

Rolleston on Dove Parish Council

Clerk: Mrs Mary Danby BA (Hons)
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Our Ref: MD

02 September 2024

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 09 September 2024** 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**

Application No.	Location	Proposal
P/2024/00695	33 Burnside	Erection of a two storey front/side extension

4. **To consider the Minutes of the meeting held on 08 July 2024 (Enclosure 1)**
5. **Matters arising from the previous meeting**
6. **Councillors' reports**
7. **Financial matters**

7.1 Schedule of payments made during the Summer recess

Payee	Description	Payment Method	Gross £	VAT £
Q&A Planning Ltd	Professional fees (proposed MUGA)	BACS (pd 12/07/24)	2,040.00	340.00
O2	Council mobile (July invoice)	DD (pd 23/07/24)	21.80	3.63
Freeola Ltd	Village website hosting (Qtrly invoice)	DD (pd 08/08/24)	14.76	2.46
IONOS Cloud Ltd	RPC Website hosting (July invoice)	DD (pd 09/08/24)	8.40	1.40
P Gould	Mowing contract	BACS (pd 12/08/24)	1,354.58	0.00
Clerk	Salary and expenses	BACS (pd 12/08/24)	1,351.36	0.00
J Deacon	Environmental contract £1,376.10 Craythorne barriers lock/unlock £223.20 Tafflands: Zip wire repair £928.80 Elizabeth Avenue: Tarmac path, etc £387.60 Meadow View Children's Play Area: Equipment R&M, etc £1,079.01 Rolleston Road: Remove hedge cuttings from grass verge £42.00	BACS (pd 12/08/24)	4,036.71	672.93
O2	Council mobile (August invoice)	DD (pd 23/08/24)	21.80	3.63
			8,849.41	1,024.05

7.2 Schedule of payments at 02 September 2024

Payee	Description	Payment Method	Gross £	VAT £
P Gould	Mowing contract	BACS	1,354.58	0.00
Clerk	Salary and expenses	BACS	1,332.56	0.17
HMRC	NI/PAYE 2 nd qtr 2024/25	BACS	1,347.12	0.00
Greengage Environmental Ltd	Craythorne playing field: BNG Assessment	BACS	2,358.00	393.00
IONOS Cloud Ltd	RPC website hosting (August invoice)	DD	8.40	1.40
			6,400.66	394.57

7.3 Bank reconciliation as at 31 August 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	56,769.67	5,124.50	61,894.17
	LESS Expenditure	48,249.72	0.00	48,249.72
31 August 2024	Bank Statement	26,366.40	88,859.79	115,226.19

7.4 Earmarked Reserves as at 31 August 2024

	Opening funds 01/04/2024 £	Movement in funds to date £	Available funds 31/08/2024 £
Environmental improvements	8,931.41		8,931.41
Brook Hollows	13,151.72	(625.22)	12,526.50
Play areas	20,000.00		20,000.00
S106 College Fields	745.11	(245.93)	499.18
MUGA (Fees)	8,000.00	(3,550.00)	4,450.00
Total	50,828.24	(4,421.15)	46,407.09

8. Receipts and payments to 31 August 2024 (Enclosure 2)

9. Completion of the audit for the year ended 31 March 2024

Forvis Mazars have completed their audit for the year ended 31 March 2024.

The council was selected from a random sample of 5% of authorities who would otherwise be subject to basic procedures but are also selected for intermediate procedures. This meant that additional information in support of selected assertions in Section 1 of the AGAR had to be provided – in our case we were requested to provide documentation in support of assertions 2, 3 and 6.

There were no significant matters arising from the audit but a minor scope for improvement had been recorded in that Box 11a in Section 2 of the AGAR had been left blank and we are advised that this should have been completed as “No” or N/A” – this has now been corrected.

The council is requested to note the auditor’s comment on Email Management on page 2 of the completion letter (**Enclosure 3**).

The Completion Notice and pages 3-6 of the AGAR were published on the council’s website on 15 August and copies have been displayed on the noticeboards.

10. Station Road bus stop, opposite Needwood Avenue (Minute Nos. 22.5 and 52 refer)

11. SCC: Climate Action Fund (Enclosure 4)

12. Flooding (Enclosure 5)

13. 2024/25 Project priorities: Update (Enclosure 6)

14. Future maintenance of the Jubilee Orchard

15. Correspondence

15.1 Staffordshire Parish Councils Association

The weekly Bulletins have been circulated to all councillors.

15.2 Comms Log

The Comms Log has been regularly circulated to all councillors.

15.3 Safety of Lithium-ion Batteries and e-bikes and e-scooters (see also Enclosure 7)

I am writing to ask your Council to support our campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal.

Let me begin by introducing myself. I am the researcher for Lord (Don) Foster, who has been campaigning on this issue in the House of Lords. I am also the parliamentary advisor to Electrical Safety First, a UK Charity dedicated to reducing the deaths and injuries caused by electricity.

As you will probably know lithium battery fires are on the increase – there have been over 1000 in the past few years, nearly 200 injuries and a dozen fatalities. Homes have been destroyed. The cost to the UK runs into £billions. You will doubtless know of examples in your area.

Lord Foster and Electrical Safety First are promoting the Bill (a summary of which is attached) to ensure greater safety in the use and disposal of lithium batteries and are aiming to get it into law as soon as possible.

We have the support of many national organisations, including the National Fire Chiefs Council, the Association of Ambulance Chief Executives, the Royal Society for the Prevention of Accidents and the Royal Society for Public Health. In addition, two Coroners have called for the law to be tightened to ensure greater safety.

We are now contacting more locally based organisations, and it would be great if your Council is able to support this campaign. It would be a great boost. Many councils have asked me what support entails – it is as much as you would like. The only ‘definite’ is that you write to me telling me you support the campaign. So it’s not at all onerous.

15.4 **Rolleston Civic Trust: Village archive (Enclosure 8)**

15.5 **Staffordshire Parish Councils’ Association (SPCA)**

At recent meetings the SPCA executive has been talking about rural speed limits and it has approved a motion from Croxden Parish Council to NALC regarding seeking to put pressure on central government to give the matter some higher priority.

You will also be aware that we have a discussion with Staffordshire Council regarding the local transport plan in September which, while rural speed limits will not be a significant part of that discussion, it is clear that it exercises parish and town councillors.

The Executive Committee has asked me to get in touch with member councils to explore your thoughts on the development of an SPCA policy position in relation to rural speed limits.

