

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Monday 13 December 2021 commencing at 7.30pm**

Present

Councillor Stewart (in the Chair)

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

In attendance

One member of the public

Mary Danby, Clerk

Public Forum

Mr Lindsay addressed the council. He explained that he had submitted an objection to ESBC regarding Planning Application No P/2021/01341, he outlined his concerns and referred to the previous planning history of the site and he asked that the council support his objection.

127. Apologies for absence

Councillors Badcock and Toon.

128. Declarations of Interest and Dispensations

None declared.

129. Planning matters

129.1 Planning applications

Application No.	Location	Proposal
P/2021/00858	6 Blacksmiths Yard Burnside	Installation of 6 replacement windows and a door Objection: The Parish Council objects to the use of PVC windows and doors on properties within the Conservation Area.
P/2021/01310	Rolleston Scout Group Station Road	Display of V Board relating to the residential development on land off Forest School Street Objection: The Parish Council objects to the display of a V Board to be located outside the curtilage of the site advertising properties for sale.
P/2021/01341	Cliff House Dovecliff Road	Demolition of some existing buildings to facilitate the erection of detached buildings to form 6 Class E units Objection on the following grounds: <ul style="list-style-type: none"> ▪ Loss of privacy due to the proposed development overlooking the garden of an adjacent residential property ▪ Lack of clarity on use of the proposed units ▪ The proposed development is inappropriate in a rural setting ▪ The planning statement is unprecise as to how the application meets existing planning policies ▪ Unclear regarding the reference to B2 classification ▪ Landscaping is required to screen the proposed units from the adjacent residential property <p>The Parish Council supports the residents of Winterley Lodge in their request for an onsite meeting to discuss the adverse impact of the proposed development.</p>

P/2021/01410 No objection	3 Alderbrook Close	Erection of a single storey rear link extension
P/2021/01438 No objection	Woodborough Hall Grounds	Cut back in width to roadside one Yew tree
P/2021/01456 Objection: The Parish Council objects to the use of metal doors to replace wooden ones on properties within the Conservation Area.	Rolleston Club 15 Burnside	Replacement of 2 x external doors on front elevation
P/2021/01499 Comment: The Tree Officer is asked to undertake a site visit to ensure that the trees need to be felled.	The Brambles 3 Brookside Court	Felling of 1 Silver Birch tree and 1 Conifer tree
P/2021/01520 No objection	Winter House Hall Grounds	Felling of 1 Lawson Cypress tree, 1 Red Oak tree, 2 Self Set Sycamore trees, 1 Holly tree and crown reduction in height by up to 1.5 metres of 1 Laurel tree (TPO 1)
P/2021/01542 No objection	18 Church Road	Reduce height by 4 metres and shape one Hawthorn tree (T2), reduce height by 3 metres and shape one Ornamental Cherry tree (T4) and reduce height by 2 metres and shape one Ornamental Cherry tree (T5)

130. Minutes

Resolved That the Minutes of the meeting held on 08 November 2021 be approved and signed as a true record subject to reference to Minute No. 93.9(a) within Minute No. 93.9(b) being removed.

131. Matters arising

None raised.

132. Motion

Councillor Scott had submitted the following Motion: That the Parish Council should consider declaring a Climate Emergency.

Following significant discussion it was noted that many actions fall outside the council's remit however consideration could be given to practical things that could be done and agree on how these will be measured in terms of reducing waste, etc.

Councillor Stewart had raised this issue at the recent Parish Council Forum and she had asked what help and/or resources that ESBC can provide to assist parish councils in reducing carbon emissions in their parishes.

Agreed that further consideration of the Motion be deferred until such time as Councillor Scott has attended the WALC course and is able to come back to the council with more information.

133. County Councillor's report

No report was available.

134. Borough Councillor's report

No report was available

135. Parish Councillors' reports

135.1 Councillor S McManus said that he had checked the website against the Transparency Regulations. He reported that there was one issue in that the Minutes/Agendas are currently tabulated - this will need to be changed so that they meet the Regulations, also some photos need captions to be added.

135.2 Councillor Appleby reported that:

- Fly tipping is increasing in the village.
- The front wall at 5 Church Road had gone and asked if this had been approved by ESBC.
- The corner of the wall between the Church and the Spread Eagle was crumbling badly.
Agreed that this be reported to the Parochial Church Council.

