

MINUTES OF THE VIRTUAL MEETING OF ROLLESTON ON DOVE PARISH COUNCIL
HELD ON MONDAY 08 MARCH 2021 COMMENCING AT 7.30 PM

PRESENT

Councillor Stewart (in the Chair)
Councillors Badcock, Gooding, Houston, E McManus, S McManus, Robson, Sanderson, Toon and Wyatt

In attendance

2 Members of the public
Mary Danby, Clerk

PUBLIC FORUM

Mr Edwards referred to the council's insert in the Rollestonian and asked when it had been discussed that dogs should be kept on leads in fields, he noted that the County Council says that dogs do not have to be on leads. Councillor Badcock said that the comment in the Rollestonian was a request, not a requirement.

Mr Travers referred to the Planning Application for the land adjacent to No. 97 Station Road and asked if the council was aware that the consultation had re-opened. Councillor Stewart responded saying the council was aware that additional information had been released and said that she would be addressing ESBC's Planning Committee at its March meeting on behalf of the parish council.

198. APOLOGIES FOR ABSENCE

None, all councillors were present at the meeting.

199. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Gooding declared an interest in Planning Application No. P/2021/00205.

Councillor Houston declared an interest in Planning Application No. P/2021/00203.

Councillors E and S McManus undeclared their potential prejudicial interest in Agenda Item No. 18 as the person known to them had not submitted a tender, they were therefore eligible to speak and vote on this item.

200. DISPENSATION REQUEST

The council considered Councillor Gooding's request that the council grant him dispensation to speak and vote on Agenda Item 22. Following significant discussion, Councillor S McManus requested a named vote be taken and minuted.

Councillor Robson Proposed and Councillor Sanderson Seconded an amendment to the request to read "... grant him dispensation to speak on Agenda Item 22.".

Vote on the original motion to grant Councillor Gooding a dispensation to speak and vote on Agenda Item 22:

For	None
Against	Councillors Stewart, S McManus, E McManus, Toon, Badcock, Houston, Wyatt, Robson
Abstention	Councillors Gooding, Sanderson

The motion failed; the dispensation request was not granted.

Vote on the amended motion to grant Councillor Gooding a dispensation to speak on Agenda Item 22:

For	Councillors Robson, Sanderson, Wyatt
Against	Councillors Stewart, S McManus, E McManus, Toon, Badcock, Houston
Abstention	Councillor Gooding

The motion failed; the dispensation request was not granted.

201. PLANNING

201.1 Planning Applications

Application No.	Location	Proposal
P/2020/01425 No objection	Woodpeckers 8 Alders Reach	Replacement windows and doors to the front and rear elevations
P/2021/00180 No objection	16 Alderbrook Close	Erection of a part first floor and single storey rear extension
P/2021/00202 No objection	35 Knowles Hill	Erection of a part two storey, part single storey rear extension, erection of a porch to the front elevation, erection of a dormer to the side elevation to facilitate loft conversion and installation of rooflights
P/2021/00203 No objection	4 Beacon Road	Pollarding of 1 Willow tree (T1 of TPO 418)
P/2021/00205 No objection	5 Alders Reach	Crown reduction in height by up to 5 metres of 6 Yew trees
P/2021/00230 No objection	Arford House Moseley Mews	Felling of Holly tree (T2)

201.2 Planning Decisions

RESOLVED That the planning decisions be noted.

202. MINUTES

RESOLVED That the Minutes of the Council meeting held on 08 February 2021 be approved and signed as a true record.

203. MATTERS ARISING

Minute No. 182 Police – Former Craythorne Golf Club

Councillor Badcock reported that up to 30 young people gather in the corrugated barn opposite Craythorne Farm. The structure had been set fire to on several occasions and was in a derelict condition and posed a health and safety issue.

Agreed That the above be reported to ESBC and the Police.

Minute No. 184 Gravestone of a Mosley Horse (Minute Nos. 114, 125 and 176(b) refer)

Councillor Robson reported that he had been informed that the original blacksmith's gate which is covered in horseshoes is stored safely in the village. This could be incorporated with the horse plinth on The Croft.