- Should we for instance, push for more 20 mph stretches around all schools?
- Are there other situations where 20 mph should be considered?
- Is it possible to identify criteria for proposing limits other than the current national speed limit which applies on most rural roads?

15.6 **Clear Group (Enclosure 9)**

15.7 **Bus Shelter**

The following email was received from a resident on 21 August:

I have only just got around to reading the latest Rollestonian and I note that there is a proposal to replace the bus shelter at the top of Knowles Hill.

I only hope that money won’t be wasted on building one like the one opposite the entrance to Hall Road. The reason being that it is a complete waste of money.

Admittedly it looks very attractive, but the idea of a shelter is to protect you from the elements, whilst waiting for a bus. The only problem is that this style is quite useless, as if you either stand

inside it or sit on the bench at the back of the shelter you can't see the bus coming along the road and the driver can't see you either, so the bus goes past. This is due to the solid wall.

It was not thought out properly, using commonsense and must obviously have been designed by someone who never uses public transport.

I have heard so many negative comments by people who have to use it, so I am certainly not the only one.

15.8 Motorbikes – Craythorne playing field

The following email was received from a resident on 01 September:

The last few nights I have had to navigate between children on relatively powerful motorbikes on the playing field. The parents are encouraging them to fly around the fields and have been abusive to people that ask them to stop.

There's significant risk of the motorbikes hitting small children and/or dogs playing in the field. Due to recent events on the field, including fly tipping, racing up and down the gravel car park, the travellers and regular cannabis dealing/smoking etc and now this, is there scope to put a 4G/5G solar powered camera on the playing field entrance as a deterrent?

The resident added that they have personally used remotely accessible 4G/5G security cameras on a property without Wi-Fi and found them very effective and that a Police report had been made on the evening of 01 September. The resident also commented that:

They're small children but the speed and therefore velocity pose a risk to other small children, toddlers and/or dogs off lead and it makes people veer away from using the field.

The last few evenings it's been approximately 1600. Which is also particularly frustrating due to being a peak time for families to enjoy the use of the park. Again, I appreciate they're only small children but one of them was going at speeds of circa 30mph across the entirety of the field which just isn't appropriate for a shared environment.

16. Exclusion of Press and Public

Chair to move:

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

17. Quotations (Enclosure 10 – To follow)

18. Elizabeth Avenue playing field (Enclosure 11)

19. Sport England Funds: Proposed MUGA (Enclosure 12)

20. Craythorne Road playing field

21. Copyright matters

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Monday 08 July 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

Philip Hope and John Bridges, The Tutbury Practice
Two members of the public
Mary Danby, Clerk

Public Forum

Mrs Pearce referred to emails that she had sent to the Parish Council advising that she had contacted ESBC's Enforcement Services regarding missing CCTV sign at the former Craythorne Golf site, illegal travellers on the Craythorne Road playing field and an incident with a dog at the Craythorne travellers site. She also thanked the council for dealing so efficiently with the illegal travellers. **Agreed** that ESBC be advised regarding the missing CCTV sign at the former Craythorne Golf site and that dogs are able to get through the gate at the Craythorne traveller site.

The Tutbury Practice

Mr Bridges said that the Practice had been advised that a Rolleston resident had raised a query asking if a satellite sub-branch could be provided in Rolleston. He said that this is not currently possible but he had sourced the details of the East Staffordshire Voluntary Car Scheme which had been passed to the Parish Clerk. The Clerk confirmed that these had been passed to the resident for which she was very appreciative and hoped to be able to use the service in the future

Mr Hope said that the Tutbury surgery has reached its capacity and they are looking at the possibility of establishing a branch surgery. He asked if there would be an interest in the village for this and if so, whilst this proposal was in its very early stages, he asked if the council would write to the Integrated Care Board (ICB) supporting the proposal. **Agreed** that the proposal would be of interest to the village and that a letter of support be sent to the ICB.

44. Apologies for absence
Emily Fenn and Millie Marsden, Youth Representatives

45. Declarations of Interest and Dispensations
None declared.

46. Planning matters
46.1 Planning applications

Application No.	Location	Proposal
P/2024/00582 No objection	70 Station Road	Demolition of existing side porch to facilitate erection of a two storey side extension and single storey rear extension
P/2024/00607 No objection	Arrandale Hall Grounds	Installation of cladding to the first floor and paint the bricks to the ground floor in white on all elevations

P/2024/00608	Alderbrook Lodge Burnside	Felling of Poplar tree (T2) and multi-stemmed Willow (T3) to be reduced down to 3m in height and then managed as a pollard
No objection		
P/2024/00616	57 Church Road	Erection of a single storey front extension, part single storey, part two storey, part first floor rear extension and a detached single garage
No objection		
P/2024/00625	Alderbrook Lodge Burnside	Mature Oak to have major deadwood removed (T1) (TPO No 1)
No objection		
P/2024/00660	The Croft House 11 Station Road	Reduction in height and reduction of lateral branches extending over the highway by 1.5m or nearest suitable growth point, prune back from adjacent property to provide a clearance of 2m and crown thin by 5% of one Copper Beech tree (T1) and all over crown reduction by 1.5m or to the nearest suitable growth point and crown raise to 2m over the lawn of one Weeping Willow tree (T2)
No objection		
P/2024/00674	Garden land opposite Old Hall Cottage Mosley Mews	Reduce by up to 2 metres one Laurel tree group (T1), reduce by up to 3 metres one Holly Tree (T2)
No objection		

47. **Minutes Resolved** That the Minutes of the meeting held on 10 June 2024 be approved and signed as a true record.

48. **Matters arising**
Minute No. 29 Matters arising - Public Forum: Travellers site, Craythorne Road
 It was noted that an application had yet to be submitted for the fencing, etc that had been installed at the above site. **Agreed** that ESBC be requested to provide an update on when the application will be submitted as it is now seven months since the fencing was installed and six months since the Planning Enforcement Officer visited the site.

Minute No. 10 Matters arising re Minute No. 182.3 Letter to stables

It was reported that the content of the letter had been finalised but it was difficult to confirm the addresses for these to be mailed. **Agreed** that Councillor Stewart, accompanied by another Councillor would hand deliver the letters.

Minute No. 11.9 Cattle Dock

It was reported that work was progressing well.

Minute No. 30.3 14/16 Burnside

Councillor Peirce confirmed that ESBC Enforcement Services had been contacted regarding the properties and they had raised a case.

