

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

**Present**

Councillor Stewart (in the Chair)

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

**In attendance**

One member of the public

ESBC Councillors Lock and Smedley

Emily Fenn and Millie Marsden, Youth Representatives

Mary Danby, Clerk

**Public Forum**

No questions or comments were raised.

**65. Apologies for absence**

Councillor Sharples.

**66. Declarations of Interest and Dispensations**

None declared.

**67. Planning matters**

**67.1 Planning applications**

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

**68. Minutes**

**Resolved** That the Minutes of the meeting held on 08 July 2024 be approved and signed as a true record.

**69. Matters arising**

**Minute No. 48 Re 29 Matters arising – Public Forum: Travellers site, Craythorne Road**

The council was advised that a Temporary Stop Order had been put on land by ESBC regarding unauthorised engineering works by the levelling of the land and the laying of hard core to create an area of hardstanding.

**Minute No. 48 Re Letter to stables (Matters arising re Minute No. 10)**

Councillor Stewart reported that the letter to stables had yet to delivered.

**Minute No. 48 Re Minute No. 11.9 Cattle Dock**

The council was advised the work had been completed and many compliments had been received on the standard of work. The Station Heritage Group will plant the bank.

**Minute No. 48 Re Minute No. 30.3 24/16 Burnside**

The council was advised some tidying up had been done at the above location.

**Minute No. 48 Re 30.5 3<sup>rd</sup> bullet point**

The council was advised that the 2024 Brewers 10K would not take place and that arrangements were being made for this to take place in June 2025 (date to be confirmed).

**Minute No. 49.1 Platinum Orchard**

The council was advised that a Plum tree had been lost on the site and that a replacement tree would be provided by a Councillor.

**Minute No. 49.2 4<sup>th</sup> bullet point**

The council was advised that the cracked pavement outside 18 Burnside was on SCC's list for investigation.

**Minute No. 49.7 1<sup>st</sup> bullet point**

The council was advised that the Environmental Contractor had cut back the hedge and the Mowing Contractor now cuts up to the hedge.

**Minute 49.8 4<sup>th</sup> bullet point**

The council was advised that the Silver Birch will be felled, other trees will be coppiced and two Laurels will be felled – the council had arranged for a tree surgeon to undertake these works at the end of September.

**Minute 49.8 5<sup>th</sup> bullet point**

It was noted that the Dovecliff Road hedge was overgrown from Cliff House towards Stretton. **Agreed** that the landowner be requested to cut the hedge back.

**Minute No. 56 Brook Hollows WEP application**

The council was advised that the application had secured £16,000 for work on the Brook Hollows island and the donor had agreed to permit funds held by the council to be used to pay the VAT for this work. The work will be done in October.

**Minute No. 57 Craythorne playing field**

The council was advised that an internal document had been compiled and was held on file for future use.

**70. Councillors' reports**

- 70.1 County Councillor White had provided an update on the Anslow Lane gullies. A survey team had jetted the entire system including the culvert on 04 September and removed some roots that were intruding into the pipes. The system was all running clear now.
- 70.2 ESBC Councillor Smedley said that residents should be aware that work on the Royal Derby Hospital multi-storey car park would be starting this month and this work will impact on parking at the hospital.
- 70.3 Councillor Badcock gave an update regarding Brook Hollows:
- North side: A sensor has been put on the wall and it will measure any movement. The wall has holes in it which will be repaired soon and "wings" will be installed on either side to retain the water.
  - South side: A new bridge will be put in and the existing bridge and steps will be removed completely.
- 70.4 Councillor Sanderson reported that:
- The Spread Eagle Island volunteers had spent funds from the plant sale on purchasing bulbs and seeds.

