



Rolleston on Dove Parish Council

Clerk: Mrs Mary Danby BA (Hons)
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Our Ref: MD

01 November 2021

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend the Meeting of the Parish Council held in the Old Grammar School Room, adjacent to St Mary's Church, Church Road, Rolleston on Dove DE13 9BE on **Monday 08 November 2021** commencing at 7.30pm at which the business set out below will be transacted.

Yours sincerely

MDanby

Mary Danby
Clerk

PUBLIC FORUM

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.

1. **Apologies for absence**
2. **Declarations of Interests and Dispensations**
3. **Planning matters**
 - 3.1 **Planning applications**

| Application No. | Location | Proposal |
|------------------------|--------------------------------|---------------------------------------------------------------------------------------------------|
| P/2021/01338 | The Brookhouse Station Road | Felling of Yew tree |
| P/2021/01350 | 69 Meadow View | Application for a Certificate of Lawfulness for the retention of a single storey rear extension |
| P/2021/01363 | 19 Brookside | Overall crown reduction back to previous reduction points to one Tulip tree (T1) by approx 1.5-2m |
| P/2021/01364 | 18 Brookside | Crown reduction to one Beech tree (T1) by approx 2m, crown clean and clear lamp post |

4. To consider the Minutes of the meeting held on 11 October 2021 (Enclosure 1)
5. Matters arising from the previous meeting
6. County Councillor's report
7. Borough Councillor's report
8. Parish Councillors' reports
9. Financial matters
 - 9.1 Schedule of payments (as at 01 November 2021)

| Payee | Description | Payment Method | Gross £ | VAT £ |
|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------|---------------|
| Burton Tree Care | Tree works (PO Nos. 28, 29 & 30 covering work on 3 separate days – works arranged as a 3-day block for ease of access) | BACS (pd 25/10/21) | 990.00 | 0.00 |
| Hardy Signs Ltd | Byelaws signs | BACS | 68.64 | 11.44 |
| Royal British Legion | Remembrance Wreath | BACS | 17.00 | 0.00 |
| P Gould | Mowing contract | BACS | 1,127.33 | 0.00 |
| Warwickshire & West Midlands Assn of Local Councils | WALC Annual Conference – Delegate fee x 1 | BACS | 12.00 | 2.00 |
| Ricoh UK Ltd | Photocopier: Copy charges: £116.82 Rental: £113.41 | BACS | 230.23 | 38.37 |
| Rolleston Club | Reimbursement of defibrillator pads/battery | BACS | 178.00 | 0.00 |
| 1&1 IONOS Ltd | RPC website | DD | 5.99 | 1.00 |
| C Stewart | Reimbursement re Zoom subscription | BACS | 14.39 | 2.40 |
| Freeola | Village website | DD | 13.86 | 2.31 |
| Clerk | Salary & expenses | BACS | 1,140.72 | 0.00 |
| J Deacon | Environmental contract | BACS | 1,019.10 | 169.85 |
| | | TOTAL | 4,817.26 | 227.37 |

9.2 Bank reconciliation as at 31 October 2021

| | | Bank Accounts | | Total £ |
|------------------------------|----------------------------|---------------|------------------|-----------|
| | | Treasurer £ | Instant Access £ | |
| Opening funds: 01 April 2021 | | 12,875.04 | 61,700.80 | 74,575.84 |
| Movement in funds to date | PLUS Income | 87,771.67 | 3,723.92 | 91,495.59 |
| | LESS Expenditure | 65,950.34 | 7,634.75 | 73,585.09 |
| Funds: 31 October 2021 | | 34,696.37 | 57,789.97 | 92,486.34 |

10. Actual income/expenditure to 31 October 2021 and Draft 2022/23 budget (Enclosure 2)
11. Project priorities (Enclosure 3)

12. s106 Working Group

To receive a verbal update on the s106 Working Group meeting held on 01 November 2021.

13. Local Council Climate Action Day Conference

Councillor Scott requests that the council approve his attendance at the above virtual conference at a fee of £30 plus VAT.

The one-day online workshop from the Centre for Sustainable Energy will support Town and Parish Councillors make sense of the scale of the issue and take action in the way that is most appropriate to their area and spheres of influence. It will help Councillors to make the beginning of a practical action plan for their parish or town and be better equipped to address the climate emergency.

14. Burnside: Trees on the Brook banks (Minute No. 93.3(c) refers)

Attempts have been made to confirm or clarify who is responsible for the bank area adjacent to the Spread Eagle's boundary. ESBC confirmed that they do not hold this information. The Environment Agency provided the following information:

Asset Performance say that the trees are unlikely to cause an increase in flooding. If a branch or tree fell into the channel, this would cause a risk and Asset Performance would attend site to remove it.

But what you are currently requesting is the routine maintenance of what looks like healthy trees that belongs to a private individual in the form of the riparian owner. There does not seem to be a registered owner of the channel according to the Land Registry website. Parish Councils sometimes have better historic records of land ownership in these cases. Do you have historic records of land ownership?

When disputes of this kind have been taken to Court before, very often judges decide that the landowners either side of a river channel actually own to the middle of the channel. That would suggest that the Spread Eagle would be responsible for trees on their side and potentially SCC Highways might be responsible for the trees on the side next to the road.

15. Craythorne Road playing field (Minute 54.1 refers)

To review what is going on at the site.

16. Community flood plan (Draft) (2021/21 Minute No. 195 refers) (Enclosure 4 – to follow)

17. RoSPA Inspection Reports – Findings and Actions (Enclosure 5)

18. Correspondence

18.1 Staffordshire Parish Councils Association

The weekly Bulletins have been circulated to all councillors.

18.2 Communications Log

The weekly Communications Logs have been circulated to all councillors.

18.3 ESBC: Polling District Review 2021 (Enclosure 6)

18.3 Verges for Wildlife

Sustainability Matters – Stafford Borough contacted the council as follows:

We have launched a questionnaire about managing road verges for wildlife (with road safety and pedestrian safety also in mind) and we wondered whether your parish council might share this if you have a Facebook presence or a parish newsletter?

Sadly, the UK is listed as the worst nation in the G7 for the volume of wildlife and wild spaces lost due to human activity, resulting in it being ranked twelfth worst of 240 countries and territories.