Minute No. 30.5

Councillor Appleby reported that:

- 9 or 10 questionnaires had been returned regarding the proposed improvements to the Elizabeth Avenue play area.
- A resident had complained about loud music being played by youths on the skate ramp – they had been advised to report this nuisance to the Police.
- The Brewers 10K run organisers (BACT) will provide information regarding the route, etc at the September council meeting.
- SCC had cleared blocked drains in the village.

Minute 38.2 Clean-up day

It was reported that the Transport Festival Committee had agreed to donate £500 to the council: £250 for the refurbishment of the Burnside railings and £250 towards the cost of plants in the planters on the railings. The Committee if would be possible to have a plaque on the railings mentioning that they have donated to the upkeep.

Councillors agreed that rather another plaque being erected on the railings, the council would prefer that a combined sign noting the contributions of the council, Civic Trust and Transport Festival, it was also agreed that an additional three planters were wanted for the Burnside railings. **Agreed** that the Transport Festival Committee be asked if it would be willing to contribute the £250 towards the cost of an additional planter rather than a plaque.

Minute 42.2 Tafflands: Zip wire

It was reported that this work had been completed.

Minute 43 Elizabeth Avenue playing field

It was reported that the advice had been sought from NALC's legal team regarding the issue of unauthorised gates giving access to the field.

49. Councillors' reports

- 49.1 Councillor Storer reported that there had been vandalism on the Platinum Orchard which had seen some branches broken, he added that he had repaired the damage. **Agreed** that the vandalism, with photos, be published on the council's website and Facebook page.

He also reported that the mowing and strimming on the Platinum Orchard site was much better this time.

- 49.2 Councillor Peirce reported that:

- He had attended the virtual Parish Forum where information on proposed legislation entitled Martyn's Law was received together with information on Prevent, a duty on those with safeguarding responsibilities for keeping children, young people and adult learners safe in schools, colleges and further education independent training providers
- He had contacted Trent & Dove regarding the overgrown hedges on the jitty from Beacon Road to Dodslow Avenue.
- Asked that letters be sent to several householders regarding overgrown hedges (details to be given to the Clerk).
- The pavement outside 18 Burnside was badly cracked – he would report this to the County Council for urgent repair.

- 49.3 Councillor Houston reported that:

- Hedges on two Beacon Road properties were encroaching on pedestrian access (details to be given to the Clerk so that letters could be sent requesting that the hedges be cut back).
- Footpath 14: hedge at the Tafflands end needs to be cut back. Councillor Appleby said that he would do this work.
- A latch on a bin door on The Croft was broken. **Agreed** that the Contractor be asked to repair the latch.

49.4 Councillor Sanderson referred to a Dwellings estate agent board that had been erected on the Burnside railings. The Clerk had contacted the agent asking them to remove the board but as this had not been done it had been taken down and put into the Almshouse garden awaiting collection.

49.5 Councillor Robson reported that the Jubilee Orchard Working Party would next meet on 20 July and 31 August.

49.6 Councillor Sharples reported that yellow bags had been put by the grit box by the Old Post Office. She was advised that these belonged to Staffs Highways and they were used to weight down the road signs whilst work was being done in the village.

She also reported that she and Millie (Youth Representative) would be visiting the School in the next few days regarding the Elizabeth Avenue play area.

49.7 Councillor Appleby:

- Sought assistance as he was unsure about the mowing contract specification for Anslow Lane. **Agreed** that he and another Councillor should walk the Lane with the Contractor.
- Asked if the flood information provided by the Environment Agency could be uploaded to the website.

49.8 Councillor Stewart:

- Reported that she would circulate the draft Rollestonian insert for comment (deadline for submission: 14 July).
- Reported that the Deacon family had done outstanding work in helping to clear-up and make repairs following the incursion by travellers on the Craythorne Road playing field. **Agreed** that a letter of thanks be sent.
- Asked that Councillor Peirce be added as an Administrator on the council's Facebook page – **Agreed.**
- Reported that she had met with a Walford Road resident regarding a Silver Birch on the boundary of his property and the Jinny Trail which was shadowing/overhanging his garden. She also reported that several other trees required attention and asked for authority to seek a quotation for the necessary works. **Agreed**
- Reported that the hedges beyond Dovecliff Hall, Dovecliff Road needed to be cut back. **Agreed** that this be reported to Stretton PC for action as appropriate.

50. Financial Matters

50.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Clear Insurance Management Ltd	2024/25 Insurance premium	BACS (pd 11/06/24)	1,631.88	0.00
Q&A Planning Ltd	Professional fees (Proposed MUGA)	BACS (pd 13/06/24)	2,220.00	370.00
gov.uk.pay	Land Registry search fee re Dodslow Avenue island (ownership)	Debit Card (pd 13/06/24)	6.00	0.00
P Gould	Mowing contract	BACS	1,354.58	0.00
Parish Online	Annual subscription	BACS	228.00	38.00
IONOS Cloud Ltd	PC Website hosting	DD	8.40	1.40
Clerk	Salary and expenses	BACS	1,328.86	0.00
Toolchimp Ltd	Replacement padlocks (Craythorne playing field)	Debit Card (pd 24/06/24)	359.85	59.98

J Deacon	Craythorne car park lock/unlock June £187.20 Environmental contract £1,376.10 Tafflands: Tree works £60.00 Byrkley Close: Emergency tree works £180.00 The Croft: Signs £108.00 Craythorne: Reinstatement after Travellers £1,422.00	BACS	3,333.30	555.55
ESBC	Bin emptying 2 nd qtr 2024/25	BACS	1,499.76	249.96
Emma V Smith	Updating Honours Board	BACS	160.00	0.00
Viking Direct	Stationery, postage stamps	BACS	124.48	5.98
Microsoft	Microsoft 365 software licence renewal	Debit Card (pd 04/07/24)	148.32	24.72
ASAP Stamps Ltd	Accounts: Invoice stamp	Debit Card (pd 04/07/24)	48.00	8.00
Ricoh UK Ltd	Photocopier: Qtrly rental £113.41 Qtrly copy charges £142.39	BACS	255.80	42.63
			12,707.23	1,356.22

Resolved That the above payments be approved.

50.2 Bank reconciliation as at 30 June 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	50,624.57	2,626.05	53,250.62
	LESS Expenditure	30,873.21	0.00	30,873.21
30 June 2024	Bank Statement	37,597.81	86,361.34	123,959.15

Resolved That the above was a true record.

