

Rolleston on Dove Parish Council

Clerk: Mrs Mary Danby BA (Hons)
32 Hillcrest Rise
BURNTWOOD
WS7 4SH

Mobile: 07908 545412 (Office hours)
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Our Ref: MD

05 October 2020

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend a virtual Meeting of the Parish Council on **Monday 12 October 2020** commencing at 7.30pm at which the business set out below will be transacted.

NB: *This meeting is permissible under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 04 April 2020 in response to the COVID-19 outbreak. The 2020 Regulations enable local councils to hold remote meetings (including any by video and telephone conferencing) for a specified period until May 2021.*

Yours sincerely

MDanby

Mary Danby
Clerk

ESBC Councillor G Allen

Councillor Allen has requested an opportunity to meet with the council and for parish members to speak directly with him on a range of district responsibilities. Broadly, his portfolio covers planning policy and enforcement and executive functions of planning control, business support and LEPs, economic development, Town Centre regeneration, brownfield strategy and the use of S106 for brownfield development. He would prefer to keep the discussion at a strategic level, and he will not be able to comment on specific issues.

PUBLIC FORUM

Members of the public may join the meeting and participate in the Public Forum by using Zoom:

<https://us02web.zoom.us/j/3852542732?pwd=Q09WalYxv25xR1QwM05EdGZpWE51UT09>

Meeting ID: 385 254 2732; Passcode: RPCOCT20

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. If you prefer, queries or comments may be emailed to the Parish Clerk (rollestonpc@outlook.com) no later than 3pm on Thursday 08 October 2020 for consideration by the parish council.

1. APOLOGIES FOR ABSENCE

2. CASUAL VACANCY

To note that Robert Peate resigned from the parish council with effect from 05 October 2020 due to personal reasons.

The normal procedure is that the council must, in liaison with ESBC, publish a Casual Vacancy notice. If an election is called by 10 more electors of the parish ESBC will administer that process; if an election is not called ESBC will advise the council that it should fill the vacancy by co-option.

The Clerk contacted ESBC and they have provided a Notice of Vacancy which should be displayed in the Parish by Friday 09 October. They will write to us again after 29 October to let you know if an Election has been called, or if the Parish Council can co-opt a new member.

3. DECLARATIONS OF INTEREST

4. PLANNING MATTERS

4.1 Planning Applications

Application No.	Location	Proposal
P/2020/00923	The Grey House School Lane	Felling of 1 Horse Chestnut tree and crown thinning by up to 30% and crown reduction to give a finished height of 16m of 4 Horse Chestnut trees
P/2020/00962	Barn Cottage Chapel Lane	Erection of a single storey extension to the north elevation and alterations to existing store to form a garage
P/2020/00971	Arford House Moseley Mews	Removal of precast concrete garage, rebuild retaining wall and erection of a detached carport/store
P/2020/01065	The Croft Burnside	Pruning of Silver Birch tree to give clearance from garage of 2m-2.5m (T1), overall reduction of Magnolia by 1m-1.5m or to suitable unions (T2), reduce end tip weight on limb over brook and crown lift to 3m to one Willow tree (T3), crown lift one Willow tree to 3m (T4), crown lift one Sycamore tree to 3m (T5)

4.2 Planning Decisions

Application No.	Location	Proposal
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
Listed Building Consent granted		
P/2020/00764	20 Brookside	Demolition of an existing conservatory to facilitate the erection of a single storey rear extension
Permitted		

Application No.	Location	Proposal
P/2020/00868	4 Church Road	Cut back new growth from laterals and upper crown and reduce foliage on lateral branches from Atlas Cedar (T10, felling of Conifer (T2)
The LPA has no objection to the work and does work propose to make a TPO in this instance		
P/2020/00872	7 Beacon Road	Crown reduction of One tree by 1.5m
The LPA has no objection to the work and does work propose to make a TPO in this instance		

