

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Monday 09 October 2023 commencing at 7pm**

Present

Councillor Stewart (in the Chair)
Councillors Appleby, Badcock, Houston, E McManus, S McManus, Peirce, Robson, Sanderson, Sharples and Storer

In attendance

ESBC Councillors Gaskin and Lock
Clive Baker, Rolleston Station Heritage Group
E Fenn, Youth Representative
Mary Danby, Clerk

Public Forum

Clive Baker, Rolleston Station Heritage Group said that the Heritage Lottery application process is now much more complex than was previously the case and the Group have decided that it is unable to progress this. He said that the Group had been made aware of ESBC's Ward Enhancement Programme (WEP) and asked that the council support an application for funding for restoration of the Carriage Dock Wall. He reminded the council that the Group have offered £1,000 towards the project. Councillor Stewart confirmed that the council have agreed in principle to accept the contractor's quotation as part of the project.

Agreed That a joint application for WEP funding be made by the Group and Parish Council. The Clerk was asked to download the application form and distribute this to all Parish Councillors and Mr Baker.

81. Apologies for absence

None, all Councillors were present.

82. Declarations of Interest and Dispensations

None declared.

83. Planning matters

83.1 Planning applications

Application No.	Location	Proposal
P/2023/00992	Alderney South Hill	Crown raise by 1.5m or nearest suitable growth point, prune back from the adjacent property (Hillcrest) by 1.5-2m or the nearest suitable growth point, prune limbs extending over the carriageway by 1.5m or nearest suitable growth point, reduction in height by 1.5m or the nearest suitable growth point and clearing of the BT wires and thin the canopy by 5% of one Oak tree (T5 of TPO 442)
No objection		
P/2023/01022	The Old Hall Hall Grounds	Felling of one Goat Willow tree, reduce height by approximately 30% of three Lawson Cypress trees and all over reduction by approximately 2-3 feet of one Yew tree to give a more compact shape
No objection		

P/2023/01072	Westfield House Burnside	All over crown reduction by 3 metres to one Yew tree (TPO 448)
No objection		
P/2023/01083	Thornley Hollows 2 Church Road	Fell to ground level one Conifer tree (T1), one Rowan tree (T2), one Lawson tree (T3)
No objection		
P/2023/01114	17 Burnside	Crown reduction by up to 2 metres one Conifer tree
No objection		

84. Minutes

Resolved That the Minutes of the meeting held on 11 September 2023 be approved and signed as a true record

85. Matters arising

Public Forum (PCSOs)

Councillor Appleby reported that he had been in contact with the PCSOs and it had been confirmed that a speed awareness session would be arranged on Knowles Hill in the near future and another would be arranged on Anslow Lane during term time.

Minute No. 79.1 (1st bullet point)

It was noted that the additional planters were now in situ. Councillor Appleby was asked to pass the Council's thanks to the Donor (who wished to remain anonymous).

86. Councillors' reports

86.1 County Councillor White had provided the following update:

- To note the successful completion of the resurfacing work on various roads in the village save for the repainting of some of the yellow lines and the completion of the resurfacing of Claymills A38 junction.
- The next major project locally will be the reconstruction of Derby Road from Ian Shipton's garage to the Derby Turn roundabout which will start early in the new year and last for a number of months.
- Slowly but surely, we are upgrading the town's roads and the roads in our village.

86.2 ESBC Councillor Gaskin reported that:

- The Borough Council had recently awarded the Freedom of the Borough to the Windrush Generation, it had been a very enjoyable evening.
- The planning application for 40 affordable houses (P/2023/01020) had been declined by the Planning Committee.

86.3 ESBC Councillor Lock reported that the Gypsy and Traveller Accommodation Needs Assessment report had been delayed as the Borough Council has to liaise with other authorities to co-ordinate release of the report. He advised that Planning Application P/2021/00373 would not be re-opened for comments but comments would be accepted up to the application being considered by the Planning Committee. **Agreed** That the council's response to P/2021/00373 be an agenda item for consideration at the next meeting.

86.4 Councillor Badcock advised the council that there had been interest in the village in forming a Angling Group with a view to fishing on the Brook Hollows lake. A member of the Group had registered the lake as a fishing lake in October 2020, the registration had been done in the council's name. A second application had been submitted in September 2023, again in the

council's name. Registration puts a duty onto the registered owner (RPC) to report disease/mortality of fish in the lake. The council had not been consulted regarding this and were unaware of the applications.

Councillor Badcock said that registration gives access to fish being supplied for the lake and at least four funding programs. He said that he had advised that the Group should set-up a formal constitution with a Chair and its own bank account, but this has not been done.

Councillor Badcock said that he understood that the Environment Agency had responsibility for the lake.