50.3 Earmarked Reserves

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

	Opening funds 01/04/2024 £	Movement in funds to date £	Available funds 30/06/2024 £
Environmental improvements	8,931.41		8,931.41
Brook Hollows	13,151.72	(625.22)	12,526.50
Play areas	20,000.00		20,000.00
S106 College Fields	745.11		745.11
MUGA (Fees)	8,000.00	(1,850.00)	6,150.00
Total	50,828.24	(2,475.22)	48,353.02

51. Receipts and payments to 30 June 2024

Resolved That the report be noted.

52. Station Road bus stop, opposite Needwood Avenue (Minute No. 22.5 refers)

The council was advised that Staffordshire Highways had provided costings to:

- a) Install an extended hardstanding (£10,750 plus VAT)
- b) Polycarbonate bus shelter, if required (c£3,000 plus VAT)

The council was also advised that Bellway Homes had agreed to make a donation of £1,000 towards the project.

Agreed That residents be consulted on the following options via the Rollestonian insert:

- a) extended hardstanding only
- b) extended hardstanding and a polycarbonate bus shelter
- c) extended hardstanding and a brick or timber bus shelter

and that contributions be sought towards the cost if the preference is in favour of Option C.

It was further agreed that the County Council be advised that the council is considering all the above options and it is aware of potential costs and seeking feedback, etc and it is hoped that the council will be in a position to confirm its decision at its September meeting.

53. Biodiversity: Local councils (Minute No. 30.1 refers)

Resolved That:

- a) The council adopt the Biodiversity Policy (Attachment A).
- b) Quotations be sought for a Biodiversity Audit to be undertaken on PC-owned land.
- c) A Working Group be established to consider the Biodiversity Audit report and to recommend an Action Plan to be implemented by the council.

54. Banking arrangements (Minute No. 33 refers)

Information had been received via NALC/SPCA regarding the Financial Services Compensation Scheme from which it was confirmed that, unless the council wished to do so, there was no requirement to open an account with another banking institution.

Resolved That the council retain its current banking arrangements.

55. ESBC: Separation Distance and Amenity Supplementary Planning Document (SPD) – Consultation

Resolved That the council is happy with the draft SPD.

56. Brook Hollows: Ward Enhancement Programme (WEP) funding application

Councillor Badcock explained that a WEP application submitted by the Civic Trust on behalf of the Friends of Brook Hollows was due to be considered by the WEP Panel on 11 July and he asked that the council agree to send an email supporting the application.

Agreed that an email in support of the application be sent to ESBC.

57. Craythorne playing field – travellers: Update

Councillor Stewart gave an update on actions taken following illegal travellers being on the Craythorne playing field from the evening of 17 June until the afternoon of 21 June.

Councillors agreed that consideration needs to be given to securing the entrance to the Craythorne car park and that this should be an agenda item for the September council meeting. It was also agreed that a document for internal use only be compiled to advise on the procedure to be followed should a similar incident happen in the future.

58. S106 Sport England funds

Resolved That Greengage Ecology's quotation in the sum of £2,680 plus VAT to provide the Biodiversity Net Gain report required for the MUGA planning application be retrospectively approved.

It was noted that Councillor Peirce had agreed to chase the supplier for the MUGA quotation and that he would liaise with Rolleston FC for a copy of a proposed alternative MUGA/pitch layout which would then need to be provided to Q&A Planning.

59. Flooding

Resolved that the updated provided by the Environment Agency be noted.

It was noted that Jacob Collier MP had been elected following the General Election and it was agreed that Councillor Stewart would make contact with his office and provide him with information relating to flood mitigation for the village which had been worked on by Kate Kniveton, his predecessor.

60. Financial Regulations

Resolved That the revised Financial Regulations be adopted and implemented with immediate effect.

61. Footpath walks

It was noted that all the Public Footpaths had been walked and action taken to remedy any issues that had been identified.

62. Correspondence

62.1 Staffordshire Parish Councils Association

The weekly Bulletins have been circulated to all councillors.

62.2 Comms Log

The Comms Log has been regularly circulated to all councillors.

62.3 Rolleston Scout Group: Rollestonbury 2024

Resolved That the request to use the Meadow View Open Space for parking for the event be approved subject to the same conditions as applied to the previous event. It was further resolved that the council accepts the offer of a £100 donation for use of the site.

62.4 Friends of John of Rolleston Primary School (FOJORPS)

Resolved That FOJORPS be given may hang a banner on the Elizabeth Avenue play area for a temporary period from 1st September – 31st December 2024. It is hoped that this will give FOJORPS sufficient time to raise funds for a noticeboard. Permission would have to be sought for a noticeboard to be installed on its land, but the council indicated that it would be willing to give permission for it to be installed close to the back entrance of the school.

62.5 Rolleston Civic Trust

Resolved That:

- a) That the request to use the Elizabeth Avenue playing field for a car boot sale on 14 September be approved subject to the ground being reinstated by the Civic Trust should there be any damage as a result of the car boot sale.
- b) That the request for funding for a Tree Safety Inspection Course be declined as it was felt that this was unnecessary for Councillors. The Civic Trust to be advised that if the need arises in the future, the council will seek training through the Staffordshire Parish Councils' Association and there may be an opportunity to open attendance to other parish councils and the Civic Trust.

63. 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.

64. Quotations

64.1 Brookside: Middle bridge

Resolved That Phil Gould be requested to quote for the right-hand side only.

64.2 Jinny Trail: Footpath from road to platform

Resolved That John Deacon's quotation in the sum of £120.00 plus VAT per annum to cut the hedge on both side, clear the path of fallen branches and strim twice a year be accepted.

64.3 Elizabeth Avenue playing field

Resolved That John Deacon's quotation in the sum of £1,120.00 plus VAT to supply and erect two treated softwood gates and gate posts, post and rail fence all softwood treated, materials and labour be accepted.

64.4 Tafflands slide mound: Replacement safer surfacing

Resolved That:

- a) DCM Surfaces quotation in the sum of £4,032.00 plus VAT to supply and install 48m² of Premium Eco Mulch Surface at a depth of 40mm be accepted.
- b) John Deacon's quotation in the sum of £1,500.00 plus VAT for groundworks to accommodate the above surfacing be accepted.

64.5 Tafflands: Replacement zip wire

Resolved That Playdale Playgrounds quotation be deferred until such time as sufficient funds are available for this project.