5. MINUTES OF THE COUNCIL MEETING HELD ON 14 SEPTEMBER 2020 (ENCLOSURE 1)

6. MATTERS ARISING FROM PREVIOUS MINUTES

7. COUNTY COUNCILLOR'S REPORT

8. BOROUGH COUNCILLOR'S REPORT

9. PARISH COUNCILLORS' REPORTS

10. FINANCIAL MATTERS

10.2 Schedule of payments (as at 05 October 2020)

Payee	Description	Payment Method	Gross £	VAT £
P Gould	Mowing contract	BACS	1,250.14	0.00
1&1 IONOS Ltd	RPC Website	DD	5.99	1.00
Clerk	Clerk's salary and expenses	BACS	886.65	1.67
EE Ltd	Council mobile	DD (pd 21/09/2020)	11.69	1.95
ESBC	Bin emptying	BACS	1,153.26	192.21
Burton Conservation Volunteers	Footpath works	BACS	954.34	0.00
J Deacon	Environmental Officer £914.53 Hardcore for footpath works £36.00 Paint for contract painting £383.98	BACS	1,334.51	222.42
TOTALS			5,596.58	419.25

10.2 Bank Reconciliation as at 30 September 2020

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2020	Bank Statement	10,607.39	56,555.45	67,162.84
Movement in funds to date	PLUS Income	76,961.92	2,124.25	79,086.17
	LESS Expenditure	40,758.96	-	40,758.96
30 September 2020	Bank Statement	46,810.35	58,679.70	105,490.05

11. 2020/21 BUDGET AS AT 30 SEPTEMBER 2020 (ENCLOSURE 2)

12. STAFFORDSHIRE COUNTY COUNCIL

12.1 ADDITIONAL INVESTMENT IN COMMUNITY HIGHWAY ISSUES

Councillor David Williams, Cabinet Member for Highways and Transport has contacted the parish council as follows:

Staffordshire's highway network is a universal service accessed by everyone who lives and works in the county and, over recent years, the County Council has continued to deliver services that matter to our communities whilst living within our financial means.

You will be aware that the quality of the local environment is key to enabling places to thrive; and communities have informed us that, in addition to a safe and serviceable road network, improvements to roadside maintenance is also important to them.

To this end, the County Council is making an in-year £2 million investment into issues relating to highway drainage, grass cutting, hedges, weed control and public rights of way.

As our delivery partner for Highway Grass Cutting, my Officers will shortly be in touch with their contacts at your council to explore whether you are able to deliver, on our behalf, an additional cut of highway grass verges at the end of this current season and at the start of the next.

Alongside this, we will continue to work with communities who wish to step up and undertake roadside maintenance activities within their locality; and we will also work with specific landowners to make them aware of their responsibilities regarding overgrown hedges and ditches. Your assistance in identifying unknown landowners, where necessary, would also be extremely appreciated.

I do hope that you are able to assist us to deliver this additional investment and look forward to the continued benefits that joint working between our two councils would bring to the local community.

12.2 Following on from the above correspondence, the council has been contacted by the Community Highway Engagement Officer:

I have been asked to contact you regarding the grass cutting that the Parish undertake on behalf of SCC Highways.

Further to the recent email from County Councillor David Williams regarding additional investment into highway grass cutting, I would be grateful if we could discuss whether you are able to deliver, on our behalf, an additional cut of highway grass verges at the end of this current season and at the start of the next. Payment for this work would be on a pro-rata basis and would be in-year (2020/21) only.

We also need to establish the total measure of highway grass that your council cuts on our behalf and draw up a location plan to complement our asset inventory.

I look forward to hearing from you. Please let me know if you need any more information.

13. CHILDREN'S PLAY TRACTOR

TREATS have given an update on the work they are doing to 'child proof' the tractor. They have been allowed back in the National Brewery Centre (NBC) to work on it – the photographs below show that they are about 70% complete and hence predict that they should finish it by end of October. They suggest that representatives from the parish council view it at the NBC late October to ensure it is in a condition acceptable to the council before they finish. They work there on Thursdays and Friday (the NBC is not open on Mon, Tues and Wed).

Councillors are reminded that the council has previously agreed to have the play tractor inspected by RoSPA prior to it being installed at Tafflands. The accepted inspection fee is £395 plus VAT. Does the council want the Clerk to instruct Play Safety Ltd (RoSPA) to inspect the play tractor before it leaves the NBC?



14. VILLAGE DIRECTORY

The parish council has budgeted £150 to produce an updated Village Directory. The budget provides for paper and printing of the Directory. The council is asked to confirm if it wishes to publish an updated version which would be distributed with the Winter issue of the Rollestonian.