Councillors confirmed that had the council been consulted before the registration application had been made it would have refused any involvement and it was **Agreed** that the Clerk seek to de-register its association with the lake with immediate effect. Councillor Badcock said that he would speak with the Group.

- 86.5 Councillor S McManus asked what was happening with the dedicated council email addresses. The Clerk explained that the Chair had asked that use of these be delayed as not everyone was au fait with receiving these to their devices. **Agreed** That dedicated email addresses should not be progressed.
- 86.6 Councillor Appleby queried on which areas of the village are mown, etc, adding that the specifications needs to be clearer. Councillor Stewart advised that this is currently being looked at by the Contracts Working Group.
- 86.7 Councillor Sanderson reported that despite having escalated the issue with Staffordshire Highways citing highway safety concerns, the Netherfield Grange hedge bordering Station Road had still not been cut. **Agreed** (a) That a letter be sent to the landowner asking that the hedge be cut; (b) Councillor Stewart agreed to raise the issue with County Councillor White.
- 86.8 Councillor Sharples reported that:
- She and Councillor Badcock had visited de Ferrers to explain the opportunity for a second Youth Representative to join the council – an application had been received and if more than one is received an election will be arranged by the school.
 - The Rolleston Fayre had been a lovely village event and asked that a “Thank you” be sent to the organisers.
- 86.9 Councillor Stewart reported that:
- She is working on numbering of the stiles and kissing gates.
 - A request had been made for chicken wire to be installed on steps on one of the footpaths. Advice had been sought from SCC's PROW Officers and the SPCA and both had advised against this being done as the wire is a trip hazard, alternative solutions are being explored by the council's contractor.
 - She will circulate the text for the Rollestonian insert for comment ASAP (the deadline for submission was 14 October).
 - Tree works on a tree on the Jinny Trail, behind a Walford Road property will be completed in the near future.
- 86.10 Emily Fenn, Youth Representative said that she would like to organise a pop-up event at the Jubilee Orchard, perhaps to distribute surplus plants and produce to residents. Councillor Robson said he would be happy to meet with Emily and Councillor Sharples to discuss this further. **Agreed** that quotes be sourced for a “Sharing shelf” and signage.

87. Financial Matters

87.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Golding Skip Hire Ltd	Skip hire for Clean-up day	Debit Card (Pd 08/09/23)	300.00	50.00
P Gould	Mowing contract	BACS	1,327.99	0.00
Clerk	Salary and expenses	BACS	1,268.16	0.00
IONOS Cloud Ltd	RPC website	DD	5.99	1.00
Amberol Ltd	Additional Burnside troughs	BACS	1,247.04	207.84
ESBC	Emptying bins (3 rd qtr 2023/24)	BACS	1,377.19	229.53
J Deacon	Craythorne car park - Lock/unlock September: £180 Environmental contract: £1,200.49	BACS	1,380.49	230.08
Ricoh UK Ltd	Photocopier: Qtrly rental - £113.41 Copies charge: £83.29	BACS	196.70	32.78
O2	Council mobile	DD	20.80	3.47
TOTAL			7,124.36	754.70

Resolved That the above payments be approved.

87.2 Bank reconciliation at 30 September 2023

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2023	Bank Statement	79,325.65	87,040.63	166,366.28
Movement in funds to date	PLUS Income	125,959.80	13,384.35	139,344.15
	LESS Expenditure	(155,872.96)	(11,009.10)	(166,882.06)
30 September 2023	Bank Statement	49,412.49	89,415.88	138,828.37

Resolved That the above was a true record.

87.3 Earmarked Reserves

Resolved That the council's Earmarked Reserves (EMRs) at 30 September 2023 were:

	Opening funds 01/04/2023 £	Movement in funds to date £	Available funds 30/09/2023 £
Environmental improvements	2,360.39	(489.00)	1,871.39
Brook Hollows	45,272.31	(30,650.60)	14,621.71
Play areas	17,132.11	(5,668.25)	11,463.86
S106 College Fields	44,507.57	(44,507.57)	0.00
Total	109,272.38	(81,315.42)	27,956.96

88. Receipts/payments to 30 September 2023

Resolved That the report be noted.

