

MINUTES OF THE VIRTUAL MEETING OF ROLLESTON ON DOVE PARISH COUNCIL
HELD ON MONDAY 11 JANUARY 2021 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

County Councillor White

2 Members of the public

Mary Danby, Clerk

PUBLIC FORUM

Mr Edwards referred to bollards which he had reported to Staffordshire Highways as having been knocked down some seven months ago at the junction of Church Road/Shotwood Close resulting in highway safety concerns. He had chased this six months later due to no action having been taken, but the issue had yet to be resolved. Councillor Robson said that he had also reported the issue as being dangerous. Councillor S McManus said that the council would contact the County Council in this matter.

Mr Edwards asked if there had been any movement by ESBC on the s106 funds arising from the College Fields development. Councillor S McManus said that queries had been raised by the council which ESBC had been requested to investigate and their response was awaited.

Mr Travers thanked the council for the progress made on the draft Community Flood Plan. He asked if details could be included confirming which organisation should be contacted when manhole covers are lifted in extreme weather conditions. Councillor S McManus confirmed that the appropriate organisation for this was Amey and agreed that it would be useful to include their contact details in the Plan.

159. APOLOGIES FOR ABSENCE

None, all councillors present.

160. CHAIR'S ANNOUNCEMENT

Councillor S McManus announced that he was standing down as Chair at the end of the meeting. The Vice Chair, Councillor Stewart, would take over as Acting Chair until the February meeting when the council will need to elect the Chair and Vice Chair to serve until the May annual meeting.

161. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

162. PLANNING

162 .1 Planning Applications

Application No.	Location	Proposal
P/2020/00962	Barn Cottage Chapel Lane	Erection of a single storey extension to the north elevation, erection of a single storey extension to the east elevation and alterations to existing store to form a garage
No objection		
P/2020/01360	20 Ealand Street	Erection of a single storey rear extension
No objection		

P/2020/01361	Land to the south of Forest School Street	Substitution of house types on Plots 29 and 30, 71 to 74, 76 and 78 to 83
No objection		
P/2020/01377	The Gables 26 Church Road	Re-pollarding to previous points of one Lime tree (T186) of TPO 1 and reduction of an overhanging branch
No objection		
P/2020/01419	The Croft Burnside	Demolition of existing conservatory and erection of a single storey side extension
No objection		
P/2020/01435	St Mary's Close 5 Church Road	Felling of 5 Leylandii trees and 1 Holly tree
No objection but would ask that suitable replacement trees be planted where possible		
P/2020/01461	Barn Cottage Chapel Lane	Listed Building Consent for the erection of a single storey extension to the North elevation, erection of a single storey extension to the East elevation and alterations to existing store to form a garage
No objection		
P/2020/01474	The Old Orchard Church Road	Felling of 1 Holly tree
No objection		

162.2 Planning Decisions

RESOLVED That the planning decisions be noted.

163. MINUTES

RESOLVED That the Minutes of the Council meeting held on 14 December 2020 be approved and signed as a true record.

164. MATTERS ARISING

Minute No. 146 Dodslow Avenue

Councillor Sanderson reported that following County Councillor White contacting the MP, Cadent had completed the work around 23 December and no reports of problems had been received since that time.

Minute No. 148.2 Landslip on the Jinny Trail

Stretton Parish Council had responded saying that the investigation into the landslip had found that the entire slip had occurred on the Stretton side. The proposal to make good the area was being included in the project to improve the drainage along the Stretton side which will include new drains from the pond, silt clearance and clearance of the ditch with some tree removal on the bank. The design and tender proposal was currently being written and when this has been agreed a copy will be provided to the council for information. Councillors noted that some work may be required on the Rolleston side and agreed to keep an eye on this.

165. COUNTY COUNCILLOR'S REPORT

Councillor White reported

- **Burnside**
As requested, Burnside had been added to the gulley cleaning route.
- **Beacon Road drainage scheme**
He had emailed the Clerk with details of the Diversion of Vehicular Traffic Order which would come into force on 08 February (this information had been forwarded to all Councillors).
- **Dovecliff Road build-out**
The legal process had now been concluded and the work would be completed by the end of the financial year.

