side extensions, front extension and installation of cladding	No objection
P/2024/01285	Brookfield House Brookside	Fell to ground level one Oak tree (T1) and one Sycamore tree (T2)	No objection
P/2024/01286	19 Brookside	Re-reduce to historic reduction points, approx 1.5m or nearest suitable growth points one Beech tree (T1)	No objection
P/2025/00007	24 Station Road	Fell to ground one Hinoki Cypress tree	No objection Councillors also commented that they appreciate the applicant's commitment to plant three replacement trees and they look forward to these being planted.

147. Minutes

Resolved That the Minutes of the meeting held on 09 December 2024 be approved and signed as a true record.

148. Matters arising

Public Forum – Travellers site, Craythorne Road

Councillor Stewart reported that she had been provided with an email address should the council wish to open dialogue with the Travellers.

ESBC Councillor Smedley said that she had contacted ESBC's Planning Manager but no update was available on the queries she had previously put on behalf of the Parish Council.

Minute No. 128 re Minute No. 92.7, 3rd bullet point

Councillor Stewart advised that it will be necessary to close the steps on the Jinny Trail when one part of the work is done and pre-publicity posters will be displayed advising the closure dates.

Minute No. 128 Minute No. 110.8

Councillor Badcock had checked the Severn Trent Community Fund application information and had advised that it was unlikely that the council would be able to meet the criteria, an application would therefore not be made on this occasion.

Minute No. 128 re Minute No. 113

Councillor Stewart reported that she had contacted the MP but it was unlikely that a Public Meeting would take place until the EA business case has been completed.

The Clerk was requested to contact Richard Rayson asking that he liaise with residents of Station Road to advise them on closing the road to vehicles during flooding incidents, as he had undertaken to do during the Public Meeting held in May 2024.

Councillors reported that the drains were full of leaves in School Lane and Station Road and needed to be jetted again. **Agreed** that this be reported to the County Council for action.

Councillors asked that a request be made to ESBC for the road sweeper to visit the village to clear the debris arising from the recent flooding.

Minute No. 129.2, 1st bullet point

Councillor Stewart referred to several emails that had been sent to ESBC regarding the misleading PSPO signage on Tafflands. ESBC Smedley asked that the emails be forwarded to her and she agreed to speak to the Officers and report back to the next meeting.

Minute No. 129.2 2nd bullet point

Councillor Stewart referred to an ESBC email following up on the Climate Change forum asking if the council was interested in joining the Parish Council Climate Change Working Party to further the discussions and pool resources, etc. **Agreed** that this could be of interest and Councillor Stewart was authorised to complete the expression of interest form.

Minute No. 136 – Platinum Jubilee Orchard

Councillor Storer had provided a report confirming that he had cleared up most of the debris of old branches, roots, bricks and rocks from the proposed expansion area of the Platinum Jubilee Orchard. There are several old Hawthorn stumps still to remove and some basic levelling of the ground to do. He asked that the council's Contractor do this work so that the site is ready for planting in the Spring. **Agreed** that Councillor Stewart would speak with the Contractor and request that he submit a quotation for consideration at the next meeting.

Councillor Storer confirmed that the letters explaining the expansion of the Orchard and requesting donations had been distributed over the festive break and that one donation cheque had been received already. The Clerk confirmed that a further two donations had been paid direct into the council's bank account.

149. Councillors' reports

- 149.1 ESBC Councillor Smedley said that the deadline for applications to the Councillor Community Fund was 31 January 2025. She said that there was currently £4000 available for distribution and she asked that the council encourage local groups to apply for funding. **Agreed** that information be relayed to Friends of JoRPS (see also Minute No. 160.1), Rolleston Scouts and Friends of Brook Hollows.
- 149.2 Councillor Houston referred to the picnic tables and benches at Tafflands which are rarely used and he asked if these could be relocated towards the play area and the original location re-wilded. **Agreed** that the Contractor be asked to quote for this work.
- 149.3 Councillor Sanderson reported that the hedge on Station Road had been cut. He also reported that the grass verge outside the Co-op had been damaged by vehicles driving over it during the heavy rainfall.
- 149.4 Councillor Appleby reported that a grit bin was required outside the JoRPS Junior site. **Agreed** that the School be advised that they approach the County Council to request the installation of a grit bin in the interests of pedestrian safety during icy conditions.
- 149.5 Councillor Stewart presented reports from Councillors Badcock and Sharples in their absence:

Councillor Badcock reported that he was currently applying to the Fisheries Improvement Fund for funding for two fishing platforms in Brook Hollows. He had submitted a Flood Risk Exemption support and was awaiting confirmation of ESBC support, but Jody Hughes the EA's fishing officer was very supportive and keen. The closing date is the end of February but considering the above there are not a lot of days left and he intends to submit by 24 February.

