

# Rolleston on Dove Parish Council

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

05 May 2026

**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 11 May 2026** 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.

#### **Staffordshire Highways: Rolleston Road/Knowles Hill traffic calming scheme**

As requested at the previous meeting, invitations were extended to the MP, County Councillor White, the Staffordshire Highways Officer and ESBC Ward Councillors to attend the meeting. The responsible Highways Officer had been invited to explain the reasoning behind the proposed traffic calming solution and to enable residents to express their concerns on the scheme. County Councillor Philip White has confirmed that it is not possible for Highways to attend the meeting and that an alternative meeting date is being arranged and will be advised shortly.

- 1. Election of Chair**
- 2. Election of Vice-Chair**
- 3. Apologies for absence**
- 4. Declarations of Interests and Dispensations**

**5. Appointment of Committees, Sub-Committees, Working Groups, etc**

	<b>Current Membership</b>
Contracts Working Group	Cllrs Gallone, Houston, Peirce, Robson, Sanderson, Stewart
Elizabeth Avenue Play Area Working Group	Cllrs Appleby, Houston and Peirce <b>Vacancy</b> (Youth Representative)
Stretton/Rolleston Parish Councils' Liaison Representatives	Cllrs Appleby and Badcock

**6. Appointment of representatives on Outside Bodies**

<b>Outside Body</b>	<b>Current Representative(s)</b>
Rolleston Almshouse Trust	Cllrs Appleby and Sanderson
Rolleston United Foundation	Cllr Stewart

**7. Village area allocations**

To allocate areas of the village for councillors to monitor against the Environmental Contract and Mowing Contract specifications. The areas are:

<b>Area</b>	<b>Councillor currently covering the area</b>
Craythorne Playing Field, Craythorne Woods and Walford Road Jitty	Ellen McManus
Diamond Jubilee Orchard and Orchard verge	Mike Robson
Elizabeth Avenue play area and playing field	Simon Appleby
Fiddlers Lane Bridleway and Footpath 9 (FP09) at the eastern side of Brook Hollows	Michael Badcock
Grass verges on Anslow Lane, Beacon Road, Beacon Drive, Dodslow Avenue and Elizabeth Avenue	Simon Appleby
Jinny Trail	Steve McManus
Meadow View, including Platinum Jubilee 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	Bruno Gallone
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>	Bruno Gallone Andy Peirce Clare Stewart

**8. Planning matters**

**8.1 Planning applications**

Application No.	Location	Proposal
P/2026/00325	Ivy Cottage Chapel Lane	Removal of stump and fallen debris of 1 Apple tree
P/2026/00360	85 Hall Road	Demolition of existing conservatory to facilitate the erection of a single storey rear extension including roof light with 150mm upstand and alterations to existing rear dormers to include external and internal insulation and lead effect cladding

9. To consider the Minutes of the meeting held on 13 April 2026 (Enclosure 1)
10. Matters arising from the previous meeting
11. Councillors' reports
12. Internal Audit Report for the year ended 31 March 2026 (Enclosure 2 – to follow)
13. Annual Governance and Accountability Return (AGAR) year ended 31 March 2026 (Enclosure 3 – to follow)
14. Public Rights period for the 2025/26 Annual Governance and Accountability Return (AGAR)  
The council is requested to agree that the Date of Announcement and the Public Rights period are:  
  

Date of Announcement:	02 June 2026
Public Rights period:	03 June – 14 July 2026 inclusive
15. Appointment of Internal Auditor for the 2026/27 financial year (Enclosure 4)
16. Financial matters
  - 16.1 Schedule of payments at 05 May

Payee	Description	Payment Method	Gross £	VAT £
Amazon	Stationery	Debit Card (Pd 27/04/26)	25.90	4.32
B Gallone	Reimbursement (APM refreshments)	BACS (Pd 28/04/26)	10.20	0.46
Amazon	Copy paper	Debit Card (Pd 29/04/26)	19.99	3.33
Freeola	Hosting village website	DD	14.76	2.46
P Gould	Mowing contract	BACS	1,354.58	0.00
Clerk	Salary and expenses	BACS	1,492.88	0.62
J Deacon	Install accessible picnic table and bench; path repairs (both items Brook Hollows Donor funds)	BACS	3,912.00	652.00
Hardy Signs Ltd	Update Honours Board	BACS	98.40	16.40
J Deacon	Environmental Contract £1,376.10 Craythorne gate lock/unlock £252.00 Paint for contract work £91.58 Repairs to Stile 14 £36.00	BACS	1,755.68	292.61
		<b>TOTALS</b>	<b>8,684.39</b>	<b>972.20</b>

## 16.2 Bank reconciliation at 30 April

		Bank Accounts		Total £
		Community £	Commercial Instant Access £	
31 March 2026	Bank Statement	18,056.50	87,446.15	105,502.65
Movement in funds to date	<b>PLUS</b> Income	53,064.00	3,285.93	56,349.93
	<b>LESS</b> Expenditure	8,481.96	0.00	8,481.96
30 April 2026	Bank Statement	62,638.54	90,732.08	153,370.62

## 16.3 Earmarked Reserves at 30 April

	Opening funds 01/04/2026 £	Movement in funds to date £	Available funds 30/04/2026 £
Environmental improvements	15,000.00	0	15,000.00
Brook Hollows	7,526.50	0	7,526.50
Play areas	20,000.00	0	20,000.00
Speed Indicator Device	6,000.00	0	6,000.00
<b>Total</b>	<b>48,526.50</b>	<b>0</b>	<b>48,526.50</b>

## 17. Receipts and payments to 30 April 2026 (Enclosure 5)

### 18. S106 funds

### 19. Flooding

#### 19.1 Environment Agency (EA) report

There are no significant changes to report this month. As outlined in our previous correspondence, we are currently seeking Local Levy funding to support initial property-level surveys this year. We expect to receive confirmation on whether this funding has been secured by July at the earliest.

In parallel, we are continuing to progress the development of Natural Flood Management (NFM) options. A key early stage of this work involves identifying and engaging with relevant landowners to explore potential opportunities within the catchment.

We will continue to keep the Parish Council informed as the project develops and as further updates become available.

## 20. Review of policies

The council is asked to review the following policies (no amendments are required to Enclosures 6A, 6B, 6C and 6E):

- Anti-Fraud & Corruption Policy (**Enclosure 6A**)
- Financial Regulations (**Enclosure 6B**)
- Members and Officers Subsistence/Mileage 2025/26 (**Enclosure 6C**)
- Safeguarding Policy (Draft) (**Enclosure 6D**)
- Standing Orders (**Enclosure 6E**)

## 21. Craythorne Road: Traffic Survey report

Dynamic Transport Planning advise that they have received the traffic survey data for the Craythorne Road survey (**Enclosure 7**) - they extracted some key figures in the table below:

	Week 1		Week 2	
	Daily Flow	Average Speed	Daily Flow	Average Speed
To Rolleston (NB)	535	36.4	543	36.2
To Stretton (SB)	421	35.1	426	35.6

There is an average of just over 500 vehicles moving toward Rolleston and just over 400 moving toward Stretton each day. Speeds on average are around 35/36mph.

The attached report includes further details such as peak times, which appear to be 8-9am and 3-4pm. The report also shows the number of heavy goods vehicles using the road, around 60 per day.

**22. Correspondence**

**22.1 Staffordshire Parish Councils Association**

Bulletins have been circulated to all councillors.

**22.2 Comms Log**

The Communications Log has been regularly circulated to all councillors.

**23. 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.

**24. Quotations (Enclosure 8 – to follow)**

**25. Contract Reviews (Enclosures 9A and 9B)**

**26. Council correspondence**

**Minutes of a meeting of Rolleston on Dove Parish Council  
held at the Old Grammar School Room, Church Road on  
Monday 13 April 2026 commencing at 7pm**

**Present**

Councillor Stewart (in the Chair)

Councillors Appleby, Houston, Peirce, Robson, Sanderson and Storer

**In attendance**

Ten members of the public

Mary Danby, Clerk

**Public Forum**

**Knowles Hill**

Knowles Hill residents referred to the recent accident on 31 March which had seen a fence and shed destroyed by a vehicle which had left the road at speed. They expressed their concerns that the raised mini roundabout currently proposed by Staffordshire Highways at the junction of Rolleston Road/Knowles Hill/Beacon Road would not deter speeding and they believed that a vehicle would launch into the Knowles Hill properties if they hit the raised mini roundabout at speed.

The residents asked that pressure be put on Staffordshire Highways to not install a mini roundabout and that a road narrowing scheme, i.e. priority give way, be installed instead.

Councillor Stewart advised that County Councillor White had confirmed that the current proposal would be published for consultation at the end of April 2026 and this process had to be completed.

The residents said that their house insurance had risen significantly due to the damage caused to their properties by speeding vehicles leaving the road and crashing into their properties. There was also the belief that these incidents will, or could, adversely affect property values.

The residents asked that the Parish Council invite the Staffordshire Highways Officer responsible for the proposed scheme to the next meeting so that they could explain the technicalities behind the scheme and why it was considered to be the best option. The residents asked that the MP, County and Borough Councillors be invited as well to hear and respond to residents concerns. The council **agreed** to issue the invitations.

The council also **agreed** to ask Staffordshire Highways to consider the installation of concrete bollards on the SCC-owned grass verge at the corner of Knowles Hill/Beacon Road as an urgent measure to prevent further damage to properties from vehicles leaving the road at speed.

**Craythorne Road**

Craythorne Road residents referred to a recent report on social media that an XL Bully dog had allegedly been seen roaming and that several sheep had been killed. Councillors confirmed that no reports had been received by the Parish Council and they were advised to report all such incidents immediately to the Police.

Reference was also made to ASB by older children on the roof of the old driving range from which they were throwing stones. There had also been a large gathering of young people in the large green building opposite the farm on Easter Monday. The residents said that they had raised these issues at the recent Stretton Parish Council meeting and Councillor Slater had subsequently arranged for PCSO Worden to visit them to discuss these issues and Councillor Appleby agreed to attend this meeting if he is able to. Councillors **agreed** that the incidents would also be reported to the local PCSO/Police Officer for investigation/monitoring.

**Planning Application No. P/2026/00281**

Meadow Fields residents expressed their concerns regarding the above planning application and said that they hoped that the council would support their objections.

**187. Apologies for absence**

Councillors Badcock, Gallone, E McManus and S McManus.  
Alice Peck, Youth Representative.

Councillor Stewart reported that Lydia Press had resigned as a Youth Representative due to revision/exam pressures and that de Ferrers would be approached in September for a replacement to join Alice as a Youth Representative.

**188. Declarations of Interest and Dispensations**

None declared.

**189. Planning matters**

**189.1 Planning applications**

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

Application No.	Location	Proposal	Comment
P/2026/00247	The Firs Hall Grounds	Remodelling of existing dwelling including alterations to existing rear extension to form flat roof with installation of roof lantern, alterations to fenestration on all elevations and associated works and retention of roof alterations to include to installation of roof lights	No objection
P/2026/00279	Spread Eagle Hotel Church Road	Display of 4 no. non-illuminated fascia signs, 1 no. externally illuminated hanging sign, 3 no. non-illuminated wall mounted signs, 1 no. non-illuminated door mounted sign, 2 no. non-illuminated pole mounted warning signs and 3 x lanterns	No objection
P/2026/00280	Spread Eagle Hotel Church Road	Listed Building application for the display of 4 no. non-illuminated fascia signs, 1 no. externally illuminated hanging sign, 3 no. non-illuminated wall mounted signs, 1 no. non-illuminated door mounted sign and 3 x lanterns	No objection
P/2026/00281	Land off Meadow View	Planning in Principle application for the erection of up to 6 self-build dwellings	Objection – see Annex 1
P/2026/00309	Alders Reach (Driveway)	Overall crown reduction up to 1.5 metres and crown lift up to 1.5 metres of eight Yew trees (T1 to T8)	No objection
P/2026/00313	18 Burnside	Erection of a replacement porch and single storey front infill extension with gable roof, remodelling of the	No objection

		frontage including the removal of bay windows and installation of roof lights	
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**190. Minutes**

**Resolved** That the Minutes of the meeting held on 09 March 2026 be approved and signed as a true record.

**191. Matters arising**

**Minute 174.8 re Lord-and-Ladies at the Diamond Jubilee Orchard**

Councillors **agreed** to erect a suitably worded sign at the Orchard, Councillor Stewart will circulate a draft to all Councillors for approval prior to installation.

**192. Councillors reports**

192.1 Councillor Peirce reported that the road to the Ford from the Brookhouse had been cleared but he, nor the other Councillors, knew who had done this work.

192.2 Councillor Appleby said that he would circulate some dates when the Burnside railings could be washed and re-painted. Councillors asked if the railings on Brookside could also be washed and re-painted if time permitted.

He also asked if the council would be putting up the bunting for the Transport Festival along the Burnside railings and The Croft bridge, noting that the existing bunting was in poor condition and would need to be replaced. **Agreed** that replacement bunting be purchased and that this be put up for the Transport Festival.

192.3 Councillor Stewart:

- Reported that she had met with the Church Warden, Tim Salmon and Paul Simnett regarding the Church wall between the Church and The Croft which needs to be repaired and discussions had taken place on how the funds for this work might be raised. It had been agreed that grants will be applied for (both SCC and ESBC's Councillor Funds open in May) and approaches will be made to local organisations to secure the funding.
- This is the third year of the current Environmental and Mowing contracts and the first review meetings with the contractors would be held this this month.
- She reminded Councillors that the Annual Parish Meeting would be taking place on Monday 27 April.
- Referred to work done by the Station Heritage Group in planting flowers and asked that a letter of thanks be sent for all the work they are doing in improving the platform area – **agreed**.

**193. Financial matters**

**193.1 Schedule of payments**

Payee	Description	Payment Method	Gross £	VAT £
Rolleston Scout Group	Rollestonbury 2026 tickets (part of Rollestonian of the Year award)	Debit Card (Pd 12/03/26)	38.50	0.00
J Deacon	Re-stoning part of Jinny Trail path	BACS (Pd 13/03/26)	9,330.00	1,555.00
St Mary's Church, Rolleston	S.137 Grant Aid (Church clock – Min. No. 183.4 refers)	BACS (Pd 16/03/26)	100.00	0.00

BB Trees Ltd	Arboricultural report on 2 no. Lime trees at The Croft	BACS (Pd 26/03/26)	552.00	92.00
G Stewart	Reimbursement: Hammerite (Burnside railings)	BACS (Pd 26/03/26)	21.99	3.67
B Binns	Tree works (The Croft)	BACS (Pd 30/03/26)	1,030.00	0.00
P Gould	Mowing contract	BACS	1,354.58	0.00
Viking Office UK Ltd	A4 copy paper, C4 envelopes £83.90 Postage stamps, A3 copy paper £306.15	BACS	390.05	17.28
Clerk	Salary and expenses	BACS	1,506.49	2.52
J Deacon	Environmental contract £1,376.10 Craythorne lock/unlock £223.20 Craythorne/Tafflands: Remove fallen tree from hedge £54.00 Elizabeth Avenue playing field: Remove all waste at rear of Hawksley Drive, level and re-seed £180.00 Shotwood Close POS: Dig out Ivy under Pyracantha and re-seed £192.00	BACS	2,025.30	337.55
SLCC	2026/27 Subscription (Pro rata)	BACS	197.50	0.00
SLCC Enterprises Ltd	Regional Training Seminar – delegate fee	BACS	102.00	17.00
SPCA	Membership fees 2026/27: NALC £243.47 SPCA £500.00	BACS	743.47	0.00
Brierley Hill Crystal	Rollestonian of the Year award	BACS	77.48	12.91
ESBC	Bin emptying 1 <sup>st</sup> qtr 2026/27	BACS	1,606.46	267.74
Rialtas Business Solutions Ltd	Accounts software support and maintenance licence renewal	BACS	252.00	42.00
Lloyds Bank	Bank charges	DD	4.25	0.00
O2	Council mobile	DD	17.40	2.90
Ricoh UK Ltd	Photocopier: Qtrly rental £95.51 Qtrly Copies charge £53.38	BACS	148.89	24.82
<b>Total</b>			<b>19,498.36</b>	<b>2,375.39</b>

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

#### 193.2 Bank reconciliation at 31 March 2026

		Community Account	Instant Access Account	Total
01 April 2025	Opening balances	£ 15,667.27	£77,360.20	£ 93,027.47
Movement in funds to date	<b>PLUS</b> Income	£112,262.68	£10,085.95	£122,348.63
	<b>LESS</b> Expenditure	£109,873.45	£ 0.00	£109,873.45
31 March 2026	Bank Statement	<b>18,056.50</b>	<b>£87,446.15</b>	<b>£105,502.65</b>

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

**193.3 Earmarked Reserves**

**Resolved** That the council's Earmarked Reserves (EMRs) at the 2025/26 year end, 31 March were:

	<b>Opening funds 01/04/2025</b>	<b>Closing funds 31/03/2026</b>
Environmental improvements	£ 7,100.00	£15,000.00
Brook Hollows	£ 9,326.50	£ 7,526.50
Play areas	£20,250.00	£20,000.00
Speed Indicator Device	£11,000.00	£ 6,000.00
<b>Total</b>	<b>£47,676.50</b>	<b>£48,526.50</b>

**194. Receipts and payments to 31 March 2026**

**Resolved** That:

- The receipts and payments to 31 March be noted.
- Nominal Code 4260 (Trees) be increased from £5,000 to £10,000 due to the anticipated costs associated with the Lime trees on The Croft.

**195. S106 Funds**

Councillor Stewart reported that ESBC's Principal Solicitor had confirmed that the draft deed of variation had been prepared by the external solicitors and it was currently with Planning Officers for comments.

**196. Flooding**

196.1 **Agreed** That the latest progress report was received from the Environment Agency (EA).

196.2 **Agreed** That the EA's response to the queries put at the previous meeting be noted.

196.3 Councillor Badcock had asked that the following information be given at the meeting:

**Natural flood Management:** I am in touch with Tim Pickering from the EA about this. I am trying to agree a meeting sometime week commencing 20 April. In principle ESBC have agreed that work could be carried on their land out where the brook enters Brook Hollows. This is where a third lake used to be. It is now two small islands with streams around them. I have also spoken to landowners further upstream and got agreements to at least talk.

**197. Martyn's Law**

It was noted that the Government is still working on the guidance to be published prior to Martyn's Law being implemented (currently scheduled for April 2027).

It was **agreed** that all Councillors be given the opportunity to complete the Action Counters Terrorism virtual training course (ACT Awareness e-learning) – details will be circulated by the Clerk.

Councillors noted that the Chair and Clerk had commenced logging details of when Martyn's Law had been discussed by the council and details of training that had been undertaken. Those Councillors who undertake the ACT course were requested to confirm to the Clerk when the training has been successfully completed.

**198. ESBC: Consultation launch - Housing Allocations Policy (2026)**

**Resolved** That the consultation be noted without comment.

**199. Resistograph report: 2 No. Lime trees on The Croft**  
**Resolved That:**

- The report be noted.
- The council agrees in principle to plant replacement trees.

**200. Correspondence**

**200.1 SPCA Bulletin**

The SPCA Bulletin and other information had been regularly provided to Councillors.

**200.2 Comms Log**

The Comms Log had been regularly provided to Councillors.

**200.3 SPCA: Staffordshire Day**

**Resolved** That the information be noted without comment.

**200.4 SPCA: Neighbourhood Governance Campaign**

**Resolved** That Councillor Stewart be authorised to amend the template letter on behalf of the council and that this should be sent to the MP.

**200.5 SPCA: Free planning advice service**

**Resolved** That the information be retained on file and the service accessed when the council requires advice regarding planning applications.

**201. Exclusion of 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.

**202. Quotations**

**202.1 The Croft: Lime trees**

**Resolved** That the quotation provided by BB Trees Ltd in the sum of £440 plus VAT be accepted to inspect the trees in the line on The Croft this summer and resistograph test the Lime closest to Brook Hollows.

The meeting closed at 8.30pm

Signed .....

Date .....

**Minute No. 189.1**

**P/2026/00281**

**Planning in Principle application for the erection of up to 6 self-build dwellings**

**Submission to Bali Kaur, East Staffordshire Borough Council**

Dear Ms Kaur

Rolleston on Dove Parish Council considered the above planning application at its meeting on 13 April 2026 and agreed:

The Ward Councillors are requested to call in the application for consideration by ESBC's Planning Committee.

Objection on the following grounds:

- The housing target for Rolleston on Dove has already been met.
  
- National Planning Policy Framework (NPPF) says the development must demonstrate "safe and suitable access to the site can be achieved for all users". Access to the site is of extreme concern as the existing private drive does not meet minimum requirements for fire service access, i.e. 3.7m between kerbs nor does it provide sufficient room for two cars to pass into a development of more than one house as is proposed.
  
- It is unclear if the proposed (varying) number of houses using this single private drive access entrance would be permitted as no supporting reference is made to either the ESBC Local Plan and the ESBC Design and Amenity Guide. Shared drives must meet the requirements laid out in these, ensuring they do not lead to significant noise, disturbance, or loss of privacy (amenity) for existing residents and have been evaluated for safe vehicle access and manoeuvring space.
  
- A tree survey is requested as the site is an old orchard (the trees are known to be in excess of 60 years old) and there may be old varieties of fruit trees that could be lost to cultivation. Councillors queried whether any of the existing trees were the subject of TPOs. No supporting current arboricultural assessment or tree and hedgerow survey of the site has been provided to support the statement that the trees are of poor quality or of how the mature trees will be protected from the impact of development, which is in conflict with East Staffordshire Local Plan Policy DP8 (Tree Protection).
  
- It is known by those adjacent to the site that as it is an overgrown orchard providing habitat for a variety of wildlife including nesting birds and potentially protected species including bats. No current ecological survey is provided merely reference to old assessments. This then fails to comply with the requirements to meet Policy SP29 (Biodiversity and Ecology) as the ecological information is out of date and cannot be valid to assess impacts on protected species nor to demonstrate how BNG will be met.
  
- Concern was expressed as to how drainage and foul water would be dealt with given that the site lies at a lower ground level than surrounding properties. The proposal fails to comply with Policy SP27 (Flood Risk) as it does not provide a drainage strategy, no foul water assessment and no details of how a pumped drainage solution (if required given the disparity of site level ) would work or be assessed.

**Annex 1**

- Clarity is required regarding the number of proposed dwellings as there is ambiguity regarding this. The Planning Statement refers to "... between 5 and 7 dwellings" on pages 5 and 15; "... range of 3-7 dwellings" on pages 7, 10 and 11; "... between 3 and 5..." on page 11 and there is reference to "... up to 4 dwellings..." on page 12.
- Given the lack of clarity around the number of dwellings, the lack of a layout plan and the proposal of self-build (so potentially all the properties could be of different types/character/materials) the proposed development fails to comply with the requirements of Policies DP1, DP3 and SP24 - it is unclear how it will avoid over development, enhance and form a positive contribution to the local character and what impacts there might be on the existing residents. No clear evidence is provided to support these development principles.
- A query was raised as to whether the site was originally a ridge and furrow farming site and if so how would the development take account of this type of landscape character, biodiversity, and heritage.

## **Kim Squires Internal Audit Services**

52 HANDSACRE COURT  
CANON LANE  
RUGELEY  
STAFFORDSHIRE  
WS15 1PQ

17 April 2026

Dear Councillor,

### **Proposal to provide Independent Internal Audit Services to Rolleston on Dove Parish Council.**

We will carry out an independent examination of the 2026/27 Annual Return to the Audit Commission in accordance with the standards laid out in the Accounts and Audit Regulations, 2020 and embodied in the Smaller Authorities Proper Practices Panel (SAPPP) Practitioners Guide (England) March 2026. We consider these standards to be the minimum requirements and always attempt to exceed them in our examination.

In summary, we would expect to cover the following areas in our examination:

- Proper Bookkeeping
- Financial Regulations, Standing Orders and Payment Controls (including VAT)
- Risk Management and Insurance arrangements
- Budgetary Controls
- Income Controls
- Petty Cash Procedures (where applicable)
- Payroll Controls
- Assets Control
- Bank Accounts and Reconciliation
- Year End Procedure
- Data and Digital Compliance
- Transparency Code and website compliance in line with current legislation to include Assertion 10

We will also offer advice where we identify working practices that can be improved.

Our work will be carried out by myself but we do reserve the right to seek technical advice elsewhere if there is a need. In cases where a need arises, our questions will be in confidence and any costs will be within the fees we agree or notified and agreed with you in advance.

You will be aware that we already carry out similar services for a number of varied councils ranging from those with turnover of less than £10,000 to those with turnover in excess of £200,000. I am a full member of the Internal Auditors' Forum (IAF), a professional body that works to create the highest standards of Internal Audit and works closely with both National Association of Local Councils (NALC) and SAPPP. I have previous experience as a Parish Clerk to a medium sized Parish Council and further 'locum' work trouble-shooting for a number of Councils. I have almost twenty years of experience in Local Government following a 25 year teaching career.