Agreed That a quotation be sourced for cleaning, painting and installing the gate when its location had been confirmed.

Minute No. 187.2 Bollard opposite the Co-op and The Lawns

The County Council had responded saying that this is not a priority at the moment and low funding is available for this work and asked if the council could help with this cosmetic painting.

Minute No. 187.5 Rubbish dumped outside the Jinny Trail, Station Road

This had now been cleared by ESBC.

Minute No. 187.5 Pavement cleaning

Councillor S McManus noted that the sweeper had recently been in the village and some of the pavements had been cleaned.

Minute 187.6 Materials dumped on the Meadow View jitty

ESBC has agreed to investigate this issue.

Minute No. 187.6 Byelaws

A quotation for Byelaws signage will be put to the council at its next meeting.

Minute No. 192 Wildflower Garden adjacent to the Jubilee Orchard (Minute Nos. 132 and 192 refer)

The contractor was to be requested to re-install the memorial bench as soon as possible.

204. COUNTY COUNCILLOR'S REPORT

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

- Amey are doing pavement cleaning work from Dovecliff Crescent to the Dovecliff Hotel and up to the village gateway; and from Shotwood Close to the Tutbury boundary.
- Beacon Road: Every resident will receive a letter explaining the works to be undertaken; the works will start on 15 March.

205. BOROUGH COUNCILLOR'S REPORT

Councillor Toon reported that:

- Council Tax was going up by £5.
- There were Covid-19 hotspots in Burton centre and Horninglow, but the figures are slowly decreasing.
- Two controversial matters were currently under consideration by the council: Moving Burton Library to the Market Hall and the Uttoxeter Masterplan.

206. PARISH COUNCILLORS' REPORTS

206.1 Councillor Badcock reported that:

- An ESBC/TTTV planning meeting was to be held on 25 March to plan for the first Friends of Brook Hollows meeting to be held in April.

- The Sustrans land sale has not gone through yet but it is expected to do so in the next few weeks.
- 206.2 Councillor S McManus reported that he, Councillor E McManus and the Clerk had attended an advanced Parish On-line course where it was announced that it is now possible to put an interactive map on the website and this would be looked at.
- 206.3 Councillor E McManus reported that:
- 22 bags of rubbish had been picked up by the Civic Trust litter pick on or around Craythorne Road.
 - There was a report on Spotted Rolleston of rubbish which had been left on the Craythorne Road playing field which had been picked up by a volunteer.
- 206.4 Councillor Gooding reported the blocked drain on Burnside had yet to be cleared.
- 206.5 Councillor Robson reported:
- That a recent incident had given rise to a concern that the access gate to the Jubilee Orchard should be locked. He offered to action this if the Clerk could confirm what access Western Power Distribution required to the site.
- Agreed** That the Clerk and Councillor Robson be authorised to liaise with Western Power Distribution and purchase the chain and padlock for the access gate.
- Beacon Road Allotments: He asked that if the council does not have anyone on a waiting list, that the Clerk notify the Allotment Society of any vacant plots.
- 206.6 Councillor Sanderson reported that the litter bins at each end of the jitty to Meadow View were overflowing with takeaway coffee cups, but it was hoped that this problem would be short-lived as the lockdown eased over the coming weeks.
- 206.7 Councillor Stewart reported that:
- The weekly Comms Log would be emailed to all councillors by the Clerk, the log would include emails which had been sent to her as Chair of the council.
 - One of the posts on Meadow View had been repaired by the council's contractor.
AGREED That quotations be sought for replacement posts.
 - She had met with Councillor Badcock and a BCV representative regarding Craythorne, Tafflands and the footpath.
 - Tafflands: Zip wire – she had met with the council's contractor and reported that the area under the zip wire needs attention. The buffer stops at the Meadow View end also needed to be replaced.
 - Dust arising from the Bellway construction site had been reported to ESBC.
 - The sand bin at the Jinnie Inn had been moved to behind a gate was not easily accessible. A new location was therefore required.
AGREED That ESBC's permission be sought for the sand bin to be moved to the Station Road/Meadow View jitty.

