

Rolleston on Dove Parish Council

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

06 February 2023

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend the Meeting of the Parish Council which will be held in the Old Grammar School Room, adjacent to St Mary's Church, Church Road, Rolleston on Dove DE13 9BE on **Monday 13 February 2023** 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/2022/00466	Oak Farm Dovecliff Road	Erection of a dwelling
P/2022/01415	35A Burnside	Application for a Certificate of Lawfulness for a detached dwelling and associated access relating to a lawful commencement of the approved dwelling
P/2023/00037	3 Oak Trees Close	Felling of Oak (T1) and Hawthorn (T2) and remove low branch growing towards neighbouring field and over newly planted hedge from 1 Ash tree (T3)

P/2023/00100	Byfield House 1 Bishops Court Lodge Hill	Trim four Sycamore trees back to the edge of the drive (approximately 0.5 metres horizontally) with trimming not extending above a height of 3 metres. The canopy above 3 metres will remain untouched. (T1-T4 of TPO 106)
P/2023/00122	The Old Hall Hall Grounds	Crown raise over the garage to give 2 metres clearance on the roof to one Yew tree (T1) and felling of Silver Birch tree (T2)

4. To consider the Minutes of the meeting held on 09 January 2023 (Enclosure 1)

5. Matters arising from the previous meeting

6. Councillors' reports

7. Youth Representatives' reports

8. Financial matters

8.1 Schedule of payments as at 06 February 2023

Payee	Description	Payment Method	Gross £	VAT £
Ricoh UK Ltd	Photocopier quarterly charges: Copies £84.83; Rental: £113.41	BACS	198.24	33.04
IONOS Cloud Ltd	RPC website £83.96 (includes annual domain and SSL business charges)	DD	83.96	13.99
P Gould	Mowing contract	BACS	1,171.07	0.00
Freeola	Village website	DD	13.86	2.31
Clerk	Salary and expenses	BACS	1,243.86	0.00
Information Commissioner's Office (ICO)	Data protection renewal	DD	35.00	0.00
JMP 2000 Ltd	Village Directory (printed for insertion in the Rollestonian)	BACS	183.32	0.00
		TOTAL	2,929.31	49.34

8.2 Bank reconciliation as at 31 January 2023

		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	PLUS Income	137,719.49	14,881.51	152,601.00
	LESS Expenditure	93,824.49	28,623.92	122,448.41
31 January 2023	Bank Statement	52,469.16	86,955.81	139,424.97

8.3 Earmarked Reserves as at 31 January 2023

	Opening funds 01/04/2022 £	Available funds as at 31/01/2023 £
Environmental improvements	3,111.39	2,452.39
Brook Hollows	50,000.00	45,457.30
Play areas	3,642.00	3,642.00
Andy Starbuck seat	351.00	0.00
s106 College Fields	0.00	1,079.57
Total	57,104.39	52,631.26

9. Receipts/payments to 31 January 2023 (Enclosure 2)

10. Rollestonian of the Year 2022 (Minute No. 145 refers)

Deferred from the previous meeting.

11. Proposed extension to the Meadow View play area (Enclosures 3 and 3A)

Urban Vision CIC (planning consultant acting for the council) had been provided with the summarised objections to the planning application (P/2022/01373) by ESBC. The Planning Officer had confirmed that the council could discuss these in public. The consultant asks that the council respond to the objections which she will then submit to ESBC.

12. The Local Government Boundary Commission for England:

Consultation on division boundaries for Staffordshire County Council

A 10-week public consultation started on 10 January 2023 inviting proposals for new council divisions and division boundaries for Staffordshire County Council. Our consultation will close on 20 March 2023.

After we have considered all representations made to us during this consultation, we intend to publish draft recommendations in July 2023. We will then hold a further period of consultation on our draft recommendations. Our final recommendations are expected to be published in November 2023. The new electoral arrangements will come into effect at the local elections in May 2025.

What is an electoral review?

Our electoral review will recommend new electoral arrangements for Staffordshire County Council. We will propose:

- the total number of councillors elected to the council in the future;
- the number of divisions;
- the number of councillors representing each division;
- division boundaries; and
- the names of divisions.

How to get involved

This is a public consultation and we welcome views from individuals and organisations across Staffordshire on where they think new division boundaries should be drawn.

We are minded to recommend that **62 councillors** should be elected to Staffordshire County Council in the future. This is **no change** from the current number of councillors. We are now inviting proposals to help us draw up a pattern of divisions to accommodate **62 councillors**.

In drawing up new electoral divisions, we must balance three legal criteria, namely:

- to deliver electoral equality: where each councillor represents roughly the same number of electors as others across the county;
- that the pattern of divisions should, as far as possible, reflect the interests and identities of local communities;
- that the electoral arrangements should provide for effective and convenient local government.

We will treat all submissions equally, and judge each case on its merits and against the legal criteria.

If you wish to put forward a view, we would also urge you to ensure that evidence supports your submission. For example, if you wish to argue that two areas should be included in the same electoral division, make sure you tell us *why* they should be together, providing evidence about community facilities, ties, organisations, and amenities, rather than simply asserting that they belong together.

13. Sport England funds (Minute No. 146 refers) (Enclosure 4)

14. Rolleston FC – FA PIP Report maintenance plan (Enclosure 5)

15. Correspondence

15.1 Staffordshire Parish Councils' Association

The weekly Bulletins have been circulated to all councillors.

15.2 Communications Log

The Communications Log has been regularly circulated to all councillors.

15.3 Knowles Hill – vehicle accident causing damage to residential property

15.3.1 A Knowles Hill resident contacted the council on 24 January 2023 saying:

I want to inform the council of a bad road traffic accident that happened at about 5.00 a.m. this morning. I live on the corner of Knowles Hill and Beacon Road. A stolen car was travelling along Rolleston Road from Burton town centre, left the road on the bend at the top corner at Knowles Hill, hit the chevron, travelled through our front hedge taking out a large conifer, continued through the fence into the back garden and ended up at the border fence between us and next door. It had left the ground as our satellite dish on the corner of the house was damaged, and also the trellis on the side of the house, which was quite high up was also damaged. The concrete fence post between our house and next door stopped the car, otherwise it would have hit the side of next door's house. Fortunately, no-one was hurt.

This isn't the first incident on this corner, and we have witnessed numerous accidents on this bend, however, this one last night is the worst, which has prompted me to write to you. Myself and my neighbours all feel that we need traffic calming on this bend. The other two main roads into Rolleston have traffic calming, but not on Rolleston Road/Knowles Hill, which is probably the worst for speeding, and dangerous bend. What also worries me is that the school children going to De Ferrers congregate on this corner every morning to meet their friends – there are always lots of children on the corner, and if a car came round the bend at speed or icy conditions and left the ground, it could cause a very serious accident with many casualties.

I would be grateful if you could bring this to the attention of the Parish Council, and see if any pressure can be put on Staffs CC to put some traffic calming, more chevrons etc on this dangerous bend.

15.3.2 A Beacon Road resident also contacted the council above the above incident adding:

There have been many incidents now at these bends and we demand something is done before yet another person is injured or killed.

Rolleston Road is now quite busy and is the ONLY entrance to the village that does not have any traffic calming measures. The vast new estate that will be built between Hare Hedge Lane, Tutbury Road and Rolleston Road will only make matters worse.

When sitting outside in the garden or walking on the pavements locally, you can hear tyres squealing as cars and motorbikes 'challenge' the S bends.

We desperately need some traffic calming and my idea was to get the developers to pay for this as a partial 'trade off'. The road should be narrowed allowing cars to calm traffic, but with a short cycle lane allowing bikes to continue unimpeded as in other villages e.g. Barton under Needwood etc.

15.4 **Access to Tafflands from the Rolleston Manor estate**

The council was recently contacted by a family who have recently moved onto the new Rolleston Manor estate. They have a son who has muscular dystrophy and is in a wheelchair full-time. They say that currently there does not appear to be a suitable wheelchair access onto Tafflands from the estate. They say that Bellway have built a new tarmac path around the attenuation pond, which leads to the wooden bridge crossing the ditch. The path itself is great, but they are a little concerned that the bridge (*over the ditch*) will not take the weight of their son's powered wheelchair without causing damage*. In addition, they say that once over the bridge, there is a significant drop down onto the field and unfortunately the wheelchair will not be able to negotiate this as it stands – they asked that the issue of the drop down from the concrete apron onto the field be addressed.

*The details of the wheelchair were provided by the family and these have been passed to ESBC with a request that they confirm if the bridge will safely accommodate it.

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Monday 09 January 2023 commencing at 7.30pm**

Present

Councillor Stewart (in the Chair)

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

In attendance

4 members of the public

2 Youth Representatives

Mary Danby, Clerk

Public Forum

- **Mrs Littlewood** explained the difficulties that she and other wheelchair/motability scooter users who reside in Dodslow Avenue have when trying to exist the jitty from the Avenue to Beacon Road as the gap is not wide enough for them to pass through. She also said that the pavements on Beacon Drive and Dodslow Avenue are in a poor state and there have been occasions when people have tipped out of their wheelchair.

Mrs Littlewood also referred to the hedge on the jitty from Dodslow Avenue to Beacon Road saying that this can be overgrown at times and restricts access along the jitty. Councillors noted that the hedge is maintained by Trent & Dove Housing.

Agreed That the County Councillor be asked to liaise with Highways Officers to revisit the barrier referred to by Mrs Littlewood with a view to either removing the barrier or repositioning it so that better access can be afforded to wheelchair/motability users. The County Councillor was also to be asked for an update on when the pavements referred to might be resurfaced.

- **Mr Tattersall** was present at the meeting as a representative of the Hall Grounds Residents' Association as he had noted that a query had been put on the agenda from a member of the public asking if non-residents could walk around the Hall Grounds.