The meeting closed at 9.25pm

Signed

Date

**Rolleston on Dove Parish Council
Biodiversity policy**

In accordance with the Duty imposed on parish councils by Section 40 of the Natural Environment and Rural Communities Act (NERC) 2006, updated by Section 102 of the Environment Act 2021, Rolleston on Dove Parish Council will in exercising all its functions have regard to the purpose of conserving biodiversity.

Biodiversity means the variety of life around us and includes every species of plant and animal, the genetic material that makes them what they are, and the communities that they form. Biodiversity is essential in sustaining the living networks, or 'ecosystems', that provide us all with health, wealth, food and the vital services our lives depend on. It is a core component of sustainable development, underpinning economic development and prosperity.

To help Rolleston on Dove Parish Council meet its Biodiversity Policy it commits to carrying out a Biodiversity Audit and:

- The Parish Council will consider the potential impact on biodiversity represented by planning applications.
- The Parish Council will, as far as possible, conserve the biodiversity of the land it manages. It will adopt beneficial practices with regard to cutting and removal of vegetation, application of chemicals and timing of maintenance work. Special care will be taken in the specification of grounds maintenance contracts to ensure that the work, whilst reaching acceptable standards, does not harm the natural environment.
- Rolleston on Dove Parish Council undertakes to work in partnership with other organisations to protect, promote and enhance biodiversity within areas of the Parish.
- The Parish Council will, wherever possible, raise public awareness of biodiversity issues. It will, where feasible, involve the community in biodiversity projects on its land including, for example, tree planting, wildflower meadows, birdbox making. The Parish Council will communicate information and raise awareness of biodiversity through its website and social media.

This Policy was adopted by Rolleston on Dove Parish Council on 08 July 2024 and will be reviewed every five years at the Annual Parish Council Meeting.

Rolleston on Dove Parish Council
Receipts and payments to 31 August 2024

Nominal Code	Description	Actual to 31/03/2024 £	2024/25 Budget £	2024/25 Projected YE £	Actual to 31/08/2024 £
100	Income				
1076	Precept	90,331	93,041	93,041	46,521
1090	Interest Received	975	750	750	454
1100	Grants & Donations Received	17,160	-	600	600
1110	Council Tax Support Grant	1,665	1,665	1,665	833
1200	Garden rents	125	125	125	125
1220	Allotment rents	20	20	20	20
1250	Football pitch fees	420	50	210	210
1270	SCC: Annual grass cutting	4,465	3,848	5,875	5,875
1280	Insurance claim settlement	1,154	-	790	790
1999	Other income	2,522	-	1,761	1,761
	Income	118,836	99,499	104,837	57,188

Nominal Code	Description	Actual to 31/03/2024 £	2024/25 Budget £	2024/25 Projected YE £	Actual to 31/08/2024 £
200	Administration				
4000	Staff salary	19,656	20,000		7,535
4020	Employer's National Insurance	1,457	1,500		364
4030	Payroll Services	95	125		-
4050	Use of Home as Office	178	178	178	74
4100	Insurance	1,206	1,300	1,632	1,632
4110	Audit Fees	584	600		180
4120	Photocopier: Rental/Maint.	378	378	378	189
4121	Photocopier: Copy charges	320	400	500	274
4125	Stationery	270	275		155
4127	Village Directory	187	200		-
4130	Postage	416	500		334
4140	Council mobile	208	237		91
4150	Subscriptions	637	650	884	864
4160	Training	93	500		75
4180	Room hire	220	240		-
4190	Mileage expenses	213	200		136
4195	Parking fees	3	10		4
4200	Play areas	1,640	6,000		1,900
4205	Craythorne barrier: Lock/unlock	1,830	2,196	2,135	863
4210	RPC website	134	181		35
4211	Village website	57	60		25
4220	IT / Software	352	400		382
4230	S137 Expenditure	800	100	100	100
4240	Mowing contract	16,236	16,255	16,255	6,773
4250	Bin emptying	4,591	4,999	4,999	2,500
4260	Trees	2,416	4,000		2,500
4265	Plants for planters	844	900		550
4270	Environmental contract	12,090	13,761	13,761	5,587
4275	General R&M and Out of Scope works on RPC land	5,053	5,562		1,275
4280	Bus shelter	15,982	-	-	-
4285	Flooding	-	2,000		-
4300	Projects	4,738	5,000		1,973
4310	Professional fees	-	5,000		911
4320	Capital expenditure	-	800		-
4330	Other administration	1,340	2,000		458
4999	Contingency	3,626	5,000		1,785
	Total Expenditure	97,847	101,507		39,521
	Total Income	1,154	99,499	104,837	57,188
	Net Income/Expenditure	96,693	- 2,008		17,667

Earmarked Reserves (EMRs)

Nom. Code	Description	Opening funds 01/04/2024 £	Funds as at 31/08/2024 £
320	Environmental improvements	8,931.41	8,931.41
322	Brook Hollows	13,151.72	12,526.50
325	Play Areas	20,000.00	20,000.00
327	S106 College Fields	745.11	499.18
328	MUGA (fees)	8,000	4,450
	TOTAL	42,828.24	46,407.09

Donor funds

Funds statement as at 31 August 2024

Total funds held in bank accounts	£	115,226.19
LESS Earmarked Reserves	-£	46,407.09
LESS Remaining budgeted expenditure to YE	-£	61,986.00
PLUS 2nd Precept/CTSG payment (to be paid mid/late September)	£	47,354.00
Estimated General Reserves at YE	£	54,187.10

The Corner
Bank Chambers
26 Mosley Street
Newcastle upon Tyne
NE1 1DF



Tel: +44 (0)191 383 6300
forvismazars.com/uk

Ms M Danby
Rolleston-on-Dove Parish Council
32 Hillcrest Rise
Burntwood
Staffordshire
WS7 4SH

Direct line: +44 (0)191 383 6348

Email: local.councils@mazars.co.uk

Date: 15 August 2024

Dear Ms Danby

Completion of the audit for the year ended 31 March 2024

We have completed our audit for the year ended 31 March 2024 and I have pleasure in enclosing the certified Annual Governance and Accountability Return. The External Auditor's Certificate and Report is given in Section 3.