15. REQUEST FROM SCOUTS

A request has been received from the Rolleston Scout Group for permission to put a banner up at various places around the village advertising an initiative they currently have to raise money for their new extension.

16. ST MARY'S ADVENT FESTIVAL 27TH – 30TH NOVEMBER

The following letter has been received:

For obvious reasons (space/social distancing etc.) we shall not be able to hold the usual tree festival this year.

We believe, however, that it may be possible to safely hold a "Banner Festival". This is something we did as part of the 2012 Jubilee celebrations. Heavyweight paper banners decorated by organizations & individuals were suspended from the church roof, see photo below. Using the roof space would mean that we should still be able to utilize the distancing measures already in use in the church (floor markers, one way system). (There will be no refreshments this year, but we may be able to have a sales table with Christmas decorations & bulbs.)

To make the event worth visiting we would need at least 30 banners & this is to ask that you contact your organisations to see if they are willing to support this event. A deadline for the decision would be 14th October (last date for Rollestonian contributions), but it would be good to hear before then.

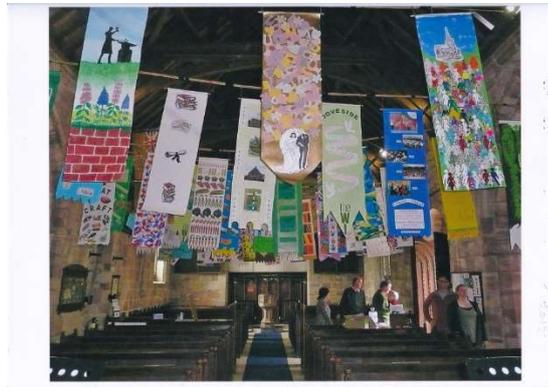
Drawing on last time's experience, the banners would be made from 6ft lengths of heavy duty paper prepared ready for decorating and hanging. These will be supplied by St Mary's for a suggested donation of £5.

The theme will be **"2020, our year"**. It would be good to have some positive images, groups have been creative in their use of time, people have had time to enjoy nature on their walks, etc. It could so be a reminder of the village events that we have missed.

Decoration on the banners should be bold, remember they will be viewed from a distance and could be painted (cheap children's paints) or "cut & stick" using your own creations or computer generated images. Lettering should be a minimum of 4ins high.

The banners will be viewed from both sides although the reverse could just be the organization name with simple added decoration.

We are also keen for families, or individuals to take part so please encourage your members to think about this & spread the word as far as you can. (Donations for the banners would be also be appreciated from individuals.)



17. GRAVESTONE OF A MOSLEY HORSE

The council has been asked if it would be interested in relocating the gravestone of a Mosley horse – see photo below. The council has been advised that it is a stepped stone plinth and the inscription is shown on the photo. It is not known what went on the plinth, it could have been a model horse. It is felt that the gravestone should be saved for the recognition of 'John Bull' and it has been suggested that it would not be out of place on the Almshouses lawn.



RESCUED

Found by an observant farmer in a field edge, this is the plinth of a memorial to a horse. The inscription reads: "POET" A FAVOURITE GREY LEADER OF OLD JOHN BULL DIED AUGUST 31ST 1911. AGED 28. Sir Oswald "John Bull" Mosley the 4th Baronet was a noted breeder of horses. A team of four greys pulled his carriage as Lord Lieutenant of Staffordshire.

18. ANNUAL FOOTPATH WALKS

Councillors have completed the annual footpath walks and any issues raised have either been passed to Staffordshire County Council or dealt with as part of the footpath project. It has been suggested

that letters of thanks be sent to landowners for their co-operation and allowing the council to organise work on the land.

19. RoSPA PLAY SAFETY INSPECTION REPORTS

The link to the RoSPA Inspection Reports was provided to all councillors via email. Councillor S McManus has agreed to meet with the contractor to agree those areas where remedial work is required, the contractor will provide a quotation(s) for consideration at a future meeting.

20. CORRESPONDENCE

20.1 Staffordshire Parish Councils' Association (SPCA)

The SPCA's weekly newsletters have been circulated to all Councillors.

20.2 New build flood management

Mr Edwards copied the council on correspondence he has sent to ESBC regarding his concerns regarding the drainage on the College field development.

