

**Minutes of a meeting of Rolleston on Dove Parish Council  
held at the Old Grammar School Room, Church Road  
on Monday 08 January 2024 commencing at 7pm**

**Present**

Councillor Stewart (in the Chair)  
Councillors Appleby, Badcock, Houston, Peirce, Robson, Sanderson and Storer

**In attendance**

ESBC Councillors Lock and Smedley  
Three members of the public  
E Fenn, Youth Representative  
Mary Danby, Clerk

**Public Forum**

Mr Wyatt said that he wanted to thank the Parish Council for investing in the defibrillator located outside Rolleston Club. He said that he had been asked to fetch a defibrillator for a neighbour on 30 December but on calling 999 the Ambulance Service had given him the details for the defibrillator at St Mary's, Stretton. On querying this with them, Mr Wyatt had been informed that the Club location was not on their system. The Clerk confirmed that the defibrillator is registered with The Circuit as being available 24/7. **Agreed** that the Ambulance Service be advised of defibrillator locations in the village.

Mr & Mrs Travis were present to speak on P/2023/01320. They raised concerns at the impact the proposed development would have on the jitty, the potential loss of trees would be detrimental to the area, the proposed design build is not entirely in keeping with the area and would overlook adjacent gardens and the jitty.

**132. Apologies for absence**

Councillors E McManus, S McManus and Sharples; M Marsden, Youth Representative.

**133. Declarations of Interest and Dispensations**

None declared.

**134. Planning matters**

**134.1 Planning applications**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2023/01279	Arrandale Hall Grounds	Installation of cladding to the front elevation, replace existing front porch with portico, replacement windows and installation of new doors to the rear and West side elevation
No objection		
P/2023/01320	70 Station Road	Demolition of existing garage and existing single storey rear projections, erection of a two storey side extension with Juliet balcony and single storey rear extension, boundary walls rebuilt to new heights and rendered to match proposed property
Objection on the following grounds:		
<ul style="list-style-type: none"> <li>▪ The proposed development is out of keeping with the area, overbearing and intrusive</li> <li>▪ Overlooking and loss of privacy for adjacent property gardens</li> </ul>		

P/2023/01377	Land adjacent The Croft Burnside	Felling of 1 Purple Plum tree and crown reduction by up to 30% of 1 Beech tree
No objection (application made on behalf of the Parish Council)		
P/2023/01381	Craythorne Road Playing Fields Craythorne Road	Erection of two shipping containers to be used for the sole purpose of football equipment storage
No objection		
P/2023/01397	Arrandale Hall Grounds	Crown reduce by 2 metres to one Walnut tree (T224 of TPO No 1)
No objection		
P/2023/01398	Arrandale Hall Grounds	Pruning back to original pruning wounds of 1 Cherry tree
No objection		
P/2023/01412	The Old Dairy Anslow Lane	Erection of a single storey front extension and open porch, installation of doors to the front and rear elevation, installation of additional roof light on rear elevation (Revised Scheme)
No objection		

**135. Minutes**

**Resolved** That the Minutes of the meeting held on 11 December 2023 be approved and signed as a true record.

**136. Matters arising**

**Minute No. 118 Flooding**

Councillor Stewart asked that Mr Swain be reminded that he had promised to provide an update to the Parish Council when the flooding model had been completed and asked if it had been completed and if not, when would it be done?

**Minute No. 119 Hall Grounds: West gates entrance to the Grounds and the Lodge**

The resident had responded in a call confirming that works to the Lodge were due to commence in January 2024 and that these works would include the gates.

**Minute No. 123 (Minute No. 107)**

As there had been no response from County Council Flood Team, the Clerk was asked to chase them for a response.

**Minute No. 12.2**

Councillor Appleby reported that ESBC had installed CCTV at Tafflands just before Christmas – this was due to be removed in mid-January. He also reported that the police had undertaken a 1 hour speed check on Knowles Hill and that a further exercise would be done during term time on Anslow Lane.