With over 97% of wildflower meadows destroyed since the 1930s, road verges are a vital refuge for bees, butterflies, birds, bats and bugs. The loss of biodiversity is one of the largest threats to our own survival and our verges could really help in our endeavours to make the UK richer in wildlife.

We attended Staffordshire Climate Matters Conference in Stoke last week, which was attended by Staffordshire County Council and all the Borough and District Councils in Staffordshire. It was encouraging to hear all the councils speak, who were keen to promote what they are doing to deal with the challenge of the climate emergency.

The keynote speaker there was Dr James Dyke, who is the Assistant Director of the Global Institute and Programme Director of the MSc Global Sustainability Solutions at Exeter University. Dr Dyke laid bare the proven science showing the reality of what we are facing. We are literally hurtling towards the tipping point and sitting on a precipice. Relatively small changes in legislation by local and regional councils over managing verges could be part of the impact we make to slow down the rate of climate change.

Encouraging people to change their habits is important, but the real change will come from leadership within our councils at all levels. Climate Matters Staffordshire conference day was all about people working together, across political boundaries. Here at Sustainability Matters Stafford, we are also apolitical and welcome input and action from all.

We would be very grateful if you might circulate this questionnaire and help us find out what the public appetite is for trialling pilot schemes around the county of Staffordshire.

You can fill in the quick questionnaire via this link here, and we are asking people to fill it in just once: <https://bit.ly/3vfVlbo>

Shropshire has started a great initiative and you may also want to take a look at how it is working there: <https://youtu.be/BJpejshEqG4>

18.4 Have your say on policing, and fire and rescue in Staffordshire

The following communication has been received from Ben Adams, Staffordshire Commissioner for Police, Fire and Rescue, Crime

As you are a key partner I would personally like to invite you to take part in a consultation to provide feedback on the key priorities in my proposed Police and Crime Plan, and Fire & Rescue Plan 2021-2024.

The plans set out my priorities for the next three years. How effectively the services perform against these plan priorities is a key part of how I hold the Chief Constable and Chief Fire Officer to account on behalf of the public.

The plans highlight how important it is for Staffordshire Police and Fire & Rescue to work with health, councils, the wider criminal justice system and community groups to keep us safe while supporting victims.

Fundamentally, these plans should result in fewer victims of crime and anti-social behaviour, fewer casualties on our roads, and fewer people who suffer due to fire or the actions of others. The services can't deal with these issues on their own. These plans emphasise the importance of strong relationships with partner organisations in delivering real, joined-up working across Staffordshire and Stoke-on-Trent.

My challenge, and the challenge for the services, is to get the balance right between addressing the issues that make people feel less safe, day in, day out, with tackling the serious problems which most people will thankfully never experience, but cause significant harm.

Have I got the balance right? Do these plans reflect your priorities, and the concerns of your community? Your views matter to me, and I want to hear from as many of you as possible. The consultation is available to complete online until 23 November.

Please visit [Have Your Say - Staffordshire Commissioner \(staffordshire-pfcc.gov.uk\)](https://staffordshire-pfcc.gov.uk) to share your views with the Commissioner, and see the full draft Police and Crime Plan, and Fire and Rescue Plan 2021-2024. All responses will be collated anonymously and used to inform the plans' priorities.

18.5 Broadband service

A resident contacted the council saying:

I live at the top of Knowles Hill and BT are now saying that they can only offer us 16-18mbps which is awful. Both of us work from home and our broadband speeds have deteriorated over the past year to the point it is impacting our work and children's ability to complete schoolwork. Cllr Pete Cooper, Tatenhill and Rangemore Parish Council successfully lobbied BT and they now have far superior broadband in a much smaller village. Please can someone look into this and discuss with BT as it can't just be us who are struggling. Also, will the new development near Tafflands make this worse for our end of the village??

Broadband is a service that many households depend upon for their livelihoods, so I am hoping that the Parish Council understand the importance of a consistent and adequate service for the whole parish.

Do you know when Virgin Media are likely to come to the village?

19. Exclusion of 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.

20. Quotations (Enclosure 7)

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Monday 11 October 2021 commencing at 7.30pm**

Present

Councillor Stewart (in the Chair)

Councillors Appleby, Badcock, Houston, E McManus, S McManus, Robson, Sanderson, Scott and Toon

In attendance

Three members of the public

Mary Danby, Clerk

Public Forum

The members of the public each put their concerns to Councillors regarding Planning Application No. P/2021/01193.

86. Apologies for absence

None – all Councillors were present.

87. Declarations of Interest and Dispensations

None.

88. Planning matters

88.1 Planning applications

| Application No. | Location | Proposal |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| P/2021/01191 No objection | 108 Walford Road | Erection of a front porch |
| P/2021/01193 Objection on the following grounds: <ul style="list-style-type: none"> ▪ The proposed building is too large for the small plot ▪ The proposed building is in an elevated position resulting in loss of light to neighbouring properties ▪ The proposed building will be overlooking neighbouring properties to the side and rear resulting in loss of privacy ▪ Risk of damage to the two TPO trees on the site ▪ The proposed building is not in keeping with surrounding area | Land opposite Norwood Cottage Hall Grounds Erection of a detached dwelling – Revised Scheme to include bay and dormer windows | |
| P/2021/01196 No objection | 36 Alderbrook Close | Erection of a two storey side extension and front ground floor bay window |
| P/2021/01239 No objection | Westmorland Cottage Hall Grounds | Cut back branches overhanging onto 67 Hall Road, Rolleston from one Sycamore tree (TPO No 1) |
| P/2021/01246 No objection | 22 Station Road | Erection of a detached ancillary building (Revised Scheme) |

| | | |
|--------------|----------------------------|-----------------------------------------------------------------------------------------------------------|
| P/2021/01252 | 33 Church Road | Erection of a first floor rear extension and Juliet balcony |
| No objection | | |
| P/2021/01271 | Highbank 11 Church Road | Reduce crown of one Apple tree (T20), felling of one Goat Willow tree (T3), removal of a dead branch (T4) |
| No objection | | |
| P/2021/01305 | Highbank 11 Church Road | Cut bank branches growing against the telephone wire to one Yew tree (T1) (TPO No 1) |
| No objection | | |

88.2 P/2021/01071

It was noted that a portacabin had been delivered to the site which was not as described in the application, and which had not been put into the position identified on the plan.