- The council was requested to reimburse Mrs Sanderson in the sum of £39.94 (including VAT) for Heathers and Daffodil bulbs that would be planted on Jamie's Garden and the bus stop tub. **Agreed** that Mrs Sanderson be reimbursed as requested.
- He also reported that stones had been left by the cabling contractors on the grass verge opposite the Co-op, however this area had been grass seeded but concern remained that the stones would mean that the Mowing Contractor will be unable to cut the grass. Councillor Appleby said that he would chase this up for the council.
- There was an issue with a trench from the small garage development opposite number 57 Station Road, the nearest one to the Brookhouse. There was a big dip in the trench near the middle of the road and also at the kerbside on the Stretton direction carriageway, and both kerbstones have moved and are a potential trip hazard – this needed urgent attention before it develops into a pothole this winter. **Agreed** that this issue be forwarded to County Councillor White and Richard Rayson, Staffordshire Highways.

- 70.5 Councillor S McManus reported that he had been approached by a resident asking that his compliments be passed to the Mowing Contractor for the excellent work he does on the Craythorne playing field.
- 70.6 Councillor Peirce reported that a lot of temporary road signs had been left by the contractors following recent works around the village. **Agreed** that County Councillor White be asked to liaise with County officers to see the signs removed as soon as possible.
- 70.7 Councillor Houston reported that the Fibretec cabling contractors work around the village was not good, especially Beacon road. **Agreed** that this reported to County Councillor White with a request that Officers be asked to inspect the verges where works have been undertaken to ensure that they are reinstated to a good standard and all stones removed.
- 70.8 Councillor Storer asked permission to consult with residents of Meadow View and Meadow Fields on their views for expanding the Platinum Orchard with a view to forming a Working Group to look after the Orchard. **Agreed** that permission be given as requested.
- 70.9 Councillor Appleby reported that:
- Mowing by the Contractor on Beacon Road was hit and miss.
  - Overgrown vegetation between Forest School Street and the Craythorne playing field needed to be cut back.
- 70.10 Councillor Stewart reported that:
- A key audit had been completed, some keys will to be cut so that spares are held by the Chair.
  - The Mowing Contract specification had not been amended yet pending a response from Trent & Dove regarding ownership of the Dodslow Avenue island.
  - Two trees had to be taken down recently on the Jinny Trail as one had fallen and disturbed the roots of another tree.
  - A resident had reported issues regarding three trees on Tafflands – these will need to be felled.
  - The RoSPA play equipment inspection reports had been received, these will be circulated to everyone and a report will be provided for the next meeting.

## **71. Financial Matters**

### **71.1 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
			<b>8,849.41</b>	<b>1,024.05</b>

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

## 71.2 Schedule of payments

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 <sup>nd</sup> 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
J Deacon	Environmental contract £1,376.10 Craythorne car park lock/unlock £223.20 Meadow View: Replacement posts £1,950.00 Elizabeth Avenue: Relocate goal posts £436.80 The Croft: Repair to post £42.00 The Croft: Repair pothole £36.00 Anslow Lane: Cut back grass verge £153.00 Jinny Trail: Clear fallen Ash tree, make remaining tree safe £360.00 Jinny Trail: Repair broken step £42.00	BACS	4,619.10	769.85

PlaySafety Ltd	Annual RoSPA inspections	BACS	403.20	67.20
O2	Council mobile	DD	21.80	3.63
			11,444.76	1,235.25

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

### 71.3 Bank reconciliation as at 31 August 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 <sup>nd</sup> 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
			<b>6,400.66</b>	<b>394.57</b>

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

### 71.4 Earmarked Reserves

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

		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	<b>PLUS</b> Income	56,769.67	5,124.50	61,894.17
	<b>LESS</b> Expenditure	48,249.72	0.00	48,249.72
31 August 2024	Bank Statement	26,366.40	88,859.79	115,226.19

### 72. Receipts and payments to 31 August 2024

**Resolved** That the report be noted.

### 73. Conclusion of the audit for the year ended 31 March 2024

Councillors were advised that Forvis Mazars, the council's external auditor, had completed the 2023/24 audit with no comments other than a minor scope for improvement regarding a box that had been left blank which should have been completed as "No" or "N/A" – this had been corrected.

