

**Minutes of a meeting of Rolleston on Dove Parish Council  
held at the Old Grammar School Room, Church Road  
on Monday 13 June 2022 commencing at 7.30pm**

**Present**

Councillor Stewart (in the Chair)

Councillors Appleby, Badcock, Houston, Robson, Sanderson, Scott and Toon

**In attendance**

Evie Hetherington, Youth Representative

Mary Danby, Clerk

Two members of the public

**Public Forum**

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

**22. Apologies**

Councillors E McManus, S McManus and Sharples had tendered apologies for absence.

**23. Declarations of Interest and Dispensations**

None declared.

**24. Planning matters**

**24.1 Planning decisions**

**P/2022/00499 Land adjacent to 97 Station Road, Rolleston on Dove**

**Proposal: Non Material Amendment application relating to planning permission P/2020/00325 for the construction of raised plateau and compensatory floodplain storage to amend the Floodplain Management System and Construction Management Plan**

The members of the public put objections on behalf of themselves and other residents on the Local Planning Authority's approval of P/2022/00499.

Councillors were concerned and disappointed with the lack of consultation by ESBC given the impact of these works on the village and **agreed** that the following submission be sent to Sal Khan, Head of Service (copied to the ESBC Cabinet Member, County Councillor White, Naomi Perry and Barbara Toy):

The Parish Council were advised of the above Decision Notice on 08 June 2022 and the Notice was discussed at the council meeting on 13 June. A number of residents raised their significant concerns to the Parish council. Councillors were concerned and disappointed with the lack of consultation given the impact of these works on the village and they asked the following queries be put to you:

1. Why was the application seen being a minor Non Material Amendment matter as the impact of the works will affect the whole village infrastructure? Please clarify why this is seen as a minor amendment.
2. The address on the Decision Notice is incorrect – it states the address as being 97 Station Road, when in fact it should read “Land adjacent to 97 Station Road”.
3. Why was there no consultation with the people who had raised queries on the original application?
4. Why were Staffordshire Highways not consulted on the Non Material Amendment

application? The traffic management system to be put into place raises concerns for residents given the site location and there is no mention of road cleaning despite the volume of lorries this work is going to require which will inevitably lead to mud on the roads.

5. Why did the Non Material Amendment application not go back to the Planning Committee? The original application did not refer to this volume of imported soil and the Planning Committee were unaware of this when they made their decisions. As it went to Planning Committee why does it not then go back to the Committee?
6. P/2020/00325, Condition 1 – can a copy of the approval of the results of soil testing for contaminants be provided to the Parish Council? This should include soil that has been brought in without this testing condition in place before this Decision Notice.

## 24.2 Planning applications

Application No.	Location	Proposal
P/2022/00137	The Craythorne Golf Club and Centre Craythorne Road	Outline application for the siting of 20 holiday chalets with all matters reserved (Revised Scheme)
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> <li>▪ 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.</li> <li>▪ The site is not identified in the Rolleston Neighbourhood Development Plan or the Local Plan.</li> <li>▪ The site is rising land and the development will be visible from the road and Tafflands and therefore detrimental to visual amenity.</li> <li>▪ Concern about the increase of traffic on a narrow road which is already heavily used.</li> <li>▪ 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.</li> <li>▪ There is no amenity space outside the proposed chalets for people to sit.</li> <li>▪ No children’s play space is shown on the plans.</li> <li>▪ Lack of detail on plans – has a fire risk assessment been done given the proximity of some of the chalets?</li> <li>▪ There is no reference to Rolleston in the documentation – the village will bear the major impact of the development.</li> <li>▪ Insufficient parking spaces seem to be provided in the plans for the 3 bedroomed chalets and the already approved hotel, however as the plan is of poor quality with a lack of detail it is difficult to assess.</li> <li>▪ No pavement is shown on the plans to provide safe access for people to the site – other developments approved on this road have had to include this. Strategic Policy 35 Accessibility and Sustainable Transport looks to provide dedicated traffic free walk and cycle routes to key destinations such as shops and leisure facilities.</li> <li>▪ Public transport, i.e. a bus route, it is unlikely to be possible as it vaguely stated in the documentation given the impacts of the last two years on public transport and the road is not suitable for a bus route given how narrow it is with no passing places. The document refers only to may be possible.</li> <li>▪ Strategic Policy 23 Green Infrastructure and Strategic Policy 28 Renewable and Low Carbon Energy Generation, as stated in the draft Climate Change and Sustainable Development SPD are not met by the proposals, i.e. how will the chalets be heated; no electric charging points shown on the plans, permeable surfaces, increases in green cover, solar technologies.</li> </ul> <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 work towards a more acceptable proposal being submitted which addresses the concerns expressed above.</p>		

