



# Rolleston on Dove Parish Council

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

06 November 2023

**To: All Members of the Parish Council**

Dear Councillor

You are hereby summoned to attend the Meeting of the Parish Council held in the Old Grammar School Room, adjacent to St Mary's Church, Church Road, Rolleston on Dove DE13 9BE on **Monday 13 November 2023 commencing at 7pm** 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**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2023/01055	Smallholding 8 Tutbury Road Rural	Erection of a two storey side extension with enclosed balcony and single storey rear extension
P/2023/01102	4 Alderbrook Close	Demolition of existing rear extension to facilitate the erection of a single storey rear extension, installation of roof light and removal of chimney stack
P/2023/01123	33 Burnside	Erection of a two storey side and part first floor rear extension

P/2023/01145	Public Open Spaces Shotwood Close	Felling of one Sycamore tree and cut back one Beech tree by 1.5 metres from boundary
P/2023/01200	Rolleston Almshouse Burnside	Felling of 1 Ash tree and removal of outer 2 stems and crown reduction by up to 20% of remaining stem of 1 Sycamore tree

3.2 **P/2021/00373 (Minute No. 86.3 refers – the council’s original submission to ESBC is attached at Enclosure 1)**

4. **To approve the Minutes of the meeting held on 09 October 2023 (Enclosure 2)**

5. **Matters arising from the previous meeting**

6. **Councillors’ reports**

7. **Financial matters**

7.1 **Schedule of payments as at 06 November 2023**

Payee	Description	Payment Method	Gross £	VAT £
Clear Insurance Management Ltd	Additional premium to add the Coronation bus shelter and the extended Meadow View play area to the council’s insurance policy	BACS (pd 17/10/23)	54.15	0.00
P Gould	Mowing contract	BACS	1,327.99	0.00
Revive Recycled Plastics Ltd	Replacement posts for Meadow View open space	BACS	2,805.54	467.59
Freeola Ltd	Village website	DD	13.86	2.31
Clerk	Salary and expenses	BACS	1,299.66	0.00
Burton Conservation Volunteers	Creation of a new reed bed at Brook Hollows (Donor funds)	BACS	669.99	0.00
J Deacon	Craythorne car park lock/unlock October: £186.00 Environmental contract: £1,200.49 Brook Hollows: Preparation for Daffodils (Donor funds): £960.00 Footpath 14 Ditch improvement works: £120.00 Craythorne playing field – new path from Bellway estate bridge to Tafflands Woods: £1,140.00 Craythorne playing field – replace square post and post and rail fence from entrance to Woods towards Craythorne Road: £294.40	BACS	3,890.89	648.48
IONOS Cloud Ltd	RPC website	DD	5.99	1.00
Viking Direct	Postage stamps	BACS	152.94	0.99
Burton Tree Care	Tree works: Jinny Trail (Ash tree overhanging a Walford Road property)	BACS (pd 02/11/23)	280.00	0.00
<b>TOTAL</b>			<b>10,501.01</b>	<b>1,120.37</b>

## 7.2 Bank reconciliation as at 31 October 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	<b>PLUS</b> Income	125,959.80	22,888.87	148,848.67
	<b>LESS</b> Expenditure	(162,751.47)	(11,009.10)	(173,760.57)
31 October 2023	Bank Statement	42,533.98	98,920.40	141,454.38

## 7.3 Earmarked Reserves as at 31 October 2023

	Opening funds 01/04/2023 £	Movement in funds to date £	Available funds 31/10/2023 £
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
<b>Total</b>	<b>109,272.38</b>	<b>(81,315.42)</b>	<b>27,956.96</b>

## 8. Draft 2024/25 Budget and Receipts/Payments to 31 October 2023 (Enclosure 3)

## 9. Flooding incident 21 October 2023 (Enclosure 4)

## 10. Sport England funds: Update

To receive a verbal update from the Chair.

## 11. Correspondence

### 11.1 Staffordshire Parish Councils Association

The weekly Bulletins have been circulated to all councillors.