166. BOROUGH COUNCILLOR'S REPORT

Councillor Toon reported:

- That Councillor George Allen had been elected as Deputy Leader and changes to the Cabinet and portfolios had been agreed at the ESBC full council meeting.
- Covid-19 testing at the Pirelli Stadium was ongoing, the vaccination programme rollout was going well.
- Chapel Lane/Station Road flooding was an ongoing problem. County Councillor White said that the gulley is blocked, and this will be dealt with in February when the correct machinery will be available for the Beacon Road drainage works.

167. PARISH COUNCILLORS' REPORTS

167.1 Councillor Toon reported that she clears drains with a stick when she is walking in the village in an attempt to keep these clear of leaves and debris.

167.2 Councillor Stewart reported:

- Members of the public had thanked the council for the work done on footpaths and stiles.
- The dead trees and branches will be cleared from the Jinny Trail by her husband.
- Some logs arising from the Craythorne Woods tree works will be moved to the Jubilee Orchard to replace and create bug and wildlife habitat where logs have been removed.
- The Knowles Hill wooden bus shelter, close to Cross Lane, is in extremely poor condition.
- The Environment Agency had requested a contact with local knowledge on flood mechanisms for those areas and Councillor Badcock is involved due to the Brook Hollows project.

167.3 Councillor Gooding reported that he and Councillor Badcock were scheduled to meet with an Environment Agency representative on 27 January to walk around the areas that flood and discuss the flood mechanisms in the area.

167.4 Councillor Wyatt reported that he would report the blocked drains on Burnside to Staffordshire highways.

167.5 Councillor Badcock reported:

- That the former Sustrans land off Station Road had sold at auction for £27,000. He suggested that a letter be sent to the new owners via the Auctioneers asking if they would give permissive access to the public over the land.

AGREED That a letter be sent, as set out above.

- **Burnside railings and posts**

These had been repaired by the County Council's contractor, but they were very dirty and scruffy. He asked if the County Council would clean these, and in anticipation that this could not be done, he had obtained an informal quotation in the sum of c£400 if the council wished to see this done.

The council noted that cleaning the railings and posts would result in their needing to be primed and painted very quickly after cleaning, failure to do so would see them rust and negate the work that had been done. This work would be expensive. It was also noted that previous attempts to obtain quotations for the work had been unsuccessful as companies had declined to quote for the work. County Councillor White stressed that the County Council had not accepted ownership/responsibility for the railings, but he undertook to ask if Officers knew of any contractors able to do the work.

167.6 Councillor S McManus referred to the Contract Tendering process for the Mowing and Environmental contracts and asked that all Councillors look at their areas and the existing contract specifications. They were asked to inform the Clerk if they were happy with the specifications as they stand or if there were any details that needed to be added or changed. He added that a small Sub-Committee would need to be established to evaluate the tenders and make recommendations to the council on the preferred contractor(s).

168. FINANCIAL MATTERS

168.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
M&M Tree and Garden Services	Burnside: Tree works	BACS (paid 21/12/2020)	690.00	0.00
ESBC	Road sweeping, litter picking and bin emptying (quarterly)	BACS (paid 24/12/2020)	1153.26	192.21
Clerk	Reimbursement re stationery	BACS (paid 31/12/2020)	28.93	4.82
1&1 IONOS Ltd	RPC Website	DD	5.99	1.00
P Gould	Mowing contract	BACS	1,250.14	0.00
Manor Park Nurseries	Compost	BACS	8.00	1.34
O2	Council mobile	DD (paid 23/12/2020)	5.92	0.99
S McManus	Reimbursement re Zoom Pro	BACS	100.73	16.80
Clerk	Clerk's salary and expenses	BACS	876.65	0.00
J Deacon	Environmental Officer £914.53 Install noticeboards into bus shelters £24.00 Replace broken post on The Croft £30.00	BACS	968.53	161.42
TOTAL			5,088.15	378.58

RESOLVED That the above payments be approved.