Mr Edwards also contacted the council separately saying *"Now that construction has started again on the college field I am told that the balancing pond has, or is under construction, unfortunately the submitted drawings do not provide details of the overflow system that has to be provided for the pond. ESBC were asked before the discharge of the planning conditions what the overflow would look like and where would the surplus water be discharged to if the pond became full, no answer was forthcoming.*

I have not seen any mention in the parish council minutes of any request to discharge the overflow into the ditch on the pc land. Could you please confirm that no such request has been made?"

The Clerk is not aware of a request having been received to discharge the overflow into the ditch on the council's land.

21. EXCLUSION OF THE 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.

22. QUOTATIONS (ENCLOSURE 3 – COUNCILLORS ONLY)

MINUTES OF THE VIRTUAL MEETING OF ROLLESTON ON DOVE PARISH COUNCIL
HELD ON MONDAY 14 SEPTEMBER 2020 COMMENCING AT 7.30 PM

PRESENT

Councillor S McManus (in the Chair)

Councillors Badcock, Gooding, Houston, E McManus, Robson, Sanderson, Stewart, Toon and Wyatt

In attendance

1 Member of the public

Mary Danby, Clerk

PUBLIC FORUM

Mr Travers asked if anyone in the village had raised concerns about parking on Station Road outside the Care Home. Councillor S McManus said that lots of people have raised the issue and the parish council has written to the care home operator asking them to ensure that vehicles are parked on their property, not the road. The parish council had also raised the issue with ESBC's Planning Enforcement Officer but parking on the property's drive was not conditional in the planning permission and therefore this cannot be enforced. He went on to explain that the County Council had asked for suggested locations where traffic calming and other measures could be implemented that would be beneficial for residents. The parish council was pressuring for double yellow lines to be installed outside the care home, residents would be consulted as part of the process, but he stressed that the final decision rests with the County Council.

78. APOLOGIES FOR ABSENCE

Councillor Peate

79. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

80. PLANNING

80.1 Planning Applications

Application No.	Location	Proposal
P/2020/00638	Adj to Coney Grey South Hill	Outline application for the erection of a dwelling including details of access
No objection		
P/2020/00748	11 Meadow Fields	Erection of a single storey rear extension
No objection		
P/2020/00855	Land End Farm Rolleston Lane	Erection of a shed
No objection		
P/2020/00868	4 Church Road	Cut back new growth from laterals and upper crown and reduce foliage on lateral branches from Atlas Cedar (T1), felling of Conifer (T2)
No objection		
P/2020/00872	7 Beacon Road	Crown reduction of one Oak tree by 50% to give a height of 4-5 metres and width of 4-5 metres
No objection		

80.2 Planning Decisions

RESOLVED That the planning decisions be noted.

81. MINUTES

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

82. MATTERS ARISING

Public Forum: A councillor asked if the fitness group now using the Craythorne Road Playing Field had (a) formally booked the site for those sessions and (b) whether they had been advised to remove all their litter from the site at the end of each session. The Clerk confirmed that the sessions had been formally booked and that the removal of litter was a condition of hire.

Minute 70 re Play tractor: Councillor S McManus reported that an area had been identified at Tafflands where the tractor and picnic tables could be located.

83. COUNTY COUNCILLOR'S REPORT

County Councillor White had nothing of note to report.

84. BOROUGH COUNCILLOR'S REPORT

Councillor Toon reported that Covid-19 infection numbers were increasing, and the best is being done that can be done to control this situation. She added that facilities and services cannot be opened until the situation improves.

85. PARISH COUNCILLORS' REPORTS

85.1 Councillor Toon reported that litter on Marston Lane is quite bad.

85.2 Councillor Robson reported that:

- There had been an excellent crop of Cox's apples but there had been a poor pear crop this year. People were calling into the site and harvesting cherries, raspberries, herbs, etc.
- The footpaths and stile improvement works are to a good standard. (Councillor Badcock confirmed that the last stile, an accessible kissing gate, would be installed on Footpath No. 18 (Craythorne) by the BCV on 20 September.)