### 11.2 Communications Log

The Communications Log has been regularly circulated to all councillors.

### 11.3 Zero Hour re Climate and Ecology Bill

The following email has been received:

- *I'm writing on behalf of Zero Hour and seeking Rolleston on Dove Parish Council support for the [Climate and Ecology Bill](#), which is due for its second reading on [24 November](#).*

*We recognise that parish and town councils are influential organisations, with links to the local community, regional charities and civic bodies. Rolleston on Dove Parish Council is on the front line when it comes to protecting the places and communities we love and cherish.*

*We are writing to ask your council to join the [168 parish & town councils](#) across the UK to support the [Climate and Ecology Bill](#) and add your voice to those organisations calling for joined-up action that provides an adequate, commensurate response to the emergency of our natural world, our parks, villages and towns, our landscapes and wildlife.*

*We have a [draft motion](#), which you may find useful. If Rolleston on Dove Parish Council is*

*supportive, we are asking that after the motion is passed, Rolleston on Dove Parish Council issues a press release that it has done so and writes and requests your MP(s) to also publicly support the CE Bill (if they are one of the [130 that have already done so](#), please write and thank them for being supporters).*

*The [Climate and Ecology Bill](#), if made law, would ensure that:*

- The threat facing nature is tackled shoulder to shoulder with the climate crisis in a joined-up approach.*
- The Paris Agreement is enshrined into law to ensure that the UK does its real fair share to limit global temperature rise to the most stringent end of the Paris agreement - 1.5°C.*
- The UK takes full responsibility for our entire greenhouse gas footprint by accounting for all of the emissions that take place overseas to manufacture, transport and dispose of the goods and services we import and consume)-*
- The government deliver a climate and nature assembly that is representative of the UK population, working directly with the Government and Parliament to ensure that all voices are heard and that no one is left behind.*

**12. Exclusion of Press and Public**

**Chair to move:**

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

**13. Quotations (Enclosure 5)**

**14. 2024/27 Environmental and Mowing Contracts (Enclosures 6A, 6B and 6C)**

**Application No. P/2021/00373**

**Proposed Change of Use of Land to Mixed Use for the keeping of Horses (existing) and as a Residential Caravan site for two Gypsy Families, each with two caravans, including laying of hardstanding, erection of 2 ancillary amenity buildings and installation of 2 x septic tanks on Land at Craythorne Road, Rolleston on Dove**

Rolleston on Dove Parish Council is the body responsible for preparing the Rolleston on Dove Neighbourhood Development Plan.

The Rolleston on Dove Neighbourhood Development Plan, together with the adopted Local Plan, forms the statutory development plan for the area. Section 38 of the Planning and Compulsory Purchase Act requires determination of planning applications to be made in accordance with the development plan, unless material considerations indicate otherwise.

The application has raised significant concern in the village and the Parish Council has received an unprecedented number of objections from residents regarding the application. Disappointment was also felt by residents regarding the quality of the application by the applicant with a lack of relevant required supporting documentation and a plan of good quality and the inaccuracies in the address details, i.e. Stretton when it is Rolleston.

Having reviewed the planning application, the Parish Council has requested the Borough Councillor, Councillor Beryl Toon, to call in the application for consideration by the Planning Committee. The Parish Council objects to the proposed development on the following grounds:

**Rolleston on Dove Neighbourhood Development Plan**

**Policy H1** requires development to take place within the settlement boundary of Rolleston on Dove. The application site is outside the settlement boundary.

**Policy D2** lists criteria to be applied to development proposals. The application proposals breach this policy due to the lack of pedestrian access and lack of sustainable drainage system to reduce flood risk and manage surface water runoff.