In carrying out the audit work, I will normally make at least two visits to your offices during the audit year (this being the minimum requirement under the SAPPP regulations). An interim visit, usually made around October/November, to carry out a detailed examination of

your procedures and do sample checks on transactions based on your current risk assessment and to verify the veracity of your precept calculations. This visit also satisfies the SAPP recommendation to collect data during the year.

A final examination visit would then sign off the Annual Return having first verified the accounts and supporting schedules. An annual report letter is sent to your Council following the final examination. Any issues that are identified during the interim visit(s) would immediately be documented and communicated to the Clerk/RFO, for action prior to the final examination.

For the work likely to be involved in clearing the Annual Return this fiscal year, we undertake that our normal fee will not exceed £184.00 plus any travel and out of pocket expenses (see below). This estimate is based on our understanding of the 2025/26 expenditure and precept and on the understanding that there are no major issues carried over from the current or last year. It also assumes that you will have balanced and fully reconciled the accounts before we undertake the final examination and that you will be making a Form 3 Annual Governance and Accountability Return. Please bear in mind that you will not be billed for this work until after the start of the 2027/28 fiscal year.

Expenses will only be charged as incurred and any car mileage will be at the recommended HM Revenue and Customs rate.

If accepted by the Council, the above proposal constitutes an ongoing contract, renewable by resolution of the Council each year. If the Council seeks advice relating to the current year before extending the contract, it will be assumed that the Council intends to renew the contract. If the Council does not resolve to extend the contract, a commensurate fee will be charged for work arising from any advice sought. Fees will increase in line with the RPI, and rounded to the nearest 50p, at 1<sup>st</sup> July annually.

We trust the above will meet with your Council's approval and remind you that must discuss the appointment of your internal auditor and ratify and minute the appointment during the current financial year.

Yours sincerely

Kim Squires

**Rolleston on Dove Parish Council**  
**Receipts and payments to 30 April 2026**

Nominal Code	Description	Actual to 31/03/2026 £	Projected YE 2026/27 £	Actual to 30/04/2026 £	2026/27 Budget £
<b>100</b>	<b>Income</b>				
1076	Precept	99,212		52,087	104,173
1090	Interest Received	560		37	540
1100	Grants & Donations Received	4,700		-	-
1110	Council Tax Support Grant	1,665		833	1,665
1200	Garden rents	125		125	125
1220	Allotment rents	20		20	20
1250	Football pitch fees	260		-	50
1270	SCC: Annual grass cutting	5,339		-	5,525
115	VAT reclaim	9,556		-	-
1999	Other income	876		3,249	600
	<b>Income</b>	<b>122,313</b>		<b>56,350</b>	<b>112,698</b>

Nominal Code	Description	Actual to 31/03/2026 £	Projected YE 2026/27 £	Actual to 30/04/2026 £	2026/27 Budget £
<b>200</b>	<b>Administration</b>				
4000	Staff salary	21,970		1,465	22,629
4020	Employer's National Insurance	2,545		-	2,644
4030	Payroll Services	110		-	100
4050	Use of Home as Office	178		15	195
4100	Insurance	1,892		-	1,892
4110	Audit Fees	605		-	810
4115	Bank charges	53		4	51
4120	Photocopier: Rental/Maint.	425		80	318
4121	Photocopier: Copy charges	430		44	500
4125	Stationery	117		134	270
4127	Village Directory	195		-	200
4130	Postage	724		286	750
4140	Council mobile	192		15	200
4150	Subscriptions	733		941	1,200
4160	Training	415		85	500
4180	Room hire	290		-	275
4190	Mileage expenses	211		12	220
4195	Parking fees	3		3	10
4200	Play areas R&M	1,938		-	5,500
4205	Craythorne barrier: Lock/unlock	2,196		186	2,555
4210	RPC website	592		-	625
4211	Village website	71		-	79
4220	IT / Software	575		210	580
4230	S137 Expenditure	620		-	100
4240	Mowing contract	16,600		1,355	17,000
4250	Bin emptying	5,134		1,339	5,476
4260	Trees	3,112		-	10,000
4265	Plants (troughs, planters)	1,396		-	2,000
4270	Environmental contract	13,761		1,147	13,761
4275	General R&M and Out of Scope works	2,636		355	5,500
4280	Bus shelter	2,000		-	3,422
4285	Flooding	-		-	2,000
4300	Projects	-		-	5,000
4310	Professional fees	1,950		-	5,000
4320	Capital expenditure	-		-	800
4330	Other administration	1,021		74	2,000
4999	Contingency	168		-	5,000
515	VAT on payments	9,388		733	-
	<b>Total Expenditure</b>	<b>94,245</b>		<b>8,482</b>	<b>119,162</b>
	<b>Total Income</b>	<b>122,313</b>		<b>56,350</b>	<b>112,698</b>
	<b>Net Income/Expenditure</b>	<b>28,068</b>		<b>47,868</b>	<b>- 6,464</b>

Budget increased from £5,000 (Min. No. 194 refers)

**Earmarked Reserves (EMRs)**

Nom. Code	Description	Opening funds 01/04/2026 £	Movement in funds £	Funds at 30/04/2026 £
320	Environmental improvements	15,000.00	-	15,000.00
322	Brook Hollows (Donor funds)	7,526.50	-	7,526.50
325	Play Areas	25,000.00	-	25,000.00
329	Speed Indicator Device (SID) posts	6,000.00	-	6,000.00
	<b>TOTAL</b>	<b>53,526.50</b>	<b>-</b>	<b>53,526.50</b>

**Funds statement at 30 April 2026**

Total funds held in bank accounts	£ 153,370.62
LESS Earmarked Reserves	-£ 53,526.50
General Reserves	£ 99,844.12

**ROLLESTON ON DOVE PARISH COUNCIL  
ANTI-FRAUD AND CORRUPTION POLICY**

**1. Statement of Intent**

- 1.1 In carrying out its functions and responsibilities Rolleston on Dove Parish Council (“RPC”) will promote a culture of honesty, openness and fairness and requires elected members and employees at all levels to conduct themselves in accordance with the principles contained in The Relevant Authorities (General Principles) Order 2001 throughout their term of office or employment with RPC. The principles contained in the Order are detailed in Appendix A.

Consequently, RPC recognises and accepts the need for an Anti-Fraud and Corruption Policy.

RPC will not tolerate fraud and corruption in the administration of its responsibilities and will deal equally with offenders whether from inside or outside RPC.

- 1.2 Fraud and corruption are defined as follows:

- Fraud is the intentional distortion of financial statements, accounts or other records by persons internal or external to the authority which is carried out to conceal the misappropriation of assets or otherwise for gain or to mislead or misrepresent.
- Corruption is the offering, giving, soliciting or acceptance of an inducement or reward which may influence the action of any person to act against the interests of an organisation.

In addition, corruption is hereby defined to also include the deliberate failure to disclose an interest in order to obtain a financial or other pecuniary gain for oneself or another.

This policy identifies a series of measures designed to frustrate any attempted fraudulent or corrupt acts and the steps to be taken if such action occurs. The policy is presented in six areas as follows:

Section 2: Culture

Section 3: Prevention

Section 4: Deterrence

Section 5: Detection and Investigation

Section 6: Awareness and Training

**2. Culture**

- 2.1 RPC promotes a culture of honesty, openness and fairness which supports its opposition to fraud and corruption. The prevention and detection of fraud and corruption and the protection of the public purse are the responsibility of everyone. The elected members and employees play an important role in creating and maintaining this culture. All are positively encouraged to raise concerns regarding fraud and corruption in the knowledge that such concerns will wherever possible be treated in confidence.

- 2.2 RPC will ensure that any allegations received will be taken seriously and investigated in an appropriate manner. Those who defraud RPC or who are corrupt or who instigate financial

malpractice will be dealt with firmly. There is however a need to ensure that any investigation process is not misused and, therefore, any abuse may, where appropriate, be dealt with as a disciplinary matter.

- 23 Where fraud and corruption has occurred due to a breakdown in systems or procedures, arrangements will be made to ensure that the appropriate improvements in systems of control are implemented to prevent a re-occurrence.

### **3. Prevention**

#### **3.1 Role of Elected Members**

As elected representatives all Members of the Council have a duty on behalf of their electorate to protect RPC from all forms of fraud and corruption. This is reflected through the adoption of this Policy and compliance with the Code of Conduct for elected Members, RPC's Standing Orders and Financial Regulations and other relevant legislation.

When they take office elected Members are required to sign to the effect that they have read and understood the Code of Conduct. The Code requires elected Members, inter alia, to declare and register interests and to register receipt of gifts and hospitality. In addition, elected members are given the opportunity to attend periodic update sessions on matters of conduct and standards provided by the Borough Council's Monitoring Officer.

#### **3.2 Role of Officers and Employees**

##### **3.2.1 Officers**

Officers are responsible for the communication and implementation of this Policy in their respective work areas. They are also responsible for ensuring that employees are aware of RPC's Financial Regulations and Standing Orders and that the relevant requirements of each are being met in the day to day conduct of Council business.

Officers are expected to strive to create an environment in which employees feel able to approach them with any concerns they may have regarding suspected irregularities. All such concerns must be communicated to the Clerk.

Special arrangements will apply where employees are responsible for cash handling or are responsible for financial systems and systems that generate payments. Checks are carried out on a regular basis to ensure that proper procedures are being followed.

RPC recognises that a key preventative measure in dealing with fraud and corruption is ensuring that effective steps are taken at the recruitment stage to establish, as far as possible, the honesty and integrity of potential employees whether for permanent, temporary or casual posts. RPC has a recruitment procedure which contains appropriate safeguards on matters such as written references and verification of qualifications held. In addition, where appropriate, the relevant DBS checks will be undertaken for employees who will be required to work with children or vulnerable people.

##### **3.2.2 Employees**

The work of employees is governed by RPC's Standing Orders and Financial Regulations and other relevant policies, i.e. Health and Safety etc.

In addition to the above employees are responsible for ensuring that they follow the instructions given to them by their line manager particularly with regard to the safekeeping of RPC's assets.

Employees are expected to be aware of the possibility that fraud, corruption and theft may occur in the workplace. Concerns must be raised through use of RPC's Whistle Blowing Policy.

**33 Conflicts of Interest**

Elected Members must act as laid down in the Code of Conduct and employees must act in accordance with parish policies to ensure that they avoid situations where there is a potential for a conflict of interests. Effective role separation will ensure that decisions made are seen to be based on impartial advice and therefore avoid questions regarding improper disclosure of confidential information.

**34 Role of Internal Audit**

The Clerk is responsible for ensuring that there is an adequate and effective system of internal audit of RPC's accounting, financial and other systems in accordance with the provisions of the relevant Accounts and Audit Regulations. Internal audit plays a significant preventative role in ensuring that the relevant systems deter fraud and corruption and will work with management to identify the procedural changes necessary to prevent RPC from exposure to losses. Internal audit will also investigate cases of suspected irregularity or fraud.

**35 Role of External Audit**

The external auditor has a responsibility to review RPC's arrangements for preventing and detecting fraud and irregularities and arrangements designed to limit the opportunity for corrupt practices. This responsibility is satisfied by undertaking a number of specific reviews and tests of the adequacy of the relevant financial systems and other arrangements for the prevention and detection of fraud. The outcome of these reviews and tests are reported each year in the Annual Return which is presented to elected Members for approval at Council.

**4. Deterrence**

4.1 Fraud, corruption and theft are considered to be serious offences against RPC and employees will face a disciplinary investigation if there is an allegation that they have been involved in any of these activities. Where necessary, disciplinary action will be taken in addition to, or instead of, criminal proceedings depending on the circumstances of each individual case in a consistent manner.

4.2 Similarly, any elected Member will face appropriate action under this policy if it is shown that they have been involved in fraud, corruption or theft against RPC or have otherwise acted illegally.

4.3 RPC will not seek to cover up cases of fraud and corruption but conversely will try to ensure that the results of any action taken, including prosecutions, are notified to the media.

4.4 In all proven cases where financial loss has occurred and it is in the public's interest to do so

RPC will seek to recover such loss and will give consideration to publicising the fact.

- 45 All anti-fraud and corruption activities, including the adoption of this policy, will be publicised to make employees and the public aware of RPC's commitment to taking appropriate action on fraud and corruption when it occurs.

**5. Detection and Investigation**

- 5.1 Systems of internal control have been established together with Financial Regulations and Standing Orders to deter fraud and corruption. These are complemented by the work undertaken by Internal Audit in the review of systems and financial controls.

- 5.2 In addition, it is often the vigilance of employees and members of the public that aids detection. Employees are to be encouraged to raise their concerns without the fear of recrimination and RPC's Whistle Blowing procedure has been designed specifically to address this matter.

- 5.3 Frauds are, in some cases, discovered by chance or 'tip-off' and arrangements are in place to enable such information to be properly dealt with.

- 5.4 All suspected irregularities should be reported directly, or via an intermediary, to the Clerk. This is essential to ensure the consistent treatment of information regarding fraud and corruption and will facilitate a proper and thorough investigation.

- 55 Investigations will normally be conducted by the Clerk and reported to the Chairman who will determine whether or not referral to the Police is appropriate. The outcome of all investigations where loss has been suffered will be reported to RPC's external auditor.

- 56 Following the completion of an investigation, the circumstances will be assessed to determine the need for procedural and system changes to ensure that future risks are eliminated.

- 57 Where necessary, following the investigation, RPC's disciplinary procedures will be applied to any employee found to be guilty of improper behaviour.

**6. Awareness and Training**

- 6.3 RPC recognises that the sustained success of this policy and its general credibility will depend upon the effectiveness of its training programmes and awareness on the part of elected members and employees throughout the organisation.

- 6.4 Employees will be made aware of their responsibilities and the procedures to be followed for the safekeeping of RPC's assets and will be advised that failure to adhere to the specified procedures may lead to disciplinary action being taken.

**7. Conclusion**

RPC has in place a network of systems and procedures to assist in the prevention and detection of fraud and corruption. RPC is determined to ensure that these arrangements will keep pace with future developments in prevention and detection techniques regarding

fraudulent or corrupt activity that may affect its operations.

The Clerk has day to day responsibility for the successful operation of the relevant systems supported by internal and external audit and will ensure that this policy is reviewed annually in order to be satisfied that RPC's exposure to potential fraud and corruption is minimised and that the results of this review are reported to the Council.

Adopted: 08 April 2019

Reviewed: 11 May 2026

Next review date: May 2027

## **APPENDIX A**

### **THE GENERAL PRINCIPLES**

#### **Selflessness**

Members should only serve the public interest and should never improperly confer an advantage or disadvantage on any person.

#### **Honesty and Integrity**

Members should not place themselves in situations where their honesty and integrity may be questioned, should not behave improperly and should on all occasions avoid the appearance of such behaviour.

#### **Objectivity**

Members should make decisions on merit, including when making appointments, awarding contracts or recommending individuals for rewards or benefits.

#### **Accountability**

Members should be accountable to the public for their actions and the manner in which they carry out their responsibilities and should co-operate fully and honestly with any scrutiny appropriate to their particular office.

#### **Openness**

Members should be as open as possible about their actions and those of their authority and should be prepared to give reasons for those actions.

#### **Personal Judgement**

Members should take account of the views of others, including their political groups, but should reach their own conclusions on the issues before them and act in accordance with those conclusions.

#### **Respect for Others**

Members should promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation or gender disability. They should respect the impartiality and integrity of the authority's statutory officers and its other employees.

#### **Duty to Uphold the Law**

Members should uphold the law and, on all occasions, act in accordance with the trust that the public is entitled to place in them.

#### **Stewardship**

Members should do whatever they are able to do to ensure that their authorities use their resources prudently and in accordance with the law.

#### **Leadership**

Members should promote and support these principles by leadership, and by example, and should act in a way that secures or preserves public confidence.

# **ROLLESTON ON DOVE PARISH COUNCIL**

## **FINANCIAL REGULATIONS**

**Adopted 11 March 2019  
(Reviewed 11 May 2026)**

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These Financial Regulations were adopted by the Council at its Meeting held on 11 March 2019.

**1. GENERAL**

- 1.1 These financial regulations govern the conduct of financial management by the council and may only be amended or varied by resolution of the council. Financial regulations are one of the council's three governing policy documents providing procedural guidance for members and officers. Financial regulations must be observed in conjunction with the council's standing orders<sup>1</sup> and any individual financial regulations relating to contracts.
- 1.2 The council is responsible in law for ensuring that its financial management is adequate and effective and that the council has a sound system of internal control which facilitates the effective exercise of the council's functions, including arrangements for the management of risk.
- 1.3 The council's accounting control systems must include measures:
- for the timely production of accounts;
  - that provide for the safe and efficient safeguarding of public money;
  - to prevent and detect inaccuracy and fraud; and
  - identifying the duties of officers.
- 1.4 These financial regulations demonstrate how the council meets these responsibilities and requirements.
- 1.5 At least once a year, prior to approving the Annual Governance Statement, the council must review the effectiveness of its system of internal control which shall be in accordance with proper practices.
- 1.6 Deliberate or wilful breach of these Regulations by an employee may give rise to disciplinary proceedings.
- 1.7 Members of council are expected to follow the instructions within these Regulations and not to entice employees to breach them. Failure to follow instructions within these Regulations brings the office of councillor into disrepute.
- 1.8 The Responsible Financial Officer (RFO) holds a statutory office to be appointed by the council. The Clerk has been appointed as RFO for this council and these regulations will apply accordingly.
- 1.9 The RFO:
- acts under the policy direction of the council;
  - administers the council's financial affairs in accordance with all Acts, Regulations and proper practices;
  - determines on behalf of the council its accounting records and accounting control systems;
  - ensures the accounting control systems are observed;
  - maintains the accounting records of the council up to date in accordance with proper practices;

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<sup>1</sup> Model standing orders for councils are available in Local Councils Explained © 2025 National Association of Local Councils

- assists the council to secure economy, efficiency and effectiveness in the use of its resources; and
  - produces financial management information as required by the council.
- 1.10 The accounting records determined by the RFO shall be sufficient to show and explain the council's transactions and to enable the RFO to ensure that a record of receipts and payments and additional information is prepared for the council from time to time comply with the Accounts and Audit Regulations.
- 1.11 The accounting records determined by the RFO shall in particular contain:
- entries from day to day of all sums of money received and expended by the council and the matters to which the income and expenditure or receipts and payments account relate;
  - a record of the assets and liabilities of the council; and
  - wherever relevant, a record of the council's income and expenditure in relation to claims made, or to be made, for any contribution, grant or subsidy.
- 1.12 The accounting control systems determined by the RFO shall include:
- procedures to ensure that the financial transactions of the council are recorded as soon as reasonably practicable and as accurately and reasonably as possible;
  - procedures to enable the prevention and detection of inaccuracies and fraud and the ability to reconstruct any lost records;
  - identification of the duties of officers dealing with financial transactions and division of responsibilities of those officers in relation to significant transactions;
  - procedures to ensure that uncollectable amounts, including any bad debts are not submitted to the council for approval to be written off except with the approval of the RFO and that the approvals are shown in the accounting records; and
  - measures to ensure that risk is properly managed.
- 1.13 The council is not empowered by these Regulations or otherwise to delegate certain specified decisions. In particular any decision regarding:
- setting the final budget or the precept (council tax requirement);
  - approving accounting statements;
  - approving an annual governance statement;
  - borrowing;
  - writing off bad debts;
  - declaring eligibility for the General Power of Competence; and
  - addressing recommendations in any report from the internal or external auditors,
- shall be a matter for the full council only.
- 1.14 In addition, the council must:
- determine and keep under regular review the bank mandate for all council bank accounts;
  - approve any grant or a single commitment in excess of £1,000; and

- in respect of the annual salary for any employee have regard to recommendations about annual salaries of employees made by the relevant committee in accordance with its terms of reference.

1.15 In these financial regulations, references to the Accounts and Audit Regulations or ‘the regulations’ shall mean the regulations issued under the provisions of section 27 of the Audit Commission Act 1998, or any superseding legislation, and then in force unless otherwise specified.

In these financial regulations the term ‘proper practice’ or ‘proper practices’ shall refer to guidance issued in *Governance and Accountability for Local Councils - a Practitioners’ Guide (England)* issued by the Joint Practitioners Advisory Group (JPAG), available from the websites of NALC and the Society for Local Council Clerks (SLCC).

## **2. ACCOUNTING AND AUDIT (INTERNAL AND EXTERNAL)**

2.1 All accounting procedures and financial records of the council shall be determined by the RFO in accordance with the Accounts and Audit Regulations, appropriate guidance and proper practices.

2.2 On a regular basis, at least once in each quarter, and at each financial year end, a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the council.

2.3 The RFO shall complete the annual statement of accounts, annual report, and any related documents of the council contained in the Annual Return (as specified in proper practices) as soon as practicable after the end of the financial year and having certified the accounts shall submit them and report thereon to the council within the timescales set by the Accounts and Audit Regulations.

2.4 The council shall ensure that there is an adequate and effective system of internal audit of its accounting records, and of its system of internal control in accordance with proper practices. Any officer or member of the council shall make available such documents and records as appear to the council to be necessary for the purpose of the audit and shall, as directed by the council, supply the RFO, internal auditor, or external auditor with such information and explanation as the council considers necessary for that purpose.

2.5 The internal auditor shall be appointed by the council and shall carry out the work in relation to internal controls required by the council in accordance with proper practices.

2.6 The internal auditor shall:

- be competent and independent of the financial operations of the council;
- report to council in writing, or in person, on a regular basis with a minimum of one annual written report during each financial year;
- to demonstrate competence, objectivity and independence, be free from any actual or perceived conflicts of interest, including those arising from family relationships; and
- have no involvement in the financial decision making, management or control of the council.

- 2.7 Internal or external auditors may not under any circumstances:
- perform any operational duties for the council;
  - initiate or approve accounting transactions; or
  - direct the activities of any council employee, except to the extent that such employees have been appropriately assigned to assist the internal auditor.
- 2.8 For the avoidance of doubt, in relation to internal audit the terms 'independent' and 'independence' shall have the same meaning as is described in proper practices.
- 2.9 The RFO shall make arrangements for the exercise of electors' rights in relation to the accounts including the opportunity to inspect the accounts, books, and vouchers and display or publish any notices and statements of account required by Audit Commission Act 1998, or any superseding legislation, and the Accounts and Audit Regulations.
- 2.10 The RFO shall, without undue delay, bring to the attention of all councillors any correspondence or report from internal or external auditors.

### **3 ANNUAL ESTIMATES (BUDGET)**

- 3.1 The RFO must each year, but no later than December, prepare detailed estimates of all receipts and payments including the use of reserves and all sources of funding for the following financial year in the form of a budget to be considered by the council.
- 3.2 The council shall fix the precept (council tax requirement), and relevant basic amount of council tax to be levied for the ensuing financial year not later than by the end of January each year in line with East Staffordshire Borough Council's submission date. The RFO shall issue the precept to the billing authority and shall supply each member with a copy of the approved annual budget.
- 3.3 The approved annual budget shall form the basis of financial control for the ensuing year.

### **4 BUDGETARY CONTROL AND AUTHORITY TO SPEND**

- 4.1 Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:
- the council for all items over £5,000;
  - a duly delegated committee of the council for items over £500; or
  - the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £500.

Such authority is to be evidenced by a minute.

Contracts may not be disaggregated to avoid controls imposed by these regulations.

- 4.2 No expenditure may be authorised that will exceed the amount provided in the revenue budget for that class of expenditure other than by resolution of the council, or duly delegated committee. During the budget year and with the approval of council having considered fully the implications for public services, unspent and available amounts may be moved to other budget headings or to an earmarked reserve as appropriate ('virement').

- 4.3 Unspent provisions in the revenue or capital budgets for completed projects shall not be carried forward to a subsequent year.
- 4.4 The salary budgets are to be reviewed at least annually in December for the following financial year and such review shall be evidenced by a hard copy schedule signed by the Clerk and the Chairman of Council. The RFO will inform committees of any changes impacting on their budget requirement for the coming year in good time.
- 4.5 In cases of extreme risk to the delivery of council services, the Clerk may authorise revenue expenditure on behalf of the council which in the Clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500. The Clerk shall report such action to the Chair as soon as possible and to the council as soon as practicable thereafter.
- 4.6 No expenditure shall be authorised in relation to any capital project and no contract entered into or tender accepted involving capital expenditure unless the council is satisfied that the necessary funds are available and the requisite borrowing approval has been obtained.
- 4.7 All capital works shall be administered in accordance with the council's standing orders and financial regulations relating to contracts.
- 4.8 The RFO shall regularly provide the council with a statement of receipts and payments to date under each head of the budgets, comparing actual expenditure to the appropriate date against that planned as shown in the budget. These statements are to be prepared at least at the end of each financial quarter and shall show explanations of material variances. For this purpose, "material" shall be in excess of 15% of the budget.
- 4.9 Changes in earmarked reserves shall be approved by council as part of the budgetary control process.

