

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Monday 14 March 2022 commencing at 7.30pm**

Present

Councillor Stewart (in the Chair)

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

In attendance

One member of the public

Two PCSOs

Mary Danby, Clerk

Public Forum

186. Apologies for absence

Councillor Scott

187. Declarations of Interest and Dispensations

None declared.

188. Police

The latest Police report was circulated to all Councillors at the meeting.

PCSO Leadlay apologised for the lack of attendance at meetings which had been due to a lack of resources, however a new Officer was due to start work at the end of April and it was hoped that this would enable a more frequent Police attendance at meetings.

PCSO Leadlay said that she would be meeting with an ESBC Officer at Brook Hollows during week commencing 21 March to look at where at lighting and where a camera might be installed to deter ASB on the site. She said that the Police would welcome any information/evidence that residents could provide. She agreed to provide an update to the council following the site meeting. Councillor Badcock asked if a representative of the Friends of Brook Hollows could attend the meeting with ESBC, PCSO Leadlay agreed that this would be possible and she would make contact with the group representative.

The Police continue to monitor the former Craythorne Golf Club and they have been in contact with the owners but they seem unwilling to take any action to deter ASB on the site. Councillor Stewart advised that the council had been in touch with the MP regarding the site. ESBC had responded to the MP confirming that they were now at the stage of serving a Community Protection Warning under the Anti-Social Behaviour (Crime and Policing) Act 2014 which, if not complied with, will be escalated to a Notice. Should that not be complied with, they will consider the most appropriate course of action which can include works in default (employing a contractor to remove/dispose of the waste which will be charged back to the landowner, a Fixed Penalty or prosecution action).

Councillor Stewart referred to reports of speeding on Anslow Lane which had been reported to the Police. PCSO Leadlay said that Speed Indicator Devices (SIDs) do work in other areas but these would need to be financed by the council/community. She said that she would alert her SpeedWatch colleagues to the problem and ask them to monitor it. Councillors asked that other areas in the village be monitored, including Station Road, Knowles Hill and Marston Lane.

Councillor Appleby referred to small bags marked “Cannabis” he had picked up on the Elizabeth Avenue playing field and a potentially suspicious vehicle he had seen on the Craythorne Road playing field car park. He agreed to send the information to PCSO Leadlay.

189. Planning matters

189.1 Planning applications

Application No.	Location	Proposal
P/2022/00156 No objection	8 Dovecliff Road	Erection of a single storey side and rear extension
P/2022/00186 No objection	117 The Lawns	Erection of a single storey rear extension
P/2022/00224 No objection	Brereton Hall Grounds	Pruning of Holly tree
P/2022/00225 Comment: Councillors ask the applicant to consider pruning or shaping the tree rather than felling it	Woodborough Hall Grounds	Felling of 1 Lawson Cypress tree
P/2022/00244 No objection	17 Brookside	Crown reduction in height by up to 30% to 10m in height of 4 Norwegian Spruce Picea Abies trees
P/2022/00250 Objection: The Parish Council objects to the use of uPVC windows and doors on properties within the Conservation Area	3 Alders Reach	Installation of replacement doors and windows to the front and rear elevations (revised scheme)
P/2022/00252 No objection	40 Alderbrook Close	Erection of a two storey link extension between dwelling and garage, including modified entrance on the north elevation and a single storey side extension on the west elevation

189.2 P/2020/00614 Land off Craythorne Road

Councillors noted the working hours stated on the Decision Notice and felt that these would be intrusive on neighbouring properties, they also noted that the council had not been consulted on the Construction Management Plan (CMP).

Resolved That ESBC be informed that Councillors were concerned that the Parish Council had not been consulted on the Construction Management Plan or working hours for the development. Councillors are of the opinion that the stated working hours will be very

intrusive to occupiers of adjoining properties and traffic problems are likely to occur on Craythorne Road due to the heavy use of the Craythorne Road playing field on weekends and Bank Holidays.

- 189.3 Councillors expressed concern that Staffordshire Highways and ESBC do not stipulate the routes into and out of the village that should be taken by vehicles delivering to construction sites in the village and that the impact on the village and the schools is not borne in mind when determining planning applications.

Resolved That County Councillor White and ESBC be advised of the above concerns.

190. Minutes

Resolved That the Minutes of the meeting held on 14 February 2022 be approved and signed as a true record subject to “Chris and Adelaide Clark” within the Public Forum being amended to read “Chris and Andrea Clark”.

191. Matters arising

Minute No. 166.2 P/2020/00325 Land adjacent to 97 Station Road

It was noted that the information in the update provided by the resident following the previous meeting had not been validated and in future any further communication on this subject will be included under “Correspondence”.

Councillors requested that ESBC be asked if the work on the site is being done according to the approved plans as concerns have been raised to the Parish Council.

