Minutes of a meeting of Rolleston on Dove Parish Council held at the Old Grammar School Room, Church Road on Monday 08 June 2026 commencing at 7pm

Present
Councillor Stewart (in the Chair)
Councillors Appleby, Badcock, Gallone, Peirce, Robson and Sanderson

In attendance
ESBC Councillor Smedley
Alice Peck, Youth Representative
Mary Danby, Clerk

Public Forum
No members of the public were present.

27. Apologies for absence
Councillors Houston, E McManus, S McManus and Storer.

28. Declarations of Interest and Dispensations
None declared.

29. Planning matters
29.1 **Planning applications**

Application No.	Location	Proposal	Comment
P/2026/00430	Old Hall Cottage Hall Grounds	Crown lift by 15 metres and crown reduction by 2.5 metres reducing the height from 8 metres to 5.5 metres of one Lawson Cypress tree (T225 of TPO 1) (Amended Description).	No objection
P/2026/00434	The Goldstone 93A Station Road	The installation of a 11.88kW roof-mounted solar photovoltaic (PV) system. The array will be distributed across the roof slopes of the main dwelling (19 panels) and the detached garage (6 panels).	No objection
P/2026/00435	Ivy House Farm Chapel Lane	Listed Building application for the relocation of fencing and its fixing, incorporation of bi fold doors and internal alterations including the formation of a dormer window to accommodate second floor alterations.	No objection
P/2026/00460	22 Station Road	Radial crown reduction of entire tree. Reduce height of tree by approximately 4m, reduce 3 x newly former apical	No objection

		leaders back in line with min canopy, reducing them by 3m or to nearest suitable growth points. Side prune over extending lateral branches that are encroaching garden and walkway back by approximately 3m or to nearest suitable growth points. Crown lift lower branches up to 5m taking them back to stem of 1 Beech tree.	
P/2026/00464	Blue Cross Equine Welfare Centre Dovecliff Road	Siting of 1no. Portacabin.	No objection
P/2026/00522	Brindle Cottage 19 Beacon Road	(TN) Crown lift on SW side to 5m – T1 Beech tree (Fagus Sylvatica).	No objection
P/2026/00529	The Coach House South Hill	Pear tree to be reduced all around by up to 3m (T1 of TPO 223).	No objection
P/2026/00557	Coney Grey South Hill	Variation of condition 2 (approved plans) of P/2025/00221 – Erection of two storey side extension and single storey rear kitchen extension to add sliding doors to kitchen extension.	No objection
P/2026/00566	1 Beacon Road	Reduce one Ash tree down to a 4.6m habitat pole (T306 of TPO 1)	No objection
P/2026/00572	7 Ealand Close	Retention of 2.3m high fence	Objection: The fence is out of keeping with the street scene.
P/2026/00575	14 Meadow Fields	Erection of a part two storey side, part single storey side/rear extension	No objection

30. Minutes

Resolved That the Minutes of the meeting held on 11 May 2026 be approved and signed as a true record subject to the following:

31. Matters arising

Public Forum re Proposed Knowles Hill traffic calming

It was noted that the site meeting had been arranged and it **agreed** that the council will be represented by Councillors Peirce and Sanderson. **It was further agreed** that the request reiterated that ESBC Ward Councillors also be invited to the site meeting.

Public Forum re Fly tipping

It was noted that the fly tipping had been removed from Gypsy Lane.

Minute No. 11.3 re unauthorised tree works on PC land
Councillor Stewart reported that discussions had taken place regarding the issue and assurance had been given that this would not happen again.

Minute No. 11.6, 4th bullet point
Councillor Stewart reported that the council had had to submit an application for a S115E Licence to retain the sand bin on Brookside.

Minute No. 18 re S106 funds
It was reported that ESBC's solicitor had confirmed that the agreement is with Bellway for signing but this can take a little while and an update will be provided in due course.

32. Councillors reports

32.1 ESBC Councillor Smedley said that the new Mayor, Councillor Monica Holton had been elected. She said that things were very quiet at the moment but more should be known about the Local Government Reorganisation in July or August.

32.2 Councillor Badcock asked when the work on the Tutbury Road (A511) pavement would be completed by SCC's Environmental Crew. **Agreed** that SCC be chased for a completion date.

32.3 Councillor Appleby referred to ESBC having approved an additional 10 caravan pitches at the Horninglow Basin and he queried if a new Travellers' Policy had been adopted by ESBC and whether any additional pitches were still required. ESBC Councillor Smedley undertook to speak with Officers and report back to the council at the next meeting.

32.4 Councillor Peirce reported that:

- He had participated in an online meeting organised by the MP to discuss Local Government Reorganisation. It was reported that ESBC will not be discussing the transfer of assets until 2028, it was also clear that funding will not be provided for any assets transferred to parish and town councils and the funding needed to operate/maintain these assets would need to be included in the precept. Local councils were strongly urged to consider what ESBC/SCC assets there are in their parishes and identify any which they may wish to take over. It was stressed that local councils can decline to take over any assets if necessary.