If there are any significant matters arising from the audit, they are summarised in the External Auditor's certificate in Section 3. If we have identified minor scope for improvement we have recorded this on page 2 of this letter. The Council must consider these matters and decide what action is required. In most cases this will be self-evident. In some instances we have referred to further guidance available, in particular, in the publication "*Governance and Accountability for Local Councils – A Practitioners' Guide (England) 2023*". This can be obtained via your NALC or SLCC branch, or downloaded free of charge.

Action you are required to take:

The Accounts and Audit (England) Regulations 2015 set out what you must do at the conclusion of the audit. In summary, you are required to:

Publish (which must include publication on the authority's website) a statement on or before 30 September to confirm:

- that the audit has been concluded and that the statement of accounts has been published;
 - the rights of inspection conferred on local government electors by section 25 of the Local Audit and Accountability Act 2014; and
 - the address at which, and the hours during which, those rights may be exercised.
- Keep copies of the Annual Governance and Accountability Return for purchase by any person on payment of a reasonable sum.
 - Ensure that the Annual Governance and Accountability Return remains available for public access for a period of not less than five years beginning with the date on which the Annual Governance and Accountability Return was first published.

Enclosure 3

The Accounts and Audit (England) Regulations 2015 do not specify the period the Completion Notice needs to be on the council's website but this period must be reasonable.

Minor scope for improvement in 2024/2025

The accounting statement at Section 2 contains the following error: section 2, box 11a left blank. This was not corrected because the omission could be ascertained from information provided elsewhere in the document. In future, the Council should ensure that the Annual Governance and Accountability Return is accurate and complete.

Email Management

The Practitioner's Guide (March 2024), points 5.210 and 5.211 respectively state that:

- All Parish, Town and Community Councils are eligible to use, and are advised to use, a .gov.uk domain for their websites and email communications. Your community, suppliers and partners will now reasonably expect a local council to have a .gov.uk domain name.
- To assist with compliance with the General Data Protection Regulations (GDPR), it is advised that clerks provide official .gov.uk email accounts to their councillors, which must only be used for official council business.

If the Council has not created a generic email address by 31 March 2025, then this could result in either a qualification or other matter on the 2024/2025 AGAR.

Accessibility Regulations

We are aware that the Accounts and Audit Regulations requirement for a physical 'wet ink' signature on the original AGAR, does not allow parish council's to fully comply with the Accessibility Regulations. The National Audit Office are aware that the two pieces of legislation are not compatible, therefore smaller authorities are advised to make it clear on their website that the document is a scan and will not be fully compliant with the Accessibility Regulations.

Audit fee

Our fee note for the audit, which is in accordance with the audit fee scales set by SAAA, and available at [Audit Fees | Smaller Authorities' Audit Appointments \(saaa.co.uk\)](https://saaa.co.uk) will follow.

We would be grateful if you could arrange for this to be paid at the earliest opportunity.

Yours sincerely



James Collins

Director

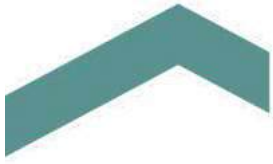
For and on behalf of Forvis Mazars LLP



Climate Change Action Fund

Partner pack





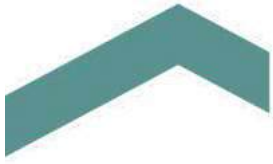
Campaign overview

The Climate Action Fund is a county council members fund to support smaller groups take steps to be more sustainable.

If we all work together, small changes can make a big difference.



- This is the fifth round of the Climate Action Fund. County councillors have £1,500 funding that they can allocate for projects that tackle climate change in their area.
- The fund is open for non-profit organisations including charities, schools, voluntary and community groups and parish councils.
- The fund will run in 2 parts and organisations will only be able to receive funding from one part.



About the fund

Part 1

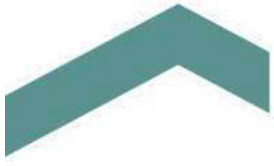
9 July – 8 October

This part is the same as the previous years of funding. Each county councillor will have **£1,500** to allocate to projects in their area starting at **£500**. Applicants can apply for funding from £500 up to a maximum of **£3,000** if combined with other councillors.

The grant can be used to fund new projects that can:

- o Reduce carbon impact
- o Improve air quality
- o Reduce waste
- o Improve natural environment

This part will be on a **first come, first serve basis** and groups will be informed 6 weeks after making a complete, valid application.



About the fund

Part 2

8 October - 13 December

Part 2 has a budget of £35,000 allocated and will be for applications for projects on renewable energy or the circular economy. Groups will be able to apply for **£3,000 - £5,000**. County councillors do not have a budget allocation for this round although applicants must discuss the application with them before submission.

Applications will be assessed by a panel and the **best, most innovative projects** will be awarded funding. Groups will be informed on 7 February 2025 if they have been successful.

Applicants will only be able to apply to part 1 **OR** part 2 of the fund unless they have been unsuccessful under Part 1.

Before submitting an application online, organisations should first speak with their **county councillor** for both part 1 and part 2.

**Rolleston on Dove Parish Council
09 September 2024**

**Agenda item no. 12
Flooding**

The Parish Council has been contacted by a resident asking if Councillors were aware of the Trent Rivers Trust (<https://www.trentriverstrust.org>) with regard to related flood works for the River Dove and Brook Hollows.

The resident said that “although mainly applicable to the River Trent, its subsidiaries like the Dove are an important part of the river complex in the Trent Valley area and flooding strategy”, adding that there may be “possible funding for design strategies, etc, maybe an opportunity as an additional operator for consideration in co-operation with other parties”.

A Councillor contacted David Hughes, EA about the Trent Rivers Trust and he has confirmed that he is happy for the Parish Council to contact them to try and agree some sort of minor flood alleviation work. Mr Hughes said that he would work with the council and the Trust on this project.