**5. BANKING ARRANGEMENTS AND AUTHORISATION OF PAYMENTS**

- 5.1 The council's banking arrangements, including the bank mandate, shall be recommended by the RFO and approved by the council; banking arrangements may not be delegated to a committee. They shall be regularly reviewed for safety and efficiency.
- 5.2 The RFO shall prepare a schedule of payments requiring authorisation, forming part of the Agenda for the Meeting and, together with the relevant invoices, present the schedule to council. The council shall review the schedule for compliance and, having satisfied itself shall authorise payment by a resolution of the council. A detailed list of all payments shall be disclosed within the minutes of the meeting at which payment was authorised. Personal payments (including salaries, wages, expenses and any payment made in relation to the termination of a contract of employment) may be summarised to remove public access to any personal information.
- 5.3 All invoices for payment shall be examined, verified and certified by the RFO to confirm that the work, goods or services to which each invoice relates has been received, carried out, examined and represents expenditure previously approved by the council.
- 5.4 The RFO shall examine invoices for arithmetical accuracy and analyse them to the appropriate expenditure heading. The RFO shall take all steps to pay all invoices submitted, and which are in order, at the next available council meeting.

- 5.5 The Clerk and RFO shall have delegated authority to authorise the payment of items only in the following circumstances:
- a) If a payment is necessary to avoid a charge to interest under the Late Payment of Commercial Debts (Interest) Act 1998, and the due date for payment is before the next scheduled Meeting of council, where the Clerk and RFO certify that there is no dispute or other reason to delay payment, provided that a list of such payments shall be submitted to the next appropriate meeting of council;
  - b) An expenditure item authorised under 5.6 below (continuing contracts and obligations) provided that a list of such payments shall be submitted to the next appropriate meeting of council; or
  - c) fund transfers within the council's banking arrangements up to the sum of £10,000, subject to the Chair and Vice-Chair being notified of the amount and reason before transfer and a list of such payments shall be submitted to the next appropriate meeting of council.
- 5.6 In respect of grants a duly authorised committee shall approve expenditure within any limits set by council and in accordance with any policy statement approved by council. Any Revenue or Capital Grant in excess of £1,000 shall before payment, be subject to ratification by resolution of the council.
- 5.7 Members are subject to the Code of Conduct that has been adopted by the council and shall comply with the Code and Standing Orders when a decision to authorise or instruct payment is made in respect of a matter in which they have a disclosable pecuniary or other interest unless a dispensation has been granted.
- 5.8 The council will aim to rotate the duties of members in these Regulations so that onerous duties are shared out as evenly as possible over time.
- 5.9 Any changes in the recorded details of suppliers, such as bank account records, shall be approved in writing by a Member.

## **6. INSTRUCTIONS FOR THE MAKING OF PAYMENTS**

- 6.1 The council will make safe and efficient arrangements for the making of its payments.
- 6.2 Following authorisation under Financial Regulation 5 above, the council, a duly delegated committee or, if so delegated, the Clerk or RFO shall give instruction that a payment shall be made.
- 6.3 All payments shall be made by Cheque or Direct Debit or BACS transfer where possible, in accordance with a resolution of council.
- 6.4 Cheques or orders for payment drawn on the bank account in accordance with the schedule as presented to council or committee shall be signed by two members of council in accordance with a resolution instructing that payment. A member who is a bank signatory, having a connection by virtue of family or business relationships with the beneficiary of a payment, should not, under normal circumstances, be a signatory to the payment in question.

- 6.5 To indicate agreement of the details shown on the cheque or order for payment with the counterfoil and the invoice or similar documentation, the signatories shall each also initial the cheque counterfoil.
- 6.6 Cheques or orders for payment shall not normally be presented for signature other than at a council or committee meeting (including immediately before or after such a meeting). Any signatures obtained away from such meetings shall be reported to the council at the next convenient meeting.
- 6.7 If thought appropriate by the council, payment for utility supplies (energy, telephone and water) and any National Non-Domestic Rates may be made by variable direct debit provided that the instructions are signed by two members and any payments are reported to council as made. The approval of the use of a variable direct debit shall be renewed by resolution of the council at least every two years.
- 6.8 If thought appropriate by the council, payment for salaries and invoices may be made by Faster Payment provided that the instructions are signed, or otherwise evidenced by two members are retained and any payments are reported to council as made. The approval of the use of Faster Payment shall be renewed by resolution of the council at least every two years.
- 6.9 If thought appropriate by the council, payments may be made by BACS or CHAPS methods provided that the instructions for each payment are signed, or otherwise evidenced, by two authorised bank signatories, are retained and any payments are reported to council as made. The approval of the use of BACS or CHAPS shall be renewed by resolution of the council at least every two years.
- 6.10 If thought appropriate by the council payment for certain items may be made by internet banking transfer provided evidence is retained showing which members approved the payment.
- 6.11 Where a computer requires use of a personal identification number (PIN) or other password(s), for access to the council's records on that computer, a note shall be made of the PIN and Passwords and shall be handed to and retained by the Chairman of Council in a sealed dated envelope. This envelope may not be opened other than in the presence of two other councillors. After the envelope has been opened, in any circumstances, the PIN and/or passwords shall be changed as soon as practicable. The fact that the sealed envelope has been opened, in whatever circumstances, shall be reported to all members immediately and formally to the next available meeting of the council. This will not be required for a member's personal computer used only for remote authorisation of bank payments.
- 6.12 No employee or councillor shall disclose any PIN or password, relevant to the working of the council or its bank accounts, to any person not authorised in writing by the council or a duly delegated committee.
- 6.13 Regular back-up copies of the records on any computer shall be made onto a portable hard disk and shall be stored securely away from the computer in question, and preferably off-site.
- 6.14 The council, and any members using computers for the council's financial business, shall ensure that anti-virus, anti-spyware and firewall software with automatic updates, together with a high level of security, is used.

- 6.15 Where internet banking arrangements are made with any bank, the Clerk shall be appointed as the Service Administrator. The bank mandate approved by the council shall identify a minimum of four councillors who will be authorised to approve transactions on those accounts.
- 6.16 Access to any internet banking accounts will be directly to the access page (which may be saved under "favourites"), and not through a search engine or email link. Remembered or saved passwords facilities must not be used on any computer used for council banking work. Breach of this Regulation will be treated as a very serious matter under these regulations.
- 6.17 Changes to account details for suppliers, which are used for internet banking may only be changed on written hard copy notification by the supplier and supported by hard copy authority for change signed by the Clerk. A programme of regular checks of standing data with suppliers will be followed.
- 6.18 Any Debit Card issued for use will be specifically restricted to the Clerk and will also be restricted to a single transaction maximum value of £1000 unless authorised by council in writing before any order is placed.
- 6.19 A pre-paid debit card may be issued to the Clerk. The limit will be set by the council. Transactions and purchases made will be reported to the council and authority for topping-up shall be at the discretion of the council.
- 6.20 Any corporate credit card or trade card account opened by the council will be specifically restricted to use by the Clerk and shall be subject to automatic payment in full at each month-end.
- 6.21 The council will not maintain any form of cash float. All cash received must be banked intact. Any payments made in cash by the Clerk (for example for postage or minor stationery items) shall be refunded on a regular basis.

## **7. PAYMENT OF SALARIES**

- 7.1 As an employer, the council shall make arrangements to meet fully the statutory requirements placed on all employers by PAYE and National Insurance legislation. The payment of all salaries shall be made in accordance with payroll records and the rules of PAYE and National Insurance currently operating, and salary rates shall be as agreed by the council.
- 7.2 Payment of salaries and payment of deductions from salary such as may be required to be made for tax, national insurance and pension contributions, or similar statutory or discretionary deductions must be made in accordance with the payroll records and on the appropriate dates stipulated in employment contracts, provided that each payment is reported to the next available council meeting, as set out in these regulations above.
- 7.3 No changes shall be made to any employee's pay, emoluments, or terms and conditions of employment without the prior consent of the council.
- 7.4 The total of such payments in each calendar month shall be reported with all other payments as made as may be required under these Financial Regulations, to ensure that only payments due for the period have actually been paid.
- 7.5 An effective system of personal performance management should be maintained for the senior officers.

7.6 Any termination payments shall be supported by a clear business case and reported to the council. Termination payments shall only be authorised by council.

**8. LOANS AND INVESTMENTS**

8.1 All borrowings shall be effected in the name of the council, after obtaining any necessary borrowing approval. Any application for borrowing approval shall be approved by Council as to terms and purpose. The application for borrowing approval, and subsequent arrangements for the loan shall only be approved by full council.

8.2 Any financial arrangement which does not require formal borrowing approval from the Secretary of State (such as Hire Purchase or Leasing of tangible assets) shall be subject to approval by the full council. In each case a report in writing shall be provided to council in respect of value for money for the proposed transaction.

8.3 All loans and investments shall be negotiated in the name of the council and shall be for a set period in accordance with council policy.

8.4 The council shall consider the need for an Investment Strategy and Policy which, if drawn up, shall be in accordance with relevant regulations, proper practices and guidance. Any Strategy and Policy shall be reviewed by the council at least annually.

8.5 All investments of money under the control of the council shall be in the name of the council.

8.6 All investment certificates and other documents relating thereto shall be retained in the custody of the RFO.

8.7 Payments in respect of short term or long-term investments, including transfers between bank accounts held in the same bank, or branch, shall be made in accordance with Regulation 5 (Authorisation of payments) and Regulation 6 (Instructions for payments).

**9. INCOME**

9.1 The collection of all sums due to the council shall be the responsibility of and under the supervision of the RFO.

9.2 Particulars of all charges to be made for work done, services rendered or goods supplied shall be agreed annually by the council, notified to the RFO and the RFO shall be responsible for the collection of all accounts due to the council.

9.3 The council will review all fees and charges at least annually, following a report of the Clerk.

9.4 Any sums found to be irrecoverable and any bad debts shall be reported to the council and shall be written off in the year.

9.5 All sums received on behalf of the council shall be banked intact as directed by the RFO. In all cases, all receipts shall be deposited with the council's bankers with such frequency as the RFO considers necessary.

9.6 The origin of each receipt shall be entered on the paying-in slip.

9.7 Personal cheques shall not be cashed out of money held on behalf of the council.

- 9.8 The RFO shall promptly complete any VAT Return that is required. Any repayment claim due in accordance with VAT Act 1994 section 33 shall be made at least annually coinciding with the financial year end.
- 9.9 Where any significant sums of cash are regularly received by the council, the RFO shall take such steps as are agreed by the council to ensure that more than one person is present when the cash is counted in the first instance, that there is a reconciliation to some form of control such as ticket issues, and that appropriate care is taken in the security and safety of individuals banking such cash.

## 10. PROCUREMENT

**Members and officers are responsible for obtaining value for money at all times.** Any officer procuring goods, services or works should ensure, as far as practicable, that the best available terms are obtained, usually by obtaining prices from several suppliers.

The Clerk should verify the lawful nature of any proposed purchase before it is made and in the case of new or infrequent purchases, should ensure that the legal power being used is reported to the meeting at which the order is authorised and also recorded in the minutes.

Every contract shall comply with these the council's Standing Orders and these Financial Regulations and no exceptions shall be made, except in an emergency.

**For a contract for the supply of goods, services or works where the estimated value will exceed the thresholds set by Parliament, the full requirements of The Procurement Act 2023 and The Procurement Regulations 2024 or any superseding legislation ("the Legislation"), must be followed in respect of the tendering, award and notification of that contract.**

Where the estimated value is below the Government threshold, the council shall with the exception of items listed in paragraph 5.12 obtain prices as follows:

For contracts estimated to exceed £75,000 including VAT, the Clerk shall seek formal tenders from at least three suppliers agreed by the council.

**For contracts estimated to be over £30,000 including VAT, the council must comply with any requirements of the Legislation regarding the publication of invitations and notices (see Appendix 1).**

- For contracts greater than **£3,000 excluding VAT** the Clerk shall seek at least three fixed-price quotes;
- where the value is between **£1,000 and £3,000** excluding VAT, the Clerk shall try to obtain three estimates which might include evidence of online prices, or recent prices from regular suppliers.

For smaller purchases, the Clerk shall seek to achieve value for money.

**The Procurement Act 2023 (Commencement No. 4) Regulations 2025 require councils to use the [www.gov.uk/find-tender](http://www.gov.uk/find-tender) website if they advertise contract opportunities and also to publicise the award of contracts over £30,000 including VAT, regardless of whether they were advertised.**

**Contracts must not be split into smaller lots to avoid compliance with these rules.**

The requirement to obtain competitive prices in these regulations need not apply to contracts that relate to items (i) to (v) below:

- i) specialist services, such as legal professionals acting in disputes;
- ii) repairs to, or parts for, existing machinery or equipment;
- iii) works, goods or services that constitute an extension of an existing contract;
- iv) goods or services that are only available from one supplier or are sold at a fixed price.

When applications are made to waive this financial regulation to enable a price to be negotiated without competition, the reason should be set out in a recommendation to the council. Avoidance of competition is not a valid reason.

The council shall not be obliged to accept the lowest or any tender, quote or estimate.

**11. PAYMENTS UNDER CONTRACTS FOR BUILDING OR OTHER CONSTRUCTION WORKS  
(PUBLIC WORKS CONTRACTS)**

- 11.1 Payments on account of the contract sum shall be made within the time specified in the contract by the RFO upon authorised certificates of the architect or other consultants engaged to supervise the contract (subject to any percentage withholding as may be agreed in the particular contract).
- 11.2 Where contracts provide for payment by instalments the RFO shall maintain a record of all such payments. In any case where it is estimated that the total cost of work carried out under a contract, excluding agreed variations, will exceed the contract sum of 5% or more a report shall be submitted to the council.
- 11.3 Any variation to a contract or addition to or omission from a contract must be approved by the council and Clerk to the contractor in writing, the council being informed where the final cost is likely to exceed the financial provision.

**12. ASSETS, PROPERTIES AND ESTATES**

- 12.1 The Clerk shall make appropriate arrangements for the custody of all title deeds and Land Registry Certificates of properties held by the council. The RFO shall ensure a record is maintained of all properties held by the council, recording the location, extent, plan, reference, purchase details, nature of the interest, tenancies granted, rents payable and purpose for which held in accordance with Accounts and Audit Regulations.
- 12.2 No tangible moveable property shall be purchased or otherwise acquired, sold, leased or otherwise disposed of, without the authority of the council, together with any other consents required by law, save where the estimated value of any one item of tangible movable property does not exceed £100.
- 12.3 No real property (interests in land) shall be sold, leased or otherwise disposed of without the authority of the council, together with any other consents required by law. In each case a report in writing shall be provided to council in respect of valuation and surveyed condition of the property (including matters such as planning permissions and covenants) together with a proper business case (including an adequate level of consultation with the electorate).

- 12.4 No real property (interests in land) shall be purchased or acquired without the authority of the full council. In each case a report in writing shall be provided to council in respect of valuation and surveyed condition of the property (including matters such as planning permissions and covenants) together with a proper business case (including an adequate level of consultation with the electorate).
- 12.5 Subject only to the limit set in Regulation 14.2 above, no tangible moveable property shall be purchased or acquired without the authority of the full council. In each case a report in writing shall be provided to council with a full business case.
- 12.6 The RFO shall ensure that an appropriate and accurate Register of Assets and Investments is kept up to date. The continued existence of tangible assets shown in the Register shall be verified at least annually, possibly in conjunction with a health and safety inspection of assets.

**13. INSURANCE**

- 13.1 Following the annual risk assessment (per Regulation 16), the RFO shall effect all insurances and negotiate all claims on the council's insurers.
- 13.2 The RFO shall keep a record of all insurances effected by the council and the property and risks covered thereby and annually review it.
- 13.3 The RFO shall be notified of any loss, liability or damage or of any event likely to lead to a claim and shall report these to council at the next available meeting.
- 13.4 All appropriate members and employees of the council shall be included in a suitable form of security or fidelity guarantee insurance which shall cover the maximum risk exposure as determined annually by the council.

**14. RISK MANAGEMENT**

- 14.1 The council is responsible for putting in place arrangements for the management of risk. The Clerk shall prepare, for approval by the council, risk management policy statements in respect of all activities of the council. Risk policy statements and consequential risk management arrangements shall be reviewed by the council at least annually.
- 14.2 When considering any new activity, the Clerk shall prepare a draft risk assessment including risk management proposals for consideration and adoption by the council.

**15. SUSPENSION AND REVISION OF FINANCIAL REGULATIONS**

- 15.1 It shall be the duty of the Remuneration and Finance Committee to review the Financial Regulations of the council annually. The Clerk shall make arrangements to monitor changes in legislation or proper practices and shall advise the council of any requirement for a consequential amendment to these Financial Regulations.
- 15.2 The council may, by resolution of the council duly notified prior to the relevant meeting of council, suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to all members of council.

**DOCUMENT HISTORY**

**Detailed History of Changes**

<b>Rev. No.</b>	<b>Date</b>	<b>Description of Changes</b>
1.0	11/03/2019	Original document adopted by the council
1.1	09/03/2020	Page 3, para. 1.8 Amended stating that the RFO holds a statutory office to be appointed by the council
		Page 13, Footnote Threshold amounts updated
1.2	08/03/2021	Page 6, para. 4.5 Limit raised to £500 from £200
		Page 12, Footnote Threshold amounts updated
		Page 14, Insurance 14.1 Regulation 17 amended to read Regulation 16
1.3	14/03/2022	Textual change and values where estimates will be sought amended, as recommended by the Internal Auditor
1.4	13/03/2023	Page 12, Footnote Threshold information updated
1.5	11/03/2024	Page 13, Footnote Threshold information updated
1.6	11/03/2025	Page 13, Footnote Threshold information updated
1.7	12/05/2025	Section 10 (Procurement) and Section 11 (Contracts) combined into new Section 10 (Procurement) amended as advised by NALC due to the introduction of The Procurement Act 2023 and The Procurement Regulation 2024. New Appendix 1 added – Tender process.
1.8	12/01/2026	Section 10 Procurement Contract values amended
	09/03/2026	Reviewed – no amendments required
	11/05/2026	Reviewed – no amendments required

**Appendix 1 - Tender process**

- 1) Any invitation to tender shall state the general nature of the intended contract and the Clerk shall obtain the necessary technical assistance to prepare a specification in appropriate cases.
- 2) The invitation shall in addition state that tenders must be addressed to the Clerk in the ordinary course of post unless an electronic tendering process has been agreed by the council.
- 3) Where a postal process is used, each tendering firm shall be supplied with a specifically marked envelope in which the tender is to be sealed and remain sealed until the prescribed date for opening tenders for that contract. All sealed tenders shall be opened at the same time on the prescribed date by the Clerk in the presence of at least one member of council.
- 4) Where an electronic tendering process is used, the council shall use a specific email address that will be monitored to ensure that nobody accesses any tender before the expiry of the deadline for submission.
- 5) Any invitation to tender issued under this regulation shall be subject to Standing Order [insert reference of the council's relevant standing order] and shall refer to the terms of the Bribery Act 2010.
- 6) Where the council, or duly delegated committee, does not accept any tender, quote or estimate, the work is not allocated and the council requires further pricing, no person shall be permitted to submit a later tender, estimate or quote who was present when the original decision-making process was being undertaken.

**ROLLESTON ON DOVE PARISH COUNCIL  
MEMBERS AND OFFICERS SUBSISTENCE / MILEAGE POLICY 2026/27**

**1. Subsistence / Mileage Rates:**

<b>Motor Mileage Rates*</b>	
All cars and vans	45p per mile (first 10,000 miles) 25p per mile (over 10,000 miles)
Motorbikes	24p per mile
Cycles	20p per mile
<b>Subsistence Rates**</b>	
<b>Allowance Period</b>	<b>Maximum Payable</b>
Breakfast (before 11 am)***	£5.00
Lunch (between 12 noon and 2 pm)	£7.50
Tea (between 3 pm and 6 pm)	£3.50
Evening Meal (after 7 pm)	£15.00
Conference allowance to cover out of pocket expenses (per 24 hour period)	£25.00
<b>Public Transport</b>	
Reimbursement of public transport fares (2 <sup>nd</sup> class or economy class only)	

\*HMRC Approved Mileage Allowance Payments

\*\*The subsistence rates quoted are for periods of four hours or more away from home and cannot be claimed where a meal has been provided free of charge by another authority or body. Receipts should be produced in respect of all claims wherever possible.

\*\*\*May only be claimed where an overnight stay is required and breakfast is not included in the accommodation charge.

**2. Approved Duties**

**Members**

- Attending conferences, e.g. National Association of Local Councils (NALC)
- Attending training courses
- Attending meetings at East Staffordshire Borough Council and Staffordshire County Council
- Representing the council at other events/meetings outside the parish boundary as approved by the parish council from time to time

**Officers**

- Mileage will be paid for all duties undertaken within and outside the parish boundary (with the exception of attendance at scheduled parish council meetings)
- Attendance at conferences, e.g. SLCC, NALC
- Attending approved training courses
- Attending meetings at East Staffordshire Borough Council and Staffordshire County Council
- Representing the Council at other events/meetings within and outside the parish boundary as appropriate to fulfilment of duties and/or as approved by the parish council from time to time

# ROLLESTON ON DOVE PARISH COUNCIL SAFEGUARDING POLICY

## Introduction

In the interests of child protection and the welfare and protection of adults with care and support needs, the Parish Council is committed to ensuring that children and adults with care and support needs are protected and kept safe from harm whilst they are engaged in any activity associated with the Parish Council.

## Policy Objective

- To ensure that, where possible, all facilities and activities offered by the Parish Council are designed and maintained to limit risk to children and adults with care and support needs.
- To promote the general welfare, health and development of children by being aware of child protection issues and to be able to respond where appropriate as a local government organisation.
- To develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect.
- As the Parish Council does not directly provide care or supervision services to children and adults with care and support needs it expects all children and adults with care and support needs using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

## Aims

The aim of this policy document is to guide Parish Councillors should any child protection issue or any issues with adults with care and support needs arise during their work.

## Responsibilities and Procedures

???? have been designated as Safeguarding Officers and their responsibilities include:

- Ensuring that participants are appropriately briefed before any Parish Council organised event with children or adults with care and support needs.
- Ensuring that Parish Councillors are aware of the risk they may face in certain circumstances whilst carrying out their duties.
- Ensuring that all Parish Councillors are provided with a copy of the Safeguarding Policy.
- Keep records in an incident book of any allegations made.

If there is a child abuse incident it should be reported to the Safeguarding Officer who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures and also referred to the Parish Council for further action as appropriate and future risk assessment.

In the event of a contractor, working for the Parish Council, being deemed to be working in any area where children or adults with care and support needs may be at risk, then that contractor will be asked to provide their Safeguarding Policy.

## **Declaration**

Rolleston on Dove Parish Council is fully committed to safeguarding the wellbeing of children and adults with care and support needs by protecting them from physical, sexual and emotional harm and neglect.

All Parish Councillors should be proactive in providing a safe environment for children and adults with care and support needs who are involved in Parish Council activities.

Policy adopted: 11 May 2026  
Review: May annually

## **USEFUL CONTACTS**

### **Concerns regarding a child or a young person under 18 years:**

#### **Staffordshire County Council's First Response Service**

Tel: 0800 131 3126

8.30am – 5pm Monday to Thursday

8.30am – 4.30pm Friday

OR

Emergency Duty Service (out of hours)

Tel: 0345 604 2886

Email: [eds.team.manager@staffordshire.gov.uk](mailto:eds.team.manager@staffordshire.gov.uk)

Non-emergency call Staffordshire Police on 101

Emergency – call 999

**NSPCC Helpline** 0808 800 5000

### **Concerns regarding a vulnerable adult:**

#### **Staffordshire County Council's Adult Safeguarding Referral Line:**

Tel: 0345 604 2719

Email: [VAStaffordshire@staffordshire.gov.uk](mailto:VAStaffordshire@staffordshire.gov.uk)

9am – 5pm Monday to Friday (closed Bank Holidays)

Or

Emergency Duty Service (out of hours)

Tel: 0345 604 2886

Email: [eds.team.manager@staffordshire.gov.uk](mailto:eds.team.manager@staffordshire.gov.uk)

Non-emergency call Staffordshire Police on 101

Emergency – call 999

# **ROLLESTON ON DOVE PARISH COUNCIL**

## **STANDING ORDERS**

**Adopted 11 March 2019  
(Reviewed 11 May 2026)**

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## **INTRODUCTION**

These model standing orders update the National Association of Local Council (NALC) model standing orders contained in “Local Councils Explained” by Meera Tharmarajah (© 2013 NALC). This publication contains new model standing orders which reference new legislation introduced after 2013 when the last model standing orders were published.

## **HOW TO USE MODEL STANDING ORDERS**

Standing orders are the written rules of a local council. Standing orders are essential to regulate the proceedings of a meeting. A council may also use standing orders to confirm or refer to various internal organisational and administrative arrangements. The standing orders of a council are not the same as the policies of a council but standing orders may refer to them.