  Local councils were encouraged to list all services currently provided by their council for ESBC and SCC and funding should be sought from the new Unitary Authority for these services.

  Councillor Peirce suggested that the council should also list all services currently bought from ESBC and SCC.

  The Clerk was aware that both ESBC and SCC's Asset Registers can be accessed from their website and it was **agreed** that these be provided to Councillors with a view to the council considering if there were any assets it may wish to see transferred and to begin the process of identifying the cost, etc of doing so.

- There were signs other than Estate Agent signs which were displayed in the village on street furniture and he queried what the council policy should be regarding these. The Clerk explained that the Estate Agent signs are covered under Regulations and it was **agreed** that the issue of advertising signage in general be discussed at the next meeting of the council.

- He had seen two youths fishing out of season in the Brook and the Lake. Councillor Badcock said that he would speak with the Angling Group and ask that this issue be monitored.

32.5 Councillor Sanderson reported:

- He had spoken with the council's contractor regarding graffiti on the Craythorne Road gateway sign – this had been removed.
- He had been informed that there was a rat problem on Wragg Close and that the rats were going on to the Craythorne playing field area.
- The planters had been established before the Transport Festival and had helped the village to look lovely for the festival. **Agreed** that a letter of thanks be sent to Woodside Nurseries.
- The volunteers who look after the Spread Eagle Island garden, etc would sell surplus plants and use the funds to purchase plants, etc.
- The Transport Festival had raised £15,500 this year and £1,000 had been allocated to be given to the Almshouses Trust.

32.6 Councillor Robson reported that the Allotment Society had been pleased to be given a five year extension to their lease but they were concerned that this may be impacted by Local Government Reorganisation. ESBC Councillor Smedley undertook to speak to Officers about this and would report back to the next council meeting.

He also reported that damage had been experienced at the Diamond Jubilee Orchard. Two trees had been torn out of the ground, a third tree had been pushed over and the side of a bench had been smashed out. The damage had been repaired and had been reported to the Police.

32.7 Councillor Gallone reported:

- That he circulated the May SID data report to all Councillors. **Agreed** that the report should be sent to the PCSO.
- The recent Transport Festival had been dealt with intelligently with regard to Martyn's Law and the event had been adequately secured. **Agreed** that a note of thanks be sent to the Transport Festival committee.
- American Signal Crayfish had been seen again in the Brook.
- Parking issues were being experienced on Burnside, he agreed to report this issue to the PCSO.
- Rolleston Playgroup's donation collection box had been removed from the Spread Eagle car park, it had been one of three collection boxes on the site and they had been advised that only one would be permitted after the current refurbishments works had been completed. The Playgroup asked if there was another site they could locate their box. Councillors suggested that the Playgroup should speak to M&B to clarify the situation regarding their collection box in the first instance – Councillor Gallone agreed to put this suggestion to the Playgroup.
- It had been seen that the Old Girls Grammar School roof was being done.

32.8 Councillor Stewart reported that:

- That County Councillor White had said in principle he would support a grant application towards the cost of completing the Jinny Trail path works but he would need to speak with Officers to confirm that funding for essentially a continuation of a project which had previously received funds was permissible.
- Thanked everyone for their efforts in painting the Burnside railings, putting up bunting, etc for the Transport Festival.
- She had asked the council's contractor to look at the Hawthorn hedges on the Craythorne playing field and his opinion what was needed as several of the larger trees

had fallen. He had said that the hedges need to be severely cut in September to give the hedge a chance to regrow, adding that it may be necessary to plant Hawthorn whips to close any gaps. **Agreed** that the contractor be asked to quote for this work.

- It had been noted that the mowing contractor had applied weedkiller around the Craythorne goal posts.
- The National Allotment Survey had been completed and submitted.
- Craythorne car park: The contractor reported that a large group of youths had been having a BBQ on the car park and slight damage had been done to the railing. The youths had paid for the damage and left the car park when requested; a member of the public had called the Police but they had been happy with how the situation had been resolved. **Agreed** that "No fires/BBQs" signs be purchased and installed on the car park.
- The council was asked to consider moving its scheduled 08 March 2027 meeting as the Clerk would be unable to attend the meeting. **Agreed** that the meeting be moved to 15 March 2027.