Agreed That ESBC be informed of the above and asked to clarify whether a decision had been made on the application.

88.3 Land at the Brookhouse Hotel, Brookside

A Councillor queried when the development works would commence on the above site.

Agreed That ESBC be asked if they are able to give an update on when the works will commence.

89. Minutes

Resolved That the Minutes of the meeting held on 13 September 2021 be approved and signed as a true record.

90. Matters arising

72. Sport England and s106 funds (Minute 60.1(c) refers)

In response to a query, Councillor Stewart confirmed that Rolleston FC had been requested to respond to the s106 Working Group meeting on 01 November, not the December Full Council meeting.

75.4. Brook Hollows

Councillor Badcock had attended a meeting on 07 October where he had been assured that the vegetation on both sides of the waterfall would be cleared within two weeks.

80. Village Christmas tree

Councillor Stewart confirmed that the quotation for the tree had been received (£135) and that the order would be placed as soon as the Civic Trust and Almshouse had confirmed that Public Liability insurance was in place (as requested by the council's insurer).

91. County Councillor's report

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

I am pleased to report that the final stages of the roadworks in the centre of the village are progressing to plan, and the resurfacing of Beacon Road is now largely complete.

The resurfacing of School Lane and Chapel Lane will take place during the school half term holidays (week commencing Monday 25 October) following which the works should be complete barring any minor "snagging items" that arise.

The discussions with the contractor regarding correcting the positioning of the build-out on Dovecliff Road should be finalised this month following which I will hope to have a date for the corrective works to share with you.

Now the works to address the flooding on Station Road, School Lane and Chapel Lane are nearing their completion my focus will shift to securing the resurfacing of other key roads and footways within the village and addressing the remaining surface water flooding issues at the junction of Knowles Hill/Anslow Lane and at Marston Lane.

As ever, please let me know if there is anything else I can be of assistance with or if any other matters arise at the meeting.

92. Borough Councillor's report

Councillor Toon reported that:

- The Bargates planning application had been approved.
- She was pleased to note that the Station Heritage Group had achieved a Gold award in the RHS's "It's Your Neighbourhood" category.
- ESBC had confirmed that there is no need for a technical review of the Local Plan and that the area still has more than a five year land supply for housing.
- Three new refuse lorry drivers had been recruited who would be starting work in November which should ease the collection issues experienced recently.
- ESBC may issue bags for cardboard.
- There is a huge problem with fly tipping in the Borough.

93. Parish Councillors' reports

93.1 Councillor Houston said that he had been approached by a resident regarding the self-set Sycamore trees in the Church grounds which were adversely affecting natural light to their property. He asked who could be contacted in an attempt to resolve this issue.

Agreed That the Clerk will provide Councillor Houston with the contact details for the Estates Team at the Diocese of Lichfield, and the St Mary's PCC.

93.2 Councillor Sanderson said that he had been approached by residents regarding the condition of Station Road, and he noted that this had been referred to in the County Councillor's report (Minute No. 91).

He also reported that the missing watering can from the Spread Eagle island had been retrieved from near the Old Grammar School Room door.

93.3 Councillor Robson reported that:

- a) The dead tree at the junction of Shotwood Close had been removed.
- b) A fridge and a sofa had been fly tipped on Fiddlers Lane. **Agreed** That the fly tipping be reported to ESBC.
- c) He asked who is responsible for the Willow trees on the Brook bank, Burnside. The query arose because the Spread Eagle Inn appear to suggest that they are not responsible for the trees, however the trees are hanging in the Brook and need to be managed. **Agreed** that ESBC be asked if they hold information to clarify or confirm who is responsible for the bank area adjacent to the Spread Eagle's land boundary.

93.4 Councillor S McManus reported that ESBC own the now unused Claverhouse allotment site next to Stapenhill cemetery and that they wish to extend into this site but there are questions about the suitability of the soil and probable need to raise the ground level. ESBC propose giving the Rolleston Allotment Committee a new two-year lease whilst this matter is resolved.

He also reported that the Phil Irwin is the new Chair of RoDSEC.

- 93.5 Councillor E McManus reported that there were two Estate Agents boards at the junction of Church Road/Shotwood Close. **Agreed** that the Estate Agents be asked to remove their signs.
- 93.6 Councillor Badcock reported on confusion around what is planned by the TTTV at Brook Hollows, and he tabled the plans dated 2019 for information. Councillors said that they had not seen the plans previously and queried who had been consulted and when the consultation referred to by TTTV had been conducted.
- Agreed** that the appropriate ESBC Officer be asked to attend a council meeting to provide an update on where we are with the Brook Hollows project and that David Hughes, Environment Agency also be invited to the same meeting.
- 93.7 Councillor Scott confirmed the information provided by Councillor S McManus regarding the allotments.
- 93.8 Councillor Appleby reported that:
- a) That more SORN vehicles were arriving at the Craythorne Therapy and Small Animals Farm, Craythorne Road which he had reported to ESBC. ESBC had responded saying that it cannot do anything whilst the planning application is under consideration.
 - b) Elizabeth Avenue swings – the spikes on top of the frame need to be replaced and the swing seats need to be cleared of bird droppings.
- 93.9 Councillor Stewart reported that:
- a) The Craythorne car park will be closed week commencing 18 October when the compound will be removed and the car park stoned and the fence and hedge will be reinstated, as agreed with SCC/Amey.
 - b) The tree surgeon will be undertaking tree works in Craythorne Woods over three days from 19 October.
 - c) The latest RoSPA Inspection Reports had been received – these will be provided to all Councillors and will be an agenda item for the November meeting.
 - d) The final draft of the interpretation panel had been circulated to all Councillors and the minor amendments requested will be passed to Clive Baker for action.
 - e) The council’s contractor had identified an access from Forest School Street onto the Meadow View open space where a Byelaws sign had not been installed. **Agreed** that a Byelaws sign be purchased and installed.