85.3 Councillor S McManus reported that:

- The annual RoSPA play safety inspection reports had been provided and the link would be forwarded to all councillors. He undertook to meet with the contractor at the four sites and agree the actions required to resolve any high or medium risk issues raised. The reports and quotation would be an agenda item for the next meeting of the council.
- The council had been contacted regarding an "unruly dog" on Station Road, the correspondent had already contacted ESBC in this matter who advised that they could not do anything unless the situation changed. The correspondent had been advised that this was not a parish council matter and that they had already contacted the correct organisation.
- The council had been contacted about trees to the rear of Forest School Street and on Knowles Hill.

85.4 Councillor Stewart:

- Reported that a section of fencing at the Jinny Trail was damaged and needed to be repaired. **AGREED** that the council's contractor be requested to repair the fence.
- Asked if the council's contractor could be asked to use his digger and bucket to scrape the hedging off the pavement along Dove Cliff Road on a Saturday (date to be agreed) and that councillors wearing high vis waistcoats also attend to clear this area. **AGREED** that the request be put to the contractor and that councillors attend as requested.

- 85.5 Councillor Wyatt reported that signs around the village were still covered heavily with lime and he asked that the contractor clean these, as set out in the contract.
- 85.6 Councillor Sanderson:
- Reported that a vehicle had left skid marks on the road from The Lawns to Burnside (Rolleston Club) and on Knowles Hill – this incident had been reported to the PCSO who said that he would keep an eye open when he was patrolling in the village.
 - A significant number of mopeds had been seen recently touring the village, but they had left by 9pm.
- 85.7 Councillor Gooding:
- Reported that the Environment Agency had done the annual strimming of the bank and island by the bridge.
 - The Burnside drain had been cleared. He proposed that the County Council be back-charged for the work as the issue had persisted due to their contractor's inaction. **AGREED** that the County Council be back-charged for this work.
 - Asked that the council's contractor be asked to quote to repair the damaged post on Burnside and that the County Council be back-charged for the work as the claim on the vehicle owner's insurer would cover those costs, adding that the work was essential in the interests of public safety. **AGREED** that the contractor be asked to quote for the work and that the County Council be back-charged for this work.
 - Asked if he could be authorised to contact some of the companies previously requested to quote to paint and repair the Burnside railings and posts with a view to asking if they would quote for that work. **AGREED** that Councillor Gooding's request be agreed.
- 85.8 Councillor Badcock:
- **Brook Hollows:** Monthly updates were being received from ESBC re The Transforming the Trent Valley (TTTV) project and discussions are ongoing with TTTV, Environment Agency (EA) but the parish council was not being consulted.
- Eleven people in the village were interested in forming a fishing club and the EA's Fisheries Officer was also interested and there may be some funding available.
- The existing design does not address February's flooding issues. The Environment Agency are doing a flood risk review. Councillor Gooding had put forward a proposal with the ESBC/TTTV put on hold going out to tender for the design work and wait for the EA study to be finalised. The parish council was asked if it supported this proposal. Councillor Gooding said that the EA Team Leader was going to push for the flood plan to be updated. They have the money available to do this study this financial year. Councillor Gooding said that the village cannot accept the uncontrolled water from the weir when we know that the River Dove has capacity to take the water.
- Councillor S McManus expressed concern that if the TTTV work was put on hold the money would be lost and we would end up with an EA report that does not do anything. Other councillors agreed that the project had been needed for many years and it should not be delayed. On being put to the vote, the proposal failed, and the Clerk was requested to contact ESBC saying that the council wants the Brook Hollows project to proceed without delay.
- 85.9 Councillor Houston:

- Reported that the hedges between 24/28 Beacon Road were encroaching the entrance to the Elizabeth Avenue park and they needed to be cut back. Councillor Robson said that he had mentioned this issue to the council's contractor who had confirmed that the work would be done as soon as possible.
- Referred to the Cadent works being undertaken in the village and asked if the council were informed when such works were to be done so that residents could be advised via the website and Facebook page. Councillor White said that the statutory undertakers, i.e. gas, electricity, water, etc do not have to seek permission from the County Council, the County is therefore not always informed and it is therefore not possible for advance notice to be given of such works. **AGREED** that the County Council be contacted and asked to provide advance notice wherever possible of utility works to be undertaken in the village.