Mr Tattersall said that there is no Public Right of Way around the Hall Grounds and the road is a private road maintained by residents at their own cost. There is a sign at the entrance indicating that the Hall Grounds are private property. He agreed that the Clerk could give his email address to the enquirer so that he can discuss this further if he wished.

Agreed That this is not a Parish Council matter and that the enquirer be given Mr Tattersall's email address if he wished to discuss his query further.

Niron Gopalasingham (owner of Starbucks) introduced himself to the Parish Council. He said that he had taken over the shop six months ago and it would be changing to a Premier shop in the near future. He said that the shop is his first business and he needs more support from the village to keep the shop and Post Office running; he said he also wants to be a part of the community.

Councillors suggested that the Rollestonian might be able to run an article to publicise the shop and Post Office – the Chair agreed to approach the Civic Trust to ask if this would be possible. Mr Gopalasingham was recommended to publicise the business on the Spotted Rolleston Facebook page.

135. Apologies

None, all Councillors were present at the meeting.

136. Declarations of Interest and Dispensations

Councillor Sharples declared a pecuniary interest in Planning Application No. P/2022/01417 as she owns the property.

137. Planning matters

137.1 Planning applications

Resolved That the following observations be submitted to ESBC:

Application No.	Location	Proposal
P/2022/01417	Burnside House	Reduce Lawson Cypress in height by 3m (T1), reduce Lawson Cypress tree by 4-5m (T2), reduce group of Leylandii Cypress trees by 4m (G3), felling of group of mixed Cypress trees and Sorbus (G4 and T5), reduce height of 3 Leylandii Cypress trees by 3.5m in height (T6)
No objection		
P/2022/01426	The Gables 26 Church Road	Reduce side branches by 3 metres and cut back from the road and neighbours plus crown clean to one Sycamore tree and reduce side branches by 2-metres which overhang garage and both next door neighbours plus crown clean to one Lime tree (186 and 187 of TPO No 1)
No objection		
P/2022/01436	Land off Craythorne Road	Application under Section 73 to vary Condition 1 (Plans) attached to Reserved Matters application P/2020/00614 for the erection of 21 detached retirement living bungalows, a detached building to form Community facility on the ground floor with 2 first floor 1 bed maisonettes including details of appearance, landscaping, layout and scale to amend the materials to be used
No objection		
P/2022/01454	The Spinney Church Road	Felling of one Conifer tree
No objection		

138. Minutes

Resolved That the Minutes of the meeting held on 12 December 2022 be approved and signed as a true record.

139. Matters arising

Minute No. 121 re Village Directory (Minute No. 112)

Councillor Stewart reported that a Working Group had met to review the Directory. Councillors noted various amendments were still required on the draft – the revised draft would be circulated to all Councillors for final review before submission to the printers.

Minute No. 124.1

The Police had responded saying that in theory CCTV can be installed but the Parish Council would need to speak to ESBC rather than the Police.

Agreed That this is not a Parish council responsibility and will therefore not be progressed.

Minute No. 124.5

Councillor Badcock reported that the VAT had now been refunded by ESBC and the funds had been reallocated to the Brook Hollows Earmarked Reserve (Donor funds).

Minute No. 125.9 (second bullet point)

Councillor Stewart reported that she had spoken with Amey Site Manager and he had agreed to action/investigate the following requests:

- When stoning the Craythorne car park at the far end, all of the car park to be rolled and a few holes that have appeared due to settling should be filled.
- Stone to be provided to fill in the large dips on the first part of the stoned path that leads from the Craythorne car park as you go through the gate (on the left-hand side through another gate) through Tafflands Woods.
- Investigate if it is possible for the white railings along Burnside to be cleaned down?
- Advise as to who might be able to advise on how best to maintain the white railings on Burnside going forward, i.e. cleaning down the rust and repainting.

140. Councillors' reports

140.1 **County Councillor White** had contacted the Chair saying that the Station Road resurfacing was starting this week and should be finished within four weeks. Severn Trent had told him that they should have finished at Netherfield Grange by Wednesday 11 January.

140.2 **Borough Councillor Toon** gave the following information which had been provided by the TTTV regarding Brook Hollows:

- TTTV is continuing to support project work at Brook Hollows, together with ESBC and the Friends of Brook Hollows. They are planning to remove a small number of trees overhanging the water in January 2023. This will help to reduce shading and encourage the growth of bankside and marginal plants, improving the habitat. This will include four multi-stem Willows and some Sycamore trees.
- The Friends of Brook Hollows have been helping to remove some of the smaller self-set trees growing on the water's edge and supporting ESBV with woodland management. The purpose is to create a woodland that is well managed for both people and wildlife. Regular visitors will notice the improved footpaths, log seating areas and sculpture trail that are also thanks to the Friends.
- TTTV also has plans to desilt the lake, however this is proving to be a rather complex scheme. Our current plan is to undertake the desilting in Spring 2023 and we have engaged a specialist contractor. We are currently applying for the necessary permits from the Environment Agency. We are restricted as to when the work can take place and are at the mercy of the weather. Updates will be provided in the New Year once we have more information. There will be some noise and disruption on site whilst the work goes ahead, but it is not expected to take more than a couple of weeks when it does.

Councillor Toon reported that ID will have to be taken when going to vote in the May elections – details of what type of ID will be accepted is due to be published in the near future.

She also reported that Sal Khan, ESBC will be retiring but he will stay on until the May elections.

140.3 Parish Councillors' reports

140.3.1 Councillor E McManus reported that:

- Sure Property Lettings had erected a "Let" sign at Shotwood Close.
- A reflector had been knocked off one of the bollards on the Dovecliff Road build-out.
- The 40mph sign had been taken out at the front of the Dovecliffe Hotel.

140.3.2 Councillor Sharples reported that NALC had asked for input for the International Women's Day and she had provided a short video on behalf of the council about the Youth Representatives having joined the council.

140.3.3 Councillor Badcock noted that he had seen that ESBC were replacing litter bins around the Borough and he asked if ESBC would confirm that bins in Rolleston would also be replaced. Councillor Toon said that the bin replacement programme was being rolled out across the whole Borough, including Rolleston.

140.3.4 Councillor Robson reported that:

- He had recently walked Footpath 14 and it was very muddy.
- There are key people around the village who hold archive materials relating to the village, the Mosley's and the brewing industry. He asked if the Almshouses could be approached to ask if an Almshouse could be used to store the archive material. Councillors also suggested that the Staffordshire Record Office could be asked if they would be able to accept the archive material.

140.3.5 Councillor Appleby reported that:

- The hedges on Anslow Lane and Beacon Road had still not been cut.
- Water was not flowing from a pipe over a ditch on Craythorne and there was currently c2ft of water there. **Agreed** that the contractor be asked to investigate the issue.

140.3.6 Councillor Stewart reported that:

- The replacement Village Map was now available and will be installed.
- The additional four fruit trees had been planted at the Platinum orchard.
- The timber play house (low deck) had been burnt, an insurance claim will be made to see the structure repaired or replaced.

141. Youth Representatives' report

The Youth Representatives reported that they had met with the Kindergarten owner regarding the Community Library. They would be painting a hutch in readiness for people to leave or take books – they would be monitoring how many books are left/taken.

142. Financial Matters

142.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Sign Craft	Village map	BACS	36.00	6.00
P Gould	Mowing contract	BACS	1,171.07	0.00
Clerk	Salary and expenses	BACS	1,267.71	0.00
IONOS Cloud Ltd	RPC website	DD	5.99	1.00
J Deacon	Craythorne barrier lock/unlock (Dec 2022) £186.00 Environmental Contract £1,058.64 Install bin (Tafflands) £21.60 Plant fruit trees (Platinum Orchard) £72.00	BACS	1,338.24	223.04
ESBC	Bin emptying (4 th qtr 2022/23)	BACS	1,223.08	203.85
O2	Council mobile	DD	18.35	3.06
Bottle Kiln Design Ltd	Section 50 Licence fee (proposed bus shelter, Church Road)	BACS	453.60	75.60
		TOTAL	5,514.04	512.55

Resolved That the above payments be approved.

142.2 Bank reconciliation at 31 December 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	PLUS Income	136,924.27	4,431.57	141,355.84
	LESS Expenditure	88,310.45	28,623.92	116,934.37
31 December 2022	Bank Statement	57,187.98	76,505.87	133,693.85

Resolved That the above was a true record.

142.3 Earmarked Reserves

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

	Opening funds 01/04/2022 £	Net transfers to date £	Available funds as at 31/12/2022 £
Environmental improvements	3,111.39	(659.00)	2,452.39
Brook Hollows	50,000.00	(24,542.70)	35,457.30
Play areas	3,642.00	0.00	3,642.00
Andy Starbuck seat	351.00	(351.00)	0.00
s106 College Fields	0.00	1,079.57	1,079.57
Total	57,104.39	-14,473.13	42,631.26

142.4 Inter-account transfer

The Council noted that the Clerk had liaised with the Chair and Vice Chair advising that an inter-account transfer was necessary to transfer £28,623.92 from Deposit Account to the Current Account – the funds were Earmarked Reserves expenditure which had been paid from the Current Account during the current financial year. The inter-account transfer had been actioned on 23 December 2022.

143. Receipts/payments to 31 December 2023 and draft 2023/24 budget

Resolved That:

- The report be noted.
- A 3% increase on the Precept be agreed bearing in mind the impact of the rise on the cost of living for residents and the impact on the council of rising costs across the board for goods and services and the need to continue to appropriately maintain the council's assets. This equates to an increase of 8p a month (Band D home owners) from £62.04 to £62.98 per year.