**Application and supporting information**

- The application site is located in a designated Strategic Green Gap (SGG1). The SGG1 was introduced to prevent the coalescence of Rolleston on Dove with Stretton and Burton upon Trent. The Design and Access Statement refers to permitted development on land adjacent to the proposal site, but the permitted site does not fall within the SGG1.
- Highways:
  - Craythorne Road is a narrow unlit country road, no footpath is provided.
  - The limited access to the application site would be problematic for service vehicles, e.g. refuse vehicles and vehicles servicing the septic tank, to enter and exit the site. Servicing of the site will therefore raise highway safety issues.
  - There is already a permitted residential site on Craythorne Road; people access the Craythorne Road playing field for sport and recreational use and there is an application pending for the former Craythorne Golf Club – the proposed development will add to the adverse impact of increased traffic using the road.
- Drainage:

Information has not been provided on how surface water drainage will be dealt with given the additional hardstanding proposed. Craythorne Road already floods at a point of access with Beacon Road, without a proper scheme for managing surface water there is a probability that the proposals could lead to more flooding of the road.

### **Failure to comply with the development plan**

The development plan comprises of the Rolleston on Dove Neighbourhood Development Plan (made in May 2021) and the East Staffordshire Borough Local Plan (2012-2031). Planning law requires that applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise. The Parish Council are of the opinion that the following policies, which are applicable to the development, are breached by the proposals.

### **Local Plan Policy SP8**

The application site is some distance from Rolleston and is not contiguous with the settlement boundary – there is a conflict relating to the proximity of settlements. The proposed development must not adversely affect the amenity enjoyed by existing land users.

### **Local Plan Policy SP18**

The stated criteria must be addressed for small development to specifically meet a need on a suitable site outside the settlement boundary:

- No evidence of need has been provided for the proposals.
- The assessed need is not specified.
- The site is not within or on the edge of a settlement. The site is completely divorced from Rolleston.
- The site is not within easy reach of local services and facilities. The closest bus stops are over 800 metres away from the site.
- Section 3.139: No need has been identified in the Borough for new/additional gypsy pitches.

### **Local Plan Policy SP19**

- The application site does not have good access to local services and schools. The primary school is 800m from the site, 270m of which from the site entrance to Beacon Road has no footpath and is unlit making it unsafe for children to walk to school.
- Policy SP19 states that if and when a need is identified the Borough Council will set pitch/plot targets and will identify sites to meet the need through a development plan. The Borough Council has not allocated any sites in a development plan and its Annual Monitoring Reports have not indicated a need to do so.

### **Local Plan Policy SP29**

Policy SP29 states that the Borough Council will seek to protect, maintain and enhance biodiversity and geodiversity in considering proposals for development. A Biodiversity Assessment has not been submitted with the proposals.

### **Policy SP1**

The proposals do not demonstrate compliance with the principles of sustainable development. The introduction of urban development will harm the open character of the countryside.

### **Other Material Considerations**

- The application is not essential to the support and viability of an existing lawful business or the creation of a new business appropriate in the countryside in terms of type of operation, size and impact and supported by relevant justification for a rural location.
- The proposals do not re-use existing buildings.
- The proposals do not provide any required infrastructure.
- The proposals do not attempt to improve the landscape or conserve a feature of acknowledged importance.

### **Conclusion**

Rolleston on Dove Parish Council objects to the above planning application on the following grounds:

- The proposals are not in accordance with the Rolleston on Dove Neighbourhood Development Plan Policies D2 and H1

- The proposals do not meet the Local Plan Strategic Policies 1, 8, 18, 19 and 29, as set out above.
- A statement of need for gypsy or traveller accommodation has not been provided.
- The application is not essential to the support and viability of an existing lawful business or the creation of a new business appropriate in the countryside in terms of type of operation, size and impact and supported by relevant justification for a rural location.
- The application does not provide facilities for the use of the general public or local community close to an existing settlement which is reasonably accessible on foot, by bicycle or public transport.
- The proposals do not re-use existing buildings.
- The proposals do not provide any required infrastructure.
- The proposals do not attempt to improve the landscape or conserve a feature of acknowledged importance.
- The development site does not sit within the Strategic Green Gap (SGG1).

**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 (1<sup>st</sup> 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 own 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.

- 86.4 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.
- 86.5 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.
- 86.6 Councillor Sanderson reported that despite having escalating 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.
- 86.7 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.
- 86.8 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.
- 86.9 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 <sup>rd</sup> 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
<b>TOTAL</b>			<b>7,124.36</b>	<b>754.70</b>

**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	<b>PLUS</b> Income	125,959.80	13,384.35	139,344.15
	<b>LESS</b> 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
<b>Total</b>	<b>109,272.38</b>	<b>(81,315.42)</b>	<b>27,956.96</b>

**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"> <li>▪ Church Road</li> <li>▪ Knowles Hill and Rolleston Road</li> <li>▪ Station Road</li> </ul>	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 500<sup>th</sup> 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 1,600m<sup>2</sup> 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.

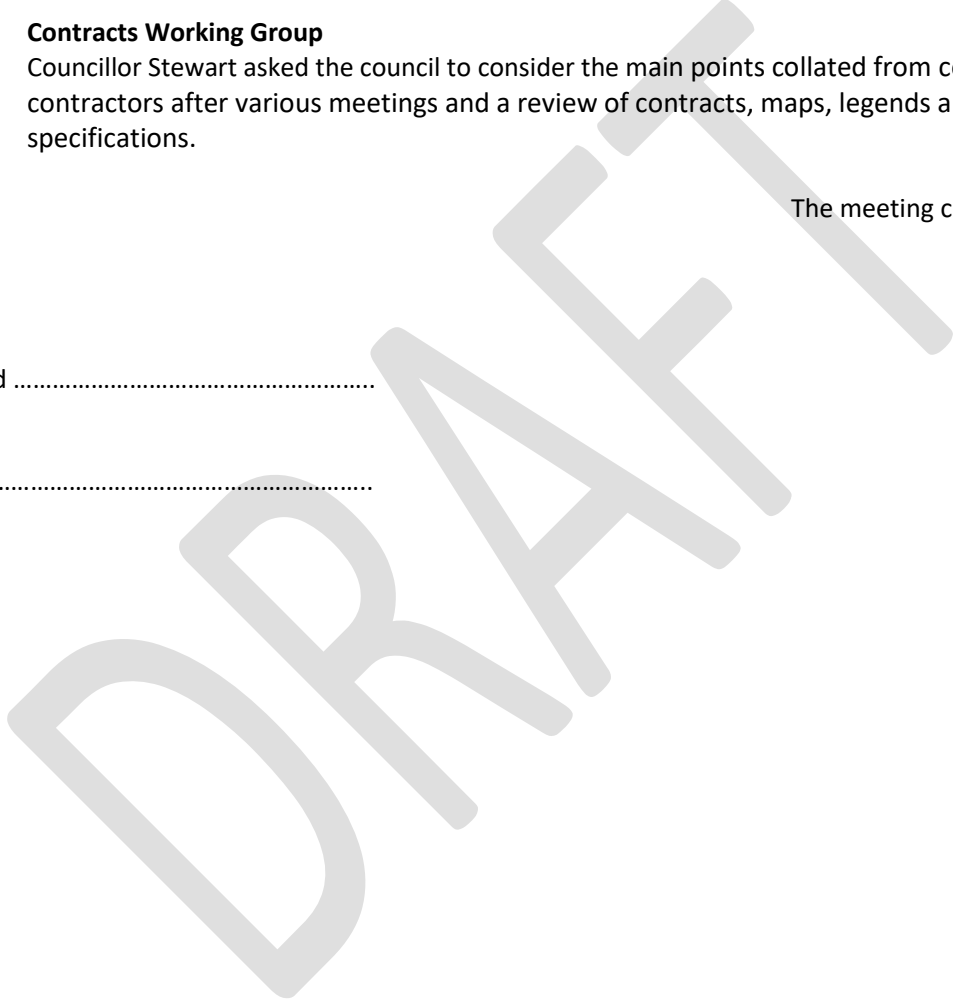
98. **Contracts Working Group**

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 .....



