

**MINUTES OF THE MEETING OF ROLLESTON ON DOVE PARISH COUNCIL**  
**HELD AT THE OLD GRAMMAR SCHOOL ROOM, CHURCH ROAD, ROLLESTON ON DOVE**  
**ON MONDAY 09 MARCH 2020 COMMENCING AT 7.30 PM**

**PRESENT**

Councillor S McManus (in the Chair)

Councillors Badcock, Gooding, E McManus, Peate, Sanderson, Stewart, Toon and Wyatt

**In attendance**

PC Parden

15 Members of the public

Mary Danby, Clerk

**PUBLIC FORUM**

Residents addressed the council on their concerns regarding the Environment Agency's response to the flooding on the night of 16 February. The concerns included:

- Where are the sluice gates along the Alder Brook?
- What was the timeline for the flooding? The flooding started 2.30am and the water had receded significantly by 7am.
- The Environment Agency sent out the telephone/email alerts too late
- A log of facts is required on why the sluice gate was not opened and the Environment Agency's actions during the flooding.
- Why does the Environment Agency prioritise the A38 over Rolleston assets and residential properties on Brookside?
- The condition of the Brook is terrible, it is overgrown and undergrown all the way along and it needs better management.
- There is a need for the Environment Agency to nominate a person who is responsible for the area.
- Can the Environment Agency be requested to attend a meeting to give the full facts of what happened on the night or could they at least provide a report which could be made publicly available?
- Environment Agency staff were not present on the night, whereas they had been on previous occasions – why was this?
- What can/is the Environment Agent do/doing to ensure that the flooding does not happen in the future?
- Brook House bridge – Station Road – the footpath is very muddy making it difficult to use.

Councillor S McManus said that:

- The parish council had distributed a letter to affected residents on Brookside, Burnside and Chapel Lane which outlined the actions taken and provided contact information.
- The council would liaise with County Councillor White to ask the Environment Agency to either attend a public meeting or provide a report with a timeline of what happened on the night of 16 February and their actions.
- The council was looking at compiling a Community Flood Plan (recommended by the Environment Agency) and he offered the opportunity for residents to help in compiling a plan for their area.
- The council will keep residents informed via its website and Facebook page.

**POLICE**

PC Parden reported that he and his team had received reports of anti-social behaviour on the Elizabeth Avenue playing field – the PCSO has patrolled the area and will keep monitoring it.

He also reported that young people had been moved on from the Craythorne Road car park and this area will continue to be monitored.

He reported that there had been a rise in vehicle crime and burglaries in the area and he urged people not to leave garage doors open for people to see what tools, etc they have stored. He also said that people who have keyless vehicles should make sure that they use a Faraday case.

Councillor S McManus said that during the recent flooding in the village the council's road signs were ignored by drivers and they continued to drive at speed causing bow waves which then hit houses. He asked if there was anything the Police could do to help in this situation. PC Parden said that residents should call 999 if their homes are affected and they could then deal with the situation and they would liaise with Staffordshire Highways and ESBC as necessary.

**185. APOLOGIES FOR ABSENCE**

Councillor Robson

**186. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Councillor Gooding declared a pecuniary interest in Minute No. 187(b) and (c).

**187. FLOODING IN THE VILLAGE  
RESOLVED THAT:**

- a) The actions taken by the council after the flood on 16 February be noted.
- b) The purchase of 25 No. packs of Hydrosnakes at a cost of £340.00 plus VAT be approved.
- c) A letter be hand delivered to residents of Brookside advising them that they could apply for contributory funding from the remaining Environment Agency funds for the purchase of flood protection items (or items purchased after 01 June 2016).
- d) A request from a Brookside resident for contributory funding towards the purchase of a flood door to replace their existing front door be approved to a maximum of £1,000.
- e) Councillor Badcock to speak with the Transforming the Trent Valley officer to enquire whether the design team could be requested to consider storage of water to be released into the Brook in a controlled manner.
- f) Community Flood Plans be compiled for affected areas of the village by Councillors S McManus, Peate, Stewart and Wyatt with input from interested residents where possible and that once implemented the Plans should be reviewed quarterly.