144. 2023/24 Precept declaration

Resolved That, bearing in mind the discussion recorded in Minute No. 143, a Precept of £90,331 be declared on ESBC (a 3% increase on the previous year which equates to an increase of 8p a month (Band D home owners) from £62.04 to £62.98 per year).

145. Rollestonian of the Year

Agreed That the Parish Council recognises that the Rollestonian of the Year award scheme has been in place since 2009 and that the scheme criteria should now be reviewed to ensure that it meets its intended purpose. The review will be undertaken in the coming months with a view to seeking nominations for the 2022 award later this year.

146. Sport England funds

Councillors were informed that Sport England had responded saying *"the S106 contribution was attached to the decision notice to mitigate for the loss of playing field land. The provision of a changing room at the site is listed within the Football Foundations investment plan for the local authority as a potential funding project, which the LPA Leisure Team are supportive of and wishing to pursue.*

As such Sport England would not be supportive of the monies being diverted to none playing field mitigation proposals and that further discussions should be held with LPAs Leisure Team and the Football Foundation regarding funding for the changing room provision."

Councillor Stewart had spoken with Mark Rizk, ESBC who had indicated that ESBC had believed that the Craythorne site was in its ownership and that the playing field was adjacent to the former College. Councillor Stewart advised Mr Rizk that the site had been in the Parish Council's ownership since 1970. Mr Rizk asked that a face to face meeting be arranged with Parish Council representatives, ESBC officers and a representative from the Staffordshire FA to discuss the s106 funds and how these might possibly be used.

147. Correspondence

147.1 Staffordshire Parish Councils' Association

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

147.2 Communications Log

The Comms Logs had been circulated to all councillors.

The meeting closed at 9pm

Signed

Date

**ROLLESTON ON DOVE PARISH COUNCIL
RECEIPTS AND PAYMENTS TO 31 JANUARY 2023**

Nominal Code	Description	Actual 2021/22 £	2022/23 Budget £	2022/23 Projected YE £	Actual to 31/01/23 £	Budget 2023/24 £
100	Income					
1076	Precept	73,100	87,700	87,700	87,700	90,331
1090	Interest Received	6	6	139	89	180
1100	Grants & Donations Received	41,060	-	10,296	10,296	-
1110	Council Tax Support Grant	1,665	1,665	1,665	1,665	1,665
1200	Garden rents	125	125	125	125	125
1220	Allotment rents	10	15	20	20	20
1250	Football pitch fees	290	200	50	50	50
1270	SCC: Annual grass cutting	4,837	3,628	3,700	3,700	3,848
1280	Insurance claim settlement	-	-	607	607	-
1999	Other income	634	-	317	317	-
	Income	121,727	93,339	104,619	104,569	96,219

Nominal Code	Description	Actual 2021/22 £	2022/23 Budget £	2022/23 Projected YE £	Actual to 31/01/23 £	2022/23 Remaining budget £	Budget 2022/23 £
200	Administration						
4000	Staff salary	17,503	17,150	18,408	15,033	3,375	18,776
4020	Employer's National Insurance	1,195	1,090	1,401	1,023	378	1,450
4030	Payroll Services	90	90	100	-	100	110
4050	Use of Home as Office	178	178	178	149	29	178
4100	Insurance	1,106	1,106	1,141	1,141	-	1,141
4110	Audit Fees	472	500	543	543	-	574
4120	Photocopier: Rental/Maint.	378	378	378	284	94	378
4121	Photocopier: Copy charges	485	600	400	201	199	400
4125	Stationery	158	200	200	171	29	225
4127	Village Directory	58	150	183	-	33	200
4130	Postage	360	400	400	317	83	450
4140	Council mobile	158	175	184	153	31	211
4150	Subscriptions	537	600	567	567	30	650
4160	Training	510	500	30	30	470	500
4180	Room hire	185	340	280	140	200	300
4190	Mileage expenses	243	250	100	89	161	100
4195	Parking fees	5	9	5	2	7	10
4200	Play areas	7,000	10,000	10,000	1,404	8,596	6,000
4205	Craythorne barrier: Lock/unlock	530	1,825	1,825	1,530	295	1,825
4210	RPC website	137	100	140	50	90	175
4211	Village website	46	45	50	35	15	60
4220	IT / Software	258	300	300	271	29	390
4230	S137 Expenditure	67	100	100	-	100	100
4240	Mowing contract	13,898	17,000	16,000	12,471	3,529	17,000
4250	Bin emptying	3,886	4,000	4,077	4,077	-	4,590
4260	Trees	3,722	4,000	4,000	1,716	2,344	4,000
4265	Plants for planters	625	750	750	750	-	825
4270	Environmental contract	12,827	15,000	15,000	9,922	5,078	16,650
4275	R&M and Out of Scope works on RPC land	-	-	-	-	-	5,000
4300	Projects	-	10,000	10,000	-	10,000	4,500
4310	Professional fees	-	5,000	5,000	1,675	3,325	4,000
4320	Capital expenditure	591	800	800	-	800	800
4330	Other administration	1,491	2,000	2,500	1,838	662	1,500
4999	Contingency	4,227	5,000	5,000	2,579	2,421	3,000
	Expenditure	72,926	99,636	100,040	58,161	42,359	96,068
	TOTAL EXPENDITURE	72,926	99,636	100,040	58,161	42,359	96,068
	TOTAL INCOME	121,727	93,339	104,619	104,569	104,569	96,219
	NET INCOME OVER EXPENDITURE	48,801	6,297	4,579	46,408	62,210	151

Earmarked Reserves (EMRs)

Nom. Code	Description	Opening funds 01/04/2022 £	Funds as at 31/01/23 £
320	Environmental improvements	3,111.39	2,452.39
322	Brook Hollows	50,000.00	45,457.30
325	Play Areas	3,642.00	3,642.00
326	Andy Starbuck seat	351.00	-
327	s106 College Fields	-	1,079.57
	TOTAL	57,104.39	52,631.26

(£10,000 RPC EMR, £35,457.30 Donor funds)

Funds statement as at 31 January 2023

Total funds held in bank accounts	£ 139,424.97
LESS anticipated expenditure to 31 March 2023	-£ 41,879.00
LESS Earmarked Reserves	-£ 52,631.26
Projected General Reserves at Year End	£ 44,914.71

Rolleston on Dove Parish Council
13 February 2023

Agenda item no. 11
Proposed extension to the existing Meadow View play area

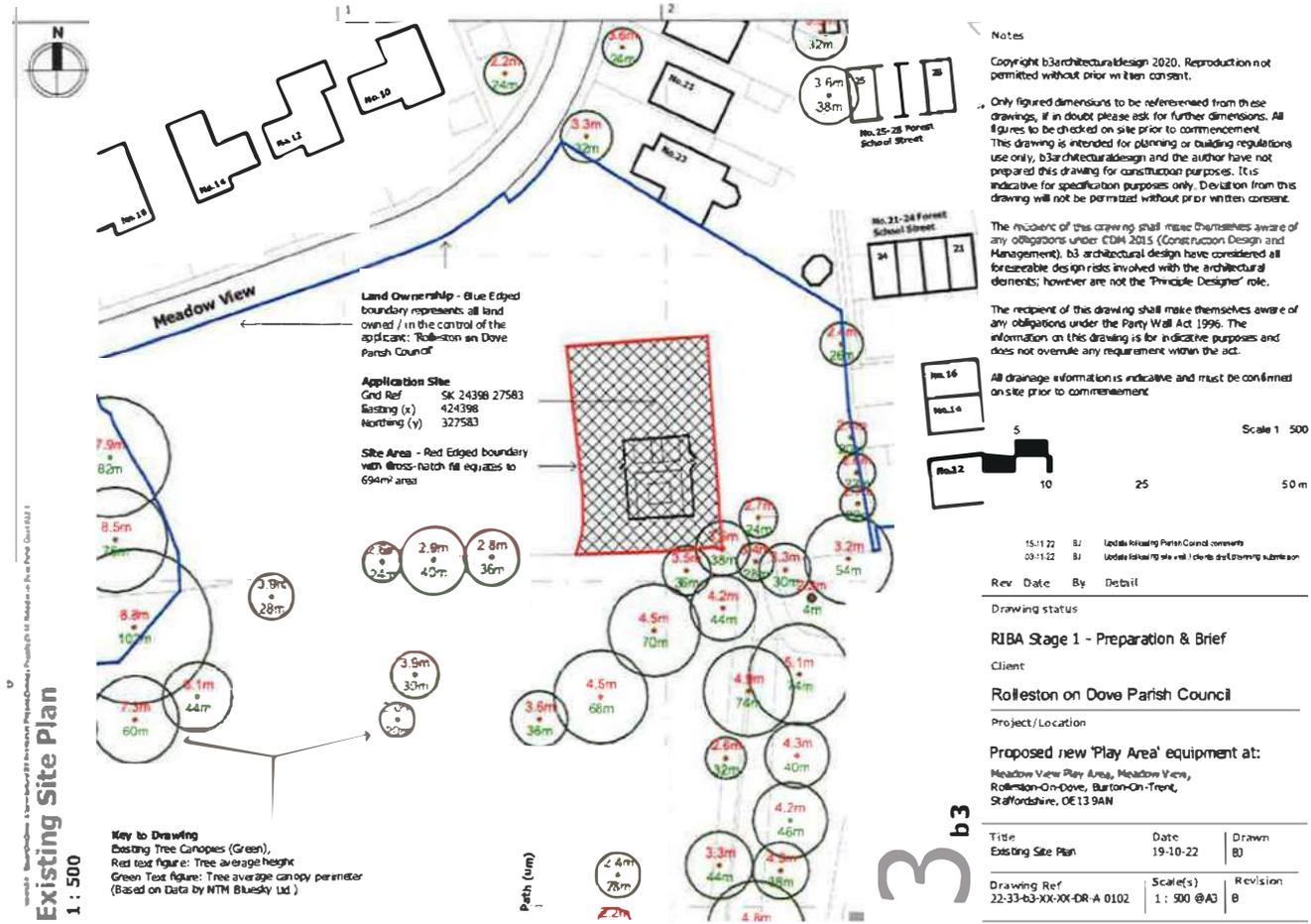
ESBC have provided the following summarised objections (and additional documents) to the Parish Council's planning application (P/2022/01373) to extend the existing Meadow View play area:

- There have been 2 arson attacks on play equipment and bins in the last 6 months in the adjacent play area, on the 11th August 2022 and on the 8th January 2023.
- Both times the Fire Service had to be called to extinguish the fires on both occasions and make the area safe especially with the surrounding woodland. (photos below) (Attachments 2 & 3)
- Over the years local residents have suffered from lots of Anti-Social Behaviour in the evenings and at night and have involved the Police and the ESBC, to try and control this, but as you can see from the fires there are still having big real issues. Adding more play equipment will just attract even more ASB at night.
- It is being suggested that there has never been a proper consultation on this project.
- The views of the residents were discussed at a Parish Council meeting by the committee, with no public involvement and behind closed doors on the 11th July 2022.
- The decision to go ahead was also made at the same meeting (so it is questioned how can this be a consultation?) and what relevance does 1500 views on Facebook make? (See attachment 4 below - pages 22 & 23). It is contended that subsequent questions were just noted at the next Parish Council meeting and never actually made the minutes of the meetings. (see attachment 5 below - page 32).
- It is alleged that the Parish Council has misrepresented residents engagement in their planning application, and they are now applying for planning permission without agreeing with the residents a way forward and they are using the planning process to absolve their own responsibility.
- All of the housing around the proposal are bungalows owned by people of retirement age and not the demographic that the extension is aimed at.
- The proposed project has not been asked for by the residents of Rolleston, it is the Parish council themselves that have suggested this project, it appears just to be a vanity project and not something that the residents want.
- The Parish Council have not asked what the residents want with the S106 money and they are spending £50,000 on something nobody has asked for which will only benefit a very small percentage of the residents.
- There is a play area adjacent to the new housing (that the S106 funding was donated for) that has room for the planned additional 'rides' surrounded by family homes that would be more suitable, but this has also been rejected by the Parish Council.

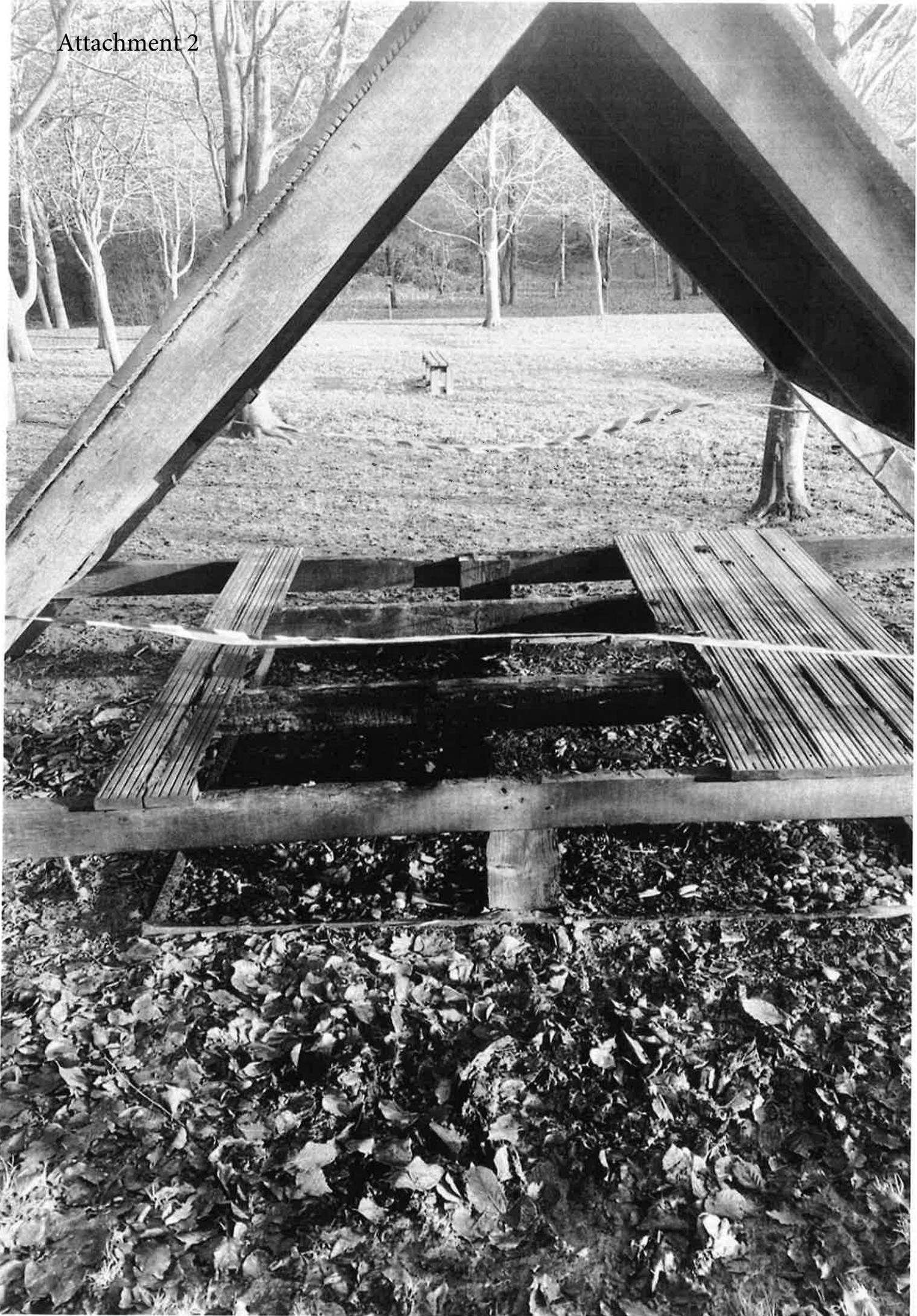
- It is requested ESBC consider rejecting the application and advise the Parish Council to work properly with the residents to resolve this unfortunate situation.
- The interested party has also raised issues about the extent of the Borough Council's planning application consultation. (This is a matter for Officers to address.)

Meadow View, Rolleston on Dove

Figure 2: Existing site plan



3 b3



Attachment 3



Attachment 4

Minutes of a meeting of Rolleston on Dove Parish Council held at the Old Grammar School Room, Church Road on Monday 11 July 2022 commencing at 7.30pm

Present

Councillor Stewart (in the Chair)

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

In attendance

Evie Hetherington, Youth Representative

Mary Danby, Clerk

John Widdowson and Stefanie White, Burton Albion Community Trust

Six members of the public

Burton 10K

Stephanie White gave information regarding the Burton 10K which will take place on Sunday 09 October which will be a closed road 10K running event starting and finishing at the Pirelli Stadium. Ms White updated the council on their plans for road closures, environmental impact and their plans to communicate to residents and local services.

Councillor Stewart advised that BACT should liaise with Staffordshire Highways who would be undertaking reconstruction works on Station Road for 6-8 weeks from 19 September (planned start date).

Public Forum

The members of the public expressed their concerns regarding P/2019/00131.

39. Apologies

Councillors Badcock, Sanderson and Toon had tendered apologies for absence.

40. Declarations of Interest and Dispensations

None declared.

41. Planning matters

41.2 Planning applications

Resolved That the following observations be submitted to ESBC:

Application No.	Location	Proposal
P/2019/00131	Land adjacent to 97 Station Road	Outline application for up to 18 dwellings including 10 affordable dwellings and details of access (UPDATED FLOOD RISK ASSESSMENT RECEIVED)
Objection on the following grounds:		
<ul style="list-style-type: none">▪ The site is outside the village settlement boundary.▪ The proposed development is not within the NDP.▪ The housing survey referred to in the application documentation originally proved a need, however this was pre-College Fields development. The housing need identified in the Rolleston on Dove Neighbourhood Development Plan has been met by the College Fields development.▪ ESBC is well above the 5 year housing numbers requirement stipulated by Government.▪ The site is on a flood plain and should not be built on.▪ As acknowledged in the revised Flood Risk Assessment (Executive Summary, page iii), Station Road properties will be at risk from flooding by fluvial and surface water which will go into existing storm drains which are already at capacity.▪ The proposed development is contrary to the Rolleston on Dove Neighbourhood Development Plan (Policies H1 (Housing development), D2 (Design of new development) and OS1 (Protection of views of local importance).▪ There will be a loss of privacy for neighbouring properties which will be overlooked by the proposed dwellings.▪ The Parish Council is considering taking advice from a planning consultant to review the application.		

