

**MINUTES OF THE VIRTUAL MEETING OF ROLLESTON ON DOVE PARISH COUNCIL
HELD ON TUESDAY 22 APRIL 2021 COMMENCING AT 7.30 PM**

PRESENT

Councillor Stewart (in the Chair)

Councillors Badcock, Houston, E McManus, S McManus, Robson, Sanderson and Wyatt

In attendance

One member of the public

Mary Danby, Clerk

PUBLIC FORUM

No comments or questions were put by the member of the public.

225. Apologies for absence

Councillor Gooding.

226. Declarations of Interest and Dispensations

None declared.

227. Planning matters

227.1 Planning applications

Application No.	Location	Proposal
P/2021/00062	The Craythorne Golf Club and Centre Craythorne Road	Outline application for the siting of 40 holiday chalets with all matters reserved
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> ▪ The previous application (approved in 2006) for the hotel building identified in the plans had trees, landscaping and parking. The current application shows the original parking area being developed for chalets and the chalet parking area where the trees and landscaped area were originally shown. ▪ The Hotel does not exist and the approval for that building has lapsed. ▪ The site is not a brownfield site, rather it is a mix of brownfield and greenfield. ▪ The site is not identified in the Rolleston Neighbourhood Development Plan or the Local Plan. ▪ The site is rising land and the development will be visible from the road and Tafflands and therefore detrimental to visual amenity. ▪ Concern about the increase of traffic on a narrow road which is already heavily used. ▪ Concern that the waste, water and drainage from the development will go into the existing service pipework and will cause problems in an area which already has flood issues. ▪ There is no amenity space outside the proposed chalets for people to sit. ▪ No children's play space is shown on the plans. ▪ Lack of detail on plans – has a fire risk assessment been done given the proximity of some of the chalets? ▪ The council is of the opinion that the proposal needs to be resubmitted to include the hotel and chalets together showing the site in totality. The design and layout needs to be redone, flooding and traffic issues need to be addressed. <p>ESBC Cllr Beryl Toon has been requested to call in the application for consideration by the Planning Committee.</p> <p>Rolleston on Dove Parish Council would be willing to work with the developer, Stretton PC and ESBC to works towards a more acceptable proposal being submitted which addresses the concerns expressed above.</p>		

P/2021/00277	19 Shotwood Close	Erection of a single storey side and front extension and retention of replacement windows to the existing dwelling
No objection		
P/2021/00336	Long Branch Anslow Lane	Pollarding of 1 Lime tree (T2 of TPO 190)
No objection		
P/2021/00337	Kimberley Church Road	Crown reduction of 1 Yew tree by 30% - 2.5m (T1), crown reduction of 1 Yew tree by 30% - 2.5m (T2), crown reduction of 1 Yew tree by 30% - 2.5m and remove lower lateral limb overhanging road (T3) (TPO No 1)
No objection		
P/2021/00437	82 Walford Road	Erection of a part two storey part first floor front/side extension
No objection		
P/2021/00438	Sunnymead 46 Dovecliff Road	Demolition of existing porch and rear conservatory to facilitate single storey side/rear extensions including replacement veranda roof and first floor side extension
No objection		
P/2021/00444	Rolleston House Hall Grounds	Felling of 1 Box Elder tree and 1 Portuguese Laurel tree (TPO1)
No objection		
P/2021/00460	Kimberley Church Road	Cut back limbs overhanging garage by up to 1 metre or to the nearest suitable union of 1 Yew tree
No objection		
P/2021/00503	The Lodge 9 Church Road	Felling of Portuguese Laurel (T1), Apple (T2) and Scots Pine (T30), felling of group of 4 trees comprising 2 x Cypress, 1 x Pine and 1 x Kilmarnock Willow
No objection		
P/2021/00504	Winter House Hall Grounds	Felling of one Turkish Hazel (T1)
No objection		

227.2 Planning Decisions

Resolved That the planning decisions be noted.

228. Minutes

Resolved That the Minutes of the meetings held on 08 March and 16 March 2021 be approved and signed as a true record subject to Minute No. 206.1 (first bullet point) being amended to read "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.

229. Matters arising

206.1 Former Sustrans land

Councillor Badcock reported that the Auctioneers had confirmed that the sale of the land had been completed on 26 March and that the council's letter had been passed on to the new owners.

210. Parish Council Facebook page

Councillor S McManus gave an update, saying that there is a big difference between setting-up a business page and a group page. A group page cannot be private. A dummy page has been set-up, but it is not private. He offered, and it was agreed, to move onto paralleling the page with the current one and to trial this for one month.

212. Neighbourhood Development Plan

An invitation for councillors to attend the NDP Referendum count had been circulated to all councillors.

214.5 Westbury Estate and College Field: Drainage

Councillor Stewart reported that we were slowly moving towards the requested meeting going ahead. The Clerk was in liaison with the MP's office who had undertaken to obtain the information requested. Mr Edwards was being kept informed of progress.