86. FINANCIAL MATTERS
86.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Secure-a-Field Ltd	Accessible kissing gate (to be installed on Footpath No. 18)	BACS (paid 11/08/2020)	339.96	56.66
P Gould	Mowing contract	BACS	1,250.14	0.00
PEAC (UK) Ltd	Photocopier lease rental (quarterly)	DD (paid 03/09/2020)	210.74	35.12
Parish Online	Annual subscription	BACS	205.20	34.20
J Deacon	Environmental Officer £914.53 Footpaths Project – labour and use of vehicles £288.00 Clearance of Burnside blocked pipe £86.40	BACS	1,288.93	214.82
SLCC Enterprises Ltd	Delegate fee: Virtual National Conference	BACS	30.00	5.00
Ladywell Accountancy Services	Payroll services 2020/21	BACS	75.00	0.00
Clerk	Clerk's salary and expenses	BACS	981.52	0.17
HMRC	NI/PAYE 2 nd quarter 2020/21	BACS	997.95	0.00
Brookside resident	Contribution to property flood protection	BACS	1,000.00	0.00
1&1 IONOS Ltd	Council website	DD	5.99	1.00
EE Ltd	Council mobile (August invoice)	DD (paid 19/08/2020)	24.68	4.11
Playsafety Ltd	2020 RoSPA Play equipment inspection reports	BACS	341.40	56.90
Midshire Business Systems	Photocopier: quarterly copy charges	BACS	155.05	25.84
		TOTALS	6,906.56	433.82

RESOLVED That the above payments be approved.

86.2 Bank Reconciliation as at 31 August 2020

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2020	Bank Statement	10,607.39	56,555.45	67,162.84
Movement in funds to date	PLUS Income	41,919.42	2,123.77	44,043.19

	LESS Expenditure	34,205.35	-	34,205.35
31 August 2020	Bank Statement	18,321.46	58,679.22	77,000.68

RESOLVED That the above was a true record.

87. 2020/21 BUDGET AS AT 31 AUGUST 2020

RESOLVED That the report be noted.

88. CRAYTHORNE ROAD PLAYING FIELD CAR PARK

Councillors were asked to consider if the council wished to continue the arrangement with ESBC to lock/unlock the car park gate (£112 for 10 weeks).

RESOLVED That the gate continue to be locked at 9pm and unlocked at 8am every day as a permanent solution and ESBC be asked if the fee could be reduced by changing to an annual contract.

89. CONSULTATIONS

Ministry of Housing, Communities & Local Government (MHCLG):

(A) Changes to the current planning system – Consultation on changes to planning policy and regulations and

(B) Planning for the future – White Paper

Councillor S McManus gave an overview of the above consultation documents and agreed to email draft responses for discussion via email prior to these being submitted on behalf of the parish council.

90. BEACON ROAD PROPOSALS

Councillor White said that he had requested double yellow lines on Knowles Hill as part of the TRO covering the Beacon Road works. He said that he would put all the parish council's requests to the County Council with a request that everything was to be included in the TRO. He confirmed that he will bring the proposals back to the parish council for agreement prior to the scheme being confirmed.

Councillor S McManus reminded councillors that the County Council had invited the parish council to suggest locations where double yellow lines and a one-way system could be considered as being beneficial to residents as part of the Beacon Road works that were to be undertaken. Councillor S McManus had circulated several suggestions on a map of the village, and following discussion agreed to amend the map to include double yellow lines on the blind bend by the Jinny Trail and Chapel Lane from Station Road past the school – the map would be circulated via email prior to being passed to Councillor White.

Councillors considered the consultation process to be entered into with affected residents. Councillor White said that the parish council should undertake its consultation first and the County Council would undertake a pre-consultation exercise prior to the legal, formal consultation. He said that it was important to get the parish/pre-consultation stages right first because if people object at the formal consultation stage it slows down the process considerably.

Councillor S McManus felt that the parish consultation needed to be done in person if at all possible and he offered to draft a consultation document for agreement by the council, a decision could then be made on how that consultation exercise would be conducted.

91. THE CROFT: REQUEST TO INSTALL A MEMORIAL BENCH

A request has been received for a group of old Rollestonians to have a bench placed on the Croft in memory of two very great friends ("Rolleston lads"). The group would meet all the expenses involved and follow any guidelines the council wish to put in place.

RESOLVED That the request be agreed in principle subject to the bench being constructed in stainless steel (i.e. maintenance free) and installed onto a concrete base. The group were also to be requested to confirm the identity of who (group name) was making the request, the names of the people that the bench would be in memory of and their preferred location on The Croft.