**137. Councillors' reports**

137.1 County Councillor White had provided the following report via email:

“Craythorne Road will be receiving a comprehensive repair this year from Beacon Road to Bitham Lane prior to receiving a new top road surface. This will be similar to what has happened over the last 12 months on Knowles Hill, Burnside, Elizabeth Avenue etc but

clearly the extent of the repairs will be far greater. Dates have not yet been finalised for the work as it will require a road closure and this must be arranged in coordination with all the other work taking place on local roads this year.”

- 137.2 The ESBC Councillors said that there was nothing to report other than the budget was under discussion and they will report on this at the next Parish Council meeting.
- 137.3 Councillor Badcock reported on concerns that he and Tim Salmon (Civic Trust and friends of Brook Hollows) had for the last 12 months regarding the Brook Hollows waterfall bridge. He said that there is a hole in the wall on the north side. Cllr Badcock advised that ESBC had been unable to find a contractor to do the work; that David Hughes (Environment Agency) and a couple of EA people had looked at it but still no contractor had been found. He said that the problem was that the water immediately below the big hole on the north side wall is over 8’ deep and it is not an easy job
- Agreed** That ESBC be asked to keep the Parish Council up to date on the progress of survey and provide it with a copy of the report when it is available.
- 137.4 Councillor Robson reported that:
- The next Jubilee Orchard Working Party would take place on 24 February.
  - The Station Road bund had flooded on both sides, which was not supposed to happen.
- Agreed** that this reported to the ESBC Planning Officer.
- 137.5 Councillor Appleby reported:
- Damage on the kerbs outside the Co-op.
  - Potential breach of planning conditions regarding P/2021/00373. **Agreed** that the information be forwarded to ESBC’s Planning Enforcement Officer.
- 137.6 Councillor Houston reported that the grass verge outside 31 Burnside was getting very churned up by vehicles associated with construction works at No. 35. This had previously been reported to Staffordshire Highways via the online reporting tool. **Agreed** That a copy of the report be forwarded to County Councillor White and that he be requested to escalate action as appropriate.
- 137.7 Councillor Sanderson reported that work on the Copper Beech tree on The Croft would be done during January.
- 137.8 Councillor Stewart reported:
- Action had been taken regarding trees damaged/fallen during the recent storm, including a tree which had fallen on The Croft – this had been cut back and replanted with a view to it regrowing.
  - Tafflands: Felled trees. Councillor Stewart asked if she could instruct Burton Tree Care to chip these so that the chippings could be laid on the paths, any remaining timber would be left to one side to break down naturally. **Agreed**
  - Tafflands: Two trees on the left hand side of the zip wire (approached from Meadow View) need to be felled and removed. **Agreed**
  - The Civic Trust had been happy with the height of the Village Christmas tree.
  - A resident had asked if the Parish Council would purchase large red poppies to be erected on street lamp columns at Armistice time. **Agreed** that this request be considered later in the year when the wreath is ordered.
  - The Rollestonian insert would need to include details of the Rollestonian of the Year.
  - Tenders for the mowing and environmental contracts: The deadline for receipt was 5pm on 09 January; the Clerk would meet with Councillor Sanderson on 10 January to open the tenders, these will be considered by the Contracts Working Group on 17 January and recommendations put to the Parish Council for approval at the February meeting.

- Staffordshire County Council had asked if the Parish Council were able to undertake an additional pre-season cut of the verges before the end of March 2024; they had also confirmed that seven cuts would be funded for the 2024/25 financial year (to include a pre-season cut before the end of March 2025). Confirmation had been given to them that the additional cut would be done as requested.

**138. Financial matters**

**138.1 Schedule of payments**

Payee	Description	Payment Method	Gross £	VAT £
Postsaver Europe Ltd	Jamie's Garden: Post strimmer guards	Debit Card (pd 14/12/23)	92.88	15.48
P Gould	Mowing contract	BACS	1,327.99	0.00
Clerk	Salary and expenses	BACS	1,328.86	0.00
ESBC	Bin emptying 3 <sup>rd</sup> qtr 2023/24	BACS	1,377.19	229.53
J Deacon	Environmental contract: £1,200.49 Craythorne car park lock/unlock (December): £186.00 Tafflands R&M works: £180.00 Meadow View – install new bin: £134.40	BACS	1,700.89	283.48
IONOS Cloud Ltd	RPC Website	DD	5.99	1.00
<b>TOTAL</b>			<b>5,833.80</b>	<b>529.49</b>