P/2022/00560	Winter House Hall Grounds	Felling of 5 Holly trees and 1 Hazel tree (TPO 1)
The Parish Council has no objection to the proposal but ask that consideration be given to planting suitable replacement tree(s).		
P/2022/00561	Rolleston Rectory Church Road	Removal of lowest limb and 1 x limb to be reduced back from overhanging parking space to Beech tree (T1), crown reduction of 2.5m to Magnolia (T2)
The Parish Council has no objection to the proposal, but Councillors ask that the Beech tree remains visually balanced when undertaking the tree works.		
P/2022/00566	61 Walford Road	Erection of a single storey rear and side extension and installation of a rear dormer to facilitate loft conversion
No objection		
P/2022/00604	9 Hawksley Drive	Erection of single storey rear extensions
No objection		

**25. Minutes**

**Resolved** That the Minutes of the meeting held on 09 May 2022 be approved and signed as a true record.

**26. Matters arising**

**Minute No. 9 re Minute 209 (2022/23) Sport England**

Councillor Stewart reported that a positive meeting of the Working Group had met and the Club had taken away actions. A further meeting has been arranged when the Club will report back on quotations they have sourced, with a view to submitting their final proposal at the end of July.

**Minute 12.3 Brook Hollows**

It was noted that the metalwork had been done to a good standard.

**Minute 12.7, fifth bullet point**

Councillor Stewart reported that the photographs of the multi-sport goal ends provided by Councillor Badcock had been sent to all Councillors. **Agreed** that the Elizabeth Avenue play area be an agenda item for consideration at either the September or October 2022 meetings of the council.

**27. County Councillor's report**

Councillor White had been in email correspondence with the Clerk regarding a Dodslow Avenue resident's query regarding white line markings on parts of the road surface on Beacon Drive. Councillor White confirmed that the markings relate to the road being resurfaced along with the Elizabeth Avenue estate. He said that there will be preparatory works this year fixing areas of significant failure, which will then be left to settle before the entire roadway is resurfaced next Spring.

He said that he is trying to get a footways package for the village which would include Beacon Drive and the Elizabeth Avenue estate but he does not know if/when that will happen. He was also working to get the steep kerbs replaced when the roadway work is being done, which he hopes will be possible.

Councillor White said he is hopeful that Station Road will be done. He added that the final consultation will take place in the near future on moving the Dovecliff Road buildout over the brow of the hill.

**28. Borough Councillor's report**

Councillor Toon said that the Town Fund money should be coming soon; more trees are to be planted and grass allowed to grow with wild flowers being planted.