94. Financial Matters
94.1 Schedule of payments

| Payee | Description | Payment Method | Gross £ | VAT £ |
|----------------------|--------------------------------------------------------------------------------------|----------------|----------|--------|
| Manor Park Nurseries | Plants | BACS | 9.00 | 1.50 |
| Viking | Postage stamps / stationery | BACS | 100.20 | 2.53 |
| Sutcliffe Play | Replacement swing seats | BACS | 126.24 | 21.04 |
| 1&1 IONOS Ltd | RPC website | DD | 5.99 | 1.00 |
| P Gould | Mowing contract £1,127.33 Jinny Trail path: weeds sprayed on both sides £95.00 | BACS | 1,222.33 | 0.00 |
| Clerk | Salary and expenses | BACS | 1,125.23 | 1.32 |
| C Stewart | Reimbursement: Zoom Pro subscription | BACS | 14.39 | 2.40 |
| Clerk | Reimbursement: Clean-up Day supplies | BACS | 42.96 | 7.18 |
| ESBC | Empty bins (3 rd quarter 2021/22) | BACS | 1,165.94 | 194.32 |

| | | | | |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------|--------------|
| Staffordshire Playing Fields Association | 2021/22 Subscription | BACS | 20.00 | 0.00 |
| J Deacon | Environmental contract £1,019.10 Phase 1 drainage on Tafflands £3,144.00 Tafflands (fit new seats, clean/treat fingerpost signs, remove 5 No. dead trees, works to tall and low platforms) £1,639.20 Tafflands (steppingstones and rubber mats) £697.92 Install Byelaws signs £229.22 Base for play tractor £1,229.40 | BACS | 7,958.84 | 1,326.47 |
| Staffordshire Parish Councils' Association | Be a Better Councillor course – 2 delegates | BACS | 100.00 | 0.00 |
| Playsafety Ltd | Annual RoSPA inspections | BACS | 345.60 | 57.60 |
| John of Rolleston Primary School | Room hire (September meeting) | BACS | 35.00 | 0.00 |
| NBB Recycled Furniture | Backless benches | BACS | 1,114.80 | 185.80 |
| O2 | Council mobile | DD | 17.03 | 2.84 |
| | | TOTAL | 13,403.55 | 1,804 |

Resolved That the above payments be approved.

94.2 Bank reconciliation as at 30 September 2021

| | | Bank Accounts | | Total £ |
|---------------------------|----------------------------|----------------|---------------------|------------|
| | | Treasurer £ | Instant Access £ | |
| 01 April 2021 | Bank Statement | 12,875.04 | 61,700.80 | 74,575.84 |
| Movement in funds to date | PLUS Income | 87,771.67 | 3,723.41 | 91,495.08 |
| | LESS Expenditure | 51,599.75 | 7,634.75 | 59,234.50 |
| 30 September 2021 | Bank Statement | 49,046.96 | 57,789.46 | 106,836.42 |

Resolved That the above was a true record.

95. Old Grammar School Room (OGSR) – Hire fees

Councillors were asked to note that the council will be invoiced in the sum of £25 per hire for the OGSR. The hire fee had been queried with the Church, and the Council had been advised that in order to keep the OGSR available they have caretaker, cleaning and utility costs. They rely on contributions from users of the building to reduce the drain on Church finances, which are seriously depleted after 18 months with reduced income.

Resolved That:

- a) The above information be noted.
- b) The practice of holding the s106 Working Group meetings via Zoom be reviewed at the January meeting.

96. 2021/22 Budget as at 30 September 2021

Resolved That the report be noted.

97. 2022/23 Budget

Resolved That the project priorities list be circulated to all Councillors for consideration at the next meeting.

98. Village clean-up day

Councillor Stewart reported that the Civic Trust will be undertaking their regular litter pick on the same day (30 October); chippings arising from the tree works will be laid on paths; logs will be distributed from the Craythorne car park; the Beavers will be planting Bluebells and there will be a general tidy up on Tafflands and Craythorne. The clean-up day will be publicised on the council's Facebook page.

Agreed That the above be noted.

99. Update: SCC/Amey Charity Day – Craythorne Road playing field railings

The Site Manager confirmed on 01 October that:

- a) They will come back to do the work when the agreed materials have arrived (c4 months delivery time after order placed).
- b) If the council pays the supplier direct a mark-up would not have to be paid to Amey.

Councillors were asked to confirm their preferred specification for the replacement railings and posts and whether they wished to replace the existing stile with an accessible gate.

Resolved That:

- a) The preferred specification is for the railings and posts to be replaced with an additional rail and additional posts (2m apart).
- b) The stile be replaced with an accessibility gate.
- c) SCC/Amey seek quotations for the above and that the council apply to ESBC to draw down funds from the s106 Agreement to fund items (a) and (b) above.

It was further **resolved** that the gate and rail across the car park near to the portacabin be reinstalled two posts closer towards the portacabin than it was originally, and that the gate be located near the hedge side rather than the field side.

100. Potential s106 projects

Councillors received an update on the potential s106 projects which had been suggested by the s106 Working Group.

Arrangements had been made for Councillor Stewart to meet on site with a play equipment supplier on 14 October to discuss inclusive play equipment for younger children at Meadow View and a facelift for Tafflands, including replacement of the aerial runway. Councillors Appleby and Houston agreed to accompany Councillor Stewart at the site visit. Quotations will be considered at the November s106 Working Group meeting.

Councillors were informed that a Meadow View resident had expressed robust concerns at any proposal to put additional or new picnic tables and benches on the Tafflands play area and enquiring whether the backless benches were replacements for the existing timber benches.

Agreed That the TTTV application for funding towards blossom trees and Bluebells in Craythorne Woods be delayed to 2022.

Post meeting note: It was clarified to the resident that the backless benches were replacements.

101. Preparation for Remembrance 2021

The Royal British Legion had asked parish councils to consider purchasing a "Tommy".

Resolved That:

- a) The council do not purchase a "Tommy" and that the one bought previously be erected for this year's Remembrance period.

b) Remembrance wreaths be ordered.