Local councils operate within a wide statutory framework. NALC model standing orders incorporate and reference many statutory requirements to which councils are subject. It is not possible for the model standing orders to contain or reference all the statutory or legal requirements which apply to local councils. For example, it is not practical for model standing orders to document all obligations under data protection legislation. The statutory requirements to which a council is subject apply whether or not they are incorporated in a council’s standing orders.

The model standing orders do not include model financial regulations. Financial regulations are standing orders to regulate and control the financial affairs and accounting procedures of a local council. The financial regulations, as opposed to the standing orders of a council, include most of the requirements relevant to the council’s Responsible Financial Officer. Model financial regulations are available to councils in membership of NALC.

## **DRAFTING NOTES**

Model standing orders that are in **bold** type contain legal and statutory requirements. It is recommended that councils adopt them without changing them or their meaning. Model standing orders not in bold are designed to help councils operate effectively but they do not contain statutory requirements so they may be adopted as drafted or amended to suit a council’s needs. It is NALC’s view that all model standing orders will generally be suitable for councils.

For convenience, the word “councillor” is used in model standing orders and, unless the context suggests otherwise, includes a non-councillor with or without voting rights.

A model standing order that includes brackets like this ‘ ( ) ’ requires information to be inserted by a council. A model standing order that includes brackets like this ‘ [ ] ’ and the term ‘OR’ provides alternative options for a council to choose from when determining standing orders.

**1. RULES OF DEBATE AT MEETINGS**

- a Motions on the agenda shall be considered in the order that they appear unless the order is changed at the discretion of the chairman of the meeting.
- b A motion (including an amendment) shall not be progressed unless it has been moved and seconded.
- c A motion on the agenda that is not moved by its proposer may be treated by the chairman of the meeting as withdrawn.
- d If a motion (including an amendment) has been seconded, it may be withdrawn by the proposer only with the consent of the seconder and the meeting.
- e An amendment is a proposal to remove or add words to a motion. It shall not negate the motion.
- f If an amendment to the original motion is carried, the original motion (as amended) becomes the substantive motion upon which further amendment(s) may be moved.
- g An amendment shall not be considered unless early verbal notice of it is given at the meeting and, if requested by the chairman of the meeting, is expressed in writing to the chairman.
- h A councillor may move an amendment to his own motion if agreed by the meeting. If a motion has already been seconded, the amendment shall be with the consent of the seconder and the meeting.
- i If there is more than one amendment to an original or substantive motion, the amendments shall be moved in the order directed by the chairman of the meeting.
- j Subject to standing order 1(k), only one amendment shall be moved and debated at a time, the order of which shall be directed by the chairman of the meeting.
- k One or more amendments may be discussed together if the chairman of the meeting considers this expedient but each amendment shall be voted upon separately.
- l A councillor may not move more than one amendment to an original or substantive motion.
- m The mover of an amendment has no right of reply at the end of debate on it.
- n Where a series of amendments to an original motion are carried, the mover of the original motion shall have a right of reply either at the end of debate on the first amendment or at the very end of debate on the final substantive motion immediately before it is put to the vote.
- o Unless permitted by the chairman of the meeting, a councillor may speak once in the debate on a motion except:
  - i. to speak on an amendment moved by another councillor;
  - ii. to move or speak on another amendment if the motion has been amended since

- he last spoke;
  - iii. to make a point of order;
  - iv. to give a personal explanation; or
  - v. to exercise a right of reply.
- p During the debate on a motion, a councillor may interrupt only on a point of order or a personal explanation and the councillor who was interrupted shall stop speaking. A councillor raising a point of order shall identify the standing order which he considers has been breached or specify the other irregularity in the proceedings of the meeting he is concerned by.
- q A point of order shall be decided by the chairman of the meeting and his decision shall be final.
- r When a motion is under debate, no other motion shall be moved except:
- i. to amend the motion;
  - ii. to proceed to the next business;
  - iii. to adjourn the debate;
  - iv. to put the motion to a vote;
  - v. to ask a person to be no longer heard or to leave the meeting;
  - vi. to refer a motion to a committee or sub-committee for consideration;
  - vii. to exclude the public and press;
  - viii. to adjourn the meeting; or
  - ix. to suspend particular standing order(s) excepting those which reflect mandatory statutory or legal requirements.
- s Before an original or substantive motion is put to the vote, the chairman of the meeting shall be satisfied that the motion has been sufficiently debated and that the mover of the motion under debate has exercised or waived his right of reply.
- t Excluding motions moved under standing order 1(r), the contributions or speeches by a councillor shall relate only to the motion under discussion and shall not exceed five minutes without the consent of the chairman of the meeting.

## **2. DISORDERLY CONDUCT AT MEETINGS**

- a No person shall obstruct the transaction of business at a meeting or behave offensively or improperly. If this standing order is ignored, the chairman of the meeting shall request such person(s) to moderate or improve their conduct.
- b If person(s) disregard the request of the chairman of the meeting to moderate or improve their conduct, any councillor or the chairman of the meeting may move that the person be no longer heard or be excluded from the meeting. The motion, if seconded, shall be put to the vote without discussion.
- c If a resolution made under standing order 2(b) is ignored, the chairman of the meeting may take further reasonable steps to restore order or to progress the meeting. This may include temporarily suspending or closing the meeting.

### 3. MEETINGS GENERALLY

Full Council meetings	●
Committee meetings	●
Sub-committee meetings	●

- a **Meetings shall not take place in premises which at the time of the meeting are used for the supply of alcohol, unless no other premises are available free of charge or at a reasonable cost.**
- b **The minimum three clear days for notice of a meeting does not include the day on which notice was issued, the day of the meeting, a Sunday, a day of the Christmas break, a day of the Easter break or of a bank holiday or a day appointed for public thanksgiving or mourning.**
- c **The minimum three clear days' public notice of a meeting does not include the day on which the notice was issued or the day of the meeting.**
- d **Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion.**
- e Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda during the Public Forum or if they are invited to do so by the Chair.
- f The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.
- g Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes.
- h In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- i A person who speaks at a meeting shall direct his comments to the chairman of the meeting.
- j Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.
- k **Subject to standing order 3(m), a person who attends a meeting is permitted to report on the meeting whilst the meeting is open to the public. To "report" means to film, photograph, make an audio recording of meeting proceedings, use any other means for enabling persons not present to see or hear the meeting as it takes place or later or to report or to provide oral or**

written commentary about the meeting so that the report or commentary is available as the meeting takes place or later to persons not present.

- l A person present at a meeting may not provide an oral report or oral commentary about a meeting as it takes place without permission.
- m The press shall be provided with reasonable facilities for the taking of their report of all or part of a meeting at which they are entitled to be present.
- n Subject to standing orders which indicate otherwise, anything authorised or required to be done by, to or before the Chairman of the Council may in his absence be done by, to or before the Vice-Chairman of the Council (if there is one).
- o The Chairman of the Council, if present, shall preside at a meeting. If the Chairman is absent from a meeting, the Vice-Chairman of the Council (if there is one) if present, shall preside. If both the Chairman and the Vice-Chairman are absent from a meeting, a councillor as chosen by the councillors present at the meeting shall preside at the meeting.
- p Subject to a meeting being quorate, all questions at a meeting shall be decided by a majority of the councillors and non-councillors with voting rights present and voting.
- q The chairman of a meeting may give an original vote on any matter put to the vote, and in the case of an equality of votes may exercise his casting vote whether or not he gave an original vote.  
*See standing orders 5(h) and (i) for the different rules that apply in the election of the Chairman of the Council at the annual meeting of the Council.*
- r Unless standing orders provide otherwise, voting on a question shall be by a show of hands. At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda.
- s The minutes of a meeting shall include an accurate record of the following:
  - i. the time and place of the meeting;
  - ii. the names of councillors who are present and the names of councillors who are absent;
  - iii. interests that have been declared by councillors and non-councillors with voting rights;
  - iv. the grant of dispensations (if any) to councillors and non-councillors with voting rights;
  - v. whether a councillor or non-councillor with voting rights left the meeting when matters that they held interests in were being considered;
  - vi. if there was a public participation session; and
  - vii. the resolutions made.

- t     **A councillor or a non-councillor with voting rights who has a disclosable pecuniary interest or another interest as set out in the Council’s code of conduct in a matter being considered at a meeting is subject to statutory limitations or restrictions under the code on his right to participate and vote on that matter.**
- u     **No business may be transacted at a meeting unless at least one-third of the whole number of members of the Council are present and in no case shall the quorum of a meeting be less than three.**  
*See standing order 4d(viii) for the quorum of a committee or sub-committee meeting.*
- v     **If a meeting is or becomes inquorate no business shall be transacted** and the meeting shall be closed. The business on the agenda for the meeting shall be adjourned to another meeting.

#### **4. COMMITTEES AND SUB-COMMITTEES**

- a     **Unless the Council determines otherwise, a committee may appoint a sub-committee whose terms of reference and members shall be determined by the committee.**
- b     **The members of a committee may include non-councillors unless it is a committee which regulates and controls the finances of the Council.**
- c     **Unless the Council determines otherwise, all the members of an advisory committee and a sub-committee of the advisory committee may be non-councillors.**
- d     The Council may appoint standing committees or other committees as may be necessary, and:
  - i.     shall determine their terms of reference;
  - ii.    shall determine the number and time of the ordinary meetings of a standing committee up until the date of the next annual meeting of the Council;
  - iii.   shall permit a committee, other than in respect of the ordinary meetings of a committee, to determine the number and time of its meetings;
  - iv.    shall, subject to standing orders 4(b) and (c), appoint and determine the terms of office of members of such a committee;
  - v.     may, subject to standing orders 4(b) and (c), appoint and determine the terms of office of the substitute members to a committee whose role is to replace the ordinary members at a meeting of a committee if the ordinary members of the committee confirm to the Proper Officer two days before the meeting that they are unable to attend;
  - vi.    shall, after it has appointed the members of a standing committee, appoint the chairman of the standing committee;
  - vii.   shall permit a committee other than a standing committee, to appoint its own chairman at the first meeting of the committee;
  - viii.  shall determine the place, notice requirements and quorum for a meeting of a committee and a sub-committee which, in both cases, shall be no less than three;
  - ix.    shall determine if the public may participate at a meeting of a committee;
  - x.     shall determine if the public and press are permitted to attend the meetings of a sub-committee and also the advance public notice requirements, if any, required for the meetings of a sub-committee;

- xi. shall determine if the public may participate at a meeting of a sub-committee that they are permitted to attend; and
- xii. may dissolve a committee or a sub-committee.

## **5. ORDINARY COUNCIL MEETINGS**

- a **In an election year, the annual meeting of the Council shall be held on or within 14 days following the day on which the councillors elected take office.**
- b **In a year which is not an election year, the annual meeting of the Council shall be held on such day in May as the Council decides.**
- c **If no other time is fixed, the annual meeting of the Council shall take place at 6pm.**
- d **In addition to the annual meeting of the Council, at least three other ordinary meetings shall be held in each year on such dates and times as the Council decides.**
- e **The first business conducted at the annual meeting of the Council shall be the election of the Chairman and Vice-Chairman (if there is one) of the Council.**
- f **The Chairman of the Council, unless he has resigned or becomes disqualified, shall continue in office and preside at the annual meeting until his successor is elected at the next annual meeting of the Council.**
- g **The Vice-Chairman of the Council, if there is one, unless he resigns or becomes disqualified, shall hold office until immediately after the election of the Chairman of the Council at the next annual meeting of the Council.**
- g **In an election year, if the current Chairman of the Council has not been re-elected as a member of the Council, he shall preside at the annual meeting until a successor Chairman of the Council has been elected. The current Chairman of the Council shall not have an original vote in respect of the election of the new Chairman of the Council but shall give a casting vote in the case of an equality of votes.**
- h **In an election year, if the current Chairman of the Council has been re-elected as a member of the Council, he shall preside at the annual meeting until a new Chairman of the Council has been elected. He may exercise an original vote in respect of the election of the new Chairman of the Council and shall give a casting vote in the case of an equality of votes.**
- i Following the election of the Chairman of the Council and Vice-Chairman (if there is one) of the Council at the annual meeting, the business shall include:
  - i. **In an election year, delivery by the Chairman of the Council and councillors of their acceptance of office forms unless the Council resolves for this to be done at a later date. In a year which is not an election year, delivery by the Chairman of the Council of his acceptance of office form unless the Council resolves for this to be done at a later date;**
  - ii. Confirmation of the accuracy of the minutes of the last meeting of the Council;
  - iii. Receipt of the minutes of the last meeting of a committee;
  - iv. Consideration of the recommendations made by a committee;
  - v. Review of delegation arrangements to committees, sub-committees, staff and

- other local authorities;
- vi. Review of the terms of reference for committees;
- vii. Appointment of members to existing committees;
- viii. Appointment of any new committees in accordance with standing order 4;
- ix. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.
- x. Review of representation on or work with external bodies and arrangements for reporting back;
- xi. In an election year, to make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future;
- xii. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

**6. EXTRAORDINARY MEETINGS OF THE COUNCIL, COMMITTEES AND SUB-COMMITTEES**

- a **The Chairman of the Council may convene an extraordinary meeting of the Council at any time.**
- b **If the Chairman of the Council does not call an extraordinary meeting of the Council within seven days of having been requested in writing to do so by two councillors, any two councillors may convene an extraordinary meeting of the Council. The public notice giving the time, place and agenda for such a meeting shall be signed by the two councillors.**
- c The chairman of a committee may convene an extraordinary meeting of the committee at any time.
- d If the chairman of a committee does not call an extraordinary meeting within seven days of having been requested to do so by two members of the committee, any two members of the committee may convene an extraordinary meeting of the committee.

**7. CO-OPTION: PROCEDURE TO FILL A CASUAL VACANCY**

- a) If a casual vacancy should arise on the Council due to:
  - a Councillor's failure to make their Declaration of Acceptance of Office within the proper time
  - resignation or
  - deaththen the Clerk will normally start the proceedings to fill the vacancy without further recourse to a meeting of the Council.
- b) If a casual vacancy arises for any other reason, e.g. disqualification due to six months absence from meetings or other reason for disqualification, then the Clerk on behalf of the Council shall declare the office vacant and start the proceedings to fill the vacancy without further recourse to a meeting of the Council.
- c) If a casual vacancy arises within six months of the day when the Councillor whose office is declared vacant would ordinarily have retired then no by-election may be demanded. As the Council is permitted either to advertise the vacancy for co-option or to leave the

office vacant until the date of the next ordinary election, the Council will be asked at its next suitable meeting which option it wishes to pursue.

- d) Except in the circumstances described in (c) above, notice of the vacancy will be issued by the Council in consultation with the Electoral Services section of East Staffordshire Borough Council; notices will normally be placed on the Council's noticeboards, on the Council's website and Facebook page.
- e) If a By-election is called, Electoral Services will inform the Council and will then make all the necessary arrangements for the by-election. Poll cards for the By-election will be issued by Electoral Services; poll cards are optional and the Council will incur a cost for issuing them.
- f) If no By-election is called, Electoral Services will inform the Council and the Council can co-opt a new Member. Normally the Clerk will invoke the procedure to do this immediately without recourse to a meeting of the Council.
- g) Co-option vacancies will be advertised on the Council's noticeboards and through any other medium which the Council or Clerk consider suitable.
- h) Applications for co-option will be considered at the next suitable meeting of the Council.
- i) Applicants for co-option will be asked to submit information about themselves and must confirm their eligibility for the position of councillor within the statutory rules. They will be invited to give a presentation of up to three minutes to the Council meeting at which the co-option will be considered.
- j) At the meeting there will be no further discussion following the presentations. The Council shall vote upon the applicant(s). The Council will suspend Standing Order 3(r) and agree to conduct the vote by ballot. Ballot papers will be distributed and the Council will proceed immediately to vote. The Council reserves the right not to make a co-option.
- k) Voting will be according to the statutory requirements, i.e. by a clear majority of those present and voting.
- l) The successful application will execute the Declaration of Acceptance of Office within the specified timeline after the decision has been made and will therefore receive summonses to meetings of the Council and may act as a Member of the Council.

## **8. PUBLIC FORUM**

See also standing orders 3(e)-3(j).

- a) A person being a registered local government elector within the parish of Rolleston on Dove may at the appointed time during an ordinary meeting of the Parish Council ask a question about any matter on which the Parish Council has power.
- b) Each question shall be directed to the Chairman of the meeting who may answer orally, may undertake to provide a written reply within seven days or may decline to answer.
- c) Public Question time shall be limited so that no further question shall be put after 15 minutes from the commencement of the first question.

- d Members of the public will not be permitted to speak during the business part of the meeting unless invited to do so by the Chair.

**9. PRESENTATION OF PETITIONS**

- a A person being a registered local government elector within the Parish of Rolleston on Dove may at the appointed time during an ordinary meeting of the Parish council present a petition of at least 10 signatures of local government electors living within the parish about any question on which the Parish Council has power. The petitioner may speak for two minutes.
- b Each petition shall be handed to the Chairman of the meeting who may answer orally, provide a written reply within seven days, and decline to answer or defer discussion until the next meeting of the Council.
- c A maximum of five petitions may be presented at any meeting of the Parish.

**10. PREVIOUS RESOLUTIONS**

- a A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least three councillors to be given to the Proper Officer in accordance with standing order 30(b), or by a motion moved in pursuance of the recommendation of a committee or a sub-committee.
- b When a motion moved pursuant to standing order 9(a) has been disposed of, no similar motion may be moved for a further six months.

**11. VOTING ON APPOINTMENTS**

- a Where more than two persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. A tie in votes may be settled by the casting vote exercisable by the chairman of the meeting.

**12. MOTIONS FOR A MEETING THAT REQUIRE WRITTEN NOTICE TO BE GIVEN TO THE PROPER OFFICER**

- a A motion shall relate to the responsibilities of the meeting for which it is tabled and in any event shall relate to the performance of the Council's statutory functions, powers and obligations or an issue which specifically affects the Council's area or its residents.
- b No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least seven clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.
- c The Proper Officer may, before including a motion on the agenda received in accordance with standing order 9(a), correct obvious grammatical or typographical errors in the wording of the motion.
- d If the Proper Officer considers the wording of a motion received in accordance with

standing order 9(a) is not clear in meaning, the motion shall be rejected until the mover of the motion resubmits it, so that it can be understood, in writing, to the Proper Officer at least four clear days before the meeting.

- e If the wording or subject of a proposed motion is considered improper, the Proper Officer shall consult with the chairman of the forthcoming meeting or, as the case may be, the councillors who have convened the meeting, to consider whether the motion shall be included in the agenda or rejected.
- f The decision of the Proper Officer as to whether or not to include the motion on the agenda shall be final.
- g Motions received shall be recorded and numbered in the order that they are received.
- h Motions rejected shall be recorded with an explanation by the Proper Officer of the reason for rejection.

### **13. MOTIONS AT A MEETING THAT DO NOT REQUIRE WRITTEN NOTICE**

- a The following motions may be moved at a meeting without written notice to the Proper Officer:
  - i. to correct an inaccuracy in the draft minutes of a meeting;
  - ii. to move to a vote;
  - iii. to defer consideration of a motion;
  - iv. to refer a motion to a particular committee or sub-committee;
  - v. to appoint a person to preside at a meeting;
  - vi. to change the order of business on the agenda;
  - vii. to proceed to the next business on the agenda;
  - viii. to require a written report;
  - ix. to appoint a committee or sub-committee and their members;
  - x. to extend the time limits for speaking;
  - xi. to exclude the press and public from a meeting in respect of confidential or other information which is prejudicial to the public interest;
  - xii. to not hear further from a councillor or a member of the public;
  - xiii. to exclude a councillor or member of the public for disorderly conduct;
  - xiv. to temporarily suspend the meeting;
  - xv. to suspend a particular standing order (unless it reflects mandatory statutory or legal requirements);
  - xvi. to adjourn the meeting; or
  - xvii. to close the meeting.

### **14. MANAGEMENT OF INFORMATION**

*See also standing order 20.*

- a **The Council shall have in place and keep under review, technical and organisational measures to keep secure information (including personal data) which it holds in paper and electronic form. Such arrangements shall include deciding who has access to personal data and encryption of personal data.**
- b **The Council shall have in place, and keep under review, policies for the retention and safe destruction of all information (including personal data) which it holds in paper and electronic form. The Council's retention policy shall confirm the period for which**

information (including personal data) shall be retained or if this is not possible the criteria used to determine that period (e.g. the Limitation Act 1980).

- c **The agenda, papers that support the agenda and the minutes of a meeting shall not disclose or otherwise undermine confidential information or personal data without legal justification.**
- d **Councillors, staff, the Council's contractors and agents shall not disclose confidential information or personal data without legal justification.**

## 15. DRAFT MINUTES

Full Council meetings                   ●  
Committee meetings                   ●  
Sub-committee meetings               ●

- a If the draft minutes of a preceding meeting have been served on councillors with the agenda to attend the meeting at which they are due to be approved for accuracy, they shall be taken as read.
- b There shall be no discussion about the draft minutes of a preceding meeting except in relation to their accuracy. A motion to correct an inaccuracy in the draft minutes shall be moved in accordance with standing order 12(a)(i).
- c The accuracy of draft minutes, including any amendment(s) made to them, shall be confirmed by resolution and shall be signed by the chairman of the meeting and stand as an accurate record of the meeting to which the minutes relate.
- d If the chairman of the meeting does not consider the minutes to be an accurate record of the meeting to which they relate, he shall sign the minutes and include a paragraph in the following terms or to the same effect:

"The chairman of this meeting does not believe that the minutes of the meeting of the ( ) held on [date] in respect of ( ) were a correct record but his view was not upheld by the meeting and the minutes are confirmed as an accurate record of the proceedings."

- e **If the Council's gross annual income or expenditure (whichever is higher) does not exceed £25,000, it shall publish draft minutes on a website which is publicly accessible and free of charge not later than one month after the meeting has taken place.**
- 
- 
- f Subject to the publication of draft minutes in accordance with standing order 14(e) and standing order 20(a) and following a resolution which confirms the accuracy of the minutes of a meeting, the draft minutes or recordings of the meeting for which approved minutes exist shall be destroyed.

## 16. CODE OF CONDUCT AND DISPENSATIONS

*See also standing order 3(u).*

- a All councillors and non-councillors with voting rights shall observe the code of conduct adopted by the Council.

- b Unless he has been granted a dispensation, a councillor or non-councillor with voting rights shall withdraw from a meeting when it is considering a matter in which he has a disclosable pecuniary interest. He may return to the meeting after it has considered the matter in which he had the interest.
- c Unless he has been granted a dispensation, a councillor or non-councillor with voting rights shall withdraw from a meeting when it is considering a matter in which he has another interest if so required by the Council's code of conduct. He may return to the meeting after it has considered the matter in which he had the interest.
- d **Dispensation requests shall be in writing and submitted to the Proper Officer** as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.
- e A decision as to whether to grant a dispensation shall be made by a meeting of the council or committee for which the dispensation is required and that decision is final.
- f A dispensation request shall confirm:
  - i. the description and the nature of the disclosable pecuniary interest or other interest to which the request for the dispensation relates;
  - ii. whether the dispensation is required to participate at a meeting in a discussion only or a discussion and a vote;
  - iii. the date of the meeting or the period (not exceeding four years) for which the dispensation is sought; and
  - iv. an explanation as to why the dispensation is sought.
- g Subject to standing orders 15(d) and (f), a dispensation request shall be considered at the beginning of the meeting of the council, or committee or sub-committee for which the dispensation is required.
- h **A dispensation may be granted in accordance with standing order 15(e) if having regard to all relevant circumstances any of the following apply:**
  - i. **without the dispensation the number of persons prohibited from participating in the particular business would be so great a proportion of the meeting transacting the business as to impede the transaction of the business;**
  - ii. **granting the dispensation is in the interests of persons living in the council's area;**  
or
  - iii. **it is otherwise appropriate to grant a dispensation.**

## **17. CODE OF CONDUCT COMPLAINTS**

- a **Upon notification by the District or Unitary Council that a councillor or non-councillor with voting rights has breached the council's code of conduct, the council shall consider what, if any, action to take against him. Such action excludes disqualification or suspension from office.**

## **18. PROPER OFFICER**

- a The Proper Officer shall be the clerk or (ii) an elected member(s) nominated by the council to undertake the work of the Proper Officer when the Proper Officer is absent.