<p>▪ The Ward Borough Councillor has been requested to call the application in for consideration / decision by the Planning Committee.</p> <p>In view of these strong reasons for rejection, the significant local objections raised to us by residents and the difficulty of preparing responses due to lack of clear revision history in the Revised Flood Risk Assessment document and the planning application history, the Parish Council ask that this application be refused.</p>		
P/2021/01020	Land adjacent to 374a Tutbury Road	Outline application for the erection of up to 40 dwellings (28 first homes and 12 affordable rented) including details of access (REVISED DESCRIPTION)
<p>The Parish Council supports the applicant's proposals to:</p> <p>a) Retain the majority of hedgerows and trees within the application site, and</p> <p>b) To extend the existing TRO for 30mph past the site access.</p>		
P/2022/00476	Lodge Cottage 2 Brookside	Listed Building Consent for the installation of a new gas supply, boiler, flue and ground meter box
No objection		
P/2022/00539	12 Marston Lane	Demolition of existing garage and erection of a single storey front extension and porch, two storey side extension and rear extension and flue pipe to side elevations
Clarification sought: Does the proposal provide sufficient off street parking, as set out in ESBC's Parking Standards SPD?		
P/2022/00644	3 Oak Trees Close	Retention of temporary single storey wetroom pod to the rear of the property for use by disabled adult
Comment: No objection on the condition that the temporary wetroom pod is removed when no longer required.		
P/2022/00651	2 Beacon Drive	Erection of a single storey rear extension
No objection		
P/2022/00657	93 Hall Road	Proposed single storey side extension
No objection		
P/2022/00662	7 Meadow Fields	Loft conversion with front pitched roof dormer windows and rear roof windows
Clarification sought: Does the proposal provide sufficient off street parking, as set out in ESBC's Parking Standards SPD?		
P/2022/00787	Dean Cottage 4 Brookside	Felling of 1 Weeping Silver Birch tree, 1 Walnut tree and 1 Scots Pine tree
No objection, it was noted that the applicant will plant suitable replacement trees		

42. Minutes

Resolved That the Minutes of the meeting held on 13 June 2022 be approved and signed as a true record.

43. **Matters arising**
Minute No. 29.8, third bullet point re Footpath 14
Councillor Stewart reported that the landowners were not adverse to some improvements on the site and they had requested a meeting with one or two councillors and the council's contractor.
44. **County Councillor's report**
Councillor White had advised that Station Road would be resurfaced and the work would take 6-8 weeks to complete, starting on 19 September. The Highways team would also move the Dovecliff Road build-out whilst they were in the village. He also expressed concern about the flood risk arising from the development on land adjacent to 97 Station Road and said that Staffordshire Highways had not been consulted on the proposed plateau.
45. **Borough Councillor's report**
Councillor Toon had advised that the spread of Covid was of concern; ESBC were waiting to see if funding will be cut following the Prime Minister developments following Boris Johnson MP's resignation.
46. **Parish Councillors' reports**
- 46.1 Councillor Houston referred to Health and Safety issues arising from the handling of materials brought on HGV vehicles to the former Rolleston Service Station site and that he would personally raise his concerns with the Health and Safety Executive.
- 46.2 Councillor Appleby said that the bird deterrent spikes on the Elizabeth Avenue swings frame had been removed. The council felt that the expense in replacing the spikes on a regular basis could not be justified, however the contractor may have a cheaper solution by using cable ties and he was to be asked to trial this method.
- He noted that stone filled gabions had been put into the water at Brook Hollows.
- 46.3 Councillor Sharples reported that she had recently undertaken the Councillor Fundamentals training session. She also reported that the Youth Representative had joined her on her recent inspection walk of her Area of Responsibility.
- 46.4 Councillor E McManus reported that a To Let board had appeared at the junction of Shotwood Close/Church Road – the Clerk will write to the Estate Agents and ask that the board be removed as soon as possible.
- 46.5 Councillor S McManus noted that the Cricket Club had secured sponsorship from Bellway Homes.
- 46.6 Councillor Stewart reported that:
- Councillor Badcock had circulated information about the extension to the solar farm park proposal, Tutbury. **Agreed** that the information be noted.
 - She had been given some Foxgloves which would be planted on the Jinny Trail and Tafflands.
 - All the successful compost bin applicants had been contacted and bins were being collected by them.
 - Councillor Sanderson had met with the contractors about the proposed bus shelter on Church Road, opposite the Hall Road junction. Permits were in the process of being sought and information had been sent to County Councillor White and he would liaise with County Officers about any arrangements that may be necessary during the construction works.
 - The Amey Site Manager had contacted the council asking for permission to use the Craythorne Road playing field car park as a temporary compound during the Station Road resurfacing works. The council agreed to the request in principle and the Chair was authorised to liaise with the Site Manager on what could be offered in recompense to the village for the free use of the car park.

47. Financial Matters
47.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Clerk	Reimbursement: 32 No. compost bins	BACS	606.99	101.16
IONOS Cloud Ltd	RPC website	DD	5.99	1.00
David Ogilvie Engineering Ltd	1 No. Queen's Platinum Jubilee seat	BACS	1,412.40	235.40
Sign Craft	2 No. warning signs for the Jinny Trail	BACS	168.00	28.00
Staffordshire Parish Councils' Association	Councillor Fundamentals training fee (1 delegate)	BACS	30.00	0.00
P Gould	Mowing contract	BACS	1,171.07	0.00
Clerk	Salary and expenses	BACS	1,184.51	0.00
J Deacon	Environmental Contract £1,058.64 Lock/unlock Craythorne barrier £180.00 Install Queen's Platinum Jubilee bench on The Croft £420.00	BACS	1,658.64	276.44
Hardy Signs Ltd	Byelaws signs	BACS	73.20	12.20
ESBC	Bin emptying (2 nd qtr)	BACS	1223.08	203.85
Viking	Postage stamps £95.00, delivery £3.48	BACS	98.48	0.58
P Gould	Jinny Trail: Spray weedkiller on both sides of the path	BACS	95.00	0.00
O2	Council mobile	DD	18.35	3.06
TOTALS			7,745.71	861.69

Resolved That the above payments be approved.

47.2 Bank reconciliation at 30 June 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	PLUS Income	56,650.70	1,310.87	57,961.57
	LESS Expenditure	21,578.70	-	21,578.70
30 June 2022	Bank Statement	43,646.16	102,009.09	145,655.25

Resolved That the above was a true record.

47.3 Earmarked Reserves

Resolved That the council's Earmarked Reserves (EMRs) at 30 June 2022 were:

	Opening funds 01/04/2022 £	Movement in funds to date £	Available funds as at 30/06/2022 £
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
Total	57,104.39	11,098.25	68,202.64

- 48. Actual income/expenditure to 30 June 2022**
Resolved That the report be noted.
- 49. Correspondence**
- 49.1 Staffordshire Parish Councils' Association (SPCA)**
The SPCA's newsletters had been circulated to all councillors.
- 49.2 Communications Log**
The Comms Logs had been circulated to all councillors.
- 49.3 Rolleston Civic Trust: Request for permission to use RPC land for a car boot sale**
The Trust were looking to hold a car boot sale in the village at the end of the summer. They were looking to hold it somewhere local to the village and were looking for the support of the Parish Council. They suggested that the locations that would lend themselves to hosting the event would be either the Elizabeth Avenue play area, The Croft or the Craythorne Road football pitches.
- Resolved** That the Rolleston Civic Trust be permitted to hold a Car Boot sale on the Elizabeth Avenue playing field.
- 49.4 Police report**
The June statistics report had been circulated to all councillors.
- 49.5 Staffordshire County Council:**
TR12/22 Dovecliff Road, Rolleston on Dove
The council had been invited to comment on the above permanent Traffic Regulation Order for a new traffic calming feature (buildout) along the southern footway on Dovecliff Road to start at the end of the existing keep clear marking across the access to property no.42 and extend by approximately 4.4m in a westerly direction.
- Agreed** That the council did not wish to comment on the above Traffic Regulation Order.
- 49.6 Staffordshire County Council: Craythorne Road car park – replacement railings project**
Staffordshire County Council had forwarded the supplier's revised quotation for the supply only of the materials to replace the railings between the car park and the playing field. The revised quotation was £10,575.68 plus VAT (the original quotation was £11,393.25 plus VAT). A 16 week lead time for delivery had been advised. The Clerk liaised with the Chair and Vice Chair and authority was given for the order to be placed (the order was placed on 07 July) – the council was requested to retrospectively approve this action.
- As previously agreed, Staffordshire County Council will remove the existing railings and install the new railings free of charge in recognition of their being given permission to use the car park for a temporary compound during the Beacon Road works.
- Resolved** That the placing of the order for the supply only of materials for the replacement railings project, as set out above, be retrospectively approved.
- 50. 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.

51. S106 Funds: Proposed extension to the existing Meadow View play area (LGA 1972, Schedule 12A, Part 1, para. 2 – Exempt Information)

The Chair opened the discussion by reminding the council that this proposal was for an extension to an existing play area offering inclusive equipment for children aged 2-10 years; that the s106 funds are given to the village to be spent in the vicinity of the development and that the council had looked at its existing play equipment to enhance the facility.

The council considered a report which detailed that:

1. ESBC had confirmed that planning permission will be required to extend the existing play area.
2. References for Playdale Playgrounds had been received.
3. The public consultation period had run from 21 June – 05 July. Councillors noted that the consultation information published on the council's website and Facebook page had been viewed by well over 1500 people. The information had also been shared and it had been publicised through numerous village organisations and displayed on the village noticeboards. The full text of a total of 20 responses and one query had been received and were considered by Councillors (six emails, 14 comments on Facebook and one telephone query) and Councillors considered the following (summarised) comments:
 - a) **The proposed extension will see an increase in parking**
Response: The proposed extension is aimed at providing inclusive play equipment for children aged 2-10 years, it is not thought that this would result in significant parking on Meadow View.
 - b) **Could the existing play areas on Forest School Street and Garrick Square be extended/refurbished instead of extending the Meadow View play area?**
Response: These two play areas are owned and maintained by ESBC, not the Parish Council.
 - c) **Could the footpaths to access Meadow View from Forest School Street/College Fields be linked up and drainage improved to prevent it getting muddy?**
Response: This could be considered as a potential future project.
 - d) **Has there been requests for the play area to be extended?**
Response: The council is aware that younger children's needs are not met by the existing play area and none of the existing equipment is inclusive.
 - e) **The current play area needs redesigning and younger children are not catered for.**
Response: See response to (d) above.
 - f) **Would it not be better to extend the play area next to the Bellway site? The proposal could see an increase in road traffic; is it good use of s106 money when there are already three play areas within 100m of each other; have other areas of Rolleston been considered for more worthwhile projects (cited the Tutbury s106 scheme); the proposal would significantly reduce "The Meadow View".**
Response: See responses to (a) and (b) above and (g) below. The council does not believe that the proposal would adversely impinge on the general view of the Open Space.