33. Financial matters

33.1 **Schedule of payments**

Payee	Description	Payment Method	Gross £	VAT £
S Sanderson	Reimbursement: Compost	BACS (Pd 12/05/26)	18.00	3.00
P Gould	Spread Eagle Island, moss treatment, scarification, aeration, turf, fertilizer £110.00; Mowing contract £1,354.58	BACS	1,464.58	0.00
Clear Insurance Management Ltd	Annual insurance renewal premium	BACS	1,900.11	0.00
Woodside Nurseries	Summer planting: Troughs and gateway planters	BACS	1,038.00	173.00
High Speed Training Ltd	Delegate fees: 1no. Introduction to Safeguarding Children (Level 1) £37.20 2no. Designated Safeguarding Lead (Level 3) £156.00	BACS	193.20	32.20
Clerk	Salary and expenses	BACS	1,503.38	0.00
HMRC	PAYE/NI: 1st qtr 2026/27	BACS	1,734.61	0.00
Staffordshire County Council	Fee for Extent Plan required to accompany S115E application to retain the sand bin on Brookside	Debit Card (Pd 28/05/26)	162.00	27.00
J Deacon	Environmental contract £1,376.10 Craythorne car park lock/unlock £260.40; Craythorne goal mouth repair £612.00; Beacon Road verge reinstatement £0.00	BACS	2,248.50	374.75
Lloyds Bank	Bank charges	DD	5.17	0.00
P Gould	Extra work completed: Strim Meadow View bund; Hedge cutting at Beacon Road corner, Station Road corner and Station Road bus shelter	BACS	100.00	000
		Total	**10,367.55**	**609.95**

Resolved That the above payments be approved.

33.2 **Bank reconciliation as at 31 May 2026**

		Community Account	Instant Access Account	Total
01 April 2026	Opening balances	£ 18,056.50	£ 87,446.15	£105,502.65
Movement in funds to date	**PLUS** Income	£ 53,143.76	£ 3,325.52	£ 56,469.28
	LESS Expenditure	£ 18,611.12	£ 0.00	£ 18,611.12
31 May 2026	Bank Statement	**£ 52,589.14**	**£ 90,771.67**	**£143,360.81**

Resolved That the above was a true record.

33.3 **Earmarked Reserves**

Resolved That the council's Earmarked Reserves (EMRs) at 31 May 2026 were:

	Opening funds 01/04/2026	Available funds 31/05/2026
Environmental improvements	£15,000.00	£15,000.00
Brook Hollows	£ 7,526.50	£ 4,286.50
Play areas	£20,000.00	£20,000.00
Speed Indicator Device	£ 6,000.00	£ 6,000.00
Total	**£48,526.50**	**£45,286.50**

34. Receipts and payments to 31 May 2026

Resolved That report be noted.

35. S106 funds

See Minute No. 31 above.

36. Flooding

36.1 **Resolved** **That**:

- The EA report be received and noted.
- The EA be advised that one Brookside property had been sold and another one was up for sale. Councillors asked that the EA re-survey Brookside residents to ensure that everyone is aware of the need to register their interest in the PFR scheme.

36.2 Councillor Badcock updated Councillors on the discussions taking place to undertake natural flood management work upstream of Brook Hollows to try and reduce the speed of the flow of the brook into the village. The EA had asked the Staffordshire Wildlife Trust if they would be prepared to carry out some agreed work, however they were currently committed to similar work in Stafford and were therefore unable to help for between 6 and 12 months.

Resolved That the EA be advised that Councillors expressed concern over the timescale and they sked that they do all they can to accelerate the timescale and make some positive practical progress on the ground as soon as possible.

37. Elizabeth Avenue Playing field Play Equipment

Deferred to the next meeting of the council.

38. Rolleston FC: Request to relocate the Craythorne football pitches

Agreed That Councillors Stewart and Houston will meet with Rolleston FC representatives on site to clarify/agree what is required as it was noted that the current proposal would see

goal mouths facing the car park, that the 11v11 pitch will be booked until the end of September and any work would not be possible until the end of the year.

39. Correspondence

39.1 **Staffordshire Parish Councils' Association**

Bulletins had been circulated to all councillors.

39.2 **Comms Log**

The Comms Log had been regularly circulated to all councillors.

39.3 **FOJORPS: JOR Community Day 06 June 2026**

Resolved That the action in giving permission for FOJORPS to use the Elizabeth Avenue playing field for car parking for the above event be retrospectively approved.

39.4 **Rolleston Scout Group: Benches**

Resolved That the council agrees to donate £100 towards the cost of a bench.

39.5 **Bus Shelter, Station Road**

Resolved That information received from the County Council regarding alterations to the bus shelter be noted.

39.6 **Request to use The Croft**

Resolved That the request from an individual for permission to have a bouncy castle on The Croft for a birthday party be declined as bookings from individuals for private use of the space are not accepted; the council only allows the space to be used by community groups and local charity events.

40. 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.

41. Quotations

41.1 **Jinny Trail path, Section 1 – Revised quote**

Resolved That this item be deferred until County Councillor White has responded regarding the possibility of a grant aid application being agreed (Minute No. 32.8, 1st bullet point refers).

41.2 **The Croft: Lime trees (Minute No. 24.1 refers)**

Resolved That Tonks Brothers Tree & Environmental Services quotation in the sum of £3,600 plus VAT to dismantle 2no. Lime trees, grind out stumps and reinstate the ground be accepted.

42. Contractors

Resolved That this item would not be progressed as the contractors had not provided information regarding fuel costs.

43. Anslow Lane grass verge

Resolved Councillors Appleby and Sanderson would meet with the resident to advise on the County Council's response and discuss the ongoing maintenance of the verge.

The meeting closed at 9.10pm

Signed …… Date ……..