135.3 Councillor Badcock was unable to attend the meeting, but he had provided a written report:

The cutting back of the brambles on either side of the waterfall has taken place and the waterfall light has been repaired and is now working. New metal railings have been made and erected on the north side of the waterfall. Quotations for restoring the waterfall and the railing on either side of the bridge have been obtained and agreed. On the advice of the contractors the work will not be carried out until the Spring. Agreement has been reached on the tree work to be carried out - a planning application on the TPO will be submitted. The "Friends" continue to improve the paths, undertake basic tree work and receive training. I am especially grateful to Philip Lawson of ESBC Open Spaces team for the time he has invested in the project to date.

135.4 Councillor Stewart reported that:

- Three ponies had escaped from the Craythorne Therapy and Small Animals Farm, these had been caught by her husband and returned to the site. The ponies had since been removed.
- She had attended the virtual SPCA AGM where a motion had been discussed about parish councils not having enough say in s106.
- She had attended the virtual ESBC Parish Councils Forum where she had asked if ESBC could give advice regarding the possible payment of councillors allowances (Councillor Scott had sought information on this matter) and reference had been made to ESBC providing recycling bins in some other parishes. **Agreed** that ESBC be contacted about recycling bins as other councils at the Forum had advised that they had purchased them and then ESBC agreed to empty and maintain them.

136. Financial Matters

136.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Viking	Stationery	BACS (pd 11/11/21)	26.21	4.37
Clerk	Reimbursement: Paint & brushes (Byelaws signs) £13.95 Land Registry extracts x 2 £12.00	BACS (pd 12/11/21)	25.95	2.32
Clerk	Reimbursement: Pigeon spikes and adhesive (Elizabeth Avenue swing frame)	BACS (pd 16/11/21)	68.82	11.47
O2	Council mobile	DD (pd 23/11/21)	17.03	2.84
WALC	Delegate fee: Local Council climate Action Day	BACS	36.00	6.00
P Gould	Mowing contract	BACS	1,127.33	0.00
SPCA	Training fee: Councillor Fundamentals 2 delegates	BACS	50.00	0.00
C Stewart	Reimbursement: Zoom Pro subscription	BACS	14.39	2.40
Clerk	Salary & expenses	BACS	1,135.87	0.17
HMRC	NI/PAYE: 2021/22 3 rd quarter	BACS	1,091.13	0.00
Hardy Signs	Craythorne car park signs	BACS	228.48	38.08
Manor Park Nurseries	Compost	BACS	9.60	1.60
1&1 IONOS Ltd	RPC website	DD	5.99	1.00
J Robinson	Village Christmas tree	BACS	135.00	0.00
J Deacon	Environmental Officer £1,019.10 Remove graffiti on the council-owned low wall by The Brookhouse £153.50 Install Meadow View Byelaws sign £48.00 Clear nettles from Walford Road jitty £32.40 Install Craythorne car park signs £98.40 Lock/unlock Craythorne car park barrier (November (part month only)) £96.00 Repair to Tafflands tall swing frame £86.40 Footpath from Forest School Street to Meadow View £376.80 Install new sand bins/fill/dispose of old bins £208.80	BACS	2,119.50	353.25
O2	Council mobile	DD (23/12/21)	17.03	2.84
TOTAL			6,108.33	426.34

Resolved That the above payments be approved.

136.2 Bank reconciliation as at 30 November 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	£87,921.67	£5,103.35	£93,025.02
	LESS Expenditure	£70,350.61	£7,634.75	£77,985.36
Funds: 30 November 2021		£30,446.10	£59,169.40	£89,615.50

Resolved That the above was a true record.

137. Actual income/expenditure to 31 October 2021 and Draft 2022/23 budget

The Clerk presented the revised 2022/23 draft budget. The draft budget took account of known costs and also built-in an increased budget allowance for the maintenance of the aging play equipment and introduced a new budget line "Projects" which would provide funding for projects from the council's Project Priority list.

The draft budget assumed a 5% increase on the precept. ESBC had confirmed that the Council Tax Support Grant(CTSG) would be paid in 2022/23; SCC had yet to confirm if it would provide funding for cutting grass verges in the Parish.

The draft budget as tabled would see a shortfall between income received and expenditure which would be funded from the General Reserve carried forward at Year End.

The council accepted that there was a continuing, growing need for the council to maintain play equipment, council-owned assets and trees in its ownership and also to meet residents expectations for the village.

Agreed that, bearing in mind the continuing and growing need for tree maintenance and play equipment maintenance/repairs and the works identified in the Project Priorities for 2022/23, the council is minded to increase the Council Tax Band D to £62.04 (this is an increase of £8 on the 2021/22 Band D). A final decision would be made at the January meeting.