- b The Proper Officer shall:
- i. **at least three clear days before a meeting of the council, a committee or a sub-committee,**
    - **serve on councillors by delivery or post at their residences or by email authenticated in such manner as the Proper Officer thinks fit, a signed summons confirming the time, place and the agenda (provided the councillor has consented to service by email), and**
    - **Provide, in a conspicuous place, public notice of the time, place and agenda (provided that the public notice with agenda of an extraordinary meeting of the council convened by councillors is signed by them).**
- See standing order 3(b) for the meaning of clear days for a meeting of a full council and standing order 3(c) for the meaning of clear days for a meeting of a committee;*
- ii. subject to standing order 11, include on the agenda all motions in the order received unless a councillor has given written notice at least four days before the meeting confirming his withdrawal of it;
  - iii. **convene a meeting of the council for the election of a new Chairman of the Council, occasioned by a casual vacancy in his office;**
  - iv. **facilitate inspection of the minute book by local government electors;**
  - v. **receive and retain copies of byelaws made by other local authorities;**
  - vi. hold acceptance of office forms from councillors;
  - vii. ensure that every councillor's register of interests is supplied to the Borough Council;
  - viii. assist with responding to requests made under freedom of information legislation and rights exercisable under data protection legislation, in accordance with the council's relevant policies and procedures;
  - ix. liaise, as appropriate, with the council's Data Protection Officer (where one has been appointed);
  - x. receive and send general correspondence and notices on behalf of the council except where there is a resolution to the contrary;
  - xi. assist in the organisation of, storage of, access to, security of and destruction of information held by the council in paper and electronic form subject to the requirements of data protection and freedom of information legislation and other legitimate requirements (e.g. the Limitation Act 1980);
  - xii. arrange for legal deeds to be executed;  
*(see also standing order 26);*
  - xiii. arrange or manage the prompt authorisation, approval, and instruction regarding any payments to be made by the council in accordance with its financial regulations;
  - xiv. record every planning application notified to the council and the council's response to the local planning authority in a book for such purpose;
  - xv. refer a planning application received by the council to the council within three working days of receipt to facilitate an extraordinary meeting if the nature of a planning application requires consideration before the next ordinary meeting of the council;
  - xvi. manage access to information about the council via the publication scheme; and
  - xvii. retain custody of the seal of the council (if there is one) which shall not be used without a resolution to that effect.  
*(see also standing order 26).*

**19. DELEGATION OF AUTHORITY**

- a The council will delegate authority to the Clerk in consultation with the Chair and Vice-Chair (or other councillors should one or the other be indisposed) to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the COVID-19 outbreak, informed by consultation with members of the council. All decisions to be minuted appropriately. Delegated authority to cease upon the first face-to-face meeting of the council.

**20. RESPONSIBLE FINANCIAL OFFICER**

- a The Clerk will act as the Responsible Financial Officer or be responsible for managing a Finance Officer or other employees of the council.

**21. ACCOUNTS AND ACCOUNTING STATEMENTS**

- a “Proper practices” in standing orders refer to the most recent version of “Governance and Accountability for Local Councils – a Practitioners’ Guide”.
- b All payments by the council shall be authorised, approved and paid in accordance with the law, proper practices and the council’s financial regulations.
- c The Responsible Financial Officer shall supply to each councillor at every meeting of the council a statement to summarise:
  - i. the council’s receipts and payments (or income and expenditure) for each quarter;
  - ii. the council’s aggregate receipts and payments (or income and expenditure) for the year to date;
  - iii. the balances held at the end of the quarter being reported and which includes a comparison with the budget for the financial year and highlights any actual or potential overspends.
- d As soon as possible after the financial year end at 31 March, the Responsible Financial Officer shall provide:
  - i. each councillor with a statement summarising the council’s receipts and payments (or income and expenditure) for the last quarter and the year to date for information; and
  - ii. to the council the accounting statements for the year in the form of Section 2 of the annual governance and accountability return, as required by proper practices, for consideration and approval.
- e The year-end accounting statements shall be prepared in accordance with proper practices and apply the form of accounts determined by the council (receipts and payments, or income and expenditure) for the year to 31 March. A completed draft annual governance and accountability return shall be presented to all councillors at least seven days prior to anticipated approval by the council. The annual governance and accountability return of the council, which is subject to external audit, including the annual governance statement, shall be presented to the council for consideration and formal approval before 30 June.

## **22. FINANCIAL CONTROLS AND PROCUREMENT**

- a The council shall consider and approve financial regulations drawn up by the Responsible Financial Officer, which shall include detailed arrangements in respect of the following:
  - i. the keeping of accounting records and systems of internal controls;
  - ii. the assessment and management of financial risks faced by the council;
  - iii. the work of the independent internal auditor in accordance with proper practices and the receipt of regular reports from the internal auditor, which shall be required at least annually;
  - iv. the inspection and copying by councillors and local electors of the council's accounts and/or orders of payments; and
  - v. whether contracts with an estimated value below **£30,000** due to special circumstances are exempt from a tendering process or procurement exercise.
  
- b Financial regulations shall be reviewed regularly and at least annually for fitness of purpose.
  
- c Subject to additional requirements in the financial regulations of the Council, the tender process for contracts for the supply of goods, materials, services or the execution of works shall include, as a minimum, the following steps:
  - i. a specification for the goods, materials, services or the execution of works shall be drawn up;
  - ii. an invitation to tender shall be drawn up to confirm (i) the Council's specification (ii) the time, date and address for the submission of tenders (iii) the date of the Council's written response to the tender and (iv) the prohibition on prospective contractors contacting councillors or staff to encourage or support their tender outside the prescribed process;
  - iii. tenders are to be submitted in writing in a sealed marked envelope addressed to the Proper Officer;
  - iv. tenders shall be opened by the Proper Officer in the presence of at least one councillor after the deadline for submission of tenders has passed;
  - v. tenders are to be reported to and considered by the appropriate meeting of the Council or a committee or sub-committee with delegated responsibility.
  
- d Neither the Council, nor a committee or a sub-committee with delegated responsibility for considering tenders, is bound to accept the lowest value tender.
  
- e **Where the value of a contract is likely to exceed the threshold specified by the Government from time to time, the Council must consider whether the contract is subject to the requirements of the current procurement legislation and, if so, the Council must comply with procurement rules. NALC's procurement guidance contains further details.**

## **23. HANDLING STAFF MATTERS**

- a A matter personal to a member of staff that is being considered by a meeting of council is subject to standing order 13.
  
- b Subject to the council's policy regarding absences from work, the council's most senior

member of staff shall notify the chairman of or, if he is not available, the vice-chairman (if there is one) of the council of absence occasioned by illness or other reason and that person shall report such absence to council at its next meeting.

- c The chairman of the council, or in his absence the vice-chairman, shall upon a resolution, conduct a review of the performance and annual appraisal of the work of the Clerk. The reviews and appraisal shall be reported in writing and are subject to approval by resolution by the council.
- d Subject to the council's policy regarding the handling of grievance matters, the council's most senior member of staff (or other members of staff) shall contact the chairman of the council, or in his absence, the vice-chairman of council in respect of an informal or formal grievance matter, and this matter shall be reported back and progressed by resolution of council.
- e Subject to the council's policy regarding the handling of grievance matters, if an informal or formal grievance matter raised by the Clerk relates to the chairman or vice-chairman of the council, this shall be communicated to another member of the council, which shall be reported back and progressed by resolution of the council.
- f Any persons responsible for all or part of the management of staff shall treat as confidential the written records of all meetings relating to their performance, capabilities, grievance or disciplinary matters.
- g In accordance with standing order 13(a), persons with line management responsibilities shall have access to staff records referred to in standing order 21(f).

#### **24. RESPONSIBILITIES TO PROVIDE INFORMATION**

*See also standing order 21.*

- a **In accordance with freedom of information legislation, the council shall publish information in accordance with its publication scheme and respond to requests for information held by the council.**
- b **The council shall publish information in accordance with the requirements of the Local Government (Transparency Requirements) (England) Regulations 2015.**

#### **25. RESPONSIBILITIES UNDER DATA PROTECTION LEGISLATION**

(Below is not an exclusive list)

*See also standing order 13.*

- a **The council may appoint a Data Protection Officer.**
- b **The council shall have policies and procedures in place to respond to an individual exercising statutory rights concerning his personal data.**
- c **The council shall have a written policy in place for responding to and managing a personal data breach.**
- d **The council shall keep a record of all personal data breaches comprising the facts relating to the personal data breach, its effects and the remedial action taken.**

- e **The council shall ensure that information communicated in its privacy notice(s) is in an easily accessible and available form and kept up to date.**
- f **The council shall maintain a written record of its processing activities.**

**26. RELATIONS WITH THE PRESS/MEDIA**

- a Requests from the press or other media for an oral or written comment or statement from the council, its councillors or staff shall be handled in accordance with the council's policy in respect of dealing with the press and/or other media.

**27. EXECUTION AND SEALING OF LEGAL DEEDS**

*See also standing orders 17(b)(xii) and (xvii).*

- a A legal deed shall not be executed on behalf of the council unless authorised by a resolution.
- b **Subject to standing order 26(a), any two councillors may sign, on behalf of the council, any deed required by law and the Proper Officer shall witness their signatures.**  
*The above is applicable to a council without a common seal.*

**28. COMMUNICATING WITH BOROUGH AND COUNTY COUNCILLORS**

- a An invitation to attend a meeting of the council shall be sent, together with the agenda, to the ward councillor(s) of the Borough and County Council representing the area of the council.

**29. RESTRICTIONS ON COUNCILLOR ACTIVITIES**

Unless duly authorised no councillor shall:

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

**30. YOUTH REPRESENTATIVES AT PARISH COUNCIL MEETINGS**

- a The Parish Council shall have a maximum of two Youth Representatives. It will annually co-opt one Youth Representative who will then serve for a maximum period of two years.
- b The Youth Representatives must have their principal place of residence in the Parish of Rolleston on Dove at the time of co-option and throughout their period of office. If either of the Youth Representatives should change his/her place of residence to a location out of the Parish of Rolleston on Dove, he/she will be required to resign forthwith and the vacancy shall be filled by co-option at a subsequent Parish Council meeting.
- c Youth Representatives must be under 18 years old and over 14 years old at the time of co-option.

- d The Parish Council will advertise vacancies in the Rollestonian, the village website and on village notice boards. If no-one is forthcoming it will work in partnership with the local High Schools serving the Parish of Rolleston on Dove in order to identify up to two Youth Representatives. In the event of more than two young people being interested, the Parish Council recommends that an election takes place within the Schools.
- e Youth Representatives will be invited to all meetings of the Parish Council but will have to leave when the Press and Public are excluded. They will have the right to place items on the Agenda, to speak on all items and to receive, in advance of meetings, Minutes and documents for all items. They will not have the right to vote.
- f A Youth Representative may be removed from office by a majority vote of the Council on a “resolution moved on notice” in accordance with Standing Order 9 and shall be subject to the Council’s Standing Order 2 concerning “disorderly conduct”.

**31. STANDING ORDERS GENERALLY**

- a All or part of a standing order, except one that incorporates mandatory statutory or legal requirements, may be suspended by resolution in relation to the consideration of an item on the agenda for a meeting.
- b A motion to add to or vary or revoke one or more of the council’s standing orders, except one that incorporates mandatory statutory or legal requirements, shall be proposed by a special motion, the written notice by at least three councillors to be given to the Proper Officer in accordance with standing order 9.
- c The Proper Officer shall provide a copy of the council’s standing orders to a councillor as soon as possible.
- d The decision of the chairman of a meeting as to the application of standing orders at the meeting shall be final.

**DOCUMENT HISTORY**

**Detailed History of Changes**

<b>Rev. No.</b>	<b>Date</b>	<b>Description of Changes</b>
1.0	11/03/2019	Original document adopted by the council
1.1	09/03/2020	Page 10, SO 7 Planning Applications: Consideration outside of normal meeting schedule removed and remaining SOs renumbered
1.2	11/05/2020	Addition of "Delegation of Authority" as SO 18, remaining SOs renumbered
	05/05/2021	Minor amendments to correct cross references throughout the document.
	13/06/2022	SO 28 amended to reflect text in NALC's Model Standing Orders
	16/05/2023	SO 29d amended: "... with the High School..." to read "... local High Schools..." and "... within the School." To read "... within the Schools."
1.3	09/10/2023	Page 10 Addition of Co-option procedure as SO7 and remaining So's renumbered
	13/05/2024	Reviewed, no changes
1.4	12/05/2025	Amendments to SO's 17 (Code of Conduct) and 22 (Financial Controls and Procurement), as advised by NALC

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Monday 13/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	1	0	0	0	0	0	0	0	0	0	0	0	0	1
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	1	0	0	0	0	0	0	0	0	0	0	0	0	1
6	1	0	0	0	0	0	0	0	0	0	0	0	0	1
7	4	1	0	0	0	0	0	0	0	0	0	0	0	5
8	17	1	0	0	0	0	0	0	0	0	0	0	0	18
9	65	5	0	0	0	0	0	0	0	0	0	0	0	70
10	29	5	0	0	0	0	0	0	0	0	0	0	0	34
11	27	3	0	0	0	0	0	0	0	0	0	0	0	30
12	26	8	0	0	0	0	0	0	0	0	0	0	0	34
13	24	7	0	0	0	0	0	0	0	0	0	0	0	31
14	21	2	0	0	0	0	0	0	0	0	0	0	0	23
15	41	4	0	0	0	0	0	0	0	0	0	0	0	45
16	71	8	0	0	0	0	0	0	0	0	0	0	0	79
17	46	7	0	0	0	0	0	0	0	0	0	0	0	53
18	69	4	0	1	0	0	0	0	0	0	0	0	0	74
19	40	2	0	0	0	0	0	0	0	0	0	0	0	42
20	26	3	0	0	0	0	0	0	0	0	0	0	0	29
21	10	1	0	0	0	0	0	0	0	0	0	0	0	11
22	7	0	0	0	1	0	0	0	0	0	0	0	0	8
23	5	0	0	0	0	0	0	0	0	0	0	0	0	5
24	3	0	0	0	0	0	0	0	0	0	0	0	0	3
7-19	476	56	0	1	0	0	0	0	0	0	0	0	0	533
6-22	523	61	0	1	1	0	0	0	0	0	0	0	0	586
6-24	531	61	0	1	1	0	0	0	0	0	0	0	0	594
0-24	534	61	0	1	1	0	0	0	0	0	0	0	0	597

Direction : SOUTHBOUND

Monday 13/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	1	0	0	0	0	0	0	0	0	0	0	0	1
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	7	0	0	0	0	0	0	0	0	0	0	0	0	7
7	5	1	0	0	0	0	0	0	0	0	0	0	0	6
8	12	5	0	0	0	0	0	0	0	0	0	0	0	17
9	51	7	0	0	0	0	0	0	0	0	0	0	0	58
10	26	1	0	0	0	0	0	0	0	0	0	0	0	27
11	23	0	0	0	0	0	0	0	0	0	0	0	0	23
12	17	3	0	0	0	0	0	0	0	0	0	0	0	20
13	17	3	0	0	0	0	0	0	0	0	0	0	0	20
14	23	2	0	0	0	0	0	0	0	0	0	0	0	25
15	20	2	0	0	0	0	0	0	0	0	0	0	0	22
16	56	4	0	0	0	0	0	0	0	0	0	0	0	60
17	36	8	0	0	0	0	0	0	0	0	0	0	0	44
18	41	4	0	0	0	0	0	0	0	0	0	0	0	45
19	21	3	0	0	0	0	0	0	0	0	0	0	0	24
20	33	2	0	0	0	0	0	0	0	0	0	0	0	35
21	18	0	0	0	0	0	0	0	0	0	0	0	0	18
22	6	1	0	0	1	0	0	0	0	0	0	0	0	8
23	6	0	0	0	0	0	0	0	0	0	0	0	0	6
24	1	1	0	0	0	0	0	0	0	0	0	0	0	2
7-19	343	42	0	0	0	0	0	0	0	0	0	0	0	385
6-22	405	46	0	0	1	0	0	0	0	0	0	0	0	452
6-24	412	47	0	0	1	0	0	0	0	0	0	0	0	460
0-24	419	48	0	0	1	0	0	0	0	0	0	0	0	468

survey and presentation by **trafficsense** Ltd.

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Monday 13/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	1	0	0	0	0	0	0	0	1
3	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	1	0	0	0	0	0	0	0	0	1
6	0	0	0	0	0	1	0	0	0	0	0	0	1
7	0	0	0	2	0	1	2	0	0	0	0	0	5
8	1	0	1	2	8	1	3	1	0	1	0	0	18
9	3	9	8	17	18	14	1	0	0	0	0	0	70
10	11	18	5	0	0	0	0	0	0	0	0	0	34
11	3	9	9	4	5	0	0	0	0	0	0	0	30
12	0	1	11	15	4	0	3	0	0	0	0	0	34
13	0	3	3	7	11	3	2	0	0	2	0	0	31
14	0	0	7	6	7	1	1	0	1	0	0	0	23
15	0	2	10	11	13	3	3	1	1	1	0	0	45
16	0	1	20	21	18	11	4	3	0	1	0	0	79
17	0	5	11	10	11	8	6	2	0	0	0	0	53
18	0	4	18	24	19	4	2	2	0	0	1	0	74
19	1	0	18	8	7	6	1	0	0	1	0	0	42
20	1	1	12	7	5	3	0	0	0	0	0	0	29
21	0	1	2	5	1	0	2	0	0	0	0	0	11
22	0	0	0	2	3	1	0	0	1	0	1	0	8
23	0	0	0	1	1	1	0	1	0	0	1	0	5
24	0	0	0	0	0	1	1	0	0	1	0	0	3

7-19	19	52	121	125	121	51	26	9	2	6	1	0	533
6-22	20	54	135	141	130	56	30	9	3	6	2	0	586
6-24	20	54	135	142	131	58	31	10	3	7	3	0	594
0-24	20	54	135	143	132	59	31	10	3	7	3	0	597

Direction : SOUTHBOUND

Monday 13/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	1	0	0	0	0	0	0	0	0	0	1
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	0	0	0	0	0	0	0	0	0
6	0	0	1	2	1	0	2	0	1	0	0	0	7
7	0	1	0	1	0	3	0	1	0	0	0	0	6
8	0	0	2	3	5	4	3	0	0	0	0	0	17
9	3	20	5	12	9	7	2	0	0	0	0	0	58
10	5	17	5	0	0	0	0	0	0	0	0	0	27
11	5	5	6	1	3	3	0	0	0	0	0	0	23
12	1	0	5	4	6	1	3	0	0	0	0	0	20
13	0	1	4	8	4	2	1	0	0	0	0	0	20
14	0	1	6	7	6	2	2	0	0	1	0	0	25
15	0	0	4	5	8	4	1	0	0	0	0	0	22
16	0	1	12	10	22	13	2	0	0	0	0	0	60
17	0	4	9	9	12	9	1	0	0	0	0	0	44
18	3	3	9	12	10	5	3	0	0	0	0	0	45
19	2	1	8	4	7	0	2	0	0	0	0	0	24
20	0	2	15	8	3	2	3	1	0	0	1	0	35
21	0	1	4	9	2	2	0	0	0	0	0	0	18
22	0	0	2	0	2	2	1	0	1	0	0	0	8
23	0	0	1	1	0	1	2	1	0	0	0	0	6
24	0	0	0	0	0	1	1	0	0	0	0	0	2

7-19	19	53	75	75	92	50	20	0	0	1	0	0	385
6-22	19	57	96	93	99	59	24	2	1	1	1	0	452
6-24	19	57	97	94	99	61	27	3	1	1	1	0	460
0-24	19	57	99	96	100	61	29	3	2	1	1	0	468

survey and presentation by **trafficsense** Ltd.

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Tuesday 14/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	1	1	0	0	0	0	0	0	0	0	0	0	0	2
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	2	1	0	0	0	0	0	0	0	0	0	0	0	3
6	1	0	0	0	0	0	0	0	0	0	0	0	0	1
7	9	1	0	0	0	0	0	0	0	0	0	0	0	10
8	14	1	0	0	0	0	0	0	0	0	0	0	0	15
9	59	3	0	0	1	0	0	0	0	0	0	0	0	63
10	36	1	0	0	0	0	0	0	0	0	0	0	0	37
11	22	3	0	1	0	0	0	0	0	0	0	0	0	26
12	25	4	0	0	0	0	0	0	0	0	0	0	0	29
13	32	8	0	0	1	0	0	0	0	0	0	0	0	41
14	29	5	0	0	0	0	0	0	0	0	0	0	0	34
15	37	7	0	0	0	0	0	0	0	0	0	0	0	44
16	67	5	0	0	0	0	0	0	0	0	0	0	0	72
17	31	3	0	0	0	0	0	0	0	0	0	0	0	34
18	43	6	0	0	0	0	0	0	0	0	0	0	0	49
19	27	2	0	0	0	0	0	0	0	0	0	0	0	29
20	31	1	0	0	0	0	0	0	0	0	0	0	0	32
21	10	1	0	0	0	0	0	0	0	0	0	0	0	11
22	10	0	0	0	0	0	0	0	0	0	0	0	0	10
23	1	0	0	0	0	0	0	0	0	0	0	0	0	1
24	5	1	0	0	0	0	0	0	0	0	0	0	0	6
7-19	422	48	0	1	2	0	0	0	0	0	0	0	0	473
6-22	482	51	0	1	2	0	0	0	0	0	0	0	0	536
6-24	488	52	0	1	2	0	0	0	0	0	0	0	0	543
0-24	492	54	0	1	2	0	0	0	0	0	0	0	0	549

Direction : SOUTHBOUND

Tuesday 14/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	1	0	0	0	0	0	0	0	0	0	0	0	1
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	1	0	0	0	0	0	0	0	0	0	0	0	0	1
6	5	0	0	0	0	0	0	0	0	0	0	0	0	5
7	6	2	0	0	0	0	0	0	0	0	0	0	0	8
8	17	4	0	0	0	0	0	0	0	0	0	0	0	21
9	54	4	0	0	0	0	0	0	0	0	0	0	0	58
10	30	2	0	0	0	0	0	0	0	0	0	0	0	32
11	19	1	0	0	0	0	0	0	0	0	0	0	0	20
12	22	1	0	0	0	0	0	0	0	0	0	0	0	23
13	15	4	0	0	0	0	0	0	0	0	0	1	0	20
14	23	5	0	0	0	0	0	0	0	0	0	0	0	28
15	22	4	0	0	0	0	0	0	0	0	0	0	0	26
16	60	4	0	0	0	0	0	0	0	0	0	0	0	64
17	25	2	0	0	0	0	0	0	0	0	0	0	0	27
18	41	0	0	0	0	0	0	0	0	0	0	0	0	41
19	23	3	0	0	0	0	0	0	0	0	0	0	0	26
20	11	2	0	0	0	0	0	0	0	0	0	0	0	13
21	6	2	0	0	0	0	0	0	0	0	0	0	0	8
22	4	0	0	0	0	0	0	0	0	0	0	0	0	4
23	3	0	0	0	0	0	0	0	0	0	0	0	0	3
24	2	0	0	0	0	0	0	0	0	0	0	0	0	2
7-19	351	34	0	0	0	0	0	0	0	0	0	1	0	386
6-22	378	40	0	0	0	0	0	0	0	0	0	1	0	419
6-24	383	40	0	0	0	0	0	0	0	0	0	1	0	424
0-24	389	41	0	0	0	0	0	0	0	0	0	1	0	431

survey and presentation by **trafficsense** Ltd.