102. Village areas – Councillor responsibilities

Resolved That the distribution of Councillor responsibilities are as follows:

| Area | Councillor |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| Craythorne playing field and woods | Ellen McManus |
| Elizabeth Avenue playing field | Simon Appleby |
| Fiddlers Lane (Bridleway) | Michael Badcock |
| Grass verges on Anslow Lane, Beacon Road, Beacon Drive, Dodslow Avenue and Elizabeth Avenue | Simon Appleby |
| Jinny Trail | Steve McManus |
| Jubilee Orchard | Mike Robson |
| Meadow View | Bob Houston |
| Shotwood Close grass verges and Public Open Space | Michael Badcock |
| Spread Eagle Island, Jamie’s Garden, Brookside for the full length from the road bridge to the footbridge adjacent to the former Brookhouse Hotel, including St Mary’s Church North wall grass verge | Robin Scott |
| Tafflands | Bob Houston |
| The Croft and Burnside from the Co-op shop to the bridge at the junction of Church Road and Burnside | Steve Sanderson |
| Village Gateways: <ul style="list-style-type: none"> ▪ Verges along Church Road, Rolleston Road and Station Road ▪ Verges along Knowles Hill | Clare Stewart Simon Appleby |

103. Correspondence

103.1 Staffordshire Parish Councils’ Association (SPCA)

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

103.2 Communications Log

The weekly Comms Log had been circulated to all councillors.

104. 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.

105. Quotations

RESOLVED That:

- a) **Replacement posts – Meadow View**
Deferred to the next meeting to enable the existing posts to be inspected.
- b) **Replacement bin surrounds - Tafflands**
Deferred to the next meeting to enable confirmation of budget availability to be confirmed.
- c) **Footpath 14 (Beacon Road to Tafflands)**
Deferred until such time as the landowner has been consulted fully on the council's proposals.
- d) **Footpath 14 – Beacon Road end gates**
Deferred to the next meeting to enable confirmation of budget availability to be confirmed.
- e) **Tafflands: Dead trees**
J Deacon's quotation in the sum of £120 plus VAT to remove two dead trees, including roots; supply soil and make level and reseed be accepted.
- f) **Benches (Minute No. 84(a) refers)**
J Deacon's quotation in the sum of £72 plus VAT to remove and dispose of old wooden benches and fix four new benches onto grass be accepted.

106. Andy Starbuck memorial seat
Resolved That due to objections to the proposed location on Brookside the memorial seat be installed on The Croft. It was agreed that Councillors Stewart and Sanderson will meet with Mrs Starbuck to discuss the council's recommendation and agree a mutually acceptable location on The Croft.

107. Fruit trees offer
Resolved That an offer from a donor who wished to remain anonymous of five or six fruit trees to be planted be on Meadow View (in the area behind where the new posts had been installed) be accepted in principle and quotations be sought for the trees, tree stakes and the digging of holes. It was accepted that the council would bear the cost of the tree stakes and digging the holes.

The meeting closed at 9.55pm

Signed

Date

ROLLESTON ON DOVE PARISH COUNCIL
ACTUAL INCOME AND EXPENDITURE TO 31 OCTOBER 2021

| Nominal Code | Description | Original Budget | Projected Year End | Actual to 31/10/2021 | |
|--------------|-----------------------------|-----------------|--------------------|----------------------|--|
| | | £ | £ | £ | |
| 100 | Income | | | | |
| 1076 | Precept | 73,100 | 73,100 | 73,100 | |
| 1090 | Interest Received | 6 | 6 | 4 | |
| 1100 | Grants & Donations Received | - | 70 | 70 | |
| 1110 | Council Tax Support Grant | 1,665 | 1,665 | 1,665 | |
| 1200 | Garden rents | 125 | 125 | 125 | |
| 1220 | Allotment rents | 15 | 10 | 10 | |
| 1250 | Football pitch fees | 200 | 290 | 290 | |
| 1255 | Hire fees (other) | - | - | - | |
| 1270 | SCC: Annual grass cutting | - | 4,837 | 4,837 | |
| 1999 | Other income | - | 40 | 40 | |
| | Income | 75,111 | 80,143 | 80,140 | |

| Draft Budget 2022/23 | |
|----------------------|--------------------------------------------------------------|
| £ | |
| 76,755 | +5% on 2021/22 |
| 6 | |
| - | |
| 1,665 | Unknown if this will be paid, ESBC will confirm in December |
| 125 | |
| 15 | |
| 200 | |
| - | |
| 3,628 | Unknown if this will be paid, SCC sets it budget in February |
| - | |
| 82,394 | |

| Nominal Code | Description | Original Budget | Projected Year End | Actual to 31/10/2021 | Remaining funds* |
|--------------|------------------------------------|-----------------|--------------------|----------------------|------------------|
| | | £ | £ | £ | £ |
| 200 | Administration | | | | |
| 4000 | Staff salary | 13,500 | 17,119 | 9,959 | 7,160 |
| 4020 | Employer's National Insurance | 650 | 1,142 | 612 | 530 |
| 4030 | Payroll Services | 80 | 90 | - | 90 |
| 4050 | Use of Home as Office | 178 | 178 | 104 | 74 |
| 4100 | Insurance | 3,200 | 1,106 | 1,106 | 2,094 |
| 4110 | Audit Fees | 515 | 472 | 472 | 43 |
| 4120 | Photocopier: Rental/Maint. | 378 | 378 | 189 | 189 |
| 4121 | Photocopier: Copy charge | 670 | 525 | 246 | 424 |
| 4125 | Stationery | 200 | 200 | 124 | 76 |
| 4127 | Village Directory | 150 | 150 | - | 150 |
| 4130 | Postage | 300 | 400 | 336 | 64 |
| 4140 | Council mobile | 175 | 175 | 87 | 88 |
| 4150 | Subscriptions | 700 | 537 | 537 | 163 |
| 4160 | Training | 140 | 345 | 285 | 145 |
| 4180 | Room hire | - | 325 | 125 | 200 |
| 4190 | Mileage expenses | 250 | 250 | 151 | 99 |
| 4195 | Parking fees | 12 | 9 | 3 | 9 |
| 4200 | Play areas | 7,000 | 7,000 | 6,709 | 291 |
| 4205 | Craythorne gate: Lock/unlock | 700 | 395 | - | 305 |
| 4210 | RPC Website | 100 | 100 | 35 | 65 |
| 4211 | Village website | 45 | 45 | 23 | 22 |
| 4220 | IT/Software | 300 | 300 | 258 | 42 |
| 4230 | s.137 Expenditure | 100 | 100 | 50 | 50 |
| 4240 | Mowing | 17,000 | 15,000 | 8,261 | 8,739 |
| 4250 | Bin emptying | 4,000 | 3,886 | 2,915 | 1,085 |
| 4260 | Trees | 4,000 | 4,000 | 1,390 | 2,610 |
| 4265 | Plants for planters | 600 | 600 | 308 | 292 |
| 4270 | Environmental contract | 13,000 | 13,000 | 8,581 | 4,419 |
| 4300 | Projects | - | - | - | - |
| 4320 | Capital expenditure | 800 | 800 | 591 | 209 |
| 4330 | Other administration | 2,000 | 2,000 | 657 | 1,343 |
| 4999 | Contingency | 5,000 | 5,000 | 2,959 | 2,041 |
| | Expenditure | 75,743 | 75,627 | 47,073 | 32,821 |
| | TOTAL EXPENDITURE | 75,743 | 75,627 | 47,073 | |
| | TOTAL INCOME | 75,111 | 80,143 | 80,140 | |
| | NET INCOME OVER EXPENDITURE | - 632 | 4,516 | 33,067 | |