**188. PLANNING**

**188.1 Planning Applications**

<b>Planning Application No.</b>	<b>Address</b>	<b>Proposal</b>
P/2019/01123 No objection	Willowfields 18 Dovecliff Road	Formation of a dropped kerb and formation of a parking area
P/2019/01125 No objection	Sunnydale 20 Dovecliff Road	Formation of a dropped kerb and formation of a parking area
P/2020/00094	6 Bladon's Yard	Listed Building Consent for the replacement of two windows and one external door in the south wall (ground floor and first floor), and

		replacement of one window in the east wall (ground floor) to the rear
No objection		
P/2020/00146	The Grey House School Lane	Removal of five Sorbus trees
Comment: Councillors ask for only the two Sorbus trees closest to the house be felled and that a replacement tree(s) be planted.		
P/2020/00203	Brookside Cottage 10 Alders Reach	Crown reduction in height of 1 Beech tree (T10 ) or to nearest growing point, and removal of end tip weight on the lateral branches by 1.5m-2m or suitable growing point
No comment		

**188.2 Planning Decisions**

**RESOLVED** That the planning decisions set out in the agenda be noted.

**190. MINUTES**

**RESOLVED** That the Minutes of the Council meeting held on 10 February 2020 be approved and signed as a true record.

**191. MATTERS ARISING**

None raised.

**192. COUNTY COUNCILLOR'S REPORT**

County Councillor White was unable to attend the meeting, but he had advised the Chair and Vice-Chair that:

- Staffordshire Highways were consulting on the re-siting of the build-out on Dovecliff Road.
- He is still chasing on the Beacon Road works.
- He is very heavily involved with the Bellway development.

**193. BOROUGH COUNCILLOR'S REPORT**

Borough Councillor Toon said that:

- She had had many complaints regarding the Bellway development and as a result she had asked the Environmental Health and Enforcement Officers to visit the site to resolve the reported issues.
- The Council Tax bill will increase by £5 for the 2020/21 financial year.
- ESBC will have two or three vacancies for councillors to be filled by By-elections.
- ESBC's Community & Civil Enforcement Officers had visited Brookside distributing information on how residents could apply for Flood Recovery Support funding.

**194. PARISH COUNCILLORS' REPORTS**

194.1 Councillor E McManus reported that the council's Facebook membership had increased by c50 people. She said she was drafting a Facebook usage policy for consideration by the council at a future meeting.

194.2 Councillor Toon reported that a resident had asked for trees to be planted using the Bellway s106 monies – she had explained to the resident that this was not possible.

194.3 Councillor Wyatt said that the recent Clean-up Day at Tafflands had been well attended. It was noted on the day at the footpath from the car park was very wet and muddy – crushed stone and drainage could be used to make the path better.

**AGREED** That work on the footpath be put on hold pending completion of the scheduled footpath works by the Burton Conservation Volunteers.

Councillor Wyatt said that there a lot of low hanging branches still in situ on the Tafflands play area. It was noted that the branches could not be removed during the bird nesting season unless they posed a health and safety problem.

Councillor Wyatt said that the hole in the pavement on Burnside was deteriorating further. There were also potholes on Knowles hill and Station Road which had been marked by Staffordshire Highways some time ago, but their conditions were deteriorating.

**AGREED** That the above highways issues be put to County Councillor White with a request that he ask that the repairs be expedited in the interests of public health and safety.

Councillor Wyatt reported that the recent flood had dumped a lot of silt on the road. Councillor S McManus said that he had taken a photograph which clearly illustrated the problem.

**AGREED** That Staffordshire Highways be requested to remove the silt as soon as possible.

194.4 Councillor Badcock reported that:

- The Transforming the Trent Valley team had confirmed that work will be done above the waterfall. A decision was yet to be made on what could be done below the waterfall.
- 12 people had asked for more information on the Brook Hollows project following the article in the Rollestonian newsletter.

194.5 Councillor Peate reported that there was a lot of silt on Marston Lane and potholes were deteriorating. The Clerk advised that this had already been reported to County Councillor White.

194.6 Councillor Stewart:

- Thanked Councillors E and S McManus for their support during the period that she was Acting Chair.
- Station road Care Home – vehicles were being parked on the opposite side of the road and not on their own drive.
- Asked that the council purchase an additional 12 No. litter pickers for use on Clean-up Days.