The Auditor drew the council's attention to Email management and the expectation in the future that all councillors should have a dedicated council email address.

The Notice of Conclusion of Audit and AGAR Sections 1, 2 and 3 had been published on the council's website on 15 August and copies had been displayed on the noticeboards.

**Resolved** That the report be noted.

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

It was noted that there had been no offers of donations arising from the article in the council's Rollestonian insert.

**Agreed that:**

- a) Staffordshire Highways be requested to install an extended hardstanding and polycarbonate bus shelter at the above location.
- b) Staffordshire Highways be advised that the council will offer Staffordshire Highways a £1,000 contribution and that Bellway Homes had agreed to make a donation of £1,000 towards the project.

**75. SCC: Climate Action Fund**

Councillors received information regarding the above Fund.

**Agreed** that Councillors Storer, Houston and Badcock would look at submitting an application for fruit trees to be planted in the Jubilee and Platinum Orchards and Hawthorn hedging for Craythorne.

**76. Flooding**

The council received information regarding the Trent Rivers Trust.

**Agreed** that the Trent Rivers Trust be approached to ask if they would be able to assist with a minor flood alleviation project in the village.

**77. 2024/25 Project Priorities**

**Agreed** that the updated spreadsheet be noted.

**78. Future maintenance of the Jubilee Orchard**

The council was advised that Councillors Peirce and Robson had had a site meeting with the Mowing Contractor. It was noted that the Cherry trees are now large and showing signs of disease and this adversely affects the other trees in the Orchard.

**Agreed** that quotations be sought from tree surgeons to fell the diseased Cherry trees.

It was also noted that:

- A compost bin was now on the site which had been funded through the Environmental Fund – Tim Salmon and Councillor Badcock were thanked for their work on the application.
- The next Working Party will be arranged for mid-October.

**79. Correspondence**

**79.1 Staffordshire Parish Councils Association**

The weekly Bulletins had been circulated to all councillors.

**79.2 Comms Log**

The Comms Log had been regularly circulated to all councillors.

**79.3 Safety of Lithium-ion Batteries and e-bikes and e-scooters**

The council had been contacted asking if it would be willing to support the campaign for The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill which it was hoped would come into law as soon as possible.

**Agreed** that the council support the campaign to see the above Bill enacted.

**79.4 Rolleston Civic Trust: Village Archive**

The Civic Trust Committee had approached the council for its thoughts on trying to recreate the idea of having a small resource centre that local people could access to view the village records.

**Agreed** that the Parish Council was not aware of anywhere suitable in the village where an archive could be established. It was noted that the Staffordshire Record Office holds historical information relating to the County and that they will take records held by groups and records are available for members of the public to view. It was recommended that the Civic Trust approach the County Record office to ask if they would be prepared to take the village records.

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

The SPCA's Executive Committee sought the council's thoughts on the development of an SPCA policy position in relation to rural speed limits.

**Agreed** that no comment be made.

**79.6 Clear Group**

The council was invited to consider if it wished to obtain a quotation for cyber insurance which would provide specialist support in the event of a ransomware demand.

**Resolved** That the council declined to progress the offer.

**79.7 Bus shelter**

The council had received comments from a resident regarding the Church Road bus shelter, specifically that was not user-friendly and that they felt it was a waste of money as there was no window in the side of the shelter which meant that people cannot see the bus, the bus driver is unaware that anyone is waiting and the bus will go past without stopping.

**Agreed** that, whilst noting the comments regarding the shelter, the resident be advised that the structure had been funded entirely by a donor at no cost to the public purse.

**79.8 Motorbikes – Craythorne playing field**

A resident had contacted the council reporting that children were riding relatively powerful motorbikes on the playing field, saying that they had reported this to the Police. The resident asked if there was scope for the council to install a 4G/5G solar powered camera on the playing field entrance as a deterrent.

