

**Minutes of a meeting of Rolleston on Dove Parish Council  
held at the Old Grammar School Room, Church Road  
on Monday 11 April 2023 commencing at 7.30pm**

**Present**

Councillor Stewart (in the Chair)

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

**In attendance**

1 Youth Representative

1 Member of the public

Mary Danby, Clerk

**Public Forum**

No comments or questions were raised.

**185. Apologies**

Councillors Houston and Scott.

**186. Declarations of Interest and Dispensations**

Councillor Sharples declared a non-pecuniary interest in Planning Application No. P/2023/00330 as she owns the property.

**187. Planning matters**

**187.1 Planning applications**

**Resolved** That the following observations be submitted to ESBC:

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2022/01251	Adj 31 Burnside	Erection of a detached dwelling and construction of vehicular access (Amended Scheme)
Comment: Query as to the highway safety of the proposed vehicular access onto Elizabeth Avenue		
P/2022/01332	4 Station Road	Remodelling of dwelling to include raising of ridge height to facilitate additional living accommodation, part one and a half storey and single storey side and rear extension, including front and rear dormers, front canopy, Juliette balcony to side and alterations to existing access (Revised)
The Parish Council trusts that the Local Planning Authority will ensure that neighbouring properties would not be overlooked by the proposed raised ridge height to facilitate the loft conversion including rear dormer and Juliette balcony and that sufficient parking spaces would be provided for the proposed development.		
P/2023/00199	35 Burnside	Erection of a single storey detached dwelling and associated access
Objection on the following grounds:		
<ul style="list-style-type: none"> <li>▪ The proposal is an overdevelopment of the site which would adversely impact on neighbouring properties</li> <li>▪ Concern regarding access/egress due to the narrow road, and</li> <li>▪ The proposed development is back land development, i.e. garden infill</li> </ul>		
P/2023/00243	The Lodge 4 Lodge Hill	Alterations to roof on SE and NE elevations including creation of pitched roof over existing flat roof, installation of a dormer window, alterations to a dormer window and other associated external alterations, erection of a dormer extension to NW elevation, erection of a double garage link extension to SW elevation
No objection		

P/2023/00276	Rosemount 28 Church Road	Erection of a pitched roof on existing flat roofed garage,
No objection		
P/2023/00322	86 Meadow View	Erection of a single storey extension and part two storey and first floor side extension
No objection		
P/2023/00330	Burnside House Burnside	Felling of a group of Leyland Cypress trees
No objection		
P/2023/00361	Brookfield House Brookside	Felling of one Norway Spruce tree
No objection		
P/2023/00372	The Dower House 1 Brookside	Removal of one Silver Birch tree (TPO 1)
No objection		

**188. Minutes**

**Resolved** That the Minutes of the meeting held on 13 March 2023 be approved and signed as a true record.

**189. Matters arising**

**Minute No. 170.2**

Councillor Toon reported that the Brook Hollows lake had been dredged, the silt would be spread when the weather is dry.

**Minute No. 170.3.8**

Councillor Stewart reported that a meeting would take place on 11 May with Parish Council representatives, the County Councillor, Staffordshire Highways Officers and a resident to discuss damage to grass verges caused by vehicles parking on them.

**Minute No. 170.3.10 (3<sup>rd</sup> bullet point)**

Councillor Stewart reported that the meetings had been held with residents. One resident was concerned about a forked branch on the Ash tree which needs to be removed; they said that they would remove the Conifer trees. Councillor Stewart said the forked branch on the Ash tree would be removed in the Autumn.

The other resident said they do not want the three Leylandii trees to be removed as people could see into their property. They were considering if one might be removed and would advise back to the council, but they would like to buy the land behind their property. Councillors noted that the council has historically always refused such applications.

**Minute No. 174 - Meadow View play area**

Playdale Playgrounds Ltd had provided an estimated installation date of week commencing 15 May 2023. They advised that installation should take three weeks to complete including the surfacing and fencing. Playdale ask for confirmation that the estimated installation date is acceptable or if the council would prefer a later installation date.

**Agreed** that the council would prefer the installation to commence in June, i.e. after the May half-term break.

**Minute No. 184.7 Rolleston Brook update**

The MP had confirmed that Rolleston had been successful in being awarded some Government funding.

**190. Councillors' reports**

190.1 **County Councillor White** reported that parishioners should be aware of the work that has started today in Tutbury to reconstruct the mini roundabout and resurface the approaches to the junction. It will run for two weeks. There is also resurfacing of two of the junctions on Main Street in Stretton.

190.2 **Borough Councillor Toon** said that she standing down at the May local elections, she had been a Borough Council for 12 years and a Parish Councillor for 24 years. On behalf of the council, Councillor Stewart thanked Beryl for her hard work and dedication to the village.

**190.3 Parish Councillors' reports**

190.3.1 Councillor Toon said she was pleased to see Brook Hollows being done. She reiterated that drains were blocked in the village, in particular one on Marston Lane needed to be cleared.