There is a small but keen fishing group in the village (about a dozen at present). Brook Hollows is one of only two sites in East Staffordshire (the other is a short stretch of the Trent on Stapenhill gardens) where anyone with a rod licence can fish. All the other waters are private to Angling clubs. The more people on the site using it for "proper" purposes the less vandalism and problems we will have. Since the dredging the fish levels had improved and, if required, can be restocked, at little, or no charge. He was still awaiting one quotation but the cost should be no more than £2000. Would the council make a nominal donation of say £100 towards the cost? This would show the PC's support. He was aware that Brook Hollows is ESBC land but they are now spending appreciable money on the site (after many years) and it is an area at the centre of the village much loved, appreciated and used by many residents. Alternatively, an email supporting the application would be a second best response.

Agreed That the council make a £100 donation subject to the use of the fishing platforms being widened to include pond dipping, etc.

Councillor Sharples reported that discussions regarding local historical archiving were progressing.

150. Financial Matters

150.1 Schedule of payments

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 th 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
C Stewart	Reimbursement: Spread Eagle Island gate key	BACS	10.00	1.67
Ricoh UK Ltd	Copier: Qtrly rental £113.41 Qtrly copy charges £49.73	BACS	163.14	27.19
Contract Sign Systems	Replacement gateway sign (Craythorne Road sign irreparably damaged by graffiti)	Debit Card (pd 08/01/25)	127.50	21.25
Q&A Planning Ltd	Fee: Ongoing liaison and discussions re proposed MUGA	BACS	240.00	40.00
Parish Online	Website service	BACS	426.00	71.00
			10,851.26	1,339.44

Resolved That the above payments be approved.

150.2 Bank reconciliation at 31 December 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	PLUS Income	127,204.79	8,675.15	135,879.94
	LESS Expenditure	90,223.14	18,717.15	108,940.29
30 November 2024	Bank Statement	54,828.10	73,693.29	128,521.39

Resolved That the above was a true record.

150.3 Earmarked Reserves

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

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

151. Receipts and payments to 31 December 2024 and Draft 2025/26 Budget

Resolved That:

- The receipts and payments to 31 December 2024 report be noted.
- The draft 2025/26 budget and a 5% increase precept based on the Council Tax Base be agreed.

152. 2025/26 Precept declaration

Resolved That a Precept of £99,212 be declared on ESBC (this equates to an increase of 26p a month (Band D home owners) from £63.20 to £66.36 per year).

153. Agreed projects 2024/25

Resolved That the revised projects list be noted.

154. Flooding

Councillors referred to the heavy rainfall on 06 January, adding that it was understood that no properties had been flooded on this occasion.

155. Sport England funds: Proposed MUGA

Councillors received a report which summarised the council's actions to date in liaising with Sport England via the planning consultant. The council was also advised that two quotations had been received to install a MUGA but these had not been prepared on a like for like basis and could not be considered at this time.

Councillors discussed at length Sport England's current intransigent position regarding the proposed MUGA, i.e. pitch provision, proposed location, lack of floodlighting, etc. There would also be a need for secure storage on the site for nets, etc giving rise to concerns regarding access by users and security issues.

Concerns were raised regarding the cost of providing an electrical supply to the site; management and security of the facility; the potential for vandalism and anti-social behaviour; the detrimental impact of floodlighting on Meadow View residents, ongoing cost to the council to maintain the facility, etc.

Councillors were also concerned that the security of the site would be compromised if the car park had to be closed later in the winter months.

At this point, Councillors unanimously agreed that floodlighting would not be incorporated and that there would be no extension to the car park hours.

Following further robust discussion it was unanimously **resolved** that, for the reasons stated above, the council abandons its interest in providing a MUGA on the Craythorne Road playing field site and the project will therefore not proceed any further.