| Draft Budget 2022/23 | |
|----------------------|-----------------------------------------------------------------------------------|
| £ | |
| 17,150 | Assumes 2% increase |
| 1,090 | Includes 1.25% increase for employers |
| 90 | |
| 178 | |
| 1,106 | |
| 500 | |
| 378 | |
| 525 | |
| 200 | |
| 150 | |
| 400 | |
| 175 | |
| 700 | |
| 250 | |
| 250 | |
| 9 | |
| 10,000 | |
| 1,610 | |
| 100 | |
| 45 | |
| 300 | |
| 100 | |
| 17,000 | |
| 4,000 | |
| 4,000 | |
| 600 | |
| 15,000 | |
| 10,000 | Funding for projects from within the Project Priorities list |
| 800 | |
| 2,000 | |
| 5,000 | |
| 94,131 | |
| 94,131 | |
| 82,394 | |
| - 11,737 | Shortfall would be met from the General Reserve, i.e. funds carried forward at YE |

Earmarked Reserves (EMRs)

| Coding | Description | Opening funds 01/04/2021 | | Actual funds at 31/10/2021 | Opening Funds Apr-22 |
|----------|---------------------------------------|--------------------------|--|----------------------------|----------------------|
| | | £ | | £ | £ |
| 4400/320 | Environmental improvements | 3,902 | | 3,049 | ? |
| 4410/321 | EA funding | 7,635 | | - | - |
| 4420/322 | Brook Hollows | 10,000 | | 10,000 | 10,000 |
| 4440/323 | Craythorne fence | 1,278 | | 1,278 | ? |
| 4440/325 | Replacement play equipment Play Areas | 7,398 | | 3,003 | ? |
| 4440/326 | Andy Starbuck seat (donations) | 1,275 | | 1,275 | - |
| | TOTAL | 31,488 | | 18,605 | 10,000 |

Recommendation: That the Craythorne fence EMR be closed and the funds vired to either Environ. Improvements or Play Areas

Note: The Replacement Play Equipment EMR has been renamed to Play Areas to fund the drainage and mound works and replacement benches on Tafflands

*Remaining funds: based on original budget except for the following Nominal Codes which are based on the revised Projected YE figures:

- 4000 Staff salary
- 4020 Employer's NI
- 4030 Payroll service
- 4130 Postage
- 4160 Training
- 4180 Room hire

**Rolleston on Dove Parish Council
Project priorities**

| | Project brief description | Comments / Notes |
|----------|------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A | Craythorne woodland and paths | Requires next phase of management plan to review trees work remaining to be done Ties with s106 proposal for Bluebells planting and paths and replacement of wooden bin covers /seats |
| B | Renew wooden play equipment on Tafflands, steps to zip wire and slide | Initial review conducted with Bill Peacock (Groundwork engineer) and contractor (John Deacon) to assess issues and quotes being provided to replace worst items Digging of trial holes to assess if drainage is blocked - identified requires stoning and delay removal to assist around mound |
| C | Renew / refurbish existing play equipment / street furniture etc. | Some maintenance built into contracts (needs materials often additional cost) RoSPA reports to be reviewed and walked around with John Deacon and quotes sought Additional items e.g. new surface at Meadow View play area will require external supplier Some monies put into budget agreed for April 2021 - 2022 for play equipment |
| D | Outdoor gym equipment / disabled play equipment located on PC land e.g. Tafflands, Elizabeth Avenue, Meadow View | Replacement of items that cannot be repaired New items elsewhere? |
| E | Plant blossom trees on PC land near Meadow View to enhance rural village feel | Donor's offer of fruit trees being progressed |
| F | Jinny Trail | Thin trees and control weeds encroaching on paths needs contractor to review this with us, walk the Jinny trail, discuss with Station Heritage Working Party and agree requirements / work needed / costs Cattle dock wall requires repair to prevent it falling down Some monies put into budget to do tree works on the trail |
| G | Clean Brook and banks - Burnside and plant succession trees for ageing Willow trees | Some tree maintenance done last year to Willows - do we need to do more? |
| H | Install longer life and matching street furniture e.g. planters, bins etc. | Tafflands area of these proposed to be part of S106 proposal |
| I | Repaint all white railings in village (Burnside, Brookside, Lawns, Craythorne etc.) | Significant cost - how to progress? |
| J | Complete Craythorne car park and install floodlighting | SCC will stone the car park as part of compound agreement What else if anything do PC feel should be done? |
| K | Ageing timber bus shelter on Knowles Hill | Contractor (John Deacon) has advised that the shelter should be demolished. Decision needed on whether to replace |
| L | Plant tree for Queen's Jubilee on the Croft | Request from resident |
| M | Phase 2 drainage on Tafflands | Contractor (John Deacon) has said that the cost will be similar to Phase 1 (£2,620 plus VAT) |
| N | History Trail around the village with a leaflet similar to the Footpaths one | A Councillor has suggested a £2000 budget allocation for information boards and leaflets, with perhaps a further £2000 the following year. |
| O | HM The Queen: Platinum Jubilee June 2022 | To consider either (a) a PC project to celebrate HM the Queen's Platinum Jubilee or (b) PC contribution to a Village event arranged for the same purpose |