- g) We propose that this is carried out closer to the Bellway development, on it itself or on a current playground not overlooked by residents. This will disrupt our peace and enjoyment of our property and also likely the saleability of the same. The proposed bright rainbow colours are not in keeping with the village.**

Response: The s106 Agreement states that the funds must be used within the vicinity of the Bellway development; the provision of three pieces of play equipment will not adversely affect residents or their properties; the colour scheme mirrors that of the existing play area.

Resolved That well over 1500 people had viewed the public consultation and, having considered the comments received, there were not enough negative responses to prevent the Parish Council proceeding with the scheme; that Playdale Playgrounds quotation in the sum of £44,465.42 be accepted subject to planning permission being given and that Playdale Playgrounds be requested to complete and submit the planning application on the council's behalf.

The above resolution was agreed unanimously.

The meeting closed at 9.15pm

Signed

Date

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Tuesday 27 September 2022 commencing at 7.30pm**

Present

Councillor Stewart (in the Chair)

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

In attendance

Evie Hetherington, Youth Representative

Mary Danby, Clerk

Janet Sanderson and Karin Kay

Public Forum

No comments/issues raised.

52. Apologies

Councillors Robson and Sharples

53. Declarations of Interest and Dispensations

None declared.

54. Spread Eagle Island: Progress report

Mrs Sanderson and Mrs Kay said it was now approximately 10 years since the re-designing and landscaping of the Spread Eagle Island. In that time they had seen the area becoming more established with improvement year on year. From comments extended to them when working on the Island it would seem to be a much appreciated focal point of the village.

During the early years the watering aspect of the area had been somewhat difficult. They much appreciated the arrival of the water butt followed recently by a second one. They were also very thankful for the assistance of Mr John Deacon by filling the water butts in times of need.

At its inception the design took into account the conditions both on the Island and in the weather. It had become obvious to most people that our climate and seasons are changing, resulting in a far hotter and drier environment. As a consequence of this several of the plants originally used struggle to survive, resulting in sub-standard displays. They had therefore decided that they need to re-think part, but not all, of the planting scheme and to introduce plants which are better equipped to deal with the heat and lack of rain which we are now regularly experiencing.

The planned changes would take approximately 9–12 months to complete, beginning in 2022. The length of time was in order to keep costs to a minimum.

They are currently propagating a new selection of plants from seed and cuttings. This will reduce the costs by home cultivation. To purchase mature plants would be cost prohibitive. There will be a small expense incurred for some seed and compost. They would benefit from the purchase of the compost as soon as possible; this would amount to four bags of multi-purpose compost.

The new planting would be in a matrix pattern and carried out in early spring 2023. As with the previous planting the new design will provide a succession of interest.

Resolved That the planned enhancement for Spread Eagle Island meets with the Parish Council's approval; that the council will fund the purchase of the seed and compost in partnership with Rolleston Civic Trust in time for this coming autumn. The council thanked Mrs Sanderson and Mrs Kay for the work they do on the Island, saying that it looks superb.

55. Planning matters

55.1 Planning applications

Resolved That the following observations be submitted to ESBC:

Application No.	Location	Proposal
P/2021/01601	The Cottage 3A Cross Lane	Change of Use of existing building and erection of a new building to form two mixed use storage units (residential / commercial)
No objection		
P/2022/00901	8 Croft Close	Erection of front porch, single storey side and rear link extension, conversion of outbuilding to form additional accommodation and raising of ridge height to facilitate loft conversion including rear former window and Juliette balcony
<p>Objection on the following grounds:</p> <ul style="list-style-type: none"> ▪ Neighbouring properties would be overlooked by the proposed raised ridge height to facilitate the loft conversion including rear dormer and Juliette balcony ▪ The proposed development would result in a loss of privacy for neighbouring properties ▪ The proposed development is an overdevelopment of the site 		
P/2022/00919	Coppice View 10 Lodge Hill	Erection of a pergola enclosure around external hot tub and freestanding sub awning
No objection		
P/2022/00948	Coppice View 10 Lodge Hill	Installation of oil tank in front of existing garage
No objection		
P/2022/00978	The Laurels Fiddlers Lane	Proposed single storey side extension and installation of Cabrio rooflight
No objection		
P/2022/01017	84 Meadow View	Proposed single storey side and rear extension, new pitched roof over existing garage and relocation and alterations to boundary treatment
It was noted that the application states that trees are to be removed, Councillors ask that suitable replacement trees be planted.		
P/2022/01020	Brook Hollows Spinney Wood The Lawns	Crown lift all trees which are overhanging boundary onto farmland to 5.2 metres to G1 (mixed species) on southern boundary; felling of 4 x Salix spp. (Willow) to ground level located on either side of watercourse on north west woodland boundary (G2); felling of any trees up to 300mm dbh from within 1.5 metres of water's edge surrounding historic fishing pond (G3); felling of any Acer pseudoplatanus (Sycamore) of up to 300mm dbh from whole woodland with a condition allowing for an ongoing repetition of such removals to Brook Hollows Spinney (TPO No 1)
No objection		

P/2022/01042 No objection	29 The Lawns	Erection of a single storey rear and side extension
P/2022/01053 No objection	58 Church Road	Erection of a single storey side extension and rear canopy

56. Minutes

Resolved That the Minutes of the meeting held on 11 July 2022 be approved and signed as a true record.

57. Matters arising

Minute No. 43 (Minute No. 29.8, third bullet point re Footpath 14 refers)

Councillor Stewart reported that she, Councillor Badcock and the contractor had met on site with the landowners. The landowners wanted to keep the land totally natural with no stoning, they also did not want cycles on the land. Councillors considered the extent to which public funds could be used to improve private land, albeit that a public footpath crosses the land.

Agreed that the contractor be asked to quote to repair the gate into Tafflands and improve the muddy area only in front of the gate.

Minute No. 46.6 (Third bullet point re Compost bins)

Councillor Stewart reported all the compost bins had now been collected or delivered.

58. County Councillor's report

I had a site meeting on 27 September with various senior highways officers including Will Painter (project engineer) and Allan Smith (site manager) to run through the phasing of the Station Road work.

As you will have noticed the works have commenced in the area opposite the Scout HQ where the team are currently reconstructing the driveways and footways (pavement) and laying new kerbing. They will continue working along the road towards the cricket club until half-term week (24 October) when they will move to the junction of School Lane and will work intensively to complete the kerbing, footway replacement etc in that area while the school is closed for the holidays. They will then switch back to complete whatever is remaining of the work heading towards the cricket club which is expected to take until early December.

The footways from 94 Station Road to School Lane are being fully reconstructed along with the driveways and strip of footway closest to the road along to the junction with Meadow View. The rest of the footway up to the cricket club build out is mostly structurally sound so this will receive repairs where necessary and then be covered with a new top-layer which will be as durable as the fully reconstructed area. Due to the nature of the materials used for this process, it will be happening in the spring rather than during the reconstruction works. This reduces disruption and unnecessary use of materials with the associated financial and environmental cost.

Works during this period will also include the cleansing and repair of drainage systems, replacement of ironworks and improvements to the bus stop locations.

The carriageway replacement works will commence in December and a further update will be provided about this closer to the time.

The work on the relocation of the build-out on Dovecliff Road will take place in two phases. This week, E.ON will be installing electrical connections on site. Following this, most likely in late October the work to relocate the build out itself will take place but this will be timed to fit with a

stage in the road reconstruction scheme that involves the least disruption. Advance notice of this will be provided.

You will also have noticed the extensive patching repairs on the Elizabeth Avenue estate, Brookside and Neville Close. This is in advance of those roads, together with Knowles Hill and Burnside (where preparatory patching will also take place) also receiving a new top-layer road surface next year. This "micro-asphalt" treatment has been used for a number of years in Staffordshire and has a 15-20 year lifespan.

Finally, I can also report that I am in the process of agreeing a footways renewal programme which will see the majority of other footways in the village repaired and renewed in a similar fashion to Station Road. This is not yet finalised but will hopefully take place next year.

All in all, this will see Rolleston receive one of the most comprehensive highways upgrades completed anywhere in the county in recent years and should leave the village road network in a very good condition for many years to come.

Resolved That a query be put to Councillor White asking what electrical works E.ON doing with regard to the relocated build-out on Dovecliff Road.

59. Borough Councillor's report

Councillor Toon said that concern had been expressed regarding the retention of the artefacts following Molson Coors decision to close the Brewery Centre. She had asked that ESBC keep an eye on what was happening on the site.

Agreed That ESBC be written to saying that it is known that a lot of the artefacts were donated into the Brewery's care and asking that everything is done to ensure that the artefacts are retained and dealt with properly and catalogued for history purposes.

60. Parish Councillors' reports

60.1 Councillor Houston referred to vandalism that had taken place in the last two months on Tafflands and Brook Hollows. Councillor Badcock said that there had been three incidents on Brook Hollows (graffiti, bin fire, bird feeder destroyed) – he said that residents had reported that they had not seen a Police presence for a long time.

Agreed That the Police be asked to have an improved presence in the village and that a report be made to the November council meeting. It was also agreed that ESBC be asked to protect Brook Hollows better.

60.2 Councillor Sanderson said that he had been approached by two residents complaining about the telephone system at the Tutbury Health Centre. He had explained that this was not a Parish Council responsibility and they were advised to contact the Practice Manager and the CCG. Councillor Badcock said that he was a member of the Patient Forum and he would raise this issue with the Practice.