**29. Parish Councillors' reports**

- 29.1 Councillor Toon reported that the Marston Lane resurfacing had been done but one of the gulleys on the left hand side, located before the new gulleys, was blocked and needed to be cleared. Councillor Stewart agreed to take a photograph of the gully so that the Clerk could report the issue to Staffordshire Highways.
- 29.2 Councillor Robson reported that the Contractor had refilled the water butt at the Jubilee Orchard. He added that butterflies and daisies had been noted on the site by members of the public. He also said that there had been a large wasp nest on Elizabeth Avenue playing field which had been destroyed by an unknown person.
- 29.3 Councillor Badcock reported that he and Councillor Sharples had visited the de Ferrers Academy to speak to Lower 6<sup>th</sup> form pupils about applying to join the council as a Youth Representative. He asked that a letter be sent to Hannah Roberts, Head of the 6<sup>th</sup> Form Campus thanking her for her assistance and facilitating the visits.
- 29.4 Councillor Scott reported that he had met with the Jinny Inn owners who were working towards holding regular Farmers' Markets. The stalls would be housed under the canvas covers already in situ on the site and the car park would then be available for visitors to the market. Negotiations were to take place with Rolleston Scouts with a view to arrangements being made to allow the stallholders to park on Scout HQ car park. Councillor Scott said that he would speak to allotment holders and others in the village to encourage them to sell surplus produce on the Market.
- 29.5 Councillor Appleby reported that:
- All the cars had been removed from the Craythorne Therapy and Small Animals Farm site.
  - There had been no further bonfires on the Craythorne road playing field.
  - Elizabeth Avenue had recently been mowed but unfortunately energy drink cans had not been removed prior to mowing, seeing the cans cut into sharp shards lying on the grass. He said that litter needs to be removed prior to mowing.
  - He had offered a border of flowers to the church on a currently neglected area.
- 29.6 Councillor Sanderson reported:
- That the planters on Burnside had been planted; as had those on Jamie's Garden and Station Road. He asked that everyone keep an eye on the Station Road planters to ensure that they remain in good condition. **Agreed** that a letter of thanks be sent to Janet Sanderson for the time and care she gives to the planters on Jamie's Garden and Station Road.
  - He said that one of the pot holes on Station Road had been repaired to a good standard but the others are getting progressively worse.
- 29.7 Councillor Houston reported that two portable BBQs had been used on Meadow View, next to the play area which had resulted in burnt patches of grass. **Agreed** that the incident be reported to the Police.
- 29.8 Councillor Stewart reported that:
- More footpath leaflets were required. **Agreed** that 1000 footpath leaflets be ordered.
  - She had met with the Contractor on Footpath 14 and she would speak with the landowners about potential improvements.
  - An arrangement had been reached with the School regarding the noticeboard as it has not been possible to update the information as the noticeboard is not accessible outside of school hours. The Clerk will email the agenda to the School, who will then print it and display on one section of the noticeboard, the School had been given permission to use the other section of the noticeboard.

- She had attended ESBC's Parish Forum on planning and she will circulate the notes when these are available.

### 30. Financial Matters

#### 30.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
BHIB Ltd	Insurance premium – renewal	BACS	1,140.97	0.00
B Binns	Tree works – Jubilee Orchard	BACS	130.00	0.00
IONOS Cloud Ltd	RPC website	DD	5.99	1.00
SLCC Enterprises Ltd	Publication: Local Council Administration	BACS	141.80	0.80
P Gould	Mowing contract £1,171.07 Station Heritage: Apply weedkiller £40.00 Brook: Strim brook bank to clear Himalayan Balsam from water £65.00	BACS	1,276.07	0.00
Painted Projects	Updating of Honours Board	BACS	160.00	0.00
HMRC	NI/PAYE: 1 <sup>st</sup> quarter 2022/23	BACS	1,161.42	0.00
Clerk	Salary and expenses	BACS	1,165.66	0.83
J Deacon	Environmental Contract £1,058.64 Jubilee Orchard: Refill water butt £30.00 Platinum Orchard: Install sign £134.40 Jubilee Orchard: Replace gate post £204.00 Craythorne Road playing field: Lock/unlock barrier £186.00	BACS	1,656.24	276.05
O2	Council mobile	DD	18.35	3.06
Viking	Stationery (copier paper)	BACS	60.56	10.09
Woodside Nurseries	Summer plants for Burnside planters	BACS	400.00	0.00
Clerk	Reimbursement: Spare locking nuts for posts on The Croft	BACS	58.92	9.82
		<b>TOTALS</b>	<b>7,375.98</b>	<b>301.65</b>

**Resolved** That the above payments be approved.

#### 30.2 Bank reconciliation at 31 May 2022

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2022	Bank Statement	8,574.16	100,698.22	109,272.38
Movement in funds to date	<b>PLUS</b> Income	56,650.70	1,310.00	57,960.70
	<b>LESS</b> Expenditure	13,595.73	-	13,595.73
31 May 2022	Bank Statement	<b>51,629.13</b>	<b>102,008.22</b>	<b>153,637.35</b>

**Resolved** That the above was a true record.

#### 30.3 Earmarked Reserves

**Resolved** That the council's Earmarked Reserves (EMRs) at 31 May 2022 were:

	Opening funds 01/04/2022 £	Movement in funds to date £	Available funds as at 31/05/2022 £
Environmental improvements	3,111.39	(304.00)	2,807.39
Brook Hollows	50,000.00	0.00	50,000.00
Play areas	3,642.00	0.00	3,642.00
Andy Starbuck seat	351.00	(351.00)	0.00
s106 College Fields	0.00	11,753.25	11,753.25
<b>Total</b>	<b>57,104.39</b>	<b>11,098.25</b>	<b>68,202.64</b>