**RoSPA Reports 2021:
Findings and Actions**

| RoSPA Report Findings by Area | Finding | Priority | RoSPA action suggested | PC proposed action | Cost |
|----------------------------------|------------------------------------------------------------------------|-------------|--------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|------|
| Craythorne Playing Fields | Entrance stile wood decayed | Low (6) | Check and replace if required | J Deacon to inspect - Note aiming to replace this with a K gate as part of Amey Works Day | |
| Craythorne Playing Fields | Goals near entrance loose in ground | Low (4) | Reset | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Craythorne Playing Fields | Goals paintwork is poor | Low (4) | Descalate back to base and repaint with lead free paint - repairs may be needed where corrosion is bad | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Swing Mixed Bay - Bird fouling | Medium (8) | Check on routine basis - clean fully | J Deacon to inspect and advise back - pigeon spikes | |
| Elizabeth Avenue | Skate ramp with grind rails tarmac raised | Medium (8) | Modify surface | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Skate Quarter pipe ramp | Medium (12) | Coat driveway and quarter pipe steel surfacing with anti slip paint | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Skate Quarter pipe ramp transition between ground and unit exceeds 5mm | Medium (12) | Modify | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Skate Quarter pipe ramp loose bolts | Medium (12) | Tighten bolts and further work may be needed | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Swing Mixed Bay - some chain wear | Low (7) | Monitor for further deterioration and replace before 40% | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Swing Mixed Bay - swing seat decayed and bent eye bolts | Low (7) | Monitor and replace when hard surface exposed | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Gate trip points | Low (6) | Make these level to avoid trips | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Multiplay paintwork is poor | Low (6) | Descalate back to base and repaint with lead free paint - repairs may be needed where corrosion is bad | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Slide shute condition | Low (6) | Monitor | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Climber Frame surface | Low (5) | Repair surface | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Swing Mixed Bay - floor surface has holes | Low (5) | Repair | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Basketball post signage | Low (4) | Needs warning notice about jewellery and climbing | Mary to look for suitable sign, ask J Deacon to investigate and advise back to quote | |
| Elizabeth Avenue | Goals paintwork is poor | Low (4) | Descalate back to base and repaint with lead free paint - repairs may be needed where corrosion is bad | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Slide paintwork | Low (4) | Descalate back to base and repaint with lead free paint - repairs may be needed where corrosion is bad | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Skate grind rails | Low (4) | No practical action identified for issues found | Discuss with J Deacon | |
| Elizabeth Avenue | Goal post nest damaged | Low (3) | Replace nets | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Multiplay timer treads starting to decay | Low (3) | Check on routine basis | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Elizabeth Avenue | Swing Mixed Bay - damaged support | Low (3) | Check on routine basis | Meet J Deacon to inspect and advise back and move to quotation if required | |

**RoSPA Reports 2021:
Findings and Actions**

| RoSPA Report Findings by Area | Finding | Priority | RoSPA action suggested | PC proposed action | Cost |
|--------------------------------------|--------------------------------------------------------|-----------------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Meadow View | Cracked welds on Climbing Frame | Medium (8) | Repair | Obtain Quote - use S106 money if possible? | |
| Meadow View | Tile surface | Medium (8) | Gaps in tile surface | Indicative Quotes being obtained for new surface (use S106 money if possible) | |
| Meadow View | Signage | Low (6) | Dog Ban and ownership signs recommended | There is a picture dog sign - Mary to investigate and see if this is okay or more is needed | |
| Meadow View | Wear in the bushes on the Swings | Low (4) | Remove shackle bolt , check bush and pin wear - replace if necessary | Done by J Deacon as have just been replaced after previous RoSPA but after this report. J Deacon to quote for washers to raise the bushes as these are sunk into the wooden bar. | |
| Meadow View | Bolts Loose on Climbing Frame | Low (4) | Tighten bolts | Meet J Deacon to inspect and advise back and move to quotation if required | |
| | | | | | |
| Tafflands | Cable Way (Zip Wire) Chain wear | Medium (8) | Monitor and replace before 40% wear | Indicative Quotes being obtained for new Zip Wire (use S106 money if possible) | |
| Tafflands | Cable Way (Zip Wire) Decayed timber | Medium (8) | Monitor and plan to replace but not with timber set directly into ground | Indicative Quotes being obtained for new Zip Wire (use S106 money if possible) | |
| Tafflands | Cable Way (Zip Wire) surface repair needed | Medium (8) | Repair | Indicative Quotes being obtained for new Zip Wire (use S106 money if possible) | |
| Tafflands | Play seat lounging bar timber is decayed | Medium (8) | Replace affected parts | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Tafflands | Suspended balance beam chain locked connectors notched | Medium (8) | Replace worn parts | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Tafflands | Swing floor surface - repairs needed | Medium (8) | Repair surfaces with new mats | Done by J Deacon as have just been replaced after previous RoSPA but after this report | |
| Tafflands | Roller balance beam timber is decayed | Low (7) | Replace affected parts | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Tafflands | Suspended balance beam ends and radius | Low (7) | Pad ends and modify radius | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Tafflands | Litter bin covers decayed | Low (6) | Replace | Quotes obtained - use S106 money if possible? | |
| Tafflands | Low Den - timber is decayed | Low (6) | Check on regular basis | Meet J Deacon to inspect and advise back and move to quotation if required | |
| Tafflands | Stepping Logs need chamfering | Low (4) | Chamfer edges | Done by J Deacon - had just been replaced so he went back and did chamfering | |
| Tafflands | Swing seat damage | Low (3) | Replace when required | Done by J Deacon as have just been replaced after previous RoSPA but after this report | |



NOTICE OF REVIEW OF POLLING DISTRICTS AND POLLING PLACES

The Local Government Boundary Commission for England have undertaken a review of the electoral arrangements for East Staffordshire. The review examined how many councillors are needed; how many wards there should be; their boundaries and what the wards should be called and how many councillors should represent each ward.

The outcome of the review will result in East Staffordshire being represented by 37 councillors, 2 fewer than present. There will be 16 wards, 5 fewer than there are now represented by one, two or three Councillors. The boundaries of all wards will change.

The East Staffordshire (Electoral Changes) Order 2021 was made on 30 July 2021 and requires elections of all councillors for the new wards to take place on the ordinary day of election of councillors, 4 May 2023.

In order to implement the changes a full review of polling districts, polling places and polling stations has commenced. The review requires the mapping of all new wards and includes proposals for revised polling districts and polling stations.

In order to retain the boundaries of county council electoral divisions, parliamentary constituencies and parishes, administrative boundaries have been identified and retained.