60.3 Councillor Appleby said that he had reported to ESBC to July that rubbish had been dumped at the former Craythorne Golf Centre, this had not been removed and more rubbish had been dumped there – he had reported this to ESBC.

He reported that the landowner of the Craythorne Therapy and Small Animals Farm had been served Notice to remove the building materials that had been dumped on the site. This had not been removed and more materials had been dumped there. The County Council Officer was going to visit the site again. **Agreed** that the County Council be advised that the Parish Council is unhappy that the landowner has not adhered to the Notice requiring him to remove the dumped material from the site.

60.4 Councillor Stewart reported that:

- A meeting had been arranged with Naomi Perry and Barbara Toy on general planning matters. Councillors asked that clarification be sought on two or three specific planning applications and why the Parish Council's objections are not borne in mind when deciding on planning applications, i.e. applications are approved but the Parish Council is not told why its objections could not be upheld.
- The Fire & Rescue Service had confirmed that the Police are not automatically asked for assistance.
- The parking of the vehicle on the Meadow View jitty appeared to have ceased following the owner having been spoken to by a Police Officer.
- The Craythorne barrier had been damaged at the weekend – the contractor had repaired the damage.
- Damage had also occurred overnight to the Craythorne barrier on another occasion.
- A QR code had been included on the new footpath leaflets. She asked for Councillors to take the leaflet holders/leaflets for display at village outlets. The QR code was to be put onto the village map but it had been noted that the map had faded in the sunlight. **Agreed** that Clive Baker be asked to quote to replace the existing village map.
- Clean-up Day – deferred to the October meeting.
- Rollestonian of the Year nomination boxes – these need to be made smaller and decorated; are they required? **Agreed** that a nomination form be included in the Rollestonian Newsletter; consideration to be given to a voting form to be put on the website.
- Tree works were required to finish the Jinny Trail. **Agreed** that a quotation be sought for the works. Councillors also noted that RPC trees on the bank at The Croft were getting very big – **Agreed** that a quotation be sought for the works.

61. Youth Representative's report

- Councillors Badcock and Sharples were making arrangements to speak to de Ferrers pupils and she would be joining them with a view to encouraging another student to become a Youth Representative.
- She mentioned traffic problems around the junction of School Lane and Station Road at school times and asked if there was anything that could be done to ease this situation. She was advised that this was a Police matter.
- She had provided details to Councillor Stewart of a pump track she had seen for skateboards and bikes and wondered if this might be considered for the Elizabeth Avenue playing field. Councillor Stewart agreed to forward the details to all Councillors.

62. Financial Matters

62.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Clerk	Reimbursement: Stationery	BACS	74.44	12.41
Ricoh UK Ltd	Copy charges (£124.14) Rental charge (£113.41)	BACS	237.55	39.59
St Mary's PCC	OGSR Room hire April-June 2022	BACS	100.00	0.00
P Gould	Mowing contract	BACS	1,171.07	0.00
J Deacon	Environmental contract (£1,058.64) Craythorne car park: Lock/unlock July (£186.00) Paint for contract painting (£400.79) Spread Eagle Island: Connect water butts together (£44.06)	BACS	1,689.49	265.47
Clerk	Salary and expenses	BACS	1,173.66	0.82
Freeola	Village website	DD	13.86	2.31
IONOS Cloud Ltd	RPC website	DD	5.99	1.00
P Gould	Strim Brook banks to clear from the water	BACS	65.00	0.00

Mazars LLP	External audit fee YE 31/03/2022	BACS	480.00	80.00
O2	Council mobile	DD	18.35	3.06
JMP 2000 Ltd T/A Reflect Print Shop	Village Walks leaflet	BACS	244.44	0.00
P Gould	Mowing contract	BACS	1,171.07	0.00
Playsafety Ltd	RoSPA: Annual play area inspections	BACS	352.80	58.80
Rolleston Club	Replacement defibrillator parts	BACS	25.00	0.00
Clerk	Salary and expenses	BACS	1,161.56	0.00
HMRC	NI/PAYE 2 nd qtr 2022/23	BACS	1,161.42	0.00
IONOS Cloud Ltd	RPC website	DD	5.99	1.00
J Deacon	Environmental Contract £1,058.64 Craythorne: Lock/unlock barrier (August 2022) (£186.00) Tafflands: Remove burnt out bin; Elizabeth Avenue playing field: supply and install cable ties to swing frame (£93.47) Supply wood preserver to treat posts on Jamie's Garden and Spread Eagle Island bus shelter (£31.50) Elizabeth Avenue: Replace basketball backboard, install new signage to ¼ pipe, secure ¼ pipe ramp to ground, provide and fit new rawlbolts, paint basketball stand (£220.80)	BACS	1,590.41	253.68
O2	Council mobile	DD	18.35	3.06
		TOTAL	10,760.45	721.20

Resolved That the above payments be approved.

62.2 Bank reconciliation at 31 August 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	PLUS Income	60,671.06	2,917.56	63,588.62
	LESS Expenditure	33,746.83	-	33,746.83
31 August 2022	Bank Statement	35,498.39	103,615.78	139,114.17

Resolved That the above was a true record.

62.3 Earmarked Reserves

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

	Opening funds 01/04/2022	Movement in funds to date	Available funds as at 31/08/2022
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
Total	£57,104.39	£11,098.25	£68,202.64

63. Actual income/expenditure to 31 August 2022

Resolved That the report be noted.

64. Conclusion of External Audit Year Ended 31 March 2022

Resolved That it be noted that the External Auditor had signed off on Audit with no comments and no actions required. The Conclusion of Audit notice and audited AGAR had been displayed on noticeboards and had been uploaded to the website.

65. Sport England funds: Update

Councillor Stewart reported that Rolleston FC had explored the two options to provide a changing facility at Craythorne: brick built and modular construction. Both options were cost prohibitive as these exceeded the available Sport England funds. ESBC had also advised that the shipping container could not be paid for out of the Sport England funds and this would require planning permission.

Resolved that:

- ESBC be advised that a changing facility is not feasible as the Sport England funds are insufficient.
- A meeting with ESBC be arranged to discuss how the funds could be used.

(Voting on the above: 8 for, 1 abstention – vote carried)

It was also agreed that:

- Rolleston FC be advised that they need to apply for planning permission to site a shipping container on the Craythorne Road playing field car park
- The Club will need to enter into a Lease with the Parish Council to install the shipping container on its land – the Lease will be on a peppercorn rent
- The Club will be responsible for insuring the shipping container and its contents

It was further agreed that this item be an agenda item for the November 2022 meeting (i.e. after a meeting has taken place with ESBC).

66. Play areas: RoSPA annual inspections

It was noted that the Elizabeth Avenue play area was beginning to show its age. The contractor had been provided with a copy of the inspection reports and asked to visit all the sites with a view to quoting for any necessary works.

67. 2023 Local Elections

The SPCA had advised that elections for Parish and Town Councillors in Staffordshire (excluding Newcastle District) will be on 04 May 2023. For some Parish and Towns this could affect the date for their May (Annual Meeting) meeting.

Councillors were requested to note that, so that the required notice can be given to councillors, the date of the May council meeting would need to change from Monday 08 May 2023 to Tuesday 16 May (the Clerk is unavailable on 15 May).

Agreed That the revised date of the May 2023 meeting be noted.

68. ESBC: Climate Change and Sustainable Development Supplementary Planning Document (SPD)

It was noted that ESBC had adopted the above document on 16 August 2022.

69. ESBC: Draft Housing Choice Supplementary Planning Document (SPD)

Deferred to the October 2022 meeting.

70. ESBC: Dog bag dispenser project

ESBC had advised that it was undertaking a project aimed at tackling the issue of dog fouling across the Borough. Parish councils had been asked if they would be interested in having dog bag dispenser units provided by ESBC (the bags would be an ongoing cost for the parish councils).

Councillors recalled that dog bag dispensers had been provided in the village some years ago and they had been discontinued due to the cost of the bag refills; they also noted that there is a Law that requires dog walkers to carry these bags to ensure that they are able to clean up any dog fouling and they agreed that they do not wish to reinstate this initiative.

Resolved That the offer be declined.
(Voting on the above: 8 for, 1 abstention – vote carried)

71. Smaller Authorities Audit Appointments (SAAA):

Option to opt out of the SAAA central external auditor appointment arrangements

Smaller Authorities' Audit Appointments Ltd (SAAA) have been responsible for procuring and appointing external auditors to all opted-in smaller authorities since its establishment in 2017 by the then Department of Communities and Local Government, following the closure of the Audit Commission. The initial 5-year appointing period ended with the passing of the deadline for submission of 2021-22 Annual Governance and Accountability Returns. The next 5-year appointing period runs from 2022-23 until 2026-27 and the SAAA has undertaken a procurement exercise to appoint auditors to each County area from 01 April 2022.

All authorities require an appointed external auditor but must be given the option to opt-out of the central procurement and appointment scheme. However, the process of appointing its own external auditor is onerous. The council's arrangements for external audit over the past five years by Staffordshire's centrally appointed auditors Mazars have proceeded smoothly.

The Council is therefore asked to take no action and to remain part of the central scheme for the appointment of external auditors for the 5-year period 2022-23 to 2026-27.

Resolved That the council does not wish to opt-out of the SAAA central external auditor appointment arrangements for the 5-year period 2022-23 to 2026-27.

72. Staffordshire County Council: Climate Change Fund

Deferred to the October 2022 meeting.

73. NALC/SLCC Civility & Respect project

NALC and SLCC believe that now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

The Civility & Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation in our sector. The pledge will enable councils to demonstrate that they are committed to standing up to poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct.

NALC and SLCC were inviting councils to sign up to the Civility & Respect Pledge.

Resolved That the council sign up to the Civility & Respect Pledge.