**Agreed that:**

- CCTV would not be installed on the site at the moment.
- That a message be uploaded to the council's website and Facebook page asking people to report incidents to the Police as the use of motorised vehicles on any Parish Council-owned land is against the Byelaws.

**79.9 Consultation: Proposed reforms to the National Planning Policy Framework and other changes to the planning system**

**Resolved** That no comments be submitted.

**79.10 St Mary's 18<sup>th</sup> Advent Festival**

**Friday 29 November – Monday 02 December daily 1pm–5pm**

**Agreed** that the council's Christmas tree be decorated by the Youth Representative(s) and Councillors Appleby and Sharples.

**80. 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.

**81. Biodiversity Net Gain (BNG)**

The council had been approached by a member of the public regarding a BNG proposal.

**Resolved** That the council felt that although it was willing to give its support in principle, it could not currently commit its time or public funds to the project until land ownership, pending planning applications, and feasibility of the proposed rewilding were resolved. Obviously when the issues that are of concern have been resolved and funding identified, the will be more than happy to review its current position.

The member of the public be advised to approach ESBC's newly appointed Climate Change and Adaptation Officer for his opinion on how one might identify and engage with the landowners and how to seek sources of funding to complete the initial studies into the feasibility of the scheme.

**82. Quotations**

**82.1 Brookside: Middle bridge**

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

**82.2 Biodiversity Audit**

**Resolved** That a decision on the comparative quotations be deferred pending an approach to ESBC's Climate Change and Adaptation Officer asking if he is able to assist with the Audit of council-owned land.

**82.3 Burnside: Additional troughs**

**Resolved That:**

- a) Amberol Ltd's quotation in the sum of £693.20 plus VAT to supply 3 No. self-watering barrier baskets and liners be accepted.
- b) Woodside Nurseries quotation to fill the above barrier baskets (plants, compost and feed) in the sum of £120 (Summer planting) and £100 (Winter planting) be accepted.

**82.4 Platinum Orchard**

**Resolved** John Deacon's quotation in the sum of £120 plus VAT to remove 2 Cherry trees and roots, level ground and re-seed be accepted.

**82.5 Meadow View: Self-set Sycamores**

**Resolved** That John Deacon's quotation in the sum of £300 plus VAT for a full day to flail off Sycamore saplings and dig out roots be accepted.

**82.6 The Croft**

**Resolved** That Phil Gould's quotation in the sum of £250 to cut back the hedge down the side of The Almshouses, rotavate the area, level and re-seed be accepted on the proviso that the area of hedge to be cut also included the boundary with The Croft.

**83. Elizabeth Avenue playing field**

**Resolved** That the legal advice provided by NALC's legal team be accepted and that if issues arise in the future with rubbish being dumped on the playing field a letter be sent to the occupier asking them to remove the rubbish and advising that access from their property to be field will be revoked if this is not done.

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

**Resolved** The planning consultant be authorised to make a pre-app submission to Sport England for the proposed MUGA on the basis of no floodlighting being provided and that a booking system will be considered. **It was further resolved that** the BNG report be continued on the current basis.

**85. Craythorne Road playing field**

**Resolved** That the council proceed to install 2 No. temporary concrete boulders to prevent unauthorised access to the car park and field under Permitted Development rights.

**86. Copyright matters**

**Resolved That:**

- a) The copyright fee in the sum of £475 be paid (Vote: 8 for, 1 against, 1 abstention).
- b) Pre-2023 material be deleted from the council's website.
- c) Thought be given as to whether the Village website should be taken down and stopped.
- d) The copyright of any photographs/material submitted by a councillor whilst a serving councillor will remain with the council ad infinitum.
- e) Village organisations be contacted to ask them to check the copyright of any material they use.

The meeting closed at 9.45pm

Signed .....

Date .....