Information on the proposed polling districts and places together with plans of the new Wards can be obtained from Electoral Services at the address provided below or by visiting www.eaststaffsbc.gov.uk;

Local political parties, councillors and other interested parties will be consulted and views are invited from electors within the East Staffordshire Borough Council's area. The Authority also welcomes any person or body with expertise in access for persons with any type of disability to make representations or to comment on the proposals.

Anyone wishing to make representations, should, if proposing alternative polling stations provide details of alternative premises that may be used as a polling place.

Representations should be sent, in writing, to the Chief Executive no later than Tuesday 30 November 2021 to the following address:

Andy O'Brien
Chief Executive
East Staffordshire Borough Council
Town Hall
King Edward Place
Burton upon Trent
Staffordshire
DE14 2EB

Tel: 01283 508332
Email: elections@eaststaffsbc.gov.uk
Web Site: www.eaststaffsbc.gov.uk

Dated: 29 October 2021

Review of Polling Places- 2021

| | <u>Polling District:</u> | <u>Ward:</u> | <u>Polling Station:</u> | <u>Comments:</u> |
|----|--------------------------|-----------------------|------------------------------------------------------------|------------------|
| 1 | AA | Stramshall & Weaver | St Giles Church, Croxden Lane | |
| 2 | AB AF AG | Stramshall & Weaver | Village Hall, Vicarage Drive, Stramshall | |
| 3 | AC | Blythe | Village Hall, School Lane, Church Leigh | |
| 4 | AD AE | Blythe | Bramshall & Loxley Parish Hall, Off Church Croft | |
| 5 | AH | Anglesey | Oddfellows Hall, All Saints Rd, Staffs | |
| 6 | AI | Anglesey | Queen St Community Centre, Queen St, Staffs | |
| 7 | AJ | Bagots & Needwood | Village Hall, Abbots Bromley, Bagots St | |
| 8 | AK | Bagots & Needwood | Village Hall, Admaston, School Lane | |
| 9 | AL | Blythe | Village Hall, Blythe Bank, Kingstone | |
| 10 | AM | Branston | Village Hall, Clays Lane, Branston | |
| 11 | AN | Branston | Shobnall Community Centre, Shobnall Rd, Staffs | |
| 12 | AO | Dove | Shobnall Community Centre, Shobnall Rd, Staffs | |
| 13 | AP | Brizlincote | Glebe School, Stanton Rd, Staffs | |
| 14 | AQ AS | Burton & Eton | Burton Caribbean Association, Uxbridge St, Staffs | |
| 15 | AR | Burton & Eton | Wetmore Community Centre, Wetmore Rd, Staffs | |
| 16 | AV | Crown | Village Hall, New Rd, Draycott in the Clay | |
| 17 | AW | Crown | Hanbury Memorial Hall, Anslow Rd, Hanbury | |
| 18 | AX | Crown | Village Hall, The Square, Marchington | |
| 19 | AY | Crown | Village Hall, Tinkers Lane, Marchington Woodlands | |
| 20 | AT | Stramshall & Weaver | Village Hall, College Rd, Denstone | |
| 21 | AU | Stramshall & Weaver | Village Hall, High St, Rocester | |
| 22 | AZ | Burton & Eton | St Chads Centre, Hunter St, Staffs | |
| 23 | BA BS | Stretton | Priory Centre, Church Rd, Staffs | |
| 24 | BB | Heath | Uttoxeter Heath, Holly Rd, Uttoxeter | |
| 25 | BC | Heath | Tynsel Parks School, School Rd, Uttoxeter | |
| 26 | BD BDD | Horninglow & Outwoods | Red Lion House Community Centre, 233 Horninglow Road North | |
| 27 | BE | Horninglow & Outwoods | Community Centre, Carver Rd, Staffs | |
| 28 | BF BW | Horninglow & Outwoods | St Thomas Methodist Church Hall, Mona Rd, Staffs | |
| 29 | BG BL | Bagots & Needwood | Village Hall, Crowberry Lane, Staffs | |
| 30 | BH | Bagots & Needwood | Church Hall, Dunstall, Staffs | |

| | Polling District: | Ward: | Polling Station: | Comments |
|----|--------------------------|-----------------------|----------------------------------------------------------------------|-----------------|
| 31 | BI BJ | Bagots & Needwood | Village Hall, Main St, Tatenhill | |
| 32 | BK | Bagots & Needwood | All Saints Primary School, Church Rd, Rangemore | |
| 33 | BM | Dove | Scout H.Q, Station Rd, Rolleston on Dove | |
| 34 | BN | Shobnall | Victoria Nursery School, York St, Staffs | |
| 35 | BO | Shobnall | Burton Albion Community Hub, Grange St, Staffs | |
| 36 | BP | Shobnall | Shobnall Primary School, Shobnall Rd, Staffs | |
| 37 | BQ | Stapenhill | Immanuel Church Hall, Hawthorn Crescent, Staffs | |
| 38 | BR | Stapenhill | Waterside Community Centre, Heath Rd, Staffs | |
| 39 | BT BU | Town | Town Hall, High St, Uttoxeter | |
| 40 | BV | Dove | Village Hall, Anslow, Main Rd | |
| 41 | BX | Horninglow & Outwoods | Outwoods Primary School, Harehedge Lane, Staffs | |
| 42 | BY | Dove | Village Hall, Tutbury, Monk St, Staffs | |
| 43 | BZ | Stramshall & Weaver | Parish Hall, Ellastone, Church Lane | |
| 44 | CA CB | Stramshall & Weaver | Memorial Hall, Mayfield, Conygree Lane | |
| 45 | CC CE | Stramshall & Weaver | Wootton Cricket Club, Shawcroft Farm, Wootton, Ashbourne, Derbyshire | |
| 46 | CD | Stramshall & Weaver | Gilbert Sheldon Hall, Main St, Stanton | |
| 47 | CF | Winshill | Burton PRU, Church Hill St, Winshill | |
| 48 | CG | Winshill | Winshill Village Primary School, Brough Rd, Winshill | |
| 49 | CH CI | Winshill | Holy Rosary Primary School, Alexandra Rd, Winshill | |
| 50 | CJ | Bagots & Needwood | All Saints Church , Abbots Bromley Rd, Newborough | |
| 51 | CK | Crown | All Saints Church , Abbots Bromley Rd, Newborough | |
| 52 | CL | Bagots & Needwood | Parish Hall, King St, Yoxall | |