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Tuesday 14/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	1	0	0	0	0	0	0	1	0	0	2
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	3	0	0	0	0	0	0	0	3
6	0	0	0	0	0	0	0	1	0	0	0	0	1
7	0	1	0	1	2	5	1	0	0	0	0	0	10
8	0	1	0	5	5	4	0	0	0	0	0	0	15
9	0	1	4	22	25	7	4	0	0	0	0	0	63
10	0	1	14	11	7	1	3	0	0	0	0	0	37
11	1	0	6	12	3	2	0	2	0	0	0	0	26
12	0	1	6	12	7	2	1	0	0	0	0	0	29
13	0	0	10	16	6	8	1	0	0	0	0	0	41
14	0	2	6	13	7	4	2	0	0	0	0	0	34
15	1	1	10	12	11	8	1	0	0	0	0	0	44
16	0	1	13	23	26	9	0	0	0	0	0	0	72
17	0	1	8	8	10	4	1	0	2	0	0	0	34
18	0	1	9	9	16	8	4	1	0	0	0	1	49
19	1	2	6	7	10	2	0	1	0	0	0	0	29
20	0	1	3	8	7	9	2	0	2	0	0	0	32
21	0	0	1	5	1	1	1	0	1	0	1	0	11
22	0	0	1	3	1	2	1	0	1	1	0	0	10
23	0	0	0	0	1	0	0	0	0	0	0	0	1
24	0	0	0	1	1	3	1	0	0	0	0	0	6

7-19	3	12	92	150	133	59	17	4	2	0	0	1	473
6-22	3	14	97	167	144	76	22	4	6	1	1	1	536
6-24	3	14	97	168	146	79	23	4	6	1	1	1	543
0-24	3	14	98	168	149	79	23	5	6	2	1	1	549

Direction : SOUTHBOUND

Tuesday 14/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	1	0	0	0	0	0	0	0	0	0	1
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	1	0	0	0	0	0	0	0	1
6	0	0	0	2	0	0	2	1	0	0	0	0	5
7	0	1	0	2	3	0	0	2	0	0	0	0	8
8	0	1	3	3	4	7	1	0	0	2	0	0	21
9	0	2	9	20	18	4	3	1	1	0	0	0	58
10	0	0	10	14	4	4	0	0	0	0	0	0	32
11	2	1	6	3	4	3	1	0	0	0	0	0	20
12	0	0	5	6	7	2	3	0	0	0	0	0	23
13	1	1	6	2	5	4	1	0	0	0	0	0	20
14	2	1	5	6	8	5	1	0	0	0	0	0	28
15	1	2	9	7	6	0	1	0	0	0	0	0	26
16	0	2	14	23	14	5	4	1	0	0	1	0	64
17	1	2	4	11	2	5	1	1	0	0	0	0	27
18	2	2	8	11	8	6	3	1	0	0	0	0	41
19	1	0	5	8	8	2	1	0	1	0	0	0	26
20	1	0	3	4	3	1	0	1	0	0	0	0	13
21	0	0	2	2	3	0	1	0	0	0	0	0	8
22	0	0	0	1	0	0	3	0	0	0	0	0	4
23	0	0	0	1	2	0	0	0	0	0	0	0	3
24	0	0	0	0	0	1	0	0	0	1	0	0	2

7-19	10	14	84	114	88	47	20	4	2	2	1	0	386
6-22	11	15	89	123	97	48	24	7	2	2	1	0	419
6-24	11	15	89	124	99	49	24	7	2	3	1	0	424
0-24	11	15	90	126	100	49	26	8	2	3	1	0	431

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Wednesday 15/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	1	0	0	0	0	0	0	0	0	0	0	0	0	1
2	1	0	0	0	0	0	0	0	0	0	0	0	0	1
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	2	0	0	0	0	0	0	0	0	0	0	0	0	2
6	2	0	0	0	0	0	0	0	0	0	0	0	0	2
7	6	1	0	0	0	0	0	0	0	0	0	0	0	7
8	18	2	0	0	0	0	0	0	0	0	0	0	0	20
9	68	9	0	0	1	0	0	0	0	0	0	0	0	78
10	23	6	0	0	0	0	0	0	0	0	0	1	0	30
11	27	9	0	0	1	0	0	0	0	0	0	0	0	37
12	33	6	0	0	0	0	0	0	0	0	0	1	0	40
13	29	2	0	0	0	0	0	0	0	0	0	0	0	31
14	18	2	0	0	0	0	0	0	0	0	0	0	0	20
15	39	3	0	0	0	0	0	0	0	0	0	0	0	42
16	81	9	0	0	1	0	0	0	0	0	0	0	0	91
17	26	4	0	0	0	0	0	0	0	0	0	0	0	30
18	37	7	0	0	0	0	0	0	0	0	0	0	0	44
19	28	3	0	0	0	0	0	0	0	0	0	0	0	31
20	27	3	0	0	0	0	0	0	0	0	0	0	0	30
21	18	1	0	0	0	0	0	0	0	0	0	0	0	19
22	11	1	0	0	0	0	0	0	0	0	0	0	0	12
23	6	0	0	0	0	0	0	0	0	0	0	0	0	6
24	2	1	0	0	0	0	0	0	0	0	0	0	0	3
7-19	427	62	0	0	3	0	0	0	0	0	0	2	0	494
6-22	489	68	0	0	3	0	0	0	0	0	0	2	0	562
6-24	497	69	0	0	3	0	0	0	0	0	0	2	0	571
0-24	503	69	0	0	3	0	0	0	0	0	0	2	0	577

Direction : SOUTHBOUND

Wednesday 15/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	1	0	0	0	0	0	0	0	0	0	0	0	1
4	0	1	0	0	0	0	0	0	0	0	0	0	0	1
5	1	1	0	0	0	0	0	0	0	0	0	0	0	2
6	6	0	0	0	0	0	0	0	0	0	0	0	0	6
7	6	0	0	0	0	0	0	0	0	0	0	0	0	6
8	16	2	0	0	0	0	0	0	0	0	0	0	0	18
9	59	10	0	0	0	0	0	0	0	0	0	0	0	69
10	25	9	0	0	0	0	0	0	0	0	0	0	0	34
11	33	1	0	0	0	0	0	0	0	0	0	1	0	35
12	22	3	0	0	0	0	0	0	0	0	0	0	0	25
13	38	3	0	0	0	0	0	0	0	0	0	0	0	41
14	19	5	0	0	0	0	0	0	0	0	0	0	0	24
15	22	4	0	0	0	0	0	0	0	0	0	0	0	26
16	50	9	0	0	0	0	0	0	0	0	0	0	0	59
17	30	1	0	0	0	0	0	0	0	0	0	0	0	31
18	40	1	0	0	0	0	0	0	0	0	0	0	0	41
19	13	2	0	0	0	0	0	0	0	0	0	0	0	15
20	18	2	0	0	0	0	0	0	0	0	0	0	0	20
21	13	1	0	0	0	0	0	0	0	0	0	0	0	14
22	11	0	0	0	0	0	0	0	0	0	0	0	0	11
23	3	1	0	0	0	0	0	0	0	0	0	0	0	4
24	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7-19	367	50	0	0	0	0	0	0	0	0	0	1	0	418
6-22	415	53	0	0	0	0	0	0	0	0	0	1	0	469
6-24	418	54	0	0	0	0	0	0	0	0	0	1	0	473
0-24	425	57	0	0	0	0	0	0	0	0	0	1	0	483

survey and presentation by **trafficsense** Ltd.

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Wednesday 15/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	1	0	0	0	0	0	0	0	0	1
2	0	0	0	0	0	0	0	0	0	1	0	0	1
3	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	1	1	0	0	0	0	0	0	2
6	0	0	0	0	2	0	0	0	0	0	0	0	2
7	0	1	0	2	3	0	1	0	0	0	0	0	7
8	1	0	1	8	5	4	1	0	0	0	0	0	20
9	1	3	16	18	29	7	2	1	1	0	0	0	78
10	0	2	13	9	3	3	0	0	0	0	0	0	30
11	0	1	11	17	7	1	0	0	0	0	0	0	37
12	0	1	14	13	11	1	0	0	0	0	0	0	40
13	0	0	7	11	11	1	0	1	0	0	0	0	31
14	0	0	6	6	6	1	0	1	0	0	0	0	20
15	0	0	15	10	11	4	2	0	0	0	0	0	42
16	1	2	20	30	20	14	2	1	0	0	1	0	91
17	0	2	3	8	5	7	3	1	1	0	0	0	30
18	0	0	3	21	8	6	3	1	2	0	0	0	44
19	0	0	5	7	6	10	2	1	0	0	0	0	31
20	0	1	6	8	6	5	3	0	1	0	0	0	30
21	1	1	1	8	6	1	0	0	0	1	0	0	19
22	0	0	1	2	1	4	0	2	0	2	0	0	12
23	0	0	0	1	1	1	2	0	0	1	0	0	6
24	0	1	1	1	0	0	0	0	0	0	0	0	3

7-19	3	11	114	158	122	59	15	7	4	0	1	0	494
6-22	4	14	122	178	138	69	19	9	5	3	1	0	562
6-24	4	15	123	180	139	70	21	9	5	4	1	0	571
0-24	4	15	123	181	142	71	21	9	5	5	1	0	577

Direction : SOUTHBOUND

Wednesday 15/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	1	0	0	0	0	0	0	0	0	0	1
4	0	0	0	1	0	0	0	0	0	0	0	0	1
5	0	0	1	0	1	0	0	0	0	0	0	0	2
6	0	0	0	1	1	1	2	0	1	0	0	0	6
7	0	1	0	1	0	4	0	0	0	0	0	0	6
8	0	0	3	2	4	7	0	2	0	0	0	0	18
9	0	2	7	19	22	16	3	0	0	0	0	0	69
10	0	1	9	8	8	5	1	2	0	0	0	0	34
11	2	0	6	11	5	6	4	0	1	0	0	0	35
12	0	2	5	7	4	4	3	0	0	0	0	0	25
13	0	0	6	19	9	5	1	1	0	0	0	0	41
14	1	0	12	3	2	4	0	2	0	0	0	0	24
15	0	1	8	6	8	3	0	0	0	0	0	0	26
16	0	2	13	18	17	7	0	1	0	0	1	0	59
17	0	3	3	6	7	11	0	1	0	0	0	0	31
18	0	0	6	13	15	6	1	0	0	0	0	0	41
19	1	0	1	1	8	3	0	0	1	0	0	0	15
20	0	1	4	6	5	1	2	1	0	0	0	0	20
21	0	0	1	3	5	2	1	2	0	0	0	0	14
22	1	1	1	0	2	2	4	0	0	0	0	0	11
23	0	0	2	0	1	0	0	0	0	1	0	0	4
24	0	0	0	0	0	0	0	0	0	0	0	0	0

7-19	4	11	79	113	109	77	13	9	2	0	1	0	418
6-22	5	14	85	123	121	86	20	12	2	0	1	0	469
6-24	5	14	87	123	122	86	20	12	2	1	1	0	473
0-24	5	14	89	125	124	87	22	12	3	1	1	0	483

survey and presentation by **trafficsense** Ltd.

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Thursday 16/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	1	1	0	0	0	0	0	0	0	0	0	0	0	2
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	1	0	0	0	0	0	0	0	0	0	0	0	0	1
6	3	0	0	0	0	0	0	0	0	0	0	0	0	3
7	6	2	0	0	0	0	0	0	0	0	0	0	0	8
8	15	4	2	0	0	0	0	0	0	0	0	0	0	21
9	64	8	0	0	0	0	0	0	0	0	0	0	0	72
10	18	6	0	0	0	0	0	0	0	0	0	0	0	24
11	35	3	0	1	1	0	0	0	0	0	0	0	0	40
12	41	1	0	0	0	0	0	0	0	0	0	0	0	42
13	38	7	0	0	0	0	0	0	0	0	0	0	0	45
14	27	3	0	0	0	0	0	0	0	0	0	0	0	30
15	46	3	0	0	0	0	0	0	0	0	0	0	0	49
16	73	6	0	0	0	0	0	0	0	0	0	0	0	79
17	50	5	0	0	0	0	0	0	0	0	0	0	0	55
18	47	7	0	0	0	0	0	0	0	0	0	0	0	54
19	33	4	0	0	0	0	0	0	0	0	0	0	0	37
20	25	2	0	0	0	0	0	0	1	0	0	0	0	28
21	8	2	0	0	0	0	0	0	0	0	0	0	0	10
22	9	0	0	0	0	0	0	0	0	0	0	0	0	9
23	4	0	0	0	0	0	0	0	0	0	0	0	0	4
24	1	0	0	0	0	0	0	0	0	0	0	0	0	1
7-19	487	57	2	1	1	0	0	0	0	0	0	0	0	548
6-22	535	63	2	1	1	0	0	0	1	0	0	0	0	603
6-24	540	63	2	1	1	0	0	0	1	0	0	0	0	608
0-24	545	64	2	1	1	0	0	0	1	0	0	0	0	614

Direction : SOUTHBOUND

Thursday 16/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	1	0	0	0	0	0	0	0	0	0	0	0	0	1
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	1	0	0	0	0	0	0	0	0	0	0	0	1
4	1	0	0	0	0	0	0	0	0	0	0	0	0	1
5	1	2	0	0	0	0	0	0	0	0	0	0	0	3
6	4	0	0	0	0	0	0	0	0	0	0	0	0	4
7	2	1	0	0	0	0	0	0	0	0	0	0	0	3
8	22	5	2	0	0	0	0	0	0	0	0	0	0	29
9	58	7	0	0	0	0	0	0	0	0	0	0	0	65
10	25	2	0	0	0	0	0	0	0	0	0	0	0	27
11	22	0	0	0	0	0	0	0	0	0	0	0	0	22
12	25	4	0	0	0	0	0	0	0	0	0	0	0	29
13	22	4	0	0	0	0	0	0	0	0	0	0	0	26
14	27	2	0	0	0	0	0	0	0	0	0	0	0	29
15	18	2	0	0	0	0	0	0	0	0	0	0	0	20
16	38	7	0	0	0	0	0	0	0	0	0	0	0	45
17	45	6	0	0	0	0	0	0	0	0	0	0	0	51
18	31	2	0	0	0	0	0	0	0	0	0	0	0	33
19	19	3	0	0	0	0	0	0	0	0	0	0	0	22
20	22	1	0	0	0	0	0	0	0	0	0	0	0	23
21	9	1	0	0	0	0	0	0	0	0	0	0	0	10
22	4	1	0	0	0	0	0	0	0	0	0	0	0	5
23	3	1	0	0	0	0	0	0	0	0	0	0	0	4
24	1	0	0	0	0	0	0	0	0	0	0	0	0	1
7-19	352	44	2	0	0	0	0	0	0	0	0	0	0	398
6-22	389	48	2	0	0	0	0	0	0	0	0	0	0	439
6-24	393	49	2	0	0	0	0	0	0	0	0	0	0	444
0-24	400	52	2	0	0	0	0	0	0	0	0	0	0	454

survey and presentation by **trafficsense** Ltd.

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Thursday 16/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	0	0	0	1	0	0	0	0	1	2
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	0	1	0	0	0	0	0	0	1
6	0	0	1	0	1	0	0	0	1	0	0	0	3
7	0	0	1	2	3	0	2	0	0	0	0	0	8
8	1	0	0	6	6	5	3	0	0	0	0	0	21
9	0	2	19	24	17	5	5	0	0	0	0	0	72
10	0	1	14	3	4	2	0	0	0	0	0	0	24
11	0	3	29	4	4	0	0	0	0	0	0	0	40
12	0	1	17	16	7	1	0	0	0	0	0	0	42
13	0	4	24	13	4	0	0	0	0	0	0	0	45
14	0	0	14	10	5	1	0	0	0	0	0	0	30
15	1	2	18	15	11	1	1	0	0	0	0	0	49
16	0	1	19	30	18	8	1	1	1	0	0	0	79
17	0	1	16	15	14	9	0	0	0	0	0	0	55
18	1	2	17	15	11	4	3	0	0	1	0	0	54
19	1	3	7	9	8	5	2	0	1	0	1	0	37
20	0	4	8	3	6	4	1	1	1	0	0	0	28
21	0	1	6	2	0	0	0	1	0	0	0	0	10
22	0	0	3	0	3	1	1	1	0	0	0	0	9
23	0	0	1	2	0	1	0	0	0	0	0	0	4
24	0	0	0	0	0	0	0	1	0	0	0	0	1

7-19	4	20	194	160	109	41	15	1	2	1	1	0	548
6-22	4	25	212	167	121	46	19	4	3	1	1	0	603
6-24	4	25	213	169	121	47	19	5	3	1	1	0	608
0-24	4	25	214	169	122	48	20	5	4	1	1	1	614

Direction : SOUTHBOUND

Thursday 16/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	0	0	0	1	0	0	0	0	0	1
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	1	0	0	0	0	0	0	0	0	0	1
4	0	0	0	0	1	0	0	0	0	0	0	0	1
5	0	0	1	0	0	1	1	0	0	0	0	0	3
6	0	0	1	1	0	0	1	1	0	0	0	0	4
7	0	1	0	0	1	0	0	1	0	0	0	0	3
8	1	0	1	7	10	7	2	0	1	0	0	0	29
9	1	1	11	23	13	12	2	1	1	0	0	0	65
10	0	2	8	12	4	0	1	0	0	0	0	0	27
11	1	1	13	5	2	0	0	0	0	0	0	0	22
12	0	3	13	9	3	1	0	0	0	0	0	0	29
13	0	3	13	7	2	1	0	0	0	0	0	0	26
14	1	1	7	8	8	2	1	0	1	0	0	0	29
15	0	0	8	7	3	2	0	0	0	0	0	0	20
16	0	1	11	17	11	4	1	0	0	0	0	0	45
17	0	1	13	19	7	8	2	1	0	0	0	0	51
18	2	4	7	14	3	2	0	1	0	0	0	0	33
19	1	2	2	7	4	3	2	1	0	0	0	0	22
20	1	1	5	5	5	2	2	0	0	2	0	0	23
21	0	0	1	5	3	0	1	0	0	0	0	0	10
22	0	0	2	1	0	2	0	0	0	0	0	0	5
23	0	0	1	0	3	0	0	0	0	0	0	0	4
24	0	0	0	0	0	0	0	0	0	1	0	0	1

7-19	7	19	107	135	70	42	11	4	3	0	0	0	398
6-22	8	21	115	146	79	46	14	5	3	2	0	0	439
6-24	8	21	116	146	82	46	14	5	3	3	0	0	444
0-24	8	21	119	147	83	47	17	6	3	3	0	0	454

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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Friday 17/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	2	0	0	0	0	0	0	0	0	0	0	0	0	2
2	3	0	0	0	0	0	0	0	0	0	0	0	0	3
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	1	1	0	0	0	0	0	0	0	0	0	0	0	2
6	2	0	0	0	0	0	0	0	0	0	0	0	0	2
7	8	1	0	0	0	0	0	0	0	0	0	0	0	9
8	19	0	0	0	0	0	0	0	0	0	0	0	0	19
9	58	6	0	0	0	0	0	0	0	0	0	0	0	64
10	27	4	0	0	0	0	0	0	0	0	0	0	0	31
11	24	4	0	0	1	0	0	0	0	0	0	0	0	29
12	42	5	1	0	0	0	0	0	0	0	0	0	0	48
13	43	9	0	0	0	0	0	0	0	0	0	0	0	52
14	24	4	0	0	0	0	0	0	0	0	0	1	0	29
15	42	5	0	0	0	0	0	0	0	0	0	0	0	47
16	70	9	0	0	0	0	0	0	0	0	0	0	0	79
17	36	4	0	0	0	0	0	0	0	0	0	0	0	40
18	47	5	0	0	0	0	0	1	0	0	0	0	0	53
19	25	4	0	0	0	0	0	0	1	0	0	0	0	30
20	33	2	0	0	0	0	0	0	0	0	0	0	0	35
21	13	1	0	0	0	0	0	0	0	0	0	0	0	14
22	11	1	0	0	0	0	0	0	0	0	0	0	0	12
23	3	0	0	0	0	0	0	0	0	0	0	0	0	3
24	7	2	0	0	0	0	0	0	0	0	0	0	0	9
7-19	457	59	1	0	1	0	0	1	1	0	0	1	0	521
6-22	522	64	1	0	1	0	0	1	1	0	0	1	0	591
6-24	532	66	1	0	1	0	0	1	1	0	0	1	0	603
0-24	540	67	1	0	1	0	0	1	1	0	0	1	0	612

Direction : SOUTHBOUND

Friday 17/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	1	0	0	0	0	0	0	0	0	0	0	0	1
4	1	0	0	0	0	0	0	0	0	0	0	0	0	1
5	2	1	0	0	0	0	0	0	0	0	0	0	0	3
6	6	0	0	0	0	0	0	0	0	0	0	0	0	6
7	8	1	0	0	0	0	0	0	0	0	0	0	0	9
8	14	5	0	0	0	0	0	0	0	0	0	0	0	19
9	47	7	0	0	1	0	0	0	0	0	0	0	0	55
10	35	5	0	0	0	0	0	0	0	0	0	0	0	40
11	25	3	0	0	0	0	0	0	0	0	0	0	0	28
12	35	4	1	0	0	0	0	0	0	0	0	0	0	40
13	34	2	0	0	0	0	0	0	0	0	0	0	0	36
14	31	6	0	0	0	0	0	0	0	0	0	0	0	37
15	21	2	0	0	0	0	0	0	0	0	0	0	0	23
16	52	3	0	0	0	0	0	0	0	0	0	0	0	55
17	33	3	0	0	0	0	0	0	0	0	0	0	0	36
18	31	4	0	0	0	0	0	0	0	0	0	0	0	35
19	19	0	0	0	0	0	0	0	0	0	0	0	0	19
20	25	0	0	0	0	0	0	0	0	0	0	0	0	25
21	13	0	0	0	0	0	0	0	0	0	0	0	0	13
22	10	1	0	0	0	0	0	0	0	0	0	0	0	11
23	3	1	0	0	0	0	0	0	0	0	0	0	0	4
24	1	0	0	0	0	0	0	0	0	0	0	0	0	1
7-19	377	44	1	0	1	0	0	0	0	0	0	0	0	423
6-22	433	46	1	0	1	0	0	0	0	0	0	0	0	481
6-24	437	47	1	0	1	0	0	0	0	0	0	0	0	486
0-24	446	49	1	0	1	0	0	0	0	0	0	0	0	497

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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Friday 17/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	1	0	0	0	1	0	0	0	0	0	2
2	0	0	0	0	0	1	0	0	1	1	0	0	3
3	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	1	1	0	0	0	0	0	0	2
6	0	0	0	1	1	0	0	0	0	0	0	0	2
7	0	1	1	1	2	3	1	0	0	0	0	0	9
8	0	0	3	6	3	6	1	0	0	0	0	0	19
9	2	4	13	20	18	5	2	0	0	0	0	0	64
10	0	2	12	14	3	0	0	0	0	0	0	0	31
11	0	2	16	6	4	1	0	0	0	0	0	0	29
12	1	1	14	22	4	3	2	0	1	0	0	0	48
13	0	1	15	20	12	2	0	1	0	0	0	1	52
14	0	1	9	13	5	0	0	0	1	0	0	0	29
15	0	1	15	14	7	3	4	2	0	1	0	0	47
16	0	3	19	25	24	7	1	0	0	0	0	0	79
17	0	1	10	8	12	5	2	1	0	1	0	0	40
18	0	4	13	13	13	5	3	1	1	0	0	0	53
19	0	2	6	8	10	2	1	0	0	1	0	0	30
20	1	1	4	10	8	5	2	3	1	0	0	0	35
21	0	0	0	8	0	2	3	0	0	1	0	0	14
22	0	0	1	4	3	1	1	1	0	0	1	0	12
23	0	0	0	1	0	1	0	0	1	0	0	0	3
24	0	0	1	3	2	2	0	0	0	0	1	0	9

7-19	3	22	145	169	115	39	16	5	3	3	0	1	521
6-22	4	24	151	192	128	50	23	9	4	4	1	1	591
6-24	4	24	152	196	130	53	23	9	5	4	2	1	603
0-24	4	24	153	197	132	55	24	9	6	5	2	1	612

Direction : SOUTHBOUND

Friday 17/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	1	0	0	0	0	0	0	0	0	0	1
4	0	0	0	1	0	0	0	0	0	0	0	0	1
5	0	0	0	0	1	2	0	0	0	0	0	0	3
6	0	0	1	0	1	1	2	1	0	0	0	0	6
7	1	0	1	0	4	1	0	2	0	0	0	0	9
8	0	0	2	3	7	5	0	1	0	1	0	0	19
9	0	2	19	18	9	6	0	0	0	0	1	0	55
10	0	1	13	14	11	0	0	1	0	0	0	0	40
11	0	2	12	5	5	1	0	2	1	0	0	0	28
12	0	2	18	10	7	2	1	0	0	0	0	0	40
13	0	5	5	10	8	5	2	0	0	0	1	0	36
14	0	1	10	5	13	4	2	1	0	0	0	1	37
15	0	1	1	9	7	1	1	3	0	0	0	0	23
16	0	1	13	18	12	6	3	1	1	0	0	0	55
17	3	2	5	4	12	6	2	1	1	0	0	0	36
18	6	0	5	3	13	5	2	0	1	0	0	0	35
19	0	0	4	4	3	3	5	0	0	0	0	0	19
20	1	1	5	9	7	2	0	0	0	0	0	0	25
21	0	0	4	1	6	2	0	0	0	0	0	0	13
22	0	0	4	1	3	1	2	0	0	0	0	0	11
23	0	0	1	0	1	2	0	0	0	0	0	0	4
24	0	0	0	0	0	0	0	0	1	0	0	0	1

7-19	9	17	107	103	107	44	18	10	4	1	2	1	423
6-22	11	18	121	114	127	50	20	12	4	1	2	1	481
6-24	11	18	122	114	128	52	20	12	5	1	2	1	486
0-24	11	18	124	115	130	55	22	13	5	1	2	1	497

survey and presentation by **trafficsense** Ltd.