89. Village Areas: Re-Allocation of areas

Resolved That the allocation of village areas be as follows with immediate effect:

Area	Councillor
Craythorne playing field and woods	Ellen McManus
Elizabeth Avenue playing field	Simon Appleby
Fiddlers Lane (Bridleway)	Michael Badcock
Grass verges on Anslow Lane and Beacon Road	Simon Appleby
Jinny Trail	Steve McManus
Jubilee Orchard	Mike Robson
Meadow View and Platinum Orchard	Billy Storer
Shotwood Close grass verges and Public Open Space	Michael Badcock
Spread Eagle Island, Jamie's Garden and Brookside for the full length from the road bridge to the footbridge adjacent to the former Brookhouse Hotel, including St Mary's Church North wall grass verge	Vivien Sharples
Tafflands	Bob Houston
The Croft and Burnside from the Co-op shop to the bridge at the junction of Church Road and Burnside	Steve Sanderson
Village gateways - verges along all main access roads: <ul style="list-style-type: none"> ▪ Church Road ▪ Knowles Hill and Rolleston Road ▪ Station Road 	Vivien Sharples Andy Peirce Clare Stewart

90. Sport England funds

Councillor Stewart reported that a meeting had been arranged with ESBC Officers on 17 October at 12.30pm. The council would be represented by herself, Councillor Houston and the Clerk.

Agreed That the following questions be put to ESBC prior to the meeting:

- Whose decision is it to allow the variation?
- Given those are the signatories where does the Sports England involvement come into the agreement in relation to a variation?
- If the variation is refused would the money go back to Bellway?

91. ESBC: Polling District Review 2023

Resolved That the information be noted without comment.

92. Standing Orders

Resolved That a new section 7 Co-option: Procedure to fill a casual vacancy occurring on the Parish Council be added to Standing Orders and the following sections be renumbered.

93. St Mary's Advent Festival

Resolved That the council accept the invitation to participate in the Advent Festival and that Councillors Appleby and Sharples and the Youth Representative be responsible for decoration of the council's Christmas tree.

94. Diamond Jubilee Orchard: 10 year review

Councillor Robson presented a report giving a brief history of the Orchard and questions regarding its future maintenance, etc.

Agreed That:

- Tree surgeons be invited to quote for the required tree works on the Orchard.

- A bi-monthly working party be arranged to do maintenance tasks, with the first date being agreed as Saturday 18 November (information to be included in the Rollestonian insert).
- 'Sharing shelf' and sign to be funded by the council (see also Minute No. 86.9).
- The site should **not** revert back to the 'original' Orchard.

95. Correspondence

95.1 Staffordshire Parish Councils' Association (SPCA)

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

95.2 Communications Log

The Communications Log had been circulated regularly to all councillors.

95.3 Anslow WI Committee

The Committee had contacted the council saying that in May 2023, the WI had launched its Clean Rivers campaign to clean up rivers and promote bathing water status as a way to achieve this. The WI has joined the River Action UK and signed its Charter for Rivers, calling on the government to commit to ambitious yet achievable actions for healthy rivers by 2030.

They asked if it would be possible for Anslow WI to use a stretch of the Rolleston brook (as a tributary of the River Dove) as their campaign location/photo.

Agreed That whilst the council is not responsible for the Brook, it is happy for the Anslow WI to use a stretch of the Brook as set out above.

95.4 Rolleston Free Grammar School

Michael Wardell had contacted the council and other village organisations saying that he had discovered that 2024 will be the 500th anniversary of the foundation of the Rolleston Free Grammar School. He said that he is unable to organise anything himself but felt that the event should be marked in some way.

Agreed That the council support the concept but added that this falls to the Church as it owns the building.

96. 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.

97. Quotations

97.1 Meadow View: replacement posts

Resolved That:

- Revive Recycled Plastics Ltd's quotation for 63 No. Diamond Head Bollards without reflective tape 1.4m x 14cm x 14cm (Black) in the sum of £2,337.95 including delivery plus VAT be accepted.
- John Deacon's quotation to remove the existing posts and install the replacement posts in the sum of £1,625.00 plus VAT be accepted.
- £2,337.95 be vired from Nom Code 4310 (Professional fees) to Nom Code 4300 (Projects).

97.2 Tafflands play area

Resolved That John Deacon's quotation to rake out and remove all loose stones under the play house High Hut and repair decayed side timber strut; repair decayed timber and

sort out screw that is sticking out on the roof of the play house Low Den and remove loose matting, replace missing bolts on suspended balance beam and repair decayed timber on ends of beam where it is rough in the sum of £150.00 plus VAT be accepted

97.3 **Meadow View: Self-set Sycamore saplings**
Resolved That:

- a) John Deacon's quotation to flail 40m x 40m 1,600m² of Sycamore saplings and remove self-set Sycamore roots in the total sum of £300.00 be accepted.
- b) John Deacon's quotation to Rake with digger to remove tree roots and Nettle roots, remove all debris from site, grass seed and roll in the sum of £320.00 plus VAT be accepted.

98. **Contracts Working Group**

Councillor Stewart asked the council to consider the main points collated from councillors and contractors after various meetings and a review of contracts, maps, legends and detailed specifications.

The meeting closed at 9.20pm

Signed

Date