92. ELIZABETH AVENUE PLAYING FIELD: REQUEST TO HOLD A SOCIALLY DISTANCED EVENT

A young Rolleston resident (nine years old) has requested permission to use the Elizabeth Avenue playing field for a socially distanced Macmillan coffee morning.

RESOLVED That the request be agreed in principle, but it was noted that due to the Government's current Covid-19 restrictions the event cannot take place until those restrictions are lifted. The council commended the young resident for thinking of others in these difficult times and they hope that she will be able to hold the coffee morning when it is safe to do so.

93. VILLAGE CHRISTMAS TREE

The council is requested to approve the purchase of the Almshouses Christmas tree at a cost of c£125.

RESOLVED That the request be approved.

94. CORRESPONDENCE

94.1 Staffordshire Parish Councils' Association (SPCA)

The SPCA's weekly newsletters had been circulated to all Councillors.

95. 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.

96. QUOTATIONS

RESOLVED That the following quotations submitted by John Deacon be accepted:

a) Tafflands slide and mound	£2,900 plus VAT
b) Footpath No. 8 (Bridleway: Church Road to Tutbury Road)	£350 plus VAT
c) Glebe Field stile	£100 plus VAT
d) Glebe Field posts	£156 plus VAT

97. STAFFING MATTER

RESOLVED That the Clerk's salary be increased by c2.75%, backdated to 01 April 2020, as set out in the 2020/21 pay scales agreed by the National Joint Council for Local Government Services (NJC).

The meeting closed at 9.10 pm

Signed

Date

ROLLESTON ON DOVE PARISH COUNCIL
2020/21 BUDGET AS AT 30 SEPTEMBER 2020

Nominal Code	Description	Current Budget £	Actual to 30/09/2020 £
100	Income		
1076	Precept	68,300	68,300
1090	Interest Received	27	12
1100	Grants & Donations Received	-	-
1110	Council Tax Support Grant	1,665	1,665
1200	Garden rents	125	125
1220	Allotment rents	15	15
1230	Beacon Road Substation Lease	30	2,477
1250	Football pitch fees	360	170
1270	SCC: Annual grass cutting	-	3,628
1999	Other income	-	582
	Income	70,522	76,974

Nominal Code	Description	Current Budget £	Actual to 30/09/2020 £
200	Administration		
4000	Staff salary	13,672	6,750
4020	Employer's National Insurance	625	325
4030	Payroll Services	78	75
4050	Use of Home as Office	124	89
4100	Insurance	3,200	3,163
4110	Audit Fees	515	135
4120	Photocopier: Rental/Maint.	753	351
4121	Photocopier: Copy charge	700	416
4125	Stationery	200	136
4127	Village Directory	150	-
4130	Postage	200	167
4140	Council mobile	240	113
4150	Subscriptions	500	678
4160	Training	140	55
4170	Election expenses	-	-
4190	Mileage expenses	250	108
4195	Parking fees	12	4
4200	Play areas	5,000	429
4210	RPC Website	100	30
4211	Village website	45	23
4220	IT/Software	250	274
4230	s.137 Expenditure	100	100
4240	Mowing	16,000	7,501
4250	Bin emptying	3,000	1,922
4260	Trees	2,000	-
4270	Environmental contract	12,000	5,273
4320	Capital expenditure	400	-
4330	Other administration	2,000	177
4999	Contingency	5,000	-
	Expenditure	67,254	28,295
	TOTAL EXPENDITURE	60,757	28,295
	TOTAL INCOME	61,729	76,974
	NET INCOME OVER EXPENDITURE	972	48,679

Coding	Description	Opening Funds £	Actual to 30/09/2020 £	Remaining Funds £
Earmarked Reserves				
4400/320	BKV/Environ improvements	8,152	2,733	5,419
4410/321	EA funding	15,152	7,808	8,808
4420/322	Brook Hollows	10,000	-	10,000
4430/323	Bus Shelter - Knowles Hill	8,026		8,026
4440/323	Craythorne fence & car park		-	
4450/323	Jubilee Orchard tree removal		-	
4460/323	Noticeboard - Knowles Hill		-	
4470/324	Shotwood Close POS	650	-	650
	TOTAL	41,980	10,541	32,903