

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

Present

Councillor Stewart (in the Chair)

Councillors Appleby, Badcock, Gallone, Houston, E McManus, S McManus, Peirce, Sanderson and Storer

In attendance

Kase Clark, Rolleston FC

Lee Cooke, St Mary's PCC

PCSO Georgina Grocott

Alice Peck, Youth Representative

Mary Danby, Clerk

Public Forum

No questions were raised by members of the public.

44. Apologies for absence

Councillor Robson.

45. Declaration of interests and dispensations

None declared.

Councillor Stewart asked the council to bring forward agenda item numbers 16 and 17 – agreed.

46. Rolleston FC: Request to relocate the Craythorne football pitches (Minute No. 38 refers)

Mr Clark referred to a site meeting held with Cllrs Stewart and Houston and he presented two options which would retain the current 11v11 pitch adjacent to the car park, remove the other two pitches and provide four new pitches suitable for young people to use.

Mr Clark said that the Club would purchase a mower as they want to mow the four new pitches to a slightly shorter height than cut by the council's contractor. Councillor Stewart said that the council's contractor would continue to mow the whole field, as he does now but it was agreed that the Club could then mow the four pitches to their preferred height.

Mr Clark said that the Club would purchase moveable goals for use on the four new pitches and that grant aid would be applied for through the Staffordshire FA to offset some of this cost. He said that the goals would be securely stored in the Club's container when not in use.

He also mentioned that the Club would like to assist with improving drainage on the pitches – Councillor Stewart said that it was intended to use some of the S106 funds for this purpose but it was still not known when the funds would be released.

Whilst accepting that other teams use the 11v11 pitch, Councillors raised the issue of litter on the site and asked that the Club ensure that all water bottles, etc are collected and removed from the field at the end of each session. Mr Clark said that the Club already collected litter and leave the field tidy after each session.

Resolved That the council agrees to Rolleston FC's request to relocate the Craythorne football pitches to the configuration as set out in Option 2 which will provide 1no. 11v11 pitch, 2no. 9v9 pitches and 2no. 7v7 pitches.

It was further resolved that the council's contractor be asked to quote to remove the goal posts and make the ground good on the current pitches with the exception of the 11v11 pitch adjacent to the car park which will remain in situ.

47. PCSO Grocott

PCSO Grocott said she is aware that the main concern is vehicles being driven at speed in and around the village and Councillors confirmed that vehicles were reported to be travelling at speed on Craythorne Road and through the village.

Councillors updated PCSO Grocott on the recent site meeting with the County Councillor, SCC Officer, representatives from the Parish Council and the MP's office and residents regarding the traffic calming proposal for the junction of Rolleston Road/Knowles Hill/Beacon Road. PCSO Grocott said that she is receiving the regular Knowles Hill SID data reports and she is in liaison with SpeedWatch and would be asking for an exercise to be conducted on Rolleston Road.

Councillors said that the issue of consistent and dangerous parking around the school had been reported to the council. PCSO Grocott said that she has liaised with the school previously in an attempt to get parents/carers to be more considerate in parking and to use walking buses. Councillors said that there are one or more walking buses, but the problem persists. PCSO Grocott said that she would speak with SCC Officers with a view to asking them to work with the school again and motivate people to use walking buses. She said she would also speak with the County Council's CEO Officers and ask them to visit during school drop off/collection times to witness the parking issues and take appropriate action.

48. St Mary's: Boundary wall between the Church and The Croft

Ms Cooke spoke to her letter which outlined action that had to be taken regarding the south wall, the cost of that work and funds raised to meet this cost. She said that there was an outstanding balance of £1370 for the project and asked the council to consider making a contribution towards this.

Councillor Badcock said that he had undertaken an internet search and he had found four grant giving organisations that will award funds to churches and he offered to work with the PCC to make an application(s) to funds for projects, e.g. organ repair, etc. Ms Cooke said that she would like to accept offer and agreed to arrange to meet with Councillor Badcock at a mutually convenient time.

Resolved That under the power of the Local Government Act 1972, S.137 the council agrees to contribute £500 towards the cost of repairing the boundary wall between the Church and The Croft.

49. Planning matters

49.1 Planning applications

Application No.	Location	Proposal	Comment
P/2026/00012	Driving Range The Craythorne Golf Club and Centre Craythorne Road	Alterations and erection of single storey & two storey extensions to existing driving range structures including the creation of ancillary café/retail use building with associated car parking and landscaping (Re-consultation)	No objection
P/2026/00575	14 Meadow Fields	Erection of a part two storey side, part single storey side/rear extension and extension to driveway to form additional parking (Amended Description)	Comments: ▪ ESBC is asked to confirm that the proposed parking arrangement meets parking standards and regulations. ▪ Is the proposed parking adequate for the size of the property? ▪ The proposed parking arrangement could see vehicles being parked on a dangerous corner.
P/2026/00609	18 Burnside	Reduce crown and width to 1.5m of one Cherry tree (1), reduce height up to 4m and width by up to 2m of one Alder tree (2), fell to ground level 5 x Ash trees (3) and cut back to the boundary one Alder tree, one Ash tree, one Yew tree and one Maple tree (4)	▪ No objection to the proposed tree maintenance to T1 (Cherry) and T2 (Alder) ▪ No objection to the proposed tree maintenance on one Alder, one Ash, one Yew and one Maple (T4) subject to prior approval from the landowner being given in writing before any works commence. ▪ Objection to the felling of the 5 Ash trees (T3) as an arboreal report had not been provided to evidence the need for their felling. If approved work should not commence prior approval from the landowner being given in writing.
P/2026/00656	The Croft Burnside	Felling of two Lime trees (TPO 1) (Amended Description)	Whilst accepting that the application has been made by the council itself, Councillors stressed that the felling of the two Lime trees is necessary as they are extensively decayed

			and they need to be removed on safety grounds.
P/2026/00691	Silvertrees School Lane	Two storey front extension, alterations to front elevation and single storey rear extension	No objection
P/2026/00692	Ivy House Farm Chapel Lane	Construction of a dormer window, installation of roof lights and bi-fold doors to the South East elevation, demolition of existing gate and partial removal of existing railings, construction of wