

MINUTES OF THE VIRTUAL MEETING OF ROLLESTON ON DOVE PARISH COUNCIL  
HELD ON MONDAY 14 DECEMBER 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**

No comments or queries were put to the council.

**140. APOLOGIES FOR ABSENCE**

None, all councillors present

**141. CASUAL VACANCY**

Councillors were informed that no applications for Co-option had been received.

**142. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Councillor Houston declared a disclosable non-prejudicial interest in Minute No. 143.1 (P/2020/01245 an TPO No. 418).

**143. PLANNING**

**143 .1 Planning Applications**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2020/01231	Newent Fiddlers Lane	Removal of 2 limbs from one Ash tree in rear garden together with crown cleaning by the removal of dead, defective and crossing branches (W3 of TPO No 1)
No objection		
P/2020/01236	7 and 9 Hall Road	Erection of single storey front extension to No 7 and single storey front and rear extension and front canopy roof to No 9
No objection		
P/2020/01245	4 Beacon Road	Felling of 1 Willow tree
No objection		
P/2020/01291	14 Hall Road	Erection of two storey side and single storey front and rear extensions
No objection		

TPO No. 418	4 Beacon Road	The TPO came into force on a temporary basis on 02 December 2020 and will remain in force for six months, during which time the LPA will decide whether the Order should be given permanent status. Objections or comments on the TPO should be made in writing by 08 January 2021. No-one is allowed to cut down, top or lop the tree without the LPA's permission. The TPO was made because the tree is considered to be of high amenity value, is a healthy specimen and a valuable ecological habitat.
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ The tree is causing a major problem for road users as it now reaches across the width of Beacon Road and brushes the property on the opposite side of the road</li> <li>▪ The tree is pushing the wall out and has raised the footpath (as shown in the attached photographs submitted by the property owner with Planning Application No. P/2020/01245)</li> <li>▪ The tree should be removed in the interests of pedestrians and road users' safety</li> </ul>		

**143.2 Planning Decisions**

**RESOLVED** That the planning decisions be noted.

**144. MINUTES**

**RESOLVED** That the Minutes of the Council meeting held on 09 November 2020 be approved and signed as a true record.

**145. MATTERS ARISING**

**Minute No. 125 Gravestone of a Mosley horse (Minute No. 114 refers)**

The council's contractor had collected the gravestone and taken it to his Yard. He said that he was able to clean the stone; he also noted that some of the lead lettering was missing (which he was able to replace if the council wished) and he advised that the stone was meant to be laid flat so that the inscription could be read, and he offered to quote for it to be installed at The Croft on a raised surround.

**RESOLVED** That the council's contractor be requested to quote for cleaning the stone, replacing the missing lead lettering and installing it on a raised surround on The Croft near the base of the wall close to the Old Grammar School (exact location to be confirmed - the council will provide a plaque which will be mounted on the wall above the stone).

**Minute No. 128.5 Railings full length of the Brook**

It was noted that the County Council's contractor had repaired the railings, including the post previously damaged by the vehicle and that a very thorough job had been done. It was noted that the post may need a second coat of paint.

**AGREED** That Councillor White be thanked for his efforts in getting the work done.

**Minute No. 134 Meadow View – oak posts**

The council's contractor had said that the posts could possibly be okay for a couple of years before the council would need to look to replacing them.

**AGREED** That the information be noted.

**Minute No. 136.5 Rolleston Civic Trust**

Councillor Robson reported that c100 plants had been planted in the Jubilee Orchard.

**146. COUNTY COUNCILLOR'S REPORT**

Councillor White was unable to attend the meeting and had provided the following report:

- **Beacon Road scheme**  
The design work on the drainage solution is nearing completion and the delivery date is set for February. As soon as I have details of the precise engineering works and the timetable I will share them with the Parish Council. The road resurfacing should take place as soon as the drainage works are complete.
- **Changes to traffic regulations and the RPC survey**  
This will be used as the starting point for consulting on potential changes after the Parish Council has considered the matter this evening and made its recommendations. Regarding the one-way system, as this was a suggestion from Parish Councillors it will only be pursued if there is still support for it from the Parish Council.
- **Gully emptying**  
The blocked gully on Chapel Lane is due to be cleared 15 December. Due to the need to take account of emergency work which by its nature arises on a short-term basis and can change plans for maintenance works, we will get 1-2 weeks advance notice of the dates for general gully emptying on Beacon Road, Knowles Hill, Church Rd, Chapel Lane, School Lane and Dovecliffe Road. I will share this with the Parish Council when I receive it so it can be publicised.
- **Burnside Brook subsidence, railing and pavement repair**  
I am pleased that this work has been undertaken and appears to be to a good standard.
- **Dovecliffe Road build-out (near Cricket Club)**  
This work will be completed by the end of the financial year. The delay is due to addressing the objections of residents in the immediate vicinity of the build-out following the prescribed legal process for handling such objections, which is lengthy.
- **Dodslow Avenue sewer issue**  
Having discussed this with Councillor Sanderson, I have referred the matter to Kate Griffiths MP so she can use her office to pressure Cadent to carry out repairs without further delay.
- **Burton-on-Trent Town Deal**  
I am pleased to say that Burton's Town Deal Board on which I sit has submitted the town's bid for up to £25 million of improvements for the town centre. This would include improvements to the High Street, improving connections between the shopping areas and the Washlands, a new foot and cycle bridge, improved cycling routes, improvements to the Trent & Mersey Canal towpaths, a new library, the expansion of Burton and South Derbyshire College's facilities and the opening of a university regional learning centre in the Brewhouse (while maintaining the arts offer). The overall aim is to increase footfall in the town centre to support the retail and hospitality sectors, reconnect the town with the river and Washlands, improve the skills of the population of Burton and reduce congestion and pollution by encouraging more sustainable travel.