**AGREED THAT:**

- a) The Care Home operator be asked to ensure that staff and visitors park on site wherever possible.
- b) 12 No. litter pickers be purchased from Aspli Ltd at a cost of £113.04 plus VAT.

194.7 Councillor Gooding asked that a flyer be produced, based on the example provided by Stretton Parish Council, encouraging people to vote in the NDP Referendum and that the flyer be distributed to every household when the timetable has been confirmed and published.

Councillor S McManus said that he would draft the flyer, and this would be circulated to all Councillors for approval prior to publication.

194.8 Councillor S McManus:

- Thanked Councillor Stewart for her work as Acting Chair during a difficult time and for establishing a good rapport with Bellway.
- Reported that the Station Heritage Group asked for permission to build a planter using railway sleepers around the “Jinny Nature Trail” sign and keep it filled with flora according to season.

**AGREED** That permission be given for the Group to build a planter using railway sleepers around the “Jinny Nature Trail” sign subject to (a) the planter being located so as not to impede the grass being mowed and (b) that the volunteers undertake to water the plants.

**195. FINANCIAL MATTERS**

**195.1 Schedule of payments**

<b>Payee</b>	<b>Description</b>	<b>Payment Method</b>	<b>Gross £</b>	<b>VAT £</b>
EE Ltd	Council mobile	DD (paid 19/02/2020)	24.00	4.00
Mrs M Danby	Reimbursement re skip hire (Brookside)	BACS (paid 20/02/2020)	200.00	33.33
Mrs M Danby	Reimbursement re skip hire (Brookside)	BACS (paid 24/02/2020)	200.00	33.33
Centrewire Ltd	Supply gate (Walford Road)	BACS	306.00	51.00
Viking	Postage stamps/stationery	BACS	22.64	1.15
Notice Me	Bus shelter information boards	BACS	483.50	80.58
Staffordshire Parish Councils Association	Local Councillor training course fee	BACS	20.00	-
Urban Vision Enterprise CIC	Rolleston on Dove NDP (final invoice)	BACS	900.00	150.00
1&1 IONOS Ltd	RPC website (Basic monthly fee £5.99; SiteLock Basic annual fee £14.25)	DD	20.24	3.37
P Gould	Mowing contract	BACS	1,198.23	-
Information Commissioner’s Office	Annual Data Protection fee	DD (paid 02/03/2020)	35.00	-
PEAC (UK) Ltd	Photocopier rental (quarterly)	DD (paid 03/03/2020)	210.74	35.12
Complete Storage & Interiors Ltd	Hydrosnakes	BACS	408.00	68.00
Clerk’s salary	Clerk’s salary and expenses	BACS	873.34	-
HMRC	NI/PAYE (Final quarter 2019/20)	BACS	948.59	-
Barnett Tree Services	Work at Tafflands Clean-up day (£250), Emergency tree work on Jinny Trail (£325)	BACS	575.00	-
J Deacon	Environmental Officer (£894.84), Refill sand bin (£72.00), Collect tractor and deliver to Brewery Centre (£120.00)	BACS	1,086.84	181.14
Mrs M Danby	Reimbursement re leaflet holders	BACS (Paid 03/03/2020)	20.75	3.46
<b>TOTAL</b>			<b>7,532.87</b>	<b>644.48</b>

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

**193.1 Bank Reconciliation as at 29 February 2020**

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2019	Bank Statement	13,292.23	53,081.15	66,373.38
Movement in funds to date	<b>PLUS</b> Income	71,877.11	5,472.13	77,349.24
	<b>LESS</b> Expenditure	(67,214.42)	(2,000.00)	(69,214.42)
		17,954.92	56,553.28	74,508.20
29 February 2020	Bank Statement	17,954.92	56,553.28	74,508.20

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

**194. 2019/20 BUDGET AS AT 29 FEBRUARY 2020**

**RESOLVED** That the report be noted.

**195. STAFFORDSHIRE COUNTY COUNCIL:**

**DOVECLIFF ROAD, ROLLESTON – STATUTORY CONSULTATION**

**RESOLVED** That the council has no objection to the proposal.

**196. TO REVIEW PITCH HIRE FEES FOR THE CRAYTHORNE ROAD FOOTBALL PITCHES**

**RESOLVED** That the hire fees remain unchanged pending receipt of the s106 funding.

**197. ANNUAL REVIEW OF POLICIES**

**RESOLVED** That the following documents be amended where necessary and approved for publication:

- a) Standing Orders
- b) Financial Regulations
- c) Statement of Internal Control and Annual Review of Effectiveness of Internal Control
- d) Asset Register
- e) Information and Data Protection Policy

An offer by Councillor Peate to drive the recruitment of Youth Representative to sit on the council (Standing Order 29 refers) was accepted.

**198. ACTION POINTS**

**RESOLVED** That the report be noted.

**199. COLLEGE FIELD: S106 AGREEMENT (Minute Nos. 141 and 164 refer)**

Councillor S McManus reported that it was the general view of the Care for Rolleston Group that the Elizabeth Avenue play area be renewed, and that inclusive play equipment be installed to enhance the other play areas. These options would be put to ESBC together with the report from the Staffordshire FA following their inspection of the Craythorne Road football pitches.

**200. COLLEGE FIELD DEVELOPMENT**

It was noted that Bellways had done most of the things they had been asked to do. The residents have been accommodating and raised issues with the council, these issues had been relayed to the Site Manager and the Enforcement Officer. The Scouts had agreed to allow construction

vehicles to park in their car park whilst waiting to access the construction site. Complaints were still being received due to vehicles parking on Station Road.

Councillor S McManus said that the council would continue to keep on top of the development and issues will be reported to the Site Manager and the Enforcement Officer.

**201. STAFFORDSHIRE COUNTY COUNCIL: GRASS CUTTING AND WEED CONTROL**

Councillors received information on the above. As part of the discussion, Councillor S McManus referred to the Contractor Review Meetings and he asked that all Councillors look at their areas and give feedback to him on the Contractors' work. A written report will be provided to both Contractors and their Review Meetings will be held with only the Chair and Vice-Chair. Councillor S McManus said that he would provide copies of the contracts to all Councillors so that feedback can be given on the various elements of those contracts.

**202. STAFFORDSHIRE FIRE & RESCUE SERVICE DRAFT SAFETY PLAN 2020-2024 CONSULTATION**  
**RESOLVED** That the Draft Safety plan be received without comment.

**203. CORRESPONDENCE**

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

The weekly SPCA Bulletins had been forwarded to all councillors.

**203.2 Elizabeth Avenue: Request re goals**

A resident of Elizabeth Avenue had contacted the council via its Facebook page. He asked if the nets on the goals at the Elizabeth Avenue playing field could be taken down and relocated to the Craythorne Road playing field so that he and other residents do not experience the anti-social behaviour and parking issues they encountered last summer.

**RESOLVED** That the request be declined as removing the nets will not lessen anti-social behaviour on the site.

**203.3 Elizabeth Avenue Playing Field – Anti-social behaviour**

A resident of Field Drive had reporting anti-social behaviour on the playing field and asking if the council would consider installing improved lighting in the area and potentially CCTV cameras. They also asked for increased patrolling by the Police.

The council highlighted the above issue to the Police earlier in the meeting and asked that patrols be increased when possible.

**204. EXCLUSION OF THE 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.

**205. CO-OPTION APPLICATION**

**RESOLVED** That Robert Houston be co-opted onto the council.

**206. QUOTATIONS**

**206.1 Tree Works - Burnside**

**RESOLVED** That a second quotation be sourced; that both quotations be circulated to all Councillors via email, that an upper ceiling of £690 be set for the work and that the contract be placed with the preferred tree surgeon.

**206.2 Burnside Railings and Bridges Project**

**RESOLVED** That this project be put on hold.

**207. ELECTRICITY SUB-STATION, BEACON ROAD**

**RESOLVED** That Councillors S McManus and Sanderson be authorised to execute the Lease with Western Power.

**208. PARISH COUNCIL WORKING PRACTICES**

Councillor S McManus undertook to prepare a proposal for consideration at a future meeting.

The meeting closed at 10.15 pm

Signed .....

Date .....