Minute No. 174.2 ESBC: Public Space Protection Order 2022 Review

Councillor Stewart reported that ESBC had requested evidence to support the council’s request for an Alcohol Order on Tafflands and the Craythorne Road playing fields, they also asked for a map of the area to be covered by the Order. Councillor S McManus said that he would provide evidence to the Clerk for relaying to ESBC; the Clerk would provide the map.

192. County Councillor’s report

No report was available.

193. Borough Councillor’s report

Councillor Toon reported that the Full Council had decided that Burton Library will not move to the Market Hall; the Leader of the Council had resigned and the council would meet on 21 March to elect a new Leader of the Council and discuss the Town Fund Programme. She added that it was proposed to repair the Market Hall roof when funds have been received.

194. Parish Councillors’ reports

- 194.1 Councillor Toon said that signage on Marston Lane needs to be improved as large vehicles try to use the route when the A38 is closed.

- 194.2 Councillor Appleby reported that:

- He had provided a report to the Clerk on locations where dog bins could be installed by ESBC and where posters warning people to pick up after their dogs needed to be erected. He noted that Planning Notices were placed by ESBC over the posters on street lights and these were not being removed by them.
- He had reported to ESBC that car parts had been dumped on Gypsy Lane – these had been removed by ESBC.

- He expressed concerns regarding activities at the Craythorne Therapy and Small Animals Farm, Craythorne Road. He was advised to report his concerns to ESBC.
- He had sent photos to County Councillor White of manhole covers at Knowles Hill/Anslow Lane as evidence of drainage problems which add to the flooding problems at the junction.

194.3 Councillor Badcock said that he previously requested that the Clerk report the Anslow Lane flooding issues and County Councillor White had responded on 07 March saying that *“the gullies have been cleared which has happened in the last few days. If this does not resolve the issue then it is likely that it relates to water levels in the Brook Hollows area preventing discharge into the watercourse. With luck though the cleaning alone will have resolved the problem.”*

194.4 Councillor E McManus noted that the draft Flood Plan, which had been deferred from the January meeting, had not been an agenda item at either the February or March meetings. Councillor Stewart explained that she had not completed the draft yet but this would be presented to a meeting for consideration and approval.

194.5 Councillor Robson said that he had been invited to give a presentation on the Jubilee Orchard to the Civic Trust at its meeting on 18 May.

194.6 Councillor Sanderson reported that:

- The Burnside planters had been replanted. An ESBC councillor had stopped to say thank you for the lovely display the planters gave.
- Given that the first five or six planters from the Station Road end do not thrive as well as the other planters as they are under the Willow trees, he put forward a suggestion that these be relocated so that the planters are spaced equally either side of the footbridge to the Almshouses. He added that if the suggestion was agreed, a further two planters would be needed to fill the space. **Agreed** that the planters be monitored for a year.

194.6 Councillor Stewart reported that:

- A dangerous tree had been dealt with on the Jinny Trail, as well as the scheduled tree works. **Agreed** that Stretton PC be thanked for responding so quickly in response to the council’s request that the emergency tree works be split 50/50 between the two councils. Thanks were also to be extended to John Deacon and Burton Tree Care for the work they did.
- The Civic Trust had contacted her regarding a possible donation to a bench. She had given details of the proposed Platinum Jubilee seat but the Civic Trust declined to contribute to its cost, preferring instead to purchase a bench to be installed on Brook Hollows.
- The Contract Review meetings had been held immediately prior to the council meeting. Phil Gould had been asked to monitor the Himalayan Balsam in the Brook. Phil Gould had also been informed that his previous request for a post to be replaced between Tafflands/Craythorne would not be progressed as the council had been unable to identify a suitable alternative, the post would therefore remain in situ.
- The Rollestonian of the Year nomination boxes had been put into the Club and Starbucks.
- John Deacon has done the work around the benches on The Croft and the Andy Starbuck memorial seat would be installed soon.
- She had attended the RoDSEC AGM.

195. Financial Matters

195.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Clerk	Reimbursement: Leaflet holders	BACS	27.60	4.60
Clerk	Reimbursement: Stationery	BACS	14.94	2.49
IONOS Cloud Ltd	RPC Website	DD	20.24	3.37
Staffordshire Parish Councils' Assn	Training fees (Clerk)	BACS	60.00	0.00
P Gould	Mowing contract	BACS	1,127.33	0.00
HMRC	PAYE/NI (4 th quarter, 2021/22)*	BACS	1,220.70	0.00
Clerk	Salary and expenses*	BACS	1,385.07	0.63
Burton Tree Care	Jinny Trail: Emergency tree works £680 Jinny Trail: 3 days tree works £990	BACS	1,670.00	0.00
Bradleys Tax & Accountancy Services	Payroll service 2021/22	BACS	108.00	18.00
Manor Park Nurseries	Primulas for Burnside planters	BACS	41.04	6.84
J Deacon	Craythorne: Locking/unlocking barrier 01-28 February £168.00 Environmental Contract £1,019.10 Jinny Trail: Emergency tree work £608.40 Meadow View: Plant fruit trees £72.00	BACS	1,867.50	311.25
Clerk	Reimbursement: Printer toner £58.39 Postage (March agenda) £23.90	BACS	82.29	9.74
O2	Council mobile	DD	17.03	2.84
TOTAL			7,641.74	359.76

Resolved That:

- a) The above payments be approved.
- b) This council takes note of the NJC National Salary Award and authorises its implementation.