138. s106

138.1 Councillors were advised that ESBC had confirmed that the Parish Council's proposed spending of the funds relating to Schedule 6 Community Facilities Contribution for the value of £57,280.00 from the s106 agreement would meet the obligation to use the funds. ESBC also confirmed that the Parish Council can apply to draw down part of the s106 funds for the Craythorne Road car park railings project. (Minute No. 119 refers)

Agreed that the Clerk be authorised to progress the drawing down of funds to enable the Craythorne Road car park railings project to proceed.

138.2 Councillors were requested to consider whether:

a) The s106 Working Group should continue in its current form, i.e. considering information on the proposed use of the s106 funds and making recommendations to the Full Council,

or

b) The s106 Working Group be disbanded and that consideration on this matter reverts to the Full Council.

Agreed that the s106 Working Group be disbanded with immediate effect and that future consideration on this matter should revert to the Full Council.

139. Risk Assessment

Resolved That the revised Risk Assessment be approved.

140. Challenge of Climate Change

Councillors considered a proposed three-way use of funding from the County Council's Climate Change Fund.

Resolved That the Clerk be authorised to apply for a £500 grant from SCC's Climate Change Fund to purchase 40 No. compost bins at a cost of £12.50 each plus to be distributed to residents on a first come first served basis. (**Note:** The £6.99 delivery charge will be met by the Parish Council from its Contingency Fund.)

141. Training opportunities for Councillors

Deferred to the 2022/23 financial year as the training budget is already over-committed for the current financial year due to new councillors training and planning courses.

142. Correspondence

142.1 Staffordshire Parish Councils' Association (SPCA)

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

142.2 Communications Log

The Comms Logs had been circulated to all councillors.

142.3 Barton under Needwood Parish Council: Conservation Areas

Agreed that Barton under Needwood Parish Council be advised that the Parish Council supports them in their approach to ESBC in this matter. Rolleston has similar issues in the Parish, and the Parish Council objects to conservation area planning applications such as uPVC windows instead of wood and the outcome is that they still get approved. Planning matters/issues and responses, etc had been raised at the recent ESBC Parish Council Forum and the ESBC representatives said that they would take this to the Planning Department and report back to the next Forum meeting.

142.4 Tutbury Parish Council

Agreed that Tutbury Parish Council be advised that the Parish Council supports its efforts to secure a mobile banking service if Lloyds confirm that they are to close their branch in the village.

142.5 Request for a memorial bench or plaque to be installed on a bench

Resolved That:

- The resident be advised that the Parish Council would permit a memorial plaque to be installed on an existing bench on The Croft.
- A Memorial Policy be compiled for consideration and approval at a future meeting.

143. 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.

144. Quotations

Resolved That:

a) Fruit trees

- i) J Deacon's quotation in the sum of £60 plus VAT to dig holes for 6 No. plum trees be accepted.
- ii) Jacksons quotation in the sum of £57 for tree stakes and ties be accepted.

b) Jinny Trail: Tree works

- i) Burton Tree Care's quotation to remove all fallen, leaning or dangerous trees along the Jinny Trail from the Rolleston/Stretton boundary down to and including the old train platform and that waste to be chipped on site and timber to be left be accepted at a total cost of £990 (initially 3 days at £330 per day, then review where we are).
- ii) J Deacon's quotation to dig out Ash roots, small trees, clean out ditch where required be accepted at a total cost of £600 plus VAT (initially 2 days at £300 per day, then review where we are).

c) Village interpretation panel

- i) Signcraft Bretby's quotation to supply the interpretation panel only at a cost of £110 plus VAT be accepted.
- ii) J Deacon's quotation to supply steel and make frame to house the above panel, mount the panel, paint and install on the Spread Eagle Island at a cost of £234 plus VAT be accepted.

d) Elizabeth Avenue: Basketball post – safety sign

The quotation supplied by Seton be declined as the proposed sign was inappropriate for the location.

145. Brook Hollows – Donation

Resolved That the council accepts the offer of a £50,000 donation towards agreed works on Brook Hollows on the proviso that the donor's identity remains anonymous.

146. Staffing Matter

Resolved That, following the recent annual appraisal, the Clerk be awarded an incremental salary increase from scp 19 to scp 20 with effect from 01 January 2022.

The meeting closed at 9.40pm

Signed

Date