190.3.2 Councillor Badcock updated Councillors on the work being undertaken in Brook Hollows.

190.3.3 Councillor Sharples thanked the Clerk for arranging for the Community Library sign to be made, this has been received and will be erected on the wall above the Library.

190.3.4 Councillor Robson reported that he had delivered a talk on the Jubilee Orchard to the Rolleston WI. The WI had said that they would like to create a herb garden on the Platinum Orchard but they would need to put the proposal to their Committee before the offer could be confirmed.

**Agreed** that Councillor Robson is authorised to liaise with the Rolleston WI on behalf of the council regarding the proposed herb garden.

190.3.5 Councillor Appleby referred to a blocked drain at the junction of Anslow Lane/Burnside and the salt box on the corner of the junction where the salt has solidified – he confirmed that he would report these issues to Staffordshire County Council.

He also referred to an email he had received from a member of the public regarding vehicles parking on Church Road making it difficult for road users to pass safely. He had forwarded the email to County Councillor White.

190.3.6 Councillor Stewart reported that the Rollestonian of the Year Award would be publicised with a closing date of 30 June, the council will consider the nominations at the July meeting and the Award will be presented at the September meeting. She also said that she would circulate the draft Rollestonian insert to all Councillors for comment prior to it being submitted for publication.

**191. Youth Representatives' report**

The Youth Representative reported that the risk assessment had been completed for the Community Library; she also said that some works were required on the Library to make it secure and safe to use.

**192. Financial Matters**

**192.1 Schedule of payments**

Payee	Description	Payment Method	Gross £	VAT £
Speedy Marquee	Copier paper	DC (pd 14/03/23)	57.94	9.66
Lock Trader Ltd	Padlock and keys (Craythorne)	DC (pd 17/03/23)	60.84	10.14
Wickes Building Supplies	Chain link (for use with above padlock)	DC (pd 18/3/23)	17.50	2.92
Viking Office UK Ltd	Postage stamps and address labels	BACS	181.35	3.56
Sign Craft	Footpath sign (Footpath 14 gate)	BACS	60.00	10.00
IONOS Cloud Ltd	RPC Website	DD	5.99	1.00
Staffordshire Parish Councils' Assn.	2023/24 Subscription	BACS	471.40	0.00
SLCC	2023/24 Subscription (pro rata)	BACS	145.23	0.00
ESBC	Bin emptying, 1 <sup>st</sup> qtr 2023/24	BACS	1,377.19	229.53
P Gould	Mowing contract: £1,327.99 Spread Eagle Island: £106.00 Remove Himalayan Balsam: £365.00	BACS	1,798.99	0.00
Clerk	Salary and expenses	BACS	1,251.51	0.00
J Deacon	Environment contract: £1,058.64 Lock/unlock Craythorne gate: £186.00 Bus shelter base, Church Road: £4,680.00 Tafflands - Install base and new litter bin: £134.40 Affix signs on Jinny Trail and Footpath 14 gates; Jinny Trail/Stretton boundary - make twin-legged sign, supply and install £151.20	BACS	6,210.24	1,035.04
Playdale Playgrounds Ltd	Meadow View play area: 50% deposit	BACS	29,457.14	4,909.62
Sign Craft	Community Library sign	BACS	96.00	16.00
Bottle Kiln Design Ltd	Church Road bus shelter: Interim payment	BACS	6,770.64	1,128.44
O2	Council mobile	DD	20.80	3.47
		<b>TOTAL</b>	<b>47,982.76</b>	<b>7,359.38</b>

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

**172.2 Bank reconciliation at 31 March 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	<b>PLUS</b> Income	181,797.49	14,966.33	196,763.82
	<b>LESS</b> Expenditure	111,046.00	28,623.92	139,669.92
31 March 2023	Bank Statement	<b>79,325.65</b>	<b>87,040.63</b>	<b>166,366.28</b>

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

192.3 **Earmarked Reserves**

**Resolved** That the council's Earmarked Reserves (EMRs) at 31 March 2023 were:

	<b>Opening funds 01/04/2022 £</b>	<b>Available funds as at 31/03/2023 £</b>
Environmental improvements	3,111.39	2,360.39
Brook Hollows	50,000.00	45,272.31
Play areas	3,642.00	17,132.11
Andy Starbuck seat	351.00	0.00
s106 College Fields	0.00	44,507.57
<b>Total</b>	<b>57,104.39</b>	<b>109,272.38</b>

193. **Receipts/payments to 31 March 2023**

**Resolved** The report be noted.

194. **S106 Sport England funds / Football Foundation (Minute Nos. 160 and 177 refer)**

194.1 The council received information regarding the Football Foundation's Pitch Improvement Fund.

**Agreed** that an application should not be submitted as the cost of the improvement works would not be known until after a bid had been submitted and the council did not want to commit to a 10 year programme.

194.2 The council received ESBC's responses regarding the S106 Sport England funds. Councillors said that the council needs to agree what it wants the variation to be and how it would arrive at that decision.

**Agreed** that this item be deferred to the next meeting.

195. **Rolleston FC**

195.1 Rolleston FC had commenced mowing the training area at the Craythorne Road playing field, the area was looking very good and the Club did not now need to implement the maintenance plan.