207. FINANCIAL MATTERS
207.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Viking	Stationery	BACS	68.39	11.40
Thomas Fattorini Ltd	Chair's badge for Ribbon of Office	BACS	63.21	10.53
O2	Council mobile	DD (paid 23/02/2021)	8.40	1.40
P Gould	Mowing contract	BACS	1,250.14	0.00
Clerk	Clerk's salary and expenses	BACS	942.83	0.00
HMRC	NI/PAYE (4 th quarter 2020/21)	BACS	988.35	0.00
SPCA	Training fee (Contracts, Specifications & Procurement) (1 delegate)	BACS	30.00	0.00
1&1 IONOS	RPC website	DD	20.24	3.37
C Stewart	Reimbursement re Zoom Pro subscription £14.39 Postage £1.50	BACS	15.89	2.40
Rolleston Civic Trust	Parish Council insert February, May, September, December 2020 and February 2021	BACS	519.16	0.00
CSI Ltd	Sandbags	BACS	460.00	76.67
J Deacon	Repair and reinstall Footpath 5 finger post (Marston Lane) £90.00 Refill sand bin at Brook Hollows £96.00 Walford Road jitty: Surface repair and cut back ivy £72.00 Meadow View/Forest School Street: Hedge cutting £420.00 Craythorne Woods: Remove wood to storage for H&S reasons £60.00 Environmental Officer contract £914.53 Paint for contract painting £255.98	BACS	1,908.51	318.08
TOTAL			6,275.12	423.85

RESOLVED That the above payments be approved.

207.2 Bank Reconciliation as at 28 February 2021

		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	5,144.88	83,340.76
	LESS Expenditure	70,4011.93	-	70,411.93
28 February 2021	Bank Statement	18,391.34	61,700.33	80,091.67

RESOLVED That the above was a true record.

208. ACTUAL INCOME AND EXPENDITURE AS AT 28 FEBRUARY 2021

RESOLVED That the report be noted.

209. POLICIES REVIEW

209.1 Financial Regulations

RESOLVED That the Financial Regulations be approved as follows:

- a) The amended Footnote values on Page 12 be noted.
- b) The amended Regulation number on Page 14 be noted.
- c) Para. 4.5: The limit of £200 be increased to £500.
- d) Para. 6.8 The use of Faster Payments for payments be approved.
- e) Para. 6.9 The use BACS or CHAPS for payments be approved.
- f) Para. 6.15 Councillor Stewart be added as a signatory to the council's Bank accounts.

209.2 Statement of Internal Control and Annual Review of Effectiveness of Internal Control

RESOLVED That no amendments were necessary for the above document.

209.3 Asset Register

RESOLVED That the Asset Register be approved subject to the inclusion of seats on the Jinny Trail, the circular seat on The Croft, goalposts on Elizabeth Avenue playing fields.

209.4 Information and Data Protection Policy

RESOLVED That no amendments were necessary for the above document.

209.5 Publication Scheme

RESOLVED The Publication Scheme be approved.

210. PARISH COUNCIL FACEBOOK PAGE

It was noted that the council will need to set-up a Facebook business page. Councillor S McManus offered to look further at this.

211. COLLEGE FIELDS S106

ESBC had responded saying that the next steps would be for the council to notify them what other items it is currently intending the monies could fund instead of changing rooms. It was noted that the s106 is a legal document and any change to the original clause must meet the necessary legal tests.

Councillor S McManus had done some research on Sport England who want to encourage sport and recreation accessible to all ages, ethnicities and abilities. Use of the fund needs to be activity related. Use of the s106 funds needs to be related to or close to the development.

Councillors mentioned several potential uses for the funding and considered how to move this matter forward.

AGREED That s106 Working Group, comprised of Councillors Houston, Robson, Wyatt, S McManus, E McManus and Stewart, be formed to look at the RoSPA reports, consult with the council's contractor, identify costings, etc and then report back to the Full Council.