168.2 Bank Reconciliation as at 31 December 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	78,195.88	3,567.29	81,763.17
	LESS Expenditure	61,742.99	-	61,742.99
31 December 2020	Bank Statement	27,060.28	60,122.74	87,183.02

RESOLVED That the above was a true record.

169. DRAFT 2021/22 BUDGET AND ACTUAL INCOME AND EXPENDITURE AS AT 31 DECEMBER 2020

RESOLVED THAT:

- The 2021/22 budget be approved.
- The actual income and expenditure to 31 December 2020 be noted.
- The council will discuss its 2021/22 project priorities at the March meeting.
- The Earmarked Reserves held as at 31 December 2020 be approved as being:

Coding	Description	Opening Funds £	Projected Funds Year End £	Actual remaining at 31/12/2020 £
Earmarked Reserves				
4400/320	Environmental improvements	8,152	3,983	3,983
4410/321	EA funding	15,152	6,257	6,257
4420/322	Brook Hollows	10,000	10,000	10,000
4440/323	Craythorne fence	1,278	1,278	1,278
4440/325	Replacement play equipment	7,398	7,398	7,398
	TOTAL	41,980	28,916	28,916

170. DECLARATION OF 2021/22 PRECEPT

RESOLVED That a precept in the sum of £73,100 be declared on East Staffordshire Borough Council.

171. CAR PARKING IN THE VILLAGE

It was noted that the removal of double yellow lines from the traffic management plan (Minute No. 152 refers) with the exception of Station Road somewhat negated the need to identify parking areas for parents accessing the school.

Councillor Wyatt undertook to speak to the Scouts on whether the HQ car park might be opened for parents at school drop off/pick up times. Councillor Gooding noted that some parents park on the Club and Spread Eagle car parks.

172. COMMUNITY FLOOD PLAN (DRAFT)

Councillor Wyatt was thanked for his work on the draft Plan.

The council considered what it thought the document was for, noting that Councillors should not be seen to be available and on call at all times.

It was noted that the document was perhaps over-engineered for the council's purpose, but it was a good starting point. It was agreed that:

- A two-page document be compiled giving key information only, i.e. the location of sand bins, road closed signs, important contact information.
- That the document be annually distributed with the Autumn issue of the Rollestonian.

Councillor Stewart agreed to undertake this work for consideration at a future meeting.

173. PARISH COUNCIL FACEBOOK PAGE

The council was informed that the current Facebook page can only be administered from personal accounts because it was not set-up as a business account. This results in messages being received on personal accounts. There would be no cost for the council to have a business account, but this would mean setting up a new account. The current page would then cease to exist and the c1000 Facebook members would need to join the new page.

Councillor Wyatt said that he would speak with some contacts to see if the council can convert the current page to a business one.

AGREED That a decision be made at the next meeting as to whether the council should set-up a business Facebook page.

174. CORRESPONDENCE

174.1 Staffordshire Parish Councils' Association (SPCA)

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

175. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as amended 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.

176. QUOTATIONS

RESOLVED THAT:

- a) **Gravestone of a Mosley Horse (Minute Nos. 114 and 125 refer)**
The quotation provided by John Deacon in the sum of £250 plus VAT be accepted.
- b) The council discussed whether The Croft was the best place for this to be installed given concerns from a resident that the stone may be open to being damaged. Councillor Sanderson undertook to discuss this with those responsible for the Spread Eagle Island to see if it would fit better in there and be safer from any damage. It was noted that the contractor may need to revisit the quotation depending on the outcome of that report.
- c) **Forest School Street/Meadow View Hedge (Minute Nos. 133 and 153 refer)**
The quotation provided by John Deacon in the sum of £350.00 plus VAT be accepted.

The meeting closed at 9.15 pm

Signed

Date