230. County Councillor's report

Councillor White was unable to attend the meeting, but he had provided the following information to the Chair:

- The Beacon Road/ School Lane works are progressing well, and it was positive that the work outside the infant school was completed during the holiday period.
- The Dovecliffe build out has been moved and road markings painted on. This will be kept under review to see if it needs further adjustments. The aim is to minimise parking loss. The bus company have sent their thanks as their bus drivers can now use the road safely. Feedback that when the temporary traffic lights were in place was felt to have helped with traffic have been noted and are under consideration.

231. Borough Councillor's report

Report not available.

232. Parish Councillors' reports

232.1 Website

Councillor S McManus had done some analysis on the website which is now seeing 00's of visits per day. The website needs to be kept up to date at the same time as the Facebook page so that it is more current. People are looking at Minutes, Agendas and the NDP. He said that Rolleston Club's website news is two side by side and he was looking to do the same for the council. He said he would welcome comments from councillors on the website.

232.2 Burnside

Councillor Wyatt reported that despite having reported the issue twice, the drain on Burnside, close to the Spread Eagle had yet to be cleared by Staffordshire Highways.

He also reported that a log was in the Brook, blocking one of the arches and needed to be removed. **Agreed** that the council's contractor be asked to remove the log.

232.3 TTTV

Councillor Badcock reported on a recent TTTV Zoom meeting where it had been said that if the council agreed to put up to £2,000 aside to improve Tafflands wood then the TTTV would seriously consider matching the figure from their grant pot. A funding application would have to be made and the money is paid retrospectively. The next closing date for applications is 25 August, but they may decide to have an additional earlier date. He said he would be happy to write the funding application if the council want him to do so and the council obtains the necessary quotations for the work. At the meeting he had suggested path improvements, the planting of a flowering tree area and bluebell planting with the aim of involving the school.

Brook Hollows: ESBC updated the meeting saying that they had agreed to delay the dredging of the lake until Autumn 2022 to allow the Environment Agency to complete their new flooding plans. They intend to do work in the general surrounds of the lake, the wood and the paths in the autumn this year.

232.4 Councillor Sanderson reported that the flood road signs had been delivered and he had placed two by the sand bin on Brook Hollows.

233. Financial matters

233.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Clerk	Reimbursement re NDP flyers	BACS (15/03/2021)	31.84	0.00
Clerk	Reimbursement re padlock and keys for Jubilee Orchard gate	BACS (18/03/2021)	46.18	7.70
Clerk	Reimbursement re "No dogs allowed" signage for play areas	BACS (18/03/2021)	52.52	8.75
O2	Council mobile	DD (23/03/2021)	8.40	1.40
Burton Tree Care	Tree works: 124 Walford Road £260.00 Emergency call-out re hanging limb on Lime tree, Burnside £95.00	BACS (23/03/2021)	355.00	0.00
Clerk	Reimbursement re stationery	BACS (25/03/2021)	15.64	2.61
ESBC	Bin emptying (1 st quarter)	BACS	1,165.94	194.32
SPCA	2021/22 Subscription £398.00 Chairmanship training £50.00	BACS	448.00	0.00
Viking	Postage stamps £179.50 Stationery £74.38	BACS	253.88	12.40
Cllr C Stewart	Reimbursement re Zoom subscription	BACS	14.39	2.40
1&1 IONOS Ltd	RPC Website	DD	5.99	1.00
SLCC	2021/22 Membership (pro rata with Shobnall PC)	BACS	118.86	0.00
Clerk	Salary and expenses	BACS	935.62	0.34
Staffordshire County Council	Legal fees re First Registration of Elizabeth Avenue Playing Field and Meadow View Play Area & Open Space	BACS	844.00	128.00
GritBins.net	1 No. Grit/Sand bin	BACS	183.59	30.60
J Deacon	Environmental Officer (March 2021) £914.53 Memorial bench outside Jubilee Orchard £196.80 Jamie's Garden – post & chains £330.00 Circular bench on The Croft £142.20	BACS	1,628.53	272.92

	Replace and supply oak post on Meadow View £30.00 Replace broken post on The Croft £24.00			
P Gould	Additional cut of grass verges (2 nd of 2 extra cuts requested by Staffs Highways to be completed by 31/03/2021) £275.00 Mowing contract £1,127.37	BACS	1,402.37	0.00
Archer Signs & Panels Ltd	"No Parking" sign (replacement for The Croft) £43.52 "Caution Flood Ahead" signs £298.03	BACS	341.55	56.92
O2	Council mobile	DD (23/04/2021)	8.51	1.42
			7,860.81	720.78

Resolved That the above payments be approved.

233.2 Bank reconciliation as at 31 March 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	79,420.88	5,145.35	84,566.23
	LESS Expenditure	77,153.23	-	77,153.23
31 March 2021	Bank Statement	12,875.04	61,700.80	74,575.84

Resolved That the above was a true record.