**147. BOROUGH COUNCILLOR'S REPORT**

Councillor Toon echoed County Councillor White's comments regarding the Burton Town Deal and reported that a new Deputy Leader and changes to the Cabinet and portfolios would be agreed at the next ESBC full council meeting.

**148. PARISH COUNCILLORS' REPORTS**

148.1 Councillor Toon reported:

- That parked cars had prevented the road sweeper from clearing leaf build-up in some areas of the village. Councillor Robson said he had noted one such area on Church Road. Councillor Gooding noted that an area opposite the Spread Eagle is used as a car park. Councillor Toon said that the Borough Council writes to people asking them to move their vehicles, but it cannot enforce people to do so.
- She liked the repair to the railings on Burnside but noted that they will probably need painting soon.

148.2 Councillor Stewart:

- Noted that there were some dead trees on the left-hand side of the Jinny Trail and said that she and her husband would remove these.
- Asked if there had been any progress with Stretton Parish Council regarding the small landslip on the Jinny Trail.  
**AGREED** That Stretton Parish Council be approached for an update.
- Noted that the Sustrans land off Station Road was for sale by Auction on 18 December as two lots, one with a guide of £25,000 and the other with a guide of £5,000. A number of people had asked if the Parish Council would be bidding for it and they had been advised that this was not possible due to financial constraints.

148.3 Councillor Gooding reported that the Burnside tree works were due to be completed on 16 December.

148.4 Councillor Wyatt reported that:

- The farmer(s) had now trimmed the hedges.
- Drains on Burnside had not been cleared.
- The leaf build-up on The Lawns had been cleared.

148.5 Councillor Badcock reported:

- A post was broken (lying down) on The Croft.  
**AGREED** That the council's contractor be asked to repair or replace the post as appropriate.
- The TTTV wished to manage villagers' expectations in an accurate and professional manner. The initial plan for the site was drawn up and costed as part of the original application by ESBC to the Lottery. Whilst consultation with the Parish Council and villagers can take place in the Spring/early summer the plan will not be radically altered. However local knowledge may suggest slight changes, and these can be put to the consultants for them to consider. Parish Councillors are already aware of this. Louise Morris from the TTTV will contact the Angling Group by email to keep them in the picture and to ensure that they understand time scales. She will also liaise with Julia Baker from ESBC to put information in the Spring issue of The Rollestonian. In the meantime, it is hoped that numbers will grow for the "Friends" group which could hold its first meeting in the Spring/early summer."

148.6 Councillor S McManus reported that the RoSPA inspection of the play tractor had been further delayed as the National Brewery Centre was closed until the New Year.

**149. FINANCIAL MATTERS**

**149.1 Schedule of payments**

<b>Payee</b>	<b>Description</b>	<b>Payment Method</b>	<b>Gross £</b>	<b>VAT £</b>
Mazars	2019/20 External Audit fee	BACS (paid 01/12/20)	360.00	60.00
O2	Council mobile	DD (Paid 26/11/20)	16.80	2.80
CPA Horticulture Ltd	Softwood PlayGrade Chip (Tafflands)	BACS	1,449.00	241.50
P Gould	Mowing contract	BACS	1,525.14	0.00
Resident	Flood prevention contribution	BACS	1,000.00	0.00
PA Martin	Reimbursement re Almshouses Christmas tree	BACS	125.00	0.00
1&1 IONOS Ltd	RPC website	DD	5.99	1.00
HMRC	PAYE/NI (3 <sup>rd</sup> quarter)	BACS	957.51	0.00
Clerk	Salary and expenses	BACS	924.68	2.83
J Deacon	Environmental Officer £914.53 Bridleway, Fiddlers Lane £420.00 Footpath 18: Replace sleepers at kissing gate £300.00	BACS	1,634.53	272.42
Midshire Business Systems	Photocopier: Final quarterly copy charge	BACS	75.04	12.51
<b>TOTAL</b>			<b>8,073.69</b>	<b>593.06</b>