212. NEIGHBOURHOOD DEVELOPMENT PLAN

RESOLVED THAT:

- The flyer wording be approved and that it be printed at a cost of £31.84.
- The Rollestonian delivery team be asked if they were willing to deliver the flyer to every home in the village during the second week of April 2021.

213. BROOKSIDE AND BURNSIDE FLOODING – ENVIRONMENT AGENCY EXCHANGES

RESOLVED THAT:

- A mail shot to residents of Brookside be sent informing them of the EA proposals.

- Villagers and residents be informed via social media of the EA proposals.
- The EA proposals be included in the next issue of the Rollestonian.
- Mark Swain and his colleagues be invited to meet with the Parish Council and residents to discuss their proposals.

214. CORRESPONDENCE

214.1 Staffordshire Parish Councils' Association (SPCA)

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

214.2 Meadow View / Forest School Street hedge

A thank you letter had been received from a resident whose property abuts the Meadow View hedge. The resident was particularly appreciative of the contractor's work (a copy of the letter had been sent to him).

214.3 Public Footpath No. 5 – damaged finger post

Mr Edwards had alerted the council to a damaged finger post at the start of the above footpath off Marston Lane. The council's contractor had inspected the post, removed it for repair and re-installed it at a cost of £75 plus VAT.

214.4 Doveside WI

Doveside WI had requested permission to meet as an Institute on The Croft.

RESOLVED That permission be granted.

POST MEETING NOTE:

214.5 Westbury Estate and College Field: Drainage

The MP had emailed the council explaining that ESBC had now provided the contact details for the various parties. The MP asked for date availability to the Chair, Councillor Toon and Mr Edwards to enable the requested meeting to take place. The Chair was progressing this request.

215. 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.

216. CONTRACTS SUB-COMMITTEE RECOMMENDATIONS

RESOLVED THAT:

- a) **Environmental Contract** be awarded to John Deacon.
- b) **Mowing Contract** deferred to an Extraordinary Meeting of the Council to enable further information to be sought for consideration.

217. QUOTATIONS

RESOLVED THAT:

- a) **Tree Works: Rear of 124 Walford Road (Minute No. 187.7 refers)**
Burton Tree Care's quotation to reduce large Field Maple from hedge at rear of property, reduce Silver Birch at rear of property and remove all waste in the sum of £260.00 be accepted.
- b) **Public Footpath No. 9 at Tutbury Road**
1 No. timber finger post be purchased from Greenaway Timber Products at a cost of £120.00 plus VAT (including delivery).

c) **Tutbury Road Stile (Public Footpath No. 9)**

John Deacon's quotation to build a new stile for easier access and erect the replacement finger post (see (b) above) in the sum of £125.00 plus VAT be accepted.

218. ANDY STARBUCK – COMMEMORATIVE SEAT (Minute Nos. 106.10 and 158 refer)

RESOLVED That the village organisations be contacted advising them that a total of £615 had been pledged, leaving a shortfall of £385. Each organisation was to be asked to reach out to their members and ask if they would consider making individual donations to enable the target to be reached.

219. CRAYTHORNE ROAD PLAYING FIELD: PORTACABIN (Minute No. 49 refers)

Deferred to a future meeting.

Councillor Gooding left the meeting at 10.24pm.

220. SPECIAL MOTION: PROPERTY LEVEL RESILIENCE (Minute No. 139 refers)

As the Proposer of the Special Motion was not present, the Motion was declared withdrawn by the Chair (Standing Order 1c refers).

Discussion took place on the remaining Environment Agency grant and how this should be managed.

RESOLVED THAT:

- a) 1 No. replacement sand bin be purchased.
- b) 4 No. road closed signs be purchased.
- c) The remaining EA funds be distributed equally to all Brookside residents with the proviso that no more than $\frac{1}{20}$ th of the original grant be paid per property.

The meeting closed at 10.41pm

Signed

Date