**31. Actual income/expenditure to 31 May 2022**

**Resolved** That the report be noted.

**32. Review of policies**

**Resolved** That Standing Order 28 Restrictions on Councillor Activities be amended to read:

Unless duly authorised no councillor shall:

- i) Issue orders, instructions or directions  
or
- ii) Inspect any land and/or premises which the council has a right or duty to inspect

**33. Village Areas – Councillor responsibilities**

**Resolved** That the following be confirmed:

Area	Councillor covering the area
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, including the Platinum Orchard	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"> <li>▪ Verges along Station Road</li> <li>▪ Verges along Church Road</li> <li>▪ Verges along Knowles Hill and Rolleston Road</li> </ul>	Clare Stewart Vivien Sharples Simon Appleby

**34. Home composting bins**

Councillors were informed that a total of 45 applications had been received and that the successful applicants had been drawn by the Chair, witnessed by the Vice Chair. 32 No. home composting bins will be purchased using the £500 grant from the County Council's Climate Change Fund. Arrangements will be made to deliver these to residents in due course. Councillors were asked to consider if they wished to purchase 13 composting bins to fulfil all the received applications.

**Resolved** That the above update be noted; that the 32 No. compost bins be ordered and that the council do not order additional compost bins.

**35. Correspondence**

**35.1 Staffordshire Parish Councils' Association (SPCA)**

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

**35.2 Communications Log**

The Comms Logs had been circulated to all councillors.

**35.3 Objection letter to the Off Sales Licence 24/7 application for 58 Meadow View**

A Meadow View resident had asked that their objection to the above application be brought to the council's attention. The Clerk had advised the resident that ESBC does not consult with parish councils on licensing applications and they were advised to submit their objection to ESBC as soon as possible.

**Resolved** That the above be noted.

**35.4 St Mary's Church – churchyard maintenance – request for assistance**

The PCC had written requesting that the council reconsider its position over this matter.

**Resolved** That the Parish Council's position has not changed. If the PCC wish, a face to face meeting can be arranged to discuss this decision.

**35.5 Staffordshire County Council Levelling Up Fund: Round 2 bid information**

The council was asked to comment on and support the County Council's Levelling Up Fund round 2 bid.

**Resolved** That Rolleston on Dove Parish Council fully supports the proposals and think that these are a positive step forward.

**35.6 Anslow Lane between Rolleston and the junction for Tutbury Road (A511)**

A resident of Lodge Hill had contacted the council asking if weight limit signs could be installed on Anslow Lane as there is a throughput of heavy traffic on the narrow lane. The Clerk had advised the resident that Staffordshire Highways are the responsible authority for roads and that she could report the issue direct to them and also bring the issue to County Councillor White's attention.

**Resolved** That the above be noted.

**36. 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.

The Youth Representative left the meeting.

**37. Quotations**

**Resolved** That:

**37.1 Jinny Trail: Steps/Handrail (Minute 12.7 refers)**

J Deacon's quotation in the sum of £193.00 plus VAT be accepted.

- 37.2 **Signage (previously deferred – Minute No. 227.1 (11 April 2022) refers)**
- a) Sign Craft, Bretby’s quotation for 2 No. warning signs in the sum of £140.00 plus VAT be accepted.
  - b) Hardy Signs quotation for Byelaws signs in the sum of £61.00 plus VAT be accepted.
  - c) J Deacon’s quotation to install the above signs, including erecting a metal twin leg, in the sum of £76.00 plus VAT be accepted.

**38. Tenders for the extension to the Meadow View play area**

38.1 Two tenders had been received following the invitation to tender publicised on the Government’s Contract Finder website.

**Resolved** That only one tender could be accepted as having met the published criteria and this would be put out for public consultation, the final decision on whether to accept the tender will be made at the July 2022 meeting of the council.

38.2 It was noted that the public consultation period will run from 21 June – 05 July 2022 inclusive and it was **Resolved** that:

- a) The tender design be publicised on the council’s website and Facebook page.
- b) Councillor Stewart will contact all the relevant local organisations to publicise the tender design and invite feedback.
- c) Meadow View residents be advised of the tender design and invited to provide feedback.

The meeting closed at 9.45pm

Signed .....

Date .....