Ref	Project - Brief description	Project Status	Remaining or Next Actions and Funding/Resource required	Completed Actions
22	Resurface top of slide mound on Tafflands replacing the current play bark	In progress	Quotations sourced and agreed for contractor for surface and JDeacon to prepare groundworks. Contractors will start work 9th Sept with JDeacon doing the preparation ready over the weekend to cause as little disturbance to users as possible.	PC meeting April 24 approved obtaining further quotation to resurface the whole top of the mound (and maybe the path leading to it) rather than half of it - arrange to meet Playdale in April/May 2024. Issues with play bark being thrown about by users of the equipment means constant checking is required. Play bark is not now recommended for areas such as this. Initial quotation discussed covering half of it but the PC and the PC contractor feel that it should be all of it to remove issues with blending the surface in.
3	Renew/refurbish existing play equipment at Meadow View play area - incorporation of accessible and younger children's play equipment, benches, drainage, repair and repaint exist equipment	In progress	Awaiting suitable time of year for contractor to do final drain works near entrance from Forest School Street path (revised quotation and work has been agreed for this by the PC).	Successful application agreed with ESBC for remaining S106 funds to be used for repairs to existing equipment and railings, painting of railings, extra bench and installation of a drain to improve the very muddy area leading done to the play area from Tafflands. Monies released by ESBC.
19	S106 Sport England monies (grant condition to build changing rooms at Craythorne Field) progression of variation to install MUGA sought	In progress	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 to 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. 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.	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 consultant/architect 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.
7	Clean Brook and banks on Burnside and deal with Willows - plant succession trees for ageing Willow trees??	In progress	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.
1	Tafflands woodland and paths - Maintenance and management of trees and paths, planting of native flora e.g. Bluebells, installation of bird boxes	In progress	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. Consider further stoning of various paths and putting in some drains under paths as suggested by contractor to help with flooding.	
21	Replace/repair aging wooden steps and handrails on both sides of the Jinny Trail	In progress	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)	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.
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 6th formers to college	In progress	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.	
11	Ageing 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.
24	Complete review of Elizabeth Avenue play area equipment to be conducted	In progress	PC meeting April 24 agreed to set up a Working Group to review the play areas, current equipment and what might be replaced/removed, etc to bring proposals back to PC. Contact to be made with JoR school and parents/school views sought.	
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.	
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 after the drain has been installed.	Awaiting drain installation by JDeacon when weather permits - Part of remaining S106 funds to be used to install a drain first (see project 3).
9	Repaint and repair white railings and posts on Burnside, Brookside and leading to The Lawns	Open	Rolleston Transport Festival kindly donated money for the paint, brushes and scrapers to assist with this project. Start to arrange working parties to do this in sections - need risk assessment and hi-vis jackets plus advice on best paint to use.	

The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill

A Bill to make provisions regarding the safety of electric-powered micromobility vehicles and of lithium batteries; to give duties to the Secretary of State regarding those matters; and for connected purposes.

1. The safety of electric-powered micromobility vehicles and secondary lithium-ion batteries used to power such vehicles

(1) No person shall after 31st August 2025 place on the UK market any electric-powered micromobility vehicle or a secondary lithium-ion battery used to power such vehicles unless –

(a) conformity assessment procedures have been carried out by a conformity assessment body ('CAB') authorised by the Secretary of State to carry out such assessments; and

(b) the manufacturer has drawn up the technical documentation and declaration of conformity; and

(c) the electric-powered micromobility vehicle and the battery used to power such vehicles bear the CE or UKCA mark to demonstrate conformity with designated or harmonised standards.

(2) The Secretary of State must within 6 months of the passing of this Act publish a list of CABs recognised as being able to carry out conformity assessment procedures pursuant to subsection (1).

(3) Where in the opinion of a CAB, a product covered by this Act has successfully met the essential safety requirements of applicable regulations, it shall issue a certificate of conformity to the manufacturer.

(4) Where a certificate of conformity has been issued pursuant to subsection (3) a manufacturer must display a CE or a UKCA mark on any product covered by this Act before it is placed on the UK market.

(5) No person shall display a CE or a UKCA mark on any product covered by this Act unless a certificate of conformity has been issued for the product given in accordance with this Act.

2. Disposal of Secondary Lithium-ion Batteries

(1) The Secretary of State must, within 6 months of the passing of this Act, make regulations regarding the safe disposal of lithium batteries.

(2) The regulations made pursuant to subsection (1) may include a requirement for sellers of such batteries to:

(a) Display a prominent warning about the dangers of improper disposal of lithium batteries not in accordance with those regulations; and

(b) Attach as part of the sale

(i) Information regarding the cell chemistry of lithium batteries and;

(ii) information regarding the safe disposal of such batteries.

3. Duties of the Secretary of State

(1) (1) The Secretary of State must, within 12 months of the passing of this Act, make regulations

(a) Specifying safety standards for micromobility vehicle conversion kits and associated components; and

(b) Requiring that all micromobility vehicles have either

(i) a non-proprietary charging system with a communications protocol;
or

(ii) a proprietary charging system with a matched charger

and such regulations may include details of the means by which those standards will be enforced and the penalties for failing to comply with those standards.

(2) The Secretary of State must within 6 months of the passing of this Act consult such persons as he considers have an interest in this matter on whether to implement an interim measure which prohibits the sale of universal chargers for electric-powered micromobility vehicles until such time as the regulations detailed in (1) (a) or (1) (b) come into force.

4. Offences

Any person who fails to comply with the terms of this Act commits an offence.

5. Interpretation

In this Act, the following terms have the following meanings:

- 'Electric-powered micromobility' means electric scooters or electric bicycles powered by secondary lithium-ion batteries, as defined in the Department of Transport 2020 publication 'Future of Transport Regulatory Review Moving Britain Ahead Call for Evidence'.
- 'A lithium battery' is a non-rechargeable battery with lithium as an anode.
- 'A secondary lithium-ion battery' is a type of rechargeable battery in which the main reaction is the transport and intercalation of lithium ions into the cathode and anode respectively as defined in the BEIS Research Paper No 2020/037 entitled 'Domestic Battery Energy Storage Systems A Review of Safety Risks'.
- 'A proprietary charging system' comprises of a manufacturer specified plug and socket system designed only to operate in combination with each other.

- 'A non-proprietary charging system' comprises of a non-manufacturer specified plug and socket system consisting of a standardised plug and socket and a communications protocol.
- 'A communications protocol' is a set of formal rules describing how to transmit or exchange data.
- 'A CE marking' means a mark consisting of the symbol "CE" set out in the form specified by the Secretary of State in regulations made pursuant to this Act.
- A 'UKCA' marking is a UK Conformity Assessed marking displayed in the form specified by the Secretary of State in regulations made pursuant to this Act.
- A conversion kit is the electrical drive train, battery and charging system, that is fitted to a regular pedal bicycle to convert it to an electric bike.

6. Regulations

(1) The Secretary of State must, within six months of the passing of this Act, make regulations specifying:

- (a) Any amendments to the definition of the term 'electric-powered micromobility' that, in the Secretary of State's opinion, are necessary.
- (b) The penalties that shall apply to breaches of this Act.