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

**149.1 Bank Reconciliation as at 30 November 2020**

		<b>Bank Accounts</b>		<b>Total £</b>
		<b>Treasurer £</b>	<b>Instant Access £</b>	
01 April 2020	Bank Statement	10,607.39	56,555.45	67,162.84
Movement in funds to date	<b>PLUS</b> Income	78,195.88	3,566.80	81,762.68
	<b>LESS</b> Expenditure	51,807.99	-	51,807.99
30 November 2020	Bank Statement	36,995.28	60,122.25	97,117.53

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

**150. DRAFT 2021/22 BUDGET AND INCOME AND EXPENDITURE AS AT 30 NOVEMBER 2020**

Councillor S McManus asked Councillors to consider potential projects/commitments for the 2021/22 financial year and to bring these to the next meeting, noting that there was an increased need for play equipment maintenance and management of trees and that this needs to be considered when setting the Precept at the January 2021 meeting.

It was noted that the council needs to agree its Earmarked Reserves at the next meeting.

**RESOLVED** That the report be noted.

**151. RISK ASSESSMENT**

It was noted that the Interim Internal Audit had taken place at short notice on 16 November and the Clerk had agreed to the date which fell at the beginning of her Annual Leave. The council's accounts and governance had been found to be in good order and only two small points had been raised:

- The council was asked to improve its website Accessibility Statement - this had been done using information from another parish council's website.
- The council was asked to draft a Risk Assessment for approval as it did not currently have this in place.

The Clerk had drafted a Risk Assessment for approval which recommended that:

- a) The council's Fidelity Guarantee be increased from £50,000 to £200,000.\*
- b) The council's Personal Accident cover be increased from £80,000 to £100,000.\*
- c) The council consider opening an account with another provider to enable it to spread its risk (the FSCS deposit protection limit is £85,000 per provider).

\*The council's insurer was willing to increase these amounts at no cost for the remainder of the policy year – there would be a total additional cost of £15 at renewal for these two items.

**RESOLVED THAT:**

- Recommendations (a) and (b) be agreed and the additional cost at renewal be noted.
- The Clerk investigate a new bank account with another Bank so that the council can decide how much it would want to move from the existing bank account.
- Contractors be asked to confirm the level of their current Public Liability cover (£5m minimum to be in place from 01 April 2021).

**152. BEACON ROAD**

Councillor S McManus explained the responses received from the recent pre-consultation survey and following discussion it was

**RESOLVED THAT:**

- 1) The proposed one way system be withdrawn
- 2) The proposed double yellow lines on Chapel Lane/School Lane be withdrawn
- 3) The proposed double yellow lines on Station Road are still supported
- 4) The proposed double yellow lines at the bottom of the Jinny Trail be withdrawn

**153. FOREST SCHOOL STREET/MEADOW VIEW HEDGE (Minute No. 133 refers)**

**AGREED THAT:**

- The contractor be asked to quote to reduce the height of the hedge by 25% and clear any parts that are touching or could damage the fence.
- The residents be advised of the proposed works when the quotation has been accepted.

**154. COLLEGE FIELD DEVELOPMENT: S106**

Nothing further had been received from ESBC.

**155. CORRESPONDENCE**

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

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

**155.2 Rolleston Civic Trust: Wildflower garden proposal (Minute No. 132 refers)**

A Civic Trust representative had recently met with Councillors Robson and Sanderson and discussed an alternative site, so that the wildflower garden would be located behind the bench outside the Jubilee Orchard. Both councillors agreed with the proposed site as it was felt it would fit in well with the existing Jubilee Orchard. County Councillor White and Richard Rayson, Community Highways Division, both support the project.

Richard Rayson had confirmed that a Licence to Plant would need to be issued which records what is being done and by whom. This can only be issued to the Parish Council. He asked that the Civic Trust provide a simple sketch of the proposal and confirmation that the Parish council support the project, will maintain it, insure any features placed on the verge and that these are covered by the Parish Council's insured assets. A licence would be issued on receipt of the sketch and the Parish Council's confirmation as set out above.

**RESOLVED THAT:**

- a) The council approves the revised wildflower garden location.
- b) The council confirms that it supports the project which will be undertaken and maintained by the Rolleston Civic Trust, insure any features placed on the verge and that these are covered by its insured assets to enable the Licence to Plant to be issued to the Parish Council.

**156. 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.

**157. CRAYTHORNE WOODS MANAGEMENT PLAN PHASE 1**

**RESOLVED THAT:**

- a) The quotation provided by Burton Tree Care in the sum of £1,575 be accepted.
- b) The village be advised via the Civic Trust, Facebook, RPC website, etc that the work will be done.

**158. ANDY STARBUCK - COMMEMORATIVE SEAT (Minute No. 106.10 refers)**

**RESOLVED** It was felt that it is inappropriate to use public funds for this purpose and local organisations be contacted asking them to consult with their members to consider donating towards the cost of the proposed seat and the council would make a site available on the brookside in Brookside.

The meeting closed at 9.30 pm

Signed .....

Date .....