195.2 Bank reconciliation as at 28 February 2022

		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	89,535.97	32,555.52	122,091.49
	LESS Expenditure	86,831.15	8,558.75	95,389.90
Funds: 28 February 2022		15,579.86	85,697.57	101,277.43

Resolved That the above was a true record.

195.3 Earmarked Reserves

Resolved That the council's Earmarked Reserves at Year End are projected to be:

	Opening funds 01/04/2021 £	Closing funds 31/03/2022 £
Environmental improvements	3,902	3,111
EA funding	7,635	-
Brook Hollows	10,000	35,000
Play areas	7,398	3,642
Andy Starbuck seat (donations)	1,275	351
Total	30,210	42,104

196. Actual income/expenditure to 31 January 2022

Resolved That the report be noted.

197. Staffordshire County Council:

CDT6627-2062 - Wilson Way, Station Road and Knowles Hill - Informal Consultation

The council was informed that the County Council had considered and are proposing a number of changes to the previously suggested road marking improvements shown on the Station Road Consultation drawing. The proposals on Wilson Way and Knowles Hill remain as previously advertised. The additional road markings considered are double yellow lines on the highway causing access problems for private accesses. It is also proposed to extend the double yellow lines on Station Road between the western and eastern junction of Chapel Lane to form a continuous restriction, which will prevent unsafe parking and improve forward visibility around the bend.

Resolved That the Parish Council:

- a) Object to yellow lines near the Butchers on Chapel Lane
- b) Accept Station Road proposals

198. Platinum Orchard: Update (Minute No. 177 refers)

Resolved That:

- a) The text on the plaque should read:

Platinum Orchard

The Platinum Orchard was created in 2022 on commemorate the Queen's Platinum Jubilee.

Groundworks for the Orchard were funded by Rolleston on Dove Parish Council and the trees were donated by a village resident.

- b) A formal opening event would not be arranged.

199. Climate Emergency Declaration

Councillor Scott had tabled the following proposal for consideration:

“That the Parish Council should declare a Climate Emergency and initiate a process of Public Consultation to draw up a Climate Emergency Plan”.

The word “emergency” was disputed strongly by some councillors, and it was also stated that the council should be considering biodiversity as well as climate change. After a robust discussion, the council declined to declare a climate emergency.

The council was aware that there are actions which can be undertaken locally to raise community awareness of sustainability measures. Cllr Stewart said that she will approach the relevant ESBC Officer to join a future council meeting to discuss how they can help RPC and how RPC can link with them.

Councill Scott was to be advised that if he wished, he could present a plan to a future meeting of the council outlining actions that can be undertaken by RPC, based on the Friends of the Earth guide “20 actions that parish and town councils can take”.

200. Proposed Queen’s Platinum Jubilee bench

Information had previously been circulated to all councillors on the various commemorative bench options.

Resolved That the council agree to purchase a Queen’s Platinum Jubilee Commemoration bench seat, complete with commemorative plaque and bolt down kit at a cost of £1,177.00 plus VAT and that the bench be installed on The Croft (where the Laurels had been removed by the footbridge). It was further agreed that donations be invited from the community via the next issue of the “Rollestonian”.

201. Review of Policies

201.1 The following policies were reviewed and amended where necessary:

- a) Financial Regulations
- b) Statement of Internal Control and Annual Review of Effectiveness of Internal Control
- c) Data Security Breach Reporting Form
- d) Information and Data Protection Policy
- e) Publication Scheme
- f) Asset Register

201.2 Memorial Benches and Plaques Policy

Resolved That this item be deferred to the next meeting.

202. Correspondence

202.1 Staffordshire Parish Councils’ Association (SPCA)

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

202.2 Communications Log

The Comms Logs had been circulated to all councillors.

203. 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.

204. Application for Co-option onto the Parish Council

Resolved That Vivien Sharples be co-opted onto the council.

205. Quotations

205.1 Jinny Trail

Resolved That the council decline the quotations and instead opt to install 2 No. signs which mirror the Stretton PC signs, that Stretton PC be asked for their permission to install one sign on the boundary gate, that one sign be installed on the gate at the Station Road entrance.

205.2 Relocation of the village interpretation panel

Resolved That the following quotation from J Deacon be accepted:

To relocate interpretation panel to Jamie's Garden
Labour and materials
£60.00 plus VAT

205.3 Jubilee Orchard

Resolved That the following quotation from Ben Binns be accepted:

To prune several trees, provide mulch and replacement tree stakes
£130.00

206. Meadow View Play Area

Resolved That this item be deferred to the next meeting.

The meeting closed at 10.00pm

Signed

Date