



Rolleston on Dove Parish Council

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Our Ref: MD

10 January 2025

To: All Members of the Parish Council

Dear Councillor

Please find below the Supplementary Agenda for consideration at Monday evening's meeting.

Yours sincerely

MDanby

Mary Danby
Clerk

SUPPLEMENTARY AGENDA

3. Planning matters

3.1 Planning applications

Application No.	Location	Proposal
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 extension, front extension and installation of cladding

7. Financial matters

7.1 Schedule of payments: Updated

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
			10,425.26	1,268.44

12. Sport England Funds: Proposed MUGA (Enclosure 4 – marked as “to follow” on the main agenda)

15. Correspondence

15.6 Internal Auditor: Confirmation of independence

Kim Squires Internal Audit Services have written thanking the council for appointing them as its Internal Auditor for the current financial year. They confirm that they are an independent company with no links, familial or otherwise, to the council. They recommend that the council minutes receipt of the letter and its contents.

15.7 Mature Trees on Knowles Hill

The following email was received from a resident on 06 January:

It is with concern that nearly all the trees along Knowles Hill are heavily infested with Ivy (particularly evident in Winter) and questions whether their lifespan will be reduced as a result.

I appreciate there are different views on the above matter but generally it has been recorded in heavy winds that the density and mass of the Ivy has caused trees to fall due to the additional weight on branches etc.

The policy of tree management by the ESBC in Brook Hollows is I understand one of Ivy removal at trunk level to avoid existing mature specimens being overgrown with this invasive plant.

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.

Land ownership in undertaking the above measures may not always be possible but implementing these measures on Council/Public land would set a good example for future tree management policy.

Many thanks for your consideration in the matter.

Rolleston on Dove Parish Council

13 January 2025

Agenda item no. 12

Sport England funds: Proposed MUGA

(Minute No. 142 refers)

Following a robust discussion on Sport England's objection to the pre-app submitted by the planning consultant on behalf of the Parish Council (PC) at the December 2024 PC meeting 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.

1. Summary update after lengthy discussions with planning consultant

It is still potentially possible to achieve a MUGA if the finances are not exceeded (within the grant and PC budget). The PC should consider the following actions below before moving to a vote of yes/no to ensure all options have been considered. The view is that on balance ESBC would not support it going forward as is with no changes to location and would defer to the Sport England objections (pitch provision, lack of flood lighting provision, etc).

2. Proposed approach

Collate all information/costs to include in an email with a draft theoretical planning pre-app outlining the reasoning for a revised location that would be sent to ESBC to review.

Outline costs to include:

- Planning fees
- MUGA revised costs
- Temporary and permanent floodlighting
- New BNG report
- New architect plans
- What % of PC budget has been spent on this to date
- What the PC will have to spend if it goes ahead with a planning application
- Ongoing yearly maintenance for a MUGA

Reasoning for this approach and proposal in the draft pre-app will state that:

- Location to be moved near the entrance into the car park (original plan) moving it there slightly impacts pitches / flexibility - less than the current proposed location
- Keeps it in line of sight from the car park entrance providing greater visibility / more security
- It would avoid moving the containers which would then have to go onto the car park/ field
- If these are moved this would have serious impact on parking / pitch provision
- It would doubtless lead to parking issues on Craythorne lane at busy match times
- It keeps it away from the area most likely to have ASB, that has a footpath coming onto the field near it requiring unobstructed access and hedges to manage
- Costs for floodlighting (temp or permanent) are prohibitive for a PC with this precept/budget

This would solicit a response from ESBC of their views, whether they are supportive or not and also identify for the PC if the costs are simply just too great for the PC and exceed the grant/PC budget. If the PC decided to progress the MUGA pre-app the only cost is for drafting of the email, pre-app and revised plan (which is part of the fee outlined as discussed in December) as the rest is theoretical.

Cllr Stewart agreed that the PC would source required costings and information, to be presented to the open section of the January meeting for review. A vote can then be taken on it to determine yes (to do a revised draft pre-app) or no (end of project).

3. Considerations

To address some or all of the objections raised and deliver possible solutions for these will require:

- 1) Revised location / MUGA plan
- 2) Revised BNG report
- 3) Revised pre application submission
- 4) Full planning application, BNG reports for MUGA, car park and shipping container
- 5) Detailed consideration of floodlighting provision – cabling, mobile lighting, etc

Additional monies will be required to complete the above actions as of the initial £8000 budget £8150 has been spent. Depending on the decision the PC makes these potentially include:

- 1) Planning Consultant fees to draft and submit a revised pre-app with Sport England, continuing liaison with ESBC/PC, preparation and submission of the planning application and subsequent monitoring
- 2) Architects' fees to draft revised plans for MUGA location
- 3) Revised BNG report required if any location amendments are made - revision to existing one quote £1635 plus VAT (in August)

The PC would also need to source and budget for any items/actions that either exceed the S106 monies or for which it is not allowed to be used potentially including:

- 1) Additional MUGA and associated access points costs greater than the grant
- 2) Floodlighting provision
- 3) Costs to move shipping container, associated BNG reports and a joint planning application

4. Known Costs

- Fees paid to date = £7750 (Q&A Planning yet to invoice = £400) Total = £8150
2024/25 precept = £93041
£8150 = 8.76% of the precept
- If the additional £1400 quoted to submit the application is included total expenditure = £9550 = 10.26% of the precept

5. Provisional Costs

A verbal report will be given at the meeting on revised MUGA, access path, floodlighting, connections, etc as the PC awaits those figures (due Monday 13 January). Provisional costs for temporary floodlighting units are between £6000 - £12000.

6. Other Considerations for MUGA management and ongoing costs

- There may need to be the changes in the locking-up of the site if the car park would be required for use of the MUGA. The contract might thus require availability to lock up at later times during the evenings between November to April (currently locked at 6pm).
- Mobile units are all on tyred wheels so will require some sort of hard standing to sit a unit on and to move these onto or around the site. If stored off site this would probably have to stretch to the gates.
- The PC would need to investigate the issues of buying, transporting and storing the fuel for the units.
- Would the PC need some emergency lights in case of a failure of the lighting?
- Would the PC have to provide lighting in the car park for safety reasons for those using the MUGA?