233.3 Bank Mandate

Resolved That Councillor Houston be nominated to replace Councillor Wyatt as a signatory on the council's bank accounts.

234. Actual Income and Expenditure as at 31 March 2021

Resolved That the report be noted.

235. Staffordshire Highways

Request to use the Craythorne Road playing field car park as a temporary compound during the drainage and surfacing works programme

The council was requested to retrospectively approve the above request which was agreed unanimously by all councillors on 13 April via email/telephone. (This item had been an agenda item for the meeting on 12 April, the meeting had to be postponed due to the period of national mourning following the death of HRH The Duke of Edinburgh and Staffordshire Highways urgently required the council's answer.)

Resolved That the request be retrospectively formally approved.

236. Tennis Courts for Rolleston?

A resident had put a proposal that the council consider tennis courts being provided in the village using funding from the s106 monies from the Bellway Homes development.

Resolved That the proposal be deferred to the s106 Working Group for consideration.

237. 2021/22 Project priorities

Councillors to give some thought on the projects that could be undertaken during the year, e.g. tree works on the Jinny Trail and Tafflands, the Station Cattle Dock wall, etc.

The Chair undertook to compile a list of potential projects for circulation to councillors.

238. S106 Working Group

The Working Group had recently met. The Rolleston FC Chairman had put forward the Club's view and aspirations for the Craythorne Road site.

The Group agreed to source prices for repairs/refurbishments to play equipment, etc as identified in the RoSPA reports; a c750m path from Beacon Road to the Craythorne Road car park.

239. Meeting arrangements for May and June 2021

Resolved That:

- The Annual Council meeting be moved to 05 May and that it be held via Zoom.
- The June meeting be moved to 22 June.
- The council book the school hall (Alderbrook site) for its meetings until the end of the year.
- The council do not hold a meeting in August.
- The council do not arrange an Annual Parish Meeting this year as it is not possible to hold a public meeting before the end of May.

240. Correspondence

240.1 Staffordshire Parish Councils' Association (SPCA)

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

240.2 Communications Log

The Clerk had circulated the weekly Comms Log to all councillors.

241. 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.

242. Elizabeth Avenue Playing Field

Resolved That:

- The brambles to the rear of the resident's property will be cut back to retain a 1m wildlife perimeter around the Elizabeth Avenue playing field – this work will be done after the bird nesting season has finished. This will be confirmed with the contractors to maintain.
- The request to move the garden boundary into the Elizabeth Avenue playing field was declined as it would set a precedent.

243. Quotations

Resolved That:

a) Beacon Road allotments: Asbestos shed

Burton Environmental Services Ltd's quotation in the sum of £550.00 plus VAT to remove and dispose of an asbestos shed and contaminated vegetation from the allotment plot be accepted.

- b) **Byelaws signage**
Hardy Signs quotation the sum of £222.20 plus VAT for 5 No. Byelaws signs be accepted.
- c) **The Croft: Circular bench**
J Deacon's quotation in the sum of £118.50 plus VAT to apply teak oil to the bench be accepted.
- d) **Ken Bradley memorial bench**
J Deacon's quotation in the sum of £244.00 plus VAT to replace rotten seat bar and bottom of legs and apply Sadolin be accepted.
- e) **Elizabeth Avenue playing field**
J Deacon's quotation in the sum of £65.00 plus VAT to clear brambles and undergrowth from the rear of a property on Hawksley Drive be accepted.
- f) **Base for Andy Starbuck commemorative seat**
J Deacon's quotation in the sum of £274.00 plus VAT be held in abeyance pending the decision on the seat location being confirmed.
- g) **Replacement sand bin: Brookside**
Glasdon's quotation in the sum of £445.41 plus VAT to supply 1 No. Orbistor 800 litre bin be accepted.

244. Andy Starbuck commemorative seat (Minute Nos. 106.10, 158 and 218 refer)
Resolved That, following adverse comments received on the proposal to install the seat on Brookside and the potentially high costs to site an item on land not owned by the parish council, consideration be given to installing it on either The Croft or at Rolleston Cemetery.

245. Chair's report
The Chair reminded all councillors that they must abide by the Code of Conduct, the seven Nolan principles and the Localism Act 2011 and that it is the responsibility of the individual councillor to declare interests on every occasion.

The Clerk left the meeting at 9.11pm.

- 246. Staffing matters**
Resolved That:
- a) 45 hours Annual Leave that it had not been possible to take during the year be paid at the normal hourly rate.
 - b) The Clerk's hours be increased to 24 hours per week with effect from 01 April 2021.
 - c) Payment be made at the normal hourly rate for project work over and above the normal workload subject to agreement by the Chair and Vice-Chair.
 - d) The Clerk should take TOIL to take back time spent when clerking meetings, timing of taking TOIL with be agreed with the Chair and Vice-Chair.

The meeting closed at 9.55pm

Signed

Date