195.2 Councillors Stewart and Sanderson had met with Club representatives and shared the information regarding the S106 Sport England funds with them. The Club said that they could not see a way forward, but they do want a storage container. The Club will purchase the container, pay for the planning application and maintain the container in return for a peppercorn lease.

**Resolved** That Rolleston FC be given permission to site a storage container in the same position as the previous container; that the Club apply and pay for the planning permission and that they maintain the container and the area around it going forward. The council will draft a Lease with the Club for the siting of the container at a peppercorn rent.

196. **Village Gala**

Councillor S McManus gave an update on the proposal to revive the Village Gala. There had been two meetings and it had been decided that the event be titled 'Rolleston Fayre – Make, Grow and Show' and it would take place on Bank Holiday Monday 28 August 2023 in Rolleston Club and the old Grammar School.

197. **Coronation of King Charles III**

**Resolved** **That:**

- Bunting be purchased to decorate the Burnside railings and footbridge.
- The footbridge to The Croft would be cleaned by councillors

- RoDSEC's request for contributory funding for flowers be accepted and a donation of £100 be agreed towards the floating Lily pads display.

**198. Correspondence**

**198.1 Staffordshire Parish Councils' Association**

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

**198.2 Communications Log**

The Comms Logs had been circulated to all councillors.

**198.3 Letter seeking the Parish Council's support**

**Resolved** that the request be declined as the council does not support any development outside the village settlement boundary.

**198.4 Elizabeth Avenue playing field**

A resident contacted the council on 23 March asking if it was possible to get the footpath on Elizabeth Avenue leading down towards the school and park widened as it is not wide enough for two walking in opposite directions or together so consequently the children are walking in the mud, then taking that into school, plus it is low lying and a rather large puddle appears during the wet weather. The resident said that the path was presently quite muddy.

**Agreed** That the council thanks the resident for raising this issue and said that the condition of the footpath and its surrounding area will be monitored during the year and if necessary, subject to funding being available, it could then be added to the priority list of projects to be undertaken in the future.

**198.5 Outwoods Parish Council invitation**

Outwoods Parish Council are organising an in person meeting in Outwoods for parish councils with the Police and Crime and Fire Commissioner. This meeting should be taking place one evening in May.

**Agreed** that Outwoods Parish Council be asked to confirm the date of the meeting so that councillors can see if they are available to attend.

**198.6 Rolleston FC**

The Club asked, with regard to the Craythorne playing field, in the event of an emergency, i.e. ambulance access to the car park and field, is there a procedure for being able to gain access to open the high barrier/gate and the gate to the field? Or was there a possibility for them to be able to open these in such a scenario?

**Agreed** that a key could not be provided to the Club but the council's contractor would be approached and asked if he would be willing for his contact details to be given to them so that the barrier could be opened if necessary to give access to an emergency vehicle.

**198.7 Police: Statistics report**

The report was noted.

**198.8 Request to use the Craythorne Road playing field car park**

A request had been received from a University of Derby student for him and his fellow students to use the bottom end of the car park to film an end of year project on 15/16 April.

**Agreed** That permission be given as requested.

**199. 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.

**200. Quotations**

**200.1 Craythorne Road playing field railings**

**Resolved** That the following quotations be accepted:

**a) Hilton Main Construction**

14 no. concrete barrel posts  
10 no. plastic end caps

**£1,161.67 including delivery (plus VAT)**

**b) John Deacon**

Remove 3 no. existing posts at entrance end of car park and install 8 no. posts

Install 9 no. posts football club end

All to be concreted in

Labour and materials

**£850.00 plus VAT**

**200.2 Coronation plaque (Minute No. 184.3 refers)**

**Resolved** That Noticeboard Company Cumbria Ltd's quotation to supply 1 No. 12" diameter stainless steel Coronation plaque (red and blue logo) in the sum of £199.00 plus VAT (free delivery) be accepted.

**200.3 Burnside railings and footbridge to The Croft**

**Resolved** That the quotation from LF Décor be declined as being cost prohibitive. It was agreed that the quotation be forwarded to County Councillor White.

**200.4 Craythorne football field**

**Resolved** That John Deacon's quotation to create a new path from the Bellway estate bridge to Tafflands Woods in the sum of £950.00 plus VAT be accepted

**200.5 Craythorne football field**

**Resolved** That John Deacon's quotation to replace the square post and post and rail fence from the entrance to Tafflands Woods towards Craythorne Road and build up ditch bank where dogs enter ditch in the sum of £212.00 plus VAT be accepted.

**200.6 Craythorne football field**

**Resolved** That John Deacon's quotation to install drainage at the corner of the Craythorne playing field in the sum of £300.00 plus VAT be accepted.

**200.7 Footpath 14**

**Resolved** That John Deacon's quotation for ditch improvement from the new bridge to the Craythorne Road ditch in the sum of £100 plus VAT be accepted.

The meeting closed at 9.35pm

Signed .....

Date .....