(2) Regulations under this Act shall be made by statutory instrument pursuant to the negative resolution procedure.

7. Extent, Commencement, and Short Title

(1) This Act extends to the whole of the UK, subject to resolutions being passed by

- (a) The Scottish Parliament;
- (b) Senedd Cymru;
- (c) The Northern Ireland Assembly

applying it to their respective countries.

(2) This Act comes into force on the day on which it is passed.

(3) This Act may be cited as the Safety of Electric-Powered Micromobility and Lithium Batteries Act 2023."

Village Archive

As you may be aware, the Civic Trust has recently revived the Village History Walk which used to be run by Arnold Burston. This has proved to be very popular and demand is currently outstripping supply.

The popularity of this activity clearly proves two things. Firstly, that our village has a wealth of history and secondly that there is a genuine interest from our residents in what happened in the past, the people who once lived here and how the village has developed over time.

Going back eight years or so there was a proposal, which the Parish Council may be aware of, to create a Village Archive. Somewhere where we can store the wealth of important documents, records and pictures that relate to our village history.

This proposal focussed on building an additional floor above the vestry in the church and it got as far as architect's plans being draw up before the project was shelved.

Our committee would like the Parish Council's thoughts on trying to re-create the idea of having a small resource centre somewhere that local people can access to view our village records. As a Civic Trust we are doing our best to digitize as many paper records as we can to help save space but there are still lots of books, framed photographs, old documents that need to be stored and looked after for future generations.

The church does hold a small archive (a few filing cabinets, I understand) but, ideally, we could do with somewhere that has a little more space – possibly for a laptop/P.C. where we can keep these valuable documents and make them available for residents to see.

As I see it, the need is pressing. Our late President, Tom Martin, is no longer with us. He was one of the principal proposers of a village archive. His papers are now with his wife, Sylvia. Other notable historians in the village include Arnold Burston and Mike Wardell, both of whom are advanced in years and I wonder what will become of the work they have collected and written in the future if we don't act to secure it and plan for the future.

I would welcome any thoughts the Parish Council has on this idea.

Tim Salmon

Rolleston Civic Trust

12/07/2024

ROLLESTON ON DOVE VILLAGE ARCHIVE

Rolleston on Dove has a long and well documented history and though it has lost its old hall its connections to the Mosley family are clear to see throughout the village, especially in its parish church, St Mary's.

Rolleston's parishioners and villagers are proud of this history and several of these have gathered much of the documents relevant to this past history and regularly make it available to the public at events within the village and at regular "Rolleston History Days" in The Old Grammar School.

There has been some concern among parishioners for some years that as time goes by these records will be lost to the village unless they can be gathered together in a suitable secure and controlled environment. It was also felt that these records should be treated as the property of the village and that they should be available to the public as items of interest and as records for future research.

The need for a village archive was born.

The concerns of its parishioners were first raised with the parish church, St Mary's. The Church, at that time, was also investigating ways to improve the facilities within the Church to cater for the needs of its parishioners, the choir and the vicar. Toilets and changing facilities are needed within the vestry and more room is needed to cater for the numbers wishing to use the vestry and also to allow the vicar privacy to attend to the needs of his parish. Rudimentary draft plans had been prepared to make appropriate alterations to the vestry and it was suggested an archive could also be created there. Indeed there is already a small archive in place if three inaccessible cupboards can be called an archive, but these cannot be viewed and appreciated by all.

To progress the issue Rolleston Civic Trust was asked if it would undertake the project of creating a village archive and at a regular monthly public meeting the proposal was put to the membership and the villagers present. The proposal was accepted and a small committee was established to take on the challenge.

The Civic Trust has made presentations to The Parish Council, The Parochial Parish Council, and several local organisations, to gauge support for such a project and can report that the support is strong and the project has the backing of the village.

Over several meetings the committee have reviewed and researched the requirements of a village archive, visited other such amenities, and investigated several possible sites for such an archive. The building needs to be secure, have a suitable environment, have stability in purpose (i.e. not be sold or change use), and be open to the public. After much debate it was agreed the best possible venue for such a facility was St Mary's.

Meetings have been held with the Parochial Parish Council and The Church to see if the proposed alterations to the facilities in the Church could also provide accommodation for an archive. To progress the project it has become clear that professional help is required in the preparation of a feasibility study of the proposals for the alteration works required to the Church and Vestry to provide the required additional facilities and to create a suitable public space for the documents to be viewed, and a controlled area for the documents to be stored.

Such a study will cost in the region of £2000, a sum that cannot be fully funded by the Church, bearing in mind other urgent requirements on available funds, or The Civic Trust. Help is required.

Peter Barnett

28.01.16

From: Chris Mallett <chris.mallett@thecleargroup.com>
Sent: 19 June 2024 10:17
To: Colleague Rolleston On Dove Parish Council
Subject: Please Read: Important Information for Clear Clients

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Colleague,

Like most people, you've probably exercised a degree of caution before opening this email. No-one wants to accidentally open the email or click the link that allows malware or ransomware into their network.

Rest assured, this email is from Clear. Unfortunately, though, we're sure that you'll get many more emails today that aren't as genuine as this one.

When they're identified early and malicious links are clicked, it's often ransomware that is the ultimate end result of a phishing email.

As your insurance broker, through our membership of the British Insurance Brokers Association, we're looking to help shape the support available for businesses when it comes to the decision about whether or not to pay a ransom demand. This doesn't have to be a decision you have to make, however.

Cyber insurance can provide you with access to specialist support in the event of a ransomware – it doesn't just cover the cost of the ransom, cyber cover will also give you access to a team of specialists who may be able to recover your data without a ransom being paid or negotiate with cyber criminals to reduce a ransom demand.

It's simple and straightforward for us to arrange a cyber insurance quotation – just [complete the short form](#) and we'll do the rest. No technical knowledge needed; we just need confirmation of your turnover, number of employees and business activities.

To see more about how the insurance industry is helping shape advice and support around ransomware payments, you can visit: <https://www.ncsc.gov.uk/guidance/organisations-considering-payment-in-ransomware-incidents>.

And because we believe that every business should have access to this critical protection, if you request a quote by the end of June, **we will waive our broking administration fee** should you then take out the cyber policy.

**GET A CYBER QUOTE
NOW**

If you have any questions, please don't hesitate to get in touch.

Best regards,
Chris Mallett
Commercial Strategy Manager

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