Councillor Stewart agreed to speak with ESBC Officers to advise them of the council's decision and to ascertain if there would be any merit in the council writing to Sport England expressing disappointment at the intransigence of its Officer in working with the council.

156. Sexual Harassment training (Minute No. 134 refers)

Resolved That the report be noted and that all Councillors and the Clerk will undertake training, as required under the council's Dignity at Work, Bullying and Harassment Policy.

157. Website and email migration (Minute No. 140 refers)

Councillor S McManus reported that the new website had gone live and new email addresses had been provided to all Councillors and the Clerk. He asked that everyone log into their new accounts as soon as possible and that all council-related communication be conducted from those addresses going forward. The Clerk said that she would start all Councillors from Friday 17 January.

Councillor S McManus confirmed that the Clerk was Admin for emails; he was currently Admin for the website but others, i.e. Councillors Stewart and Peirce and the Clerk, would be added in the near future.

It was **agreed** that a five year policy be implemented for council information on the new website, i.e. minutes, agendas, etc in line with the requirement for five years financial information to be publicly available. It was further **agreed** that a re-direct be put on the old website to the new site.

158. Correspondence

158.1 Comms Log

The Comms Log had been regularly circulated to all councillors.

158.2 Best Kept Village and Community Competition (BKVC)

The council received information advising that The Community Council for Staffordshire & Shropshire run the BKVC and entries open online on 01 March 2025. Councillors had been asked to visit the website prior to the meeting to enable a decision to be taken on whether an entry would be made into the 2025 competition.

Resolved That the council does not wish to enter the BKVC competition.

158.3 Railway 200 – National Event 2025

Councillors received information regarding the above and they were advised that the Station Heritage Group would not be able to put on an event.

Agreed that the information be sent to RoDSEC and the Transport Festival Committee, copied to the Station Heritage Group.

158.4 John of Rolleston Primary School: Infant site

A resident had contacted the council expressing concern that the Trust were consulting on a decision to be made regarding class numbers and that each school year may be reduced to one class rather than two. The resident was concerned that in the future this would see all pupils accommodated on the current junior site and queried what would happen to the site if it were to be left empty.

Agreed That the above be noted without comment at this time.

158.5 Concerns about removal of permissive footpaths along River Dove

A member of the public had contact the council expressing concerns regarding the removal of permissive footpaths along the River Dove.

Agreed That the council is aware that the land is in private ownership and that the correspondent be advised that there is a legal route which could be instigated if they wished to pursue an application to claim the footpath as an official Public Footpath but this was not something the council was willing to do.

158.6 Internal Auditor: Confirmation of independence

The Internal Auditor had written thanking the council for appointing them as its Internal Auditor for the current financial year. They confirmed that they are an independent company with no links, familial or otherwise, to the council. They recommended that the council minutes receipt of the letter and its contents.

Resolved That the Internal Auditor's letter and its contents be noted.

158.7 Mature Trees on Knowles Hill

A member of the public had contacted the council expressing concern that nearly all the trees on Knowles Hill are heavily infested with Ivy (particularly evident in Winter) and questioned whether their lifespan will be reduced as a result. The resident said that they understand that management by the ESBC in Brook Hollows is one of Ivy removal at trunk level to avoid existing mature specimens being overgrown with this invasive plant, adding that a similar policy could be adopted along Knowles Hill and other areas within the Village where Ivy tree infestation is identified to avoid similar risks to the life expectancy of mature trees.

Agreed That the resident be advised to contact Staffordshire County Council as they are responsible for the trees on Knowles Hill.

159. 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.

160. Quotations

160.1 Relocation of noticeboard from JoRPS to the rear gate on the Elizabeth Avenue playing field (Minute No. 138.3 refers) (See also Minute No. 149.1)

Two quotations had been received regarding the above, one for the removal/relocation of the noticeboard and the other for replacement posts as the existing posts will be damaged during the removal works. The combined total for this work = £508.25 plus VAT.

Agreed That:

- (a) The Friends of JORPS be requested to apply for funding from ESBC's Councillor Community Fund for the project.
- (b) A decision on the quotations be deferred until the outcome of (a) is known.

The meeting closed at 8.40pm

Signed

Date