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

**138.2 Bank reconciliation at 31 December 2023**

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2023	Bank Statement	79,325.65	87,040.63	166,366.28
Movement in funds to date	<b>PLUS</b> Income	128,481.43	23,109.95	151,591.38
	<b>LESS</b> Expenditure	(183,284.22)	(11,009.10)	(194,293.32)
31 December 2023	Bank Statement	24,522.86	99,141.48	123,664.34

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

**138.3 Earmarked Reserves**

**Resolved** That the council's Earmarked Reserves (EMRs) at 31 December 2023 were:

	Opening funds 01/04/2023 £	Available funds 31/12/2023 £
Environmental improvements	2,360.39	584.39
Brook Hollows	45,272.31	13,151.72
Play areas	17,132.11	11,463.86
S106 College Fields	44,507.57	857.11
<b>Total</b>	<b>109,272.38</b>	<b>26,057.08</b>

**139. Draft 2024/25 budget and receipts/payments to 31 December 2023**

**Resolved** That the draft budget be approved and the receipts and payments to date be noted.

**140. 2024/25 Precept declaration**

**Resolved** A Precept of £93,041 be declared on ESBC (a 3% increase on the previous year which equates to an increase of 22p a month (Band D home owners) from £62.98 to £63.20 per year).

**141. Sport England funds**

Councillor Stewart reported that ESBC were to make arrangements for a face to face meeting with Sport England. She also reported that clarification had been obtained regarding the MUGA information.

**142. Flooding**

There was significant discussion regarding the latest flooding incident in the village which had seen several properties flooded which had not been flooded previously and vehicles had been driven through flood water in terrible conditions. Could the EA confirm if something could be done upstream and asked if the water is going away downstream?

Several action streams were suggested:

- SCC, Severn Trent and ESBC to be asked to provide a map(s) showing where all the drains are located in the village and asked if confirm that these are working and if they are not, why they are not. Staffordshire Highways to be requested to give greater priority to the village for jetting/clearing drains given the increased frequency of flooding incidents in the village.
- Parish Council support for residents:
  - Seek clarification on who is responsible for closing the roads.
  - Provide larger or more sand bins.
  - Purchase more flood warning signs and cones.
- Issues to be raised with the MP.

**Resolved That:**

- SCC, Severn Trent and ESBC be approached, as set out above.
- Additional flood warning signs and cones be purchased.
- The sand bin currently located at Brook Hollows re relocated to the Station Road/Meadow View jitty and that hardstanding be installed.
- The flooding issues be raised with the MP.
- The County Councillor be chased for confirmation of when the drains will be jet cleaned.
- The lead flood authority be chased for funding towards dealing with flood incidents (see also Minute Nos. 107, 123 and 136).

**143. Cattle/Carriage Dock: ESBC Ward Enhancement Programme (WEP) application**

Councillor Badcock tabled the draft WEP application which will be submitted by The Rolleston Engineering and Transport Society (TREATS). He asked that the Parish Council agree to contribute £1,000 towards the restoration works.

**Resolved** That the Parish Council agreed to contribute £1,000 towards the cattle/carriage dock restoration works.

**144. Correspondence**

**144.1 Staffordshire Parish Councils' Association (SPCA)**

The SPCA's newsletters had been circulated to all councillors.

144.2 **Communications Log**

The Communications Log had been circulated regularly to all councillors.

144.3 **Shotwood Close Open Space**

Correspondence had been received from a resident of Shotwood Close requesting that a tree be planted to replace one that had recently been felled due to it being in poor condition.

Councillor Houston and Robson reported that they had visited the site and had been approached by a resident (not the correspondent) expressing concern that replacement tree(s) had not been planted on the Open Space following recent tree works on the site. The resident agreed to consult with other residents of the Close and agree on how the Open Space might evolve. The resident will submit the outcome of the consultation to the Parish Council for its consideration in due course. **Agreed** that the correspondent be advised of this information.

The meeting closed at 8.52 pm

Signed .....

Date .....