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Saturday 18/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	3	1	0	0	0	0	0	0	0	0	0	0	0	4
2	3	0	0	0	0	0	0	0	0	0	0	0	0	3
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	1	0	0	0	0	0	0	0	0	0	0	0	0	1
5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	1	0	0	0	0	0	0	0	0	0	0	0	0	1
7	1	1	0	0	0	0	0	0	0	0	0	0	0	2
8	5	0	0	0	0	0	0	0	0	0	0	0	0	5
9	15	0	0	0	0	0	0	0	0	0	0	0	0	15
10	19	3	0	0	0	0	0	0	0	0	0	0	0	22
11	26	4	0	0	0	0	0	0	0	0	0	0	0	30
12	40	2	0	0	0	0	0	0	0	0	0	0	0	42
13	40	5	0	0	0	0	0	0	0	0	0	0	0	45
14	38	4	0	0	0	0	0	0	0	0	0	0	0	42
15	32	1	0	0	0	0	0	0	0	0	0	0	0	33
16	30	0	0	0	0	0	0	0	0	0	0	0	0	30
17	32	3	0	0	0	0	0	0	0	0	0	0	0	35
18	29	1	0	0	0	0	0	0	0	0	0	0	0	30
19	25	4	0	0	0	0	0	0	0	0	0	0	0	29
20	20	1	0	0	0	0	0	0	0	0	0	0	0	21
21	13	0	0	1	0	0	0	0	0	0	0	0	0	14
22	13	0	0	0	0	0	0	0	0	0	0	0	0	13
23	4	1	0	0	0	0	0	0	0	0	0	0	0	5
24	3	0	0	0	0	0	0	0	0	0	0	0	0	3
7-19	331	27	0	0	0	0	0	0	0	0	0	0	0	358
6-22	378	29	0	1	0	0	0	0	0	0	0	0	0	408
6-24	385	30	0	1	0	0	0	0	0	0	0	0	0	416
0-24	393	31	0	1	0	0	0	0	0	0	0	0	0	425

Direction : SOUTHBOUND

Saturday 18/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	1	0	0	0	0	0	0	0	0	0	0	0	1
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	1	0	0	0	0	0	0	0	0	0	0	0	0	1
6	2	0	0	0	0	0	0	0	0	0	0	0	0	2
7	1	2	0	0	0	0	0	0	0	0	0	0	0	3
8	3	1	0	0	0	0	0	0	0	0	0	0	0	4
9	12	3	0	0	0	0	0	0	0	0	0	0	0	15
10	23	3	0	0	0	0	0	0	0	0	0	0	0	26
11	24	2	0	0	0	0	0	0	0	0	0	0	0	26
12	28	2	0	0	0	0	0	0	0	0	0	0	0	30
13	30	1	0	0	0	0	0	0	0	0	0	0	0	31
14	23	3	0	0	0	0	0	0	0	0	0	0	0	26
15	24	2	0	0	0	0	0	0	0	0	0	0	0	26
16	26	1	0	0	0	0	0	0	0	0	0	0	0	27
17	19	1	0	0	0	0	0	0	0	0	0	0	0	20
18	24	0	0	0	0	0	0	0	0	0	0	0	0	24
19	23	0	0	0	0	0	0	0	0	0	0	0	0	23
20	19	0	0	0	0	0	0	0	0	0	0	0	0	19
21	10	1	0	0	0	0	0	0	0	0	0	0	0	11
22	8	0	0	0	0	0	0	0	0	0	0	0	0	8
23	4	0	0	0	0	0	0	0	0	0	0	0	0	4
24	4	0	0	0	0	0	0	0	0	0	0	0	0	4
7-19	259	19	0	0	0	0	0	0	0	0	0	0	0	278
6-22	297	22	0	0	0	0	0	0	0	0	0	0	0	319
6-24	305	22	0	0	0	0	0	0	0	0	0	0	0	327
0-24	308	23	0	0	0	0	0	0	0	0	0	0	0	331

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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Saturday 18/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	1	0	1	1	1	0	0	0	0	0	0	4
2	0	0	0	0	0	0	0	0	1	1	0	1	3
3	0	0	0	0	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0	1	0	0	1
5	0	0	0	0	0	0	0	0	0	0	0	0	0
6	0	0	0	0	1	0	0	0	0	0	0	0	1
7	0	1	0	1	0	0	0	0	0	0	0	0	2
8	0	1	1	1	0	2	0	0	0	0	0	0	5
9	1	2	3	5	2	1	1	0	0	0	0	0	15
10	0	0	5	5	8	3	1	0	0	0	0	0	22
11	0	1	5	10	8	5	1	0	0	0	0	0	30
12	0	2	13	13	7	4	3	0	0	0	0	0	42
13	0	2	10	8	17	3	4	0	1	0	0	0	45
14	0	3	9	15	6	5	2	1	1	0	0	0	42
15	1	1	8	9	8	3	0	1	0	2	0	0	33
16	1	0	9	5	6	5	1	2	1	0	0	0	30
17	0	4	9	6	8	2	5	0	0	1	0	0	35
18	0	3	3	4	8	7	2	3	0	0	0	0	30
19	2	0	5	9	6	4	1	1	0	1	0	0	29
20	0	1	2	9	5	2	1	1	0	0	0	0	21
21	2	2	2	4	2	0	1	0	1	0	0	0	14
22	0	0	2	3	3	1	3	1	0	0	0	0	13
23	0	0	0	1	1	0	2	1	0	0	0	0	5
24	0	0	0	0	2	1	0	0	0	0	0	0	3

7-19	5	19	80	90	84	44	21	8	3	4	0	0	358
6-22	7	23	86	107	94	47	26	10	4	4	0	0	408
6-24	7	23	86	108	97	48	28	11	4	4	0	0	416
0-24	7	24	86	109	99	49	28	11	5	6	0	1	425

Direction : SOUTHBOUND

Saturday 18/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	1	0	0	0	0	0	0	0	0	0	1
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	1	0	0	0	0	0	0	0	0	1
6	0	0	1	0	1	0	0	0	0	0	0	0	2
7	0	0	0	0	3	0	0	0	0	0	0	0	3
8	0	0	0	3	1	0	0	0	0	0	0	0	4
9	0	0	2	4	6	2	0	1	0	0	0	0	15
10	0	0	1	9	10	4	1	0	1	0	0	0	26
11	0	0	7	6	5	4	3	1	0	0	0	0	26
12	0	1	9	8	7	3	1	1	0	0	0	0	30
13	0	2	9	11	4	3	1	1	0	0	0	0	31
14	0	2	5	9	7	2	1	0	0	0	0	0	26
15	2	3	6	6	7	1	0	0	1	0	0	0	26
16	1	0	6	9	3	7	1	0	0	0	0	0	27
17	1	1	8	3	6	0	0	1	0	0	0	0	20
18	3	1	3	6	6	0	3	0	1	1	0	0	24
19	0	1	4	10	6	1	0	1	0	0	0	0	23
20	1	1	4	2	8	0	3	0	0	0	0	0	19
21	0	0	1	3	4	1	0	2	0	0	0	0	11
22	0	1	1	2	1	1	1	1	0	0	0	0	8
23	0	0	0	1	0	2	0	0	1	0	0	0	4
24	0	0	0	0	2	0	2	0	0	0	0	0	4

7-19	7	11	60	84	68	27	11	6	3	1	0	0	278
6-22	8	13	66	91	84	29	15	9	3	1	0	0	319
6-24	8	13	66	92	86	31	17	9	4	1	0	0	327
0-24	8	13	68	93	87	31	17	9	4	1	0	0	331

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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Sunday 19/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	6	0	0	0	0	0	0	0	0	0	0	0	0	6
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	2	0	0	0	0	0	0	0	0	0	0	0	0	2
4	2	0	0	0	0	0	0	0	0	0	0	0	0	2
5	1	0	0	0	0	0	0	0	0	0	0	0	0	1
6	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7	2	0	0	0	0	0	0	0	0	0	0	0	0	2
8	2	2	0	0	0	0	0	0	0	0	0	0	0	4
9	7	2	0	0	0	0	0	0	0	0	0	0	0	9
10	13	0	0	0	0	0	0	0	0	0	0	0	0	13
11	30	1	0	0	0	0	0	0	0	0	0	0	0	31
12	31	2	0	0	0	0	1	0	0	0	0	0	0	34
13	29	5	0	0	0	0	0	0	0	0	0	0	0	34
14	36	1	0	0	0	0	0	0	0	0	0	0	0	37
15	30	0	0	0	0	0	0	0	0	0	0	0	0	30
16	25	5	0	0	0	0	0	0	0	0	0	0	0	30
17	45	3	0	1	0	0	0	0	0	0	0	0	0	49
18	21	2	0	0	0	0	0	0	0	0	0	0	0	23
19	20	0	0	0	0	0	0	0	0	0	0	0	0	20
20	13	3	0	0	0	0	0	0	0	0	0	0	0	16
21	10	1	0	0	0	0	0	0	0	0	0	0	0	11
22	9	0	0	0	0	0	0	0	0	0	0	0	0	9
23	6	0	0	0	0	0	0	0	0	0	0	0	0	6
24	3	0	0	0	0	0	0	0	0	0	0	0	0	3
7-19	289	23	0	1	0	0	1	0	0	0	0	0	0	314
6-22	323	27	0	1	0	0	1	0	0	0	0	0	0	352
6-24	332	27	0	1	0	0	1	0	0	0	0	0	0	361
0-24	343	27	0	1	0	0	1	0	0	0	0	0	0	372

Direction : SOUTHBOUND

Sunday 19/04/2026	VEHICLE CLASSIFICATION													TOTAL
Hr Ending	1	2	3	4	5	6	7	8	9	10	11	12	13	
1	1	2	0	0	0	0	0	0	0	0	0	0	0	3
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	3	1	0	0	0	0	0	0	0	0	0	0	0	4
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	2	0	0	0	0	0	0	0	0	0	0	0	0	2
7	1	0	0	0	0	0	0	0	0	0	0	0	0	1
8	4	1	0	0	0	0	0	0	0	0	0	0	0	5
9	6	3	0	0	0	0	0	0	0	0	0	0	0	9
10	14	2	0	0	0	0	0	0	0	0	0	0	0	16
11	22	0	0	0	0	0	0	0	0	0	0	0	0	22
12	20	1	0	0	0	0	0	0	0	0	0	0	0	21
13	25	0	0	0	0	0	0	0	0	0	0	0	0	25
14	18	1	0	0	0	0	0	0	0	0	0	0	0	19
15	24	1	0	0	0	0	0	0	0	0	0	0	0	25
16	25	2	0	1	0	0	0	0	0	0	0	0	0	28
17	21	0	0	0	0	0	0	0	0	0	0	0	0	21
18	25	3	0	0	0	0	0	0	0	0	0	0	0	28
19	10	2	0	0	0	0	0	0	0	0	0	0	0	12
20	14	2	0	0	0	0	0	0	0	0	0	0	0	16
21	11	1	0	0	0	0	0	0	0	0	0	0	0	12
22	5	0	0	0	0	0	0	0	0	0	0	0	0	5
23	5	0	0	0	0	0	0	0	0	0	0	0	0	5
24	2	0	0	0	0	0	0	0	0	0	0	0	0	2
7-19	214	16	0	1	0	0	0	0	0	0	0	0	0	231
6-22	245	19	0	1	0	0	0	0	0	0	0	0	0	265
6-24	252	19	0	1	0	0	0	0	0	0	0	0	0	272
0-24	258	22	0	1	0	0	0	0	0	0	0	0	0	281

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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

Sunday 19/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	1	1	1	2	0	0	1	0	0	0	0	6
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	1	1	0	0	0	0	0	0	0	0	2
4	0	0	0	0	2	0	0	0	0	0	0	0	2
5	0	0	0	0	1	0	0	0	0	0	0	0	1
6	0	0	0	0	0	0	0	0	0	0	0	0	0
7	0	0	0	0	1	1	0	0	0	0	0	0	2
8	0	0	1	1	0	1	0	1	0	0	0	0	4
9	0	0	4	3	0	2	0	0	0	0	0	0	9
10	0	2	2	9	0	0	0	0	0	0	0	0	13
11	0	0	13	7	7	2	2	0	0	0	0	0	31
12	0	1	10	12	9	1	1	0	0	0	0	0	34
13	0	2	6	12	6	6	1	0	1	0	0	0	34
14	1	6	12	6	3	5	1	1	1	0	1	0	37
15	0	1	4	9	8	3	3	1	0	1	0	0	30
16	0	1	3	14	4	1	3	2	1	0	0	1	30
17	3	11	10	14	8	0	0	1	2	0	0	0	49
18	0	2	1	12	4	1	3	0	0	0	0	0	23
19	0	3	5	4	4	1	0	1	0	2	0	0	20
20	1	0	2	6	4	2	1	0	0	0	0	0	16
21	0	0	5	3	2	0	0	0	0	0	1	0	11
22	0	0	1	1	1	2	2	0	0	0	2	0	9
23	0	1	1	1	0	1	2	0	0	0	0	0	6
24	0	2	0	1	0	0	0	0	0	0	0	0	3

7-19	4	29	71	103	53	23	14	7	5	3	1	1	314
6-22	5	29	79	113	61	28	17	7	5	3	4	1	352
6-24	5	32	80	115	61	29	19	7	5	3	4	1	361
0-24	5	33	82	117	66	29	19	8	5	3	4	1	372

Direction : SOUTHBOUND

Sunday 19/04/2026	VEHICLE SPEED (MPH)												TOTAL
Hr Ending	0-10	11-20	21-30	31-35	36-40	41-45	46-50	51-55	56-60	61-70	71-80	81-120	
1	0	0	1	0	2	0	0	0	0	0	0	0	3
2	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	1	2	0	0	1	0	0	0	0	0	0	4
4	0	0	0	0	0	0	0	0	0	0	0	0	0
5	0	0	0	0	0	0	0	0	0	0	0	0	0
6	1	0	0	1	0	0	0	0	0	0	0	0	2
7	0	0	0	0	0	0	0	0	0	1	0	0	1
8	0	0	0	3	2	0	0	0	0	0	0	0	5
9	0	0	3	3	2	0	0	0	1	0	0	0	9
10	0	0	2	5	6	3	0	0	0	0	0	0	16
11	0	0	7	3	5	5	1	0	1	0	0	0	22
12	1	1	6	6	6	1	0	0	0	0	0	0	21
13	0	2	5	6	2	6	3	0	1	0	0	0	25
14	1	3	6	4	2	3	0	0	0	0	0	0	19
15	1	1	6	7	4	5	1	0	0	0	0	0	25
16	2	1	6	8	4	4	2	1	0	0	0	0	28
17	0	2	3	5	3	7	0	1	0	0	0	0	21
18	3	6	7	3	6	3	0	0	0	0	0	0	28
19	1	0	3	3	1	1	2	0	0	0	0	1	12
20	0	0	5	6	4	0	0	1	0	0	0	0	16
21	0	2	5	0	1	2	1	1	0	0	0	0	12
22	0	0	0	3	0	1	0	1	0	0	0	0	5
23	0	0	0	2	1	1	1	0	0	0	0	0	5
24	0	0	0	0	0	1	1	0	0	0	0	0	2

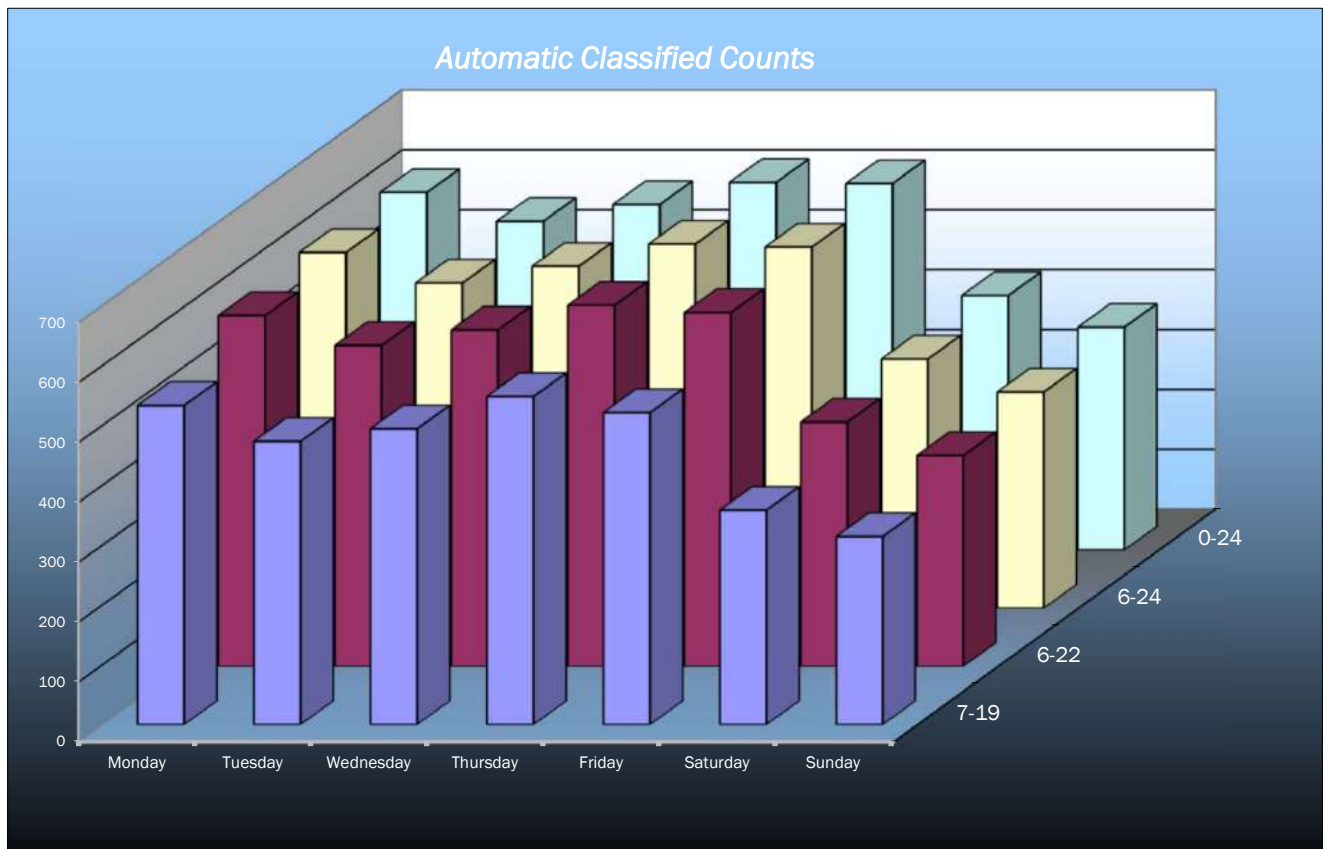
7-19	9	16	54	56	43	38	9	2	3	0	0	1	231
6-22	9	18	64	65	48	41	10	5	3	1	0	1	265
6-24	9	18	64	67	49	43	12	5	3	1	0	1	272
0-24	10	19	67	68	51	44	12	5	3	1	0	1	281

# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

VEHICLE FLOWS									
Hr Ending	Monday 13-Apr-26	Tuesday 14-Apr-26	Wednesday 15-Apr-26	Thursday 16-Apr-26	Friday 17-Apr-26	Saturday 18-Apr-26	Sunday 19-Apr-26	WEEKDAY AVERAGE	WEEK AVERAGE
1	0	2	1	2	2	4	6	1	2
2	1	0	1	0	3	3	0	1	1
3	0	0	0	0	0	0	2	0	0
4	0	0	0	0	0	1	2	0	0
5	1	3	2	1	2	0	1	2	1
6	1	1	2	3	2	1	0	2	1
7	5	10	7	8	9	2	2	8	6
8	18	15	20	21	19	5	4	19	15
9	70	63	78	72	64	15	9	69	53
10	34	37	30	24	31	22	13	31	27
11	30	26	37	40	29	30	31	32	32
12	34	29	40	42	48	42	34	39	38
13	31	41	31	45	52	45	34	40	40
14	23	34	20	30	29	42	37	27	31
15	45	44	42	49	47	33	30	45	41
16	79	72	91	79	79	30	30	80	66
17	53	34	30	55	40	35	49	42	42
18	74	49	44	54	53	30	23	55	47
19	42	29	31	37	30	29	20	34	31
20	29	32	30	28	35	21	16	31	27
21	11	11	19	10	14	14	11	13	13
22	8	10	12	9	12	13	9	10	10
23	5	1	6	4	3	5	6	4	4
24	3	6	3	1	9	3	3	4	4
7-19	533	473	494	548	521	358	314	514	463
6-22	586	536	562	603	591	408	352	576	520
6-24	594	543	571	608	603	416	361	584	528
0-24	597	549	577	614	612	425	372	590	535



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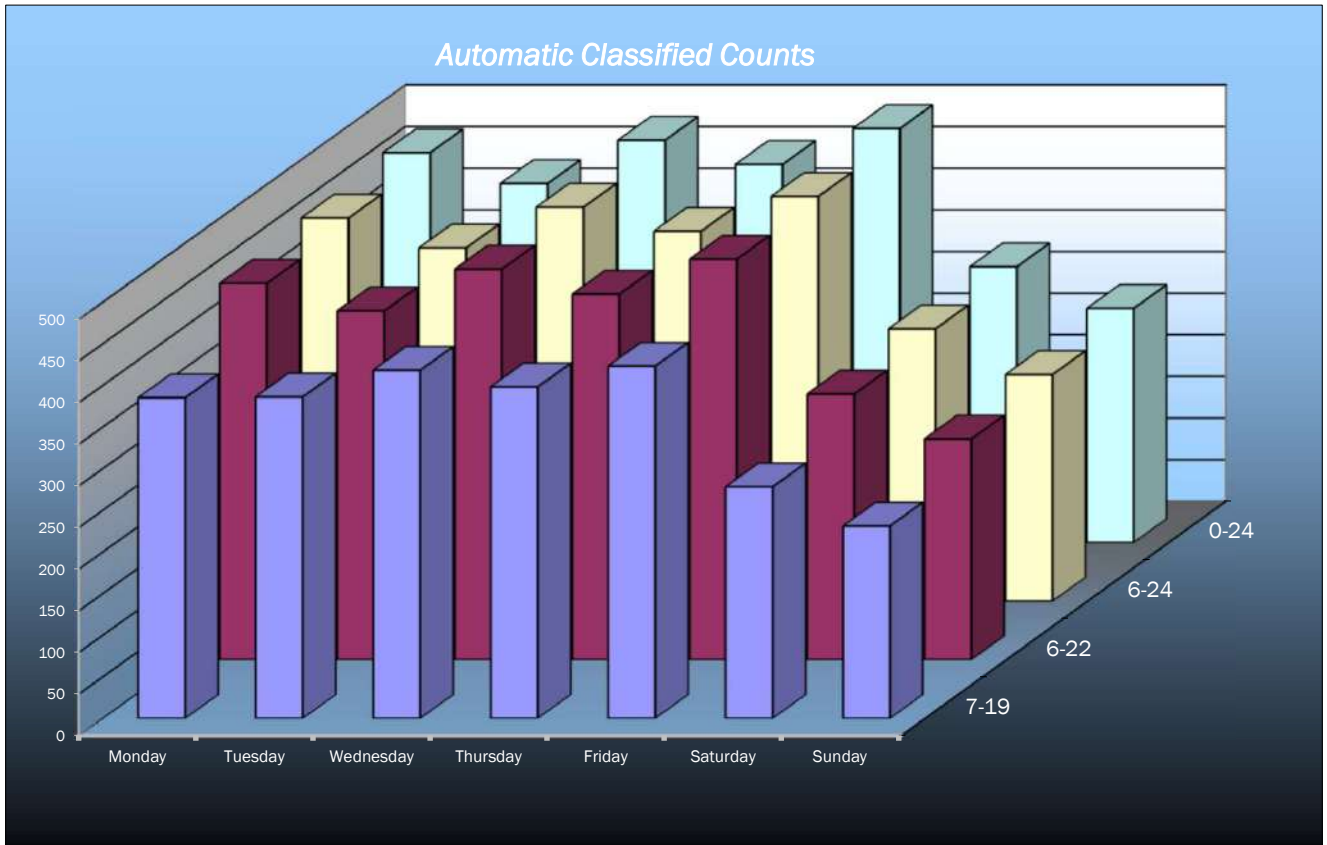
# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : SOUTHBOUND

**SOUTHBOUND**

Hr Ending	Monday 13-Apr-26	Tuesday 14-Apr-26	Wednesday 15-Apr-26	Thursday 16-Apr-26	Friday 17-Apr-26	Saturday 18-Apr-26	Sunday 19-Apr-26	WEEKDAY AVERAGE	WEEK AVERAGE
1	0	0	0	1	0	0	3	0	1
2	0	0	0	0	0	0	0	0	0
3	1	1	1	1	1	1	4	1	1
4	0	0	1	1	1	0	0	1	0
5	0	1	2	3	3	1	0	2	1
6	7	5	6	4	6	2	2	6	5
7	6	8	6	3	9	3	1	6	5
8	17	21	18	29	19	4	5	21	16
9	58	58	69	65	55	15	9	61	47
10	27	32	34	27	40	26	16	32	29
11	23	20	35	22	28	26	22	26	25
12	20	23	25	29	40	30	21	27	27
13	20	20	41	26	36	31	25	29	28
14	25	28	24	29	37	26	19	29	27
15	22	26	26	20	23	26	25	23	24
16	60	64	59	45	55	27	28	57	48
17	44	27	31	51	36	20	21	38	33
18	45	41	41	33	35	24	28	39	35
19	24	26	15	22	19	23	12	21	20
20	35	13	20	23	25	19	16	23	22
21	18	8	14	10	13	11	12	13	12
22	8	4	11	5	11	8	5	8	7
23	6	3	4	4	4	4	5	4	4
24	2	2	0	1	1	4	2	1	2
7-19	385	386	418	398	423	278	231	402	360
6-22	452	419	469	439	481	319	265	452	406
6-24	460	424	473	444	486	327	272	457	412
0-24	468	431	483	454	497	331	281	467	421