**ROLLESTON ON DOVE PARISH COUNCIL**  
**DRAFT 2024/25 BUDGET AND ACTUAL INCOME AND EXPENDITURE TO 31 OCTOBER 2023**

Nominal Code	Description	Actual 2022/23 £	2023/24 Budget £	2023/24 Projected YE £	Actual to 31/10/23 £
<b>100</b>	<b>Income</b>				
1076	Precept	87,700	90,331	90,331	90,331
1090	Interest Received	173	180	750	454
1100	Grants & Donations Received	10,946	-	17,160	17,160
1110	Council Tax Support Grant	1,665	1,665	1,665	1,665
1200	Garden rents	125	125	125	125
1220	Allotment rents	20	20	20	20
1250	Football pitch fees	50	50	350	350
1270	SCC: Annual grass cutting	3,700	3,848	4,465	4,465
1280	Insurance claim settlement	607	-	835	835
1999	Other income	55,498	-	-	-
	<b>Income</b>	<b>160,485</b>	<b>96,219</b>	<b>115,701</b>	<b>115,405</b>

Draft Budget 2024/25 £
93,041
500
-
1,665
125
20
50
3,848
-
-
<b>99,249</b>

Assumes 3% increase

TBC

TBC - SCC sets its budget Feb 24

Nominal Code	Description	Actual 2022/23 £	2023/24 Budget £	2023/24 Projected YE £	Actual to 31/10/23 £
<b>200</b>	<b>Administration</b>				
4000	Staff salary	18,408	18,776	19,657	10,431
4020	Employer's National Insurance	1,344	1,450	1,450	643
4030	Payroll Services	95	110	110	-
4050	Use of Home as Office	178	178	178	104
4100	Insurance	1,141	1,141	1,206	1,206
4110	Audit Fees	543	574	584	584
4120	Photocopier: Rental/Maint.	378	378	378	284
4121	Photocopier: Copy charges	313	400	350	241
4125	Stationery	240	225	225	173
4127	Village Directory	183	200	200	-
4130	Postage	371	450	450	264
4140	Council mobile	183	211	211	121
4150	Subscriptions	567	650	637	617
4160	Training	30	500	30	30
4180	Room hire	300	300	240	60
4190	Mileage expenses	113	100	200	70
4195	Parking fees	2	10	10	3
4200	Play areas	2,774	6,000	6,000	1,490
4205	Craythorne barrier: Lock/unlock	1,825	1,825	1,825	1,070
4210	RPC website	125	175	181	35
4211	Village website	46	60	60	34
4220	IT / Software	271	390	352	352
4230	S137 Expenditure	-	100	200	200
4240	Mowing contract	15,088	17,000	15,936	9,296
4250	Bin emptying	4,077	4,590	4,590	3,443
4260	Trees	2,706	4,000	4,000	1,037
4265	Plants for planters	750	825	825	419
4270	Environmental contract	12,351	16,650	12,000	7,088

Draft Budget 2024/25 £
20,000
1,500
125
178
1,300
600
378
400
250
200
450
237
650
500
240
200
10
6,000
2,196
181
60
390
100
17,000
4,820
4,000
900
<b>13,200</b>

Contractor has advised that the fee will be £6 per day (currently £5 per day)

4275	General R&M and Out of Scope works on RPC land	-	5,000	5,000	1,812	5,000
4280	Bus shelter	-	-	15,982	15,982	-
4300	Projects	-	6,838	6,838	1,687	5,000
4310	Professional fees	4,150	1,662	-	-	5,000
4320	Capital expenditure	-	800	-	-	800
4330	Other administration	2,562	1,500	1,000	266	2,000
4999	Contingency	2,579	3,000	2,000	1,260	5,000
	<b>Expenditure</b>	<b>73,693</b>	<b>96,068</b>	<b>102,905</b>	<b>60,300</b>	<b>98,865</b>
	<b>TOTAL EXPENDITURE</b>	<b>73,693</b>	<b>96,068</b>	<b>102,905</b>	<b>60,300</b>	<b>98,865</b>
	<b>TOTAL INCOME</b>	<b>160,485</b>	<b>96,219</b>	<b>115,701</b>	<b>115,405</b>	<b>99,249</b>
	<b>NET INCOME OVER EXPENDITURE</b>	<b>86,792</b>	<b>151</b>	<b>12,796</b>	<b>55,105</b>	<b>384</b>