74. Rolleston Station: Cattle dock

Councillors had met with Station Heritage Group representatives to discuss the cattle dock. It was noted that the cattle dock is getting to the stage where work must be done. A builder had advised that an inspection is needed and a specification drawn up to enable a quote to be given for the work.

Councillor Toon said that she would speak with the Station Heritage Group about funding opportunities from ESBC.

Agreed That a structural engineer be sourced to inspect the cattle dock and provide a specification of works to be done.

75. Proposed bus shelter, Church Road (opposite junction with Hall Road): Update Resolved That the update be noted.

76. St Mary's Advent Festival 25-28 November 2022

Agreed That the council will decorate an artificial tree for the Advent Festival and that Councillor Sharples be asked if she is willing to lead the project, assisted by the Youth Representative and Councillor Appleby.

77. Correspondence

77.1 Staffordshire Parish Councils' Association

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

77.2 Communications Log

The Comms Logs had been circulated to all councillors.

77.3 Police report

The latest report had been circulated to all Councillors.

78. 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.

79. S106 Funds: Proposed extension to the Meadow View play area (LGA 1972, Schedule 12A, Part 1, para. 2 – Exempt information)

The council considered further comments submitted by a resident.

Resolved That the resident be advised that their comments had been considered and noted by the Parish Council. The Parish Council stressed that the Tutbury agreement, like all s106 Agreements, is unique to its locality - the College Fields s106 Agreement specifically states that the s106 funds should be spent within the vicinity of the development.

The resident was also to be advised that, as previously explained, the Parish Council will be making a planning application to ESBC for the extension to the existing Meadow View play area – they will be consulted by ESBC and they will have the opportunity to voice objections/support/comments as part of the planning process.

80. Quotations

80.1 Proposed extension to the Meadow View play area: Planning application support

Resolved That:

- Urban Vision Enterprise CIC's quotation for professional planning support in the sum of £2,475 plus VAT be accepted. (It was noted that this figure excludes travel costs c£40 and any Local Authority fees, plans, drawings or preparation of technical reports other than those in the proposal.)
- b3architecturaldesign's quotation for planning drawings to support the planning application in the sum of £1,417.15 (VAT not applicable) be accepted.

80.2 Tafflands: Replacement litter bins

Deferred pending confirmation from ESBC that it can deal with bin bags used in the proposed bins.

80.3 Jinny Trail steps

John Deacon's quotation to repair two steps on the Rolleston side, create three new steps on the Blue Cross side and fit hand rail to one side in the sum of £299.00 plus VAT be accepted.

80.4 Platinum Orchard (Minute 12.7, second bullet point refers)

That, subject to confirmation that there is sufficient space, the Donor's offer of an additional four Plum trees be accepted. Once confirmation has been received, the following may be ordered:

- **Blackmoor Nurseries**
4 No. tree ties and stakes, including delivery **£24.89 plus VAT**

- **John Deacon**
To dig holes and supply soil if needed **£60.00 plus VAT**

The meeting closed at 10pm

Signed

Date

Timeline: s106 funds

Date	Method
Summer 2019	Rollestonian insert
	Environment Committee article inviting residents to join the Cmtte
12 August 2019	Environment Committee (latterly renamed "Care for Rolleston") meeting
	Inaugural meeting which had been opened up to all residents of the village
Autumn 2019	Rollestonian insert
	Invitation to anyone to join the Environment Committee to look at all aspects of the village environment. Two introductory meeting dates were offered for people to attend.
Winter 2019	Rollestonian insert
	Environment Committee update article which also gave a dedicated email address was set-up for people to respond to.
06 January 2020	Care for Rolleston meeting
	Minute 7.1 s106 funding
Spring 2020	Rollestonian insert
	Care for Rolleston flyer inserted into every copy of the Rollestonian giving that the key priorities for 2020:
	<ul style="list-style-type: none"> • Introduction of an updated village footpath leaflet • Refurbishment and replacement of the Spread Eagle village map • Repair and replacement of stiles and footpaths around the village • Effective use of the s106 funds from the College Fields development • Brook Hollows re-generation • Village clean-up days
	The flyer also gave the date of the next meeting, again inviting all.
	Planning article - reference to s106 funds from the College Field development
02 March 2020	Care for Rolleston meeting
	Minute 8.1 s106 funding
12 July 2021	RPC meeting
	Minute No. 60.2 Potential s106 projects
11 October 2021	RPC meeting
	Minute No. 100 Potential s106 projects
Winter 2021	Rollestonian insert
	Potential s106 projects article, included reference to inclusive play equipment at Meadow View (for younger children)
22 March 2021	s106 Working Group meeting
	Note No. 6 - References to s106 funds
Spring 2022	Rollestonian insert
	s106 funding, included reference to inclusive play equipment at Meadow View (for younger children)
07 June 2021	s106 Working Group meeting
	Note No. 8 - Potential s106 projects
01 November 2021	s106 Working Group meeting
	Note No. 15 - ESBC (references to s106 funds)
08 November 2021	RPC meeting
	Minute No. 119 s106 Working Group - agreed preferred use of s106 funds
14 February 2022	RPC meeting
	Minute No. 178 - s106 update
14 March 2022	RPC meeting
	Minute No. 206 - Meadow View play area (deferred to next meeting)
11 April 2022	RPC meeting
	Minute No. 220 s106 funds update
	Minute No. 226 Meadow View play area
13 June 2022	RPC Meeting
	Minute No. 38 Tenders for the extension to the Meadow View play area

Rolleston on Dove Parish Council
13 February 2023

Agenda item no. 13
Sport England funds
(Minute No. 146 refers)

Parish Council representatives (Councillors Stewart, Sanderson, Houston and Scott, accompanied by the Clerk) met with Mark Rizk (ESBC), James Abbott (ESBC) and Kevin Staples (Staffordshire FA) to discuss the Sport England funds currently conditioned to provide changing facilities at the Craythorne Road playing field.

It was noted that the deadline by which the funds have to be used is 04 February 2027 and the value of the available funds, which are index-linked, was £171,841 as at 14 April 2022.

RPC explained the background to the difficulties being encountered in identifying suppliers / providers of changing facilities which meet the FA's criteria, citing quotes for either a built or modular option being far in excess of the available funds. It was also noted that RPC would find it difficult to source any additional funding for this purpose and if that it was achieved there would be issues with maintaining the facility in the long-term. The query was put as to whether the s106 Agreement condition could be varied.

ESBC explained that the funding was conditioned as part of the planning permission and whilst it might be possible to vary this it would be an expensive legal exercise to undertake.

Staffordshire FA said that changing facilities for junior teams does not have to be a specific standard, though different criteria exists for adult teams where the League may require showers, toilets, etc. He said that the Football Foundation might look to assisting with improved facilities but this would/could not happen until the pitches were of a good standard and outcomes in terms of potential usage of the changing facilities could be projected.

He put forward the following options for the council's consideration:

- **Football Foundation: Pitch Improvement Programme (PIP)**
The 2023 funding stream will be launched in March, with applications being accepted from April. Funding would be subject to a new PIP report being done by the Staffordshire FA. The programme would provide up to £3,200 per pitch for years 1 and 2, reducing by 33% for years 3 and 4 and reducing by a further 33% for years 5 and 6. The council would have to sign up to maintaining the pitches to a good standard for a 10 year period.
- **Football Foundation: Small grant fund**
The fund will pay up to £25,000 of the cost for, say, providing temporary storage / changing facilities. The applicant would need to fund 25% of the overall cost. It was suggested that the council could look to purchase three shipping containers, one for storage and the other two could be converted - one to serve as a changing facility and the other providing toilet facilities. This would enable the pitch improvement works to progressed and provide temporary facilities for, say, the 10 year pitch improvement period (PIP).

ESBC said that there were other funding avenues that the council could investigate in the new financial year:

- ESBC Councillors Community Fund (opening May 2023)
- ESBC's Community Regeneration Fund
- SCC Councillors Community Fund

Actions

Kevin Staples undertook:

- To speak to a local drainage contractor to ask him to visit the Craythorne site and provide a quotation to install drainage on the three pitches.
- To speak to LCS to ascertain the cost of new / used shipping containers and a guide price for a modular building to provide changing facilities suitable for junior teams.

Mark Rizk undertook:

- To speak with Planning officers to confirm if planning permission would be required for temporary facilities on the site.
- To speak with the Legal Team to ask if the Sport England funds could be used to pay for the planning application process.

It was agreed that Bellway would not be approached at this stage to ask if they would be amenable to varying the Sport England condition pending the outcome of the actions being undertaken by Kevin Staples.

RPC

- To consider if it wishes to apply for the Pitch Improvement Programme when it launches in March and if it wishes to progress the possibility of providing shipping containers as a temporary solution, as suggested by the Staffordshire FA and seek funding via ESBC / SCC as outlined above.
- To update Rolleston FC.

**Rolleston on Dove Parish Council
13 February 2023**

**Agenda item no. 14
Rolleston FC – FA PIP report maintenance plan**

Rolleston FC have submitted the following for the council's consideration:

Following the FA PIP report back in March 2020 we are looking into as a football club the feasibility of starting the maintenance plan.

We have met with a local company who are able to provide these services and received a quotation from them. Which has now given us a good understand of the costs involved. We are fine-tuning this within our budgets/forecast and presenting to the football club in our monthly meeting this month.

We of course understand that we would need your approval and agreeance to carry this out, and that any other information you may require from the company to be provided for the maintenance services to start the work.

Below is the outline plan of the area we at this moment in time are looking to apply the maintenance plan, as this is the area during the summer where most of the teams would train.



Below is the outlined initial draft of the maintenance plan to give you an idea of the maintenance items included and their frequencies. Following both the recommendations of the FA PIP report and