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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

AVERAGE SPEEDS							
Hr Ending	Monday 13-Apr-26	Tuesday 14-Apr-26	Wednesday 15-Apr-26	Thursday 16-Apr-26	Friday 17-Apr-26	Saturday 18-Apr-26	Sunday 19-Apr-26
1	-	45.5	33.0	74.3	36.8	32.4	33.8
2	38.0	-	65.5	-	55.5	74.7	-
3	-	-	-	-	-	-	29.3
4	-	-	-	-	-	65.5	38.0
5	33.0	38.0	40.5	43.0	40.5	-	38.0
6	43.0	53.0	38.0	40.5	35.5	38.0	-
7	41.0	38.8	34.8	37.7	36.3	24.3	40.5
8	39.3	36.2	35.3	37.6	36.6	32.0	38.6
9	32.2	36.3	34.2	33.5	32.2	29.7	31.9
10	13.7	32.1	30.1	29.6	29.5	35.2	29.2
11	23.6	33.1	31.5	26.8	28.7	34.7	32.6
12	32.0	33.3	31.6	30.6	32.1	32.7	32.3
13	36.4	34.2	34.0	27.9	33.7	35.0	34.5
14	34.4	33.7	33.8	30.7	31.8	33.8	31.5
15	35.4	33.7	33.3	30.6	34.4	34.5	37.0
16	35.3	34.5	34.3	33.9	33.1	35.2	38.6
17	34.8	35.3	37.3	33.4	35.5	33.9	28.1
18	33.6	37.5	37.4	32.7	33.7	37.2	34.4
19	32.5	32.4	37.6	34.5	34.3	34.6	34.3
20	30.2	38.2	35.9	33.0	36.7	35.3	33.8
21	33.2	41.2	34.1	28.8	40.0	29.1	34.4
22	44.6	42.0	44.9	37.2	40.9	38.8	47.7
23	48.5	38.0	45.9	33.6	44.7	44.0	35.5
24	52.2	41.3	24.7	53.0	40.2	39.7	21.3
10-12	27.8	33.2	31.5	28.7	30.4	33.7	32.5
14-16	35.4	34.1	33.8	32.2	33.8	34.8	37.8
0-24	35.6	37.5	36.7	36.3	36.5	37.7	34.3

85TH PERCENTILE							
Hr Ending	Monday 13-Apr-26	Tuesday 14-Apr-26	Wednesday 15-Apr-26	Thursday 16-Apr-26	Friday 17-Apr-26	Saturday 18-Apr-26	Sunday 19-Apr-26
1	-	73.8	-	111.4	52.7	44.3	46.5
2	-	-	-	-	67.0	97.4	-
3	-	-	-	-	-	-	34.6
4	-	-	-	-	-	-	38.0
5	-	38.0	44.0	-	44.0	-	-
6	-	-	38.0	56.9	39.0	-	-
7	48.6	47.9	44.7	45.3	46.6	36.6	44.0
8	51.5	43.1	44.0	46.7	43.3	43.8	50.6
9	42.6	42.1	42.5	40.7	40.9	40.8	39.1
10	20.5	39.6	37.2	36.5	35.1	41.7	35.8
11	33.7	42.4	37.1	32.0	35.2	41.7	39.8
12	39.1	39.9	37.5	36.2	40.4	40.7	38.9
13	47.7	40.7	40.2	33.7	45.1	43.6	43.1
14	42.6	41.4	40.9	36.1	39.2	43.1	45.3
15	45.3	41.9	40.2	38.1	44.1	46.3	46.6
16	43.9	40.3	43.1	40.9	39.8	46.0	53.4
17	44.8	44.3	47.0	40.1	44.7	45.1	40.1
18	42.7	49.5	44.9	42.1	43.0	47.5	42.7
19	42.2	41.9	45.0	46.9	43.8	46.4	48.5
20	38.6	47.0	44.9	44.3	47.3	43.2	43.4
21	42.7	55.7	45.6	38.5	49.8	44.1	48.9
22	59.4	54.4	57.3	47.2	54.1	47.6	65.0
23	65.3	-	57.1	40.8	57.2	52.2	48.7
24	64.0	46.5	33.4	-	54.6	42.6	31.4
10-12	36.4	41.2	37.3	34.1	37.8	41.2	39.3
14-16	44.6	41.1	41.6	39.5	42.0	46.2	50.0
0-24	45.3	45.8	43.2	45.0	45.8	46.7	44.0

7 DAY AVERAGE SPEED	36.4
7 DAY AVERAGE 85th PERCENTILE	45.1
5 DAY OFF PEAK AVERAGE SPEED	32.1
5 DAY OFF PEAK AVERAGE 85th PERCENTILE	39.6

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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : SOUTHBOUND

AVERAGE SPEEDS							
Hr Ending	Monday 13-Apr-26	Tuesday 14-Apr-26	Wednesday 15-Apr-26	Thursday 16-Apr-26	Friday 17-Apr-26	Saturday 18-Apr-26	Sunday 19-Apr-26
1	-	-	-	48.0	-	-	33.8
2	-	-	-	-	-	-	-
3	25.5	25.5	25.5	25.5	25.5	25.5	27.4
4	-	-	33.0	38.0	33.0	-	-
5	-	38.0	31.8	38.8	41.3	33.0	-
6	40.5	43.0	44.7	39.9	42.6	31.8	19.3
7	38.4	37.7	36.8	35.5	36.9	38.0	65.5
8	38.6	39.2	39.0	37.8	39.4	34.3	35.0
9	27.4	35.0	36.3	35.0	32.5	36.7	34.4
10	15.5	32.5	34.8	30.8	32.0	37.7	35.8
11	23.2	30.4	35.0	27.0	32.1	36.0	35.8
12	34.0	35.7	34.3	28.7	30.5	33.5	30.6
13	33.4	32.5	35.1	28.0	34.0	32.4	35.7
14	35.0	32.8	31.9	33.1	36.5	32.9	28.5
15	36.0	29.7	32.7	31.8	37.1	29.8	32.8
16	35.7	34.6	34.4	33.2	34.7	34.0	32.7
17	33.6	33.1	35.9	34.0	34.1	30.3	35.3
18	31.7	33.4	35.6	29.3	32.1	33.4	26.6
19	30.2	34.3	37.0	34.0	37.7	33.5	38.2
20	32.9	32.6	34.9	35.5	31.9	33.5	33.2
21	32.0	34.9	39.6	35.3	34.5	38.7	32.0
22	39.9	44.3	36.4	34.0	35.3	36.1	39.0
23	41.8	36.3	38.6	34.9	37.4	44.3	39.0
24	45.5	54.3	-	65.5	58.0	43.0	45.5

10-12	28.6	33.0	34.7	27.8	31.3	34.7	33.2
14-16	35.8	32.2	33.6	32.5	35.9	31.9	32.8
0-24	33.5	35.7	35.4	35.4	35.9	34.7	35.0

85TH PERCENTILE							
Hr Ending	Monday 13-Apr-26	Tuesday 14-Apr-26	Wednesday 15-Apr-26	Thursday 16-Apr-26	Friday 17-Apr-26	Saturday 18-Apr-26	Sunday 19-Apr-26
1	-	-	-	-	-	-	41.1
2	-	-	-	-	-	-	-
3	-	-	-	-	-	-	38.8
4	-	-	-	-	-	-	-
5	-	-	40.6	50.6	44.2	-	-
6	51.8	52.4	53.4	52.7	52.4	40.6	38.7
7	51.3	49.7	47.9	54.4	51.4	38.0	-
8	45.6	51.0	47.1	46.6	48.4	36.8	37.7
9	39.4	42.8	43.0	43.3	41.4	43.5	44.6
10	21.7	38.4	43.3	37.7	38.5	44.0	41.2
11	36.4	42.2	45.8	34.0	42.5	44.4	44.8
12	44.1	43.0	43.5	35.5	37.6	41.6	39.4
13	40.8	43.1	41.2	34.8	45.7	40.9	46.2
14	45.0	43.4	42.6	42.9	50.0	40.6	39.0
15	42.3	38.6	39.8	37.8	45.8	41.5	42.4
16	42.6	43.7	43.3	39.7	42.7	42.9	44.1
17	42.2	43.4	45.0	41.5	46.6	40.3	44.9
18	42.4	43.9	41.2	39.5	46.1	48.5	38.4
19	41.0	43.8	48.0	45.4	46.2	40.8	61.0
20	44.5	43.8	43.9	49.1	40.3	44.5	40.4
21	38.7	42.3	47.4	41.1	41.3	47.1	44.5
22	50.8	51.8	51.0	42.8	44.2	48.3	47.9
23	52.2	39.2	57.5	41.1	45.6	54.6	45.5
24	49.0	70.2	-	-	-	48.8	49.0

10-12	40.3	42.6	44.6	34.8	40.1	43.0	42.1
14-16	42.5	41.1	41.5	38.7	44.3	42.2	43.3
0-24	43.3	45.6	45.6	42.7	44.8	43.6	43.5

7 DAY AVERAGE SPEED	35.1
7 DAY AVERAGE 85th PERCENTILE	44.1

5 DAY OFF PEAK AVERAGE SPEED	32.5
5 DAY OFF PEAK AVERAGE 85th PERCENTILE	41.0

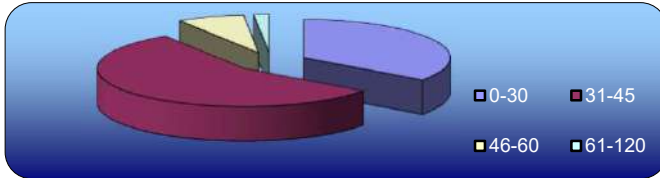
# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

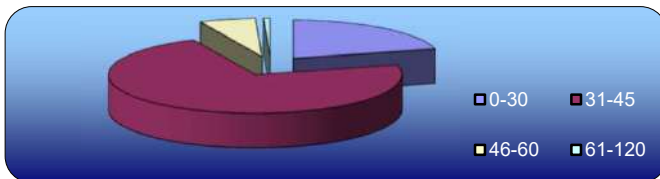
Direction : NORTHBOUND

SPEED SUMMARY							
SPEED (MPH)	Monday 13-Apr-26	Tuesday 14-Apr-26	Wednesday 15-Apr-26	Thursday 16-Apr-26	Friday 17-Apr-26	Saturday 18-Apr-26	Sunday 19-Apr-26
0-30	209	115	142	243	181	117	120
31-45	334	396	394	339	384	257	212
46-60	44	34	35	29	39	44	32
61-120	10	4	6	3	8	7	8
<b>TOTAL</b>	<b>597</b>	<b>549</b>	<b>577</b>	<b>614</b>	<b>612</b>	<b>425</b>	<b>372</b>

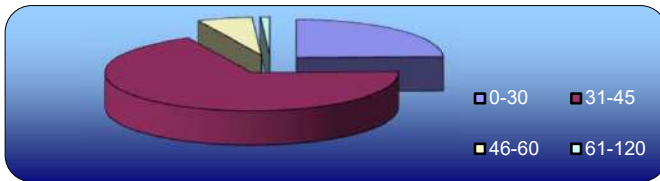
Monday  
13-Apr-26



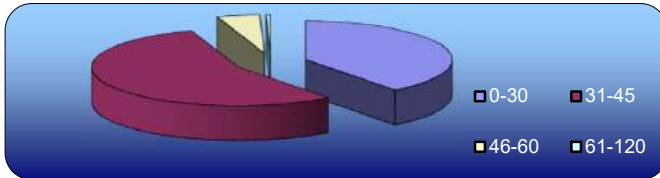
Tuesday  
14-Apr-26



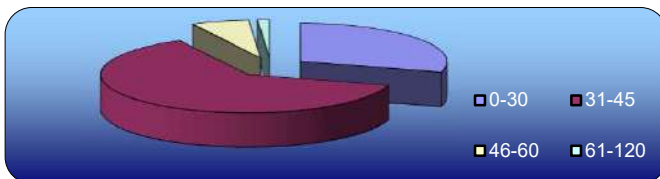
Wednesday  
15-Apr-26



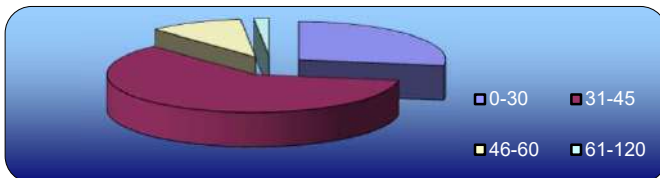
Thursday  
16-Apr-26



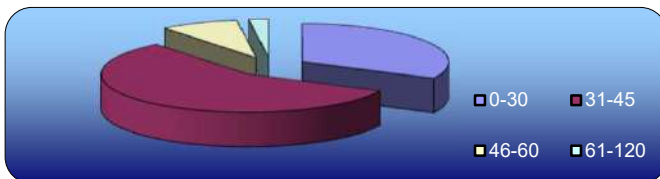
Friday  
17-Apr-26



Saturday  
18-Apr-26



Sunday  
19-Apr-26



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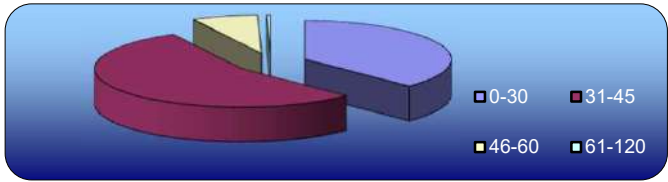
# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

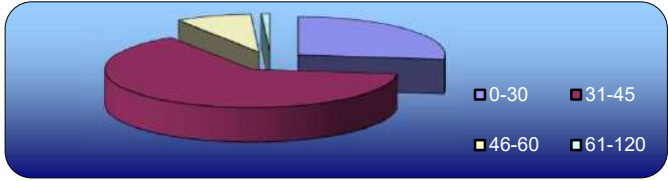
Direction : SOUTHBOUND

SPEED SUMMARY							
SPEED (MPH)	Monday 13-Apr-26	Tuesday 14-Apr-26	Wednesday 15-Apr-26	Thursday 16-Apr-26	Friday 17-Apr-26	Saturday 18-Apr-26	Sunday 19-Apr-26
0-30	175	116	108	148	153	89	96
31-45	257	275	336	277	300	211	163
46-60	34	36	37	26	40	30	20
61-120	2	4	2	3	4	1	2
<b>TOTAL</b>	<b>468</b>	<b>431</b>	<b>483</b>	<b>454</b>	<b>497</b>	<b>331</b>	<b>281</b>

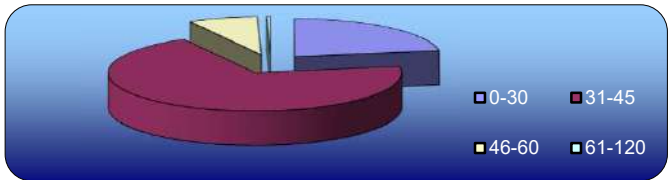
Monday  
13-Apr-26



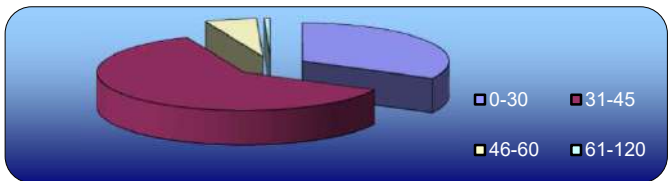
Tuesday  
14-Apr-26



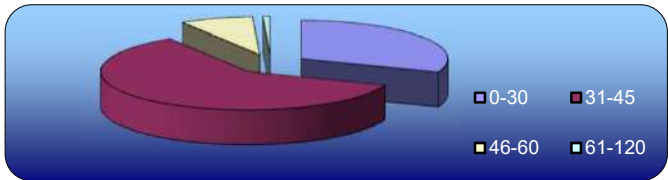
Wednesday  
15-Apr-26



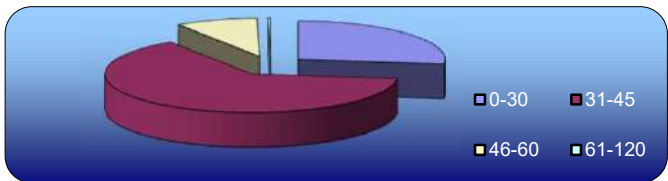
Thursday  
16-Apr-26



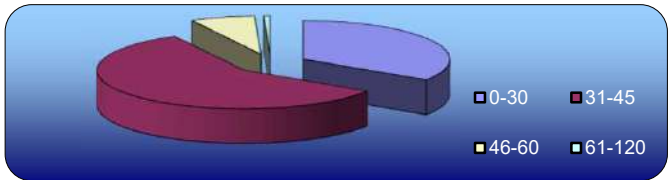
Friday  
17-Apr-26



Saturday  
18-Apr-26



Sunday  
19-Apr-26



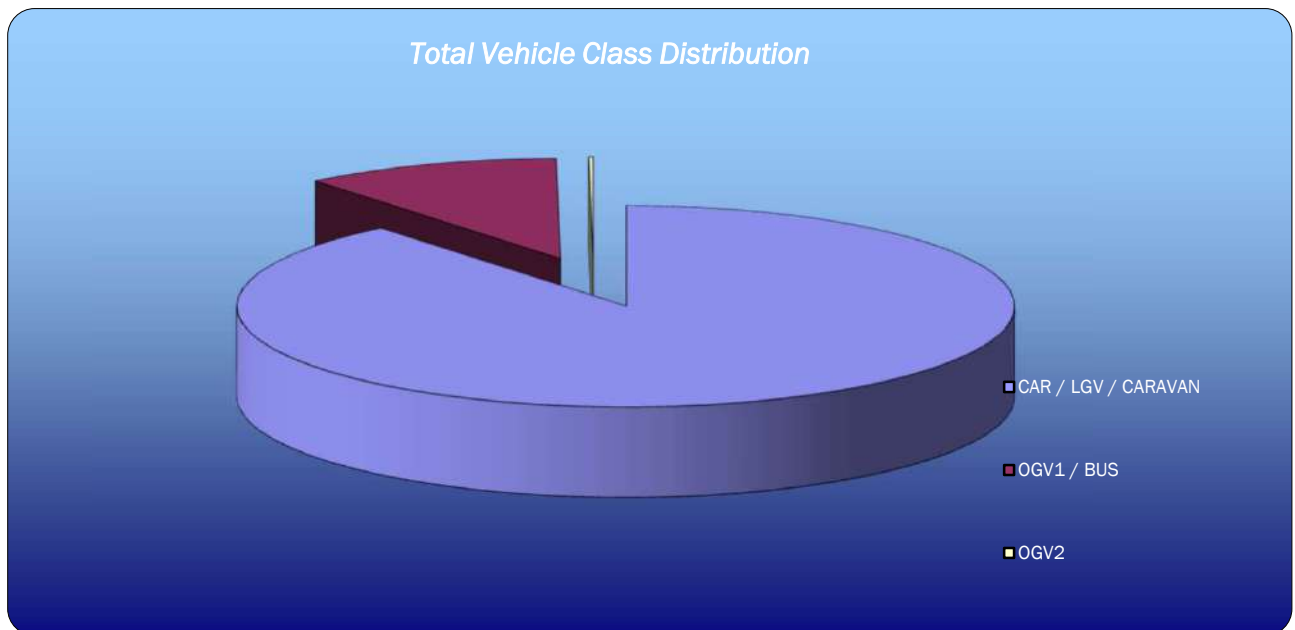
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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : NORTHBOUND

VEHICLE CLASSIFICATION				
	CAR / LGV / CARAVAN	OGV1 / BUS	OGV2	TOTAL
<b>13-Apr-26</b>				
7-19	476	56	1	533
6-22	523	62	1	586
6-24	531	62	1	594
0-24	534	62	1	597
<b>14-Apr-26</b>				
7-19	422	50	1	473
6-22	482	53	1	536
6-24	488	54	1	543
0-24	492	56	1	549
<b>15-Apr-26</b>				
7-19	427	67	0	494
6-22	489	73	0	562
6-24	497	74	0	571
0-24	503	74	0	577
<b>16-Apr-26</b>				
7-19	487	60	1	548
6-22	535	66	2	603
6-24	540	66	2	608
0-24	545	67	2	614
<b>17-Apr-26</b>				
7-19	457	62	2	521
6-22	522	67	2	591
6-24	532	69	2	603
0-24	540	70	2	612
<b>18-Apr-26</b>				
7-19	331	27	0	358
6-22	378	29	1	408
6-24	385	30	1	416
0-24	393	31	1	425
<b>19-Apr-26</b>				
7-19	289	24	1	314
6-22	323	28	1	352
6-24	332	28	1	361
0-24	343	28	1	372
<b>AVERAGE</b>				
7-19	413	49	1	463
6-22	465	54	1	520
6-24	472	55	1	528
0-24	479	55	1	535



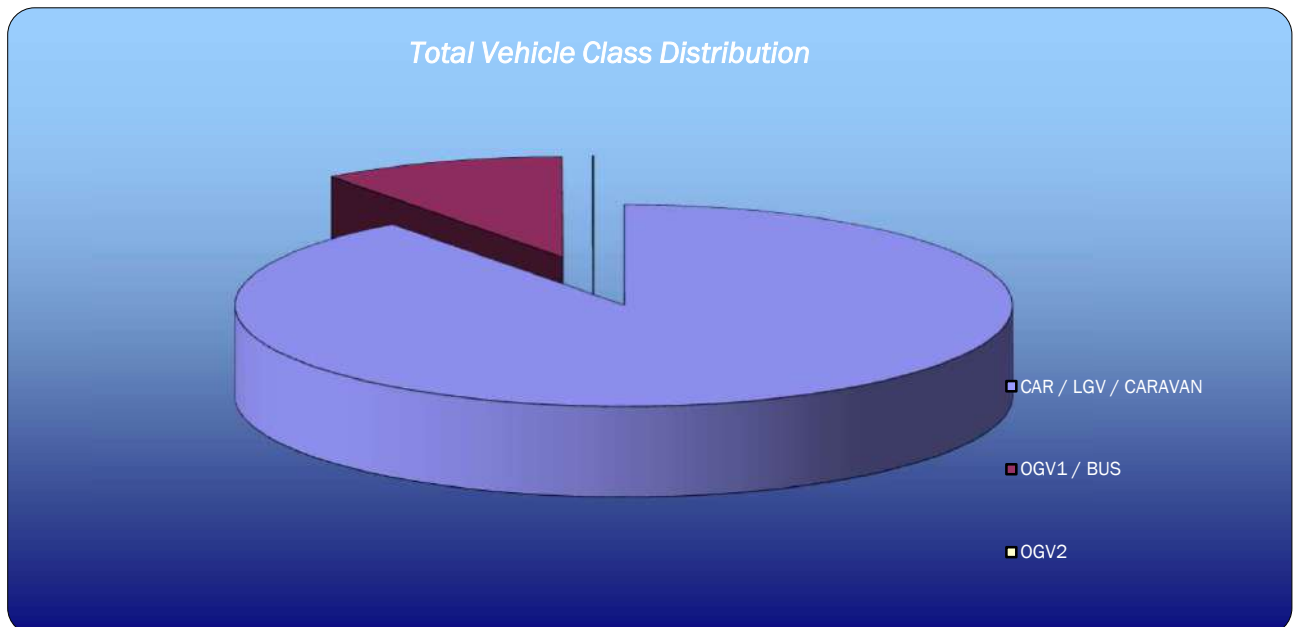
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# Automatic Classified Counts, Rolleston-on-Dove

LOCATION: CRAYTHORNE ROAD (WEEK 1)

Direction : SOUTHBOUND

VEHICLE CLASSIFICATION				
	CAR / LGV / CARAVAN	OGV1 / BUS	OGV2	TOTAL
<b>13-Apr-26</b>				
7-19	343	42	0	385
6-22	405	47	0	452
6-24	412	48	0	460
0-24	419	49	0	468
<b>14-Apr-26</b>				
7-19	351	35	0	386
6-22	378	41	0	419
6-24	383	41	0	424
0-24	389	42	0	431
<b>15-Apr-26</b>				
7-19	367	51	0	418
6-22	415	54	0	469
6-24	418	55	0	473
0-24	425	58	0	483
<b>16-Apr-26</b>				
7-19	352	46	0	398
6-22	389	50	0	439
6-24	393	51	0	444
0-24	400	54	0	454
<b>17-Apr-26</b>				
7-19	377	46	0	423
6-22	433	48	0	481
6-24	437	49	0	486
0-24	446	51	0	497
<b>18-Apr-26</b>				
7-19	259	19	0	278
6-22	297	22	0	319
6-24	305	22	0	327
0-24	308	23	0	331
<b>19-Apr-26</b>				
7-19	214	16	1	231
6-22	245	19	1	265
6-24	252	19	1	272
0-24	258	22	1	281
<b>AVERAGE</b>				
7-19	323	36	0	360
6-22	366	40	0	406
6-24	371	41	0	412
0-24	378	43	0	421



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