#### Earmarked Reserves (EMRs)

Nom. Code	Description	Opening funds 01/04/2023 £	Movement in funds to date £	Funds as at 31/10/23 £	
320	Environmental improvements	2,360.39	- 489.00	1,871.39	
322	Brook Hollows	45,272.31	- 30,650.60	14,621.71	Donor funds
325	Play Areas	17,132.11	- 5,668.25	11,463.86	
327	s106 College Fields	44,507.57	- 44,507.57	-	
	<b>TOTAL</b>	<b>109,272.38</b>	<b>- 81,315.42</b>	<b>27,956.96</b>	

#### Funds statement as at 31 October 2023

Total funds held in bank accounts	£ 141,454.38
<b>LESS</b> Earmarked Reserves	-£ 27,956.96
<b>LESS</b> Budgeted expenditure for remainder of 2023/24	-£ 42,599.00
General Reserves	£ 70,898.42



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

**Agenda item no. 9  
Flooding incident 21 October 2023**

**The following is the text of an email dated 25 October 2023 from David Hughes, Advisor, Partnership and Strategic Overview Team, Environmental Agency West Midlands Area to Brookside residents:**

*I'm so sorry to be emailing you all again after another big flood event. I did come out to the village on Friday the 22<sup>nd</sup> and I got a lot of photos which I will be forwarding onto our modellers for further consideration. I'd be interested to get any photos or videos that residents took during the event. I saw a lot of people out taking photos.*

*Unfortunately the water depths did not allow me to get to flooded properties on Brookside, I did not have waders available. I had to drive all the way around the catchment to come in from Tutbury direction to see the overall extent of flooding. This was the worst I have ever seen it at Knowles Hill, Burnside and Brookside although I've seen comparable floods in historic photos and records.*

*It would be extremely useful for us to know who exactly flooded at what properties and to what extent and to what depth they were affected. I will probably send round a flooding questionnaire again to capture this individual event. I believe things have settled down now, but please pay attention to any alarms. Some showers are expected through the rest of this week.*

*There were also problems with flooding in the area of Station Road, School Lane, Chapel Lane, Beacon Road and Craythorne Road. Also, there was a lot of flooding of roads which was not a result of water flooding out of the Rolleston Brook. Some of this flooding is related to land drainage, highway drainage and surface water that sheds off Beacon Hill and tries to run down through the village to join the Rolleston Brook. This flooding will need to be investigated by Staffordshire County Council, but I am happy to pass on any enquiries or concerns you may have to SCC, if you would also like to send me details of that flooding too.*

*I hope that working together we can resolve some issues and hopefully reduce risk to your properties in the future.*

*Please feel free to send me your experiences of the flooding.*

**The following is the text of a follow-up email dated 01 November 2023 from David Hughes in response to comments from Brookside residents:**

*I believe the reason the storm flow was fast was that the Rolleston Brook mostly had its peak response before the River Dove reached peak level. That allowed the brook to discharge at full pelt before the Dove floodplain filled up and backed up. It would have been a lot worse if the two events on each river had coincided.*

*The Anslow gauge only measures levels and not specifically flows. Looking at video and on the day, the flows were as fast as I've ever seen here.*

*There have not been any works at Brook Hollows to improve discharge. Silt was removed from the lake and a reedbed was planted upstream of the lake. Unfortunately all that work seems to have been washed away by Storm Babet. I'm hoping to visit tomorrow (Thursday the 2<sup>nd</sup>) to look at the effects of the storm and I may knock on some doors.*

*There is another storm on the way (Ciaran) and that is likely to result in rain tonight, tomorrow and Friday. So please keep an eye on the river levels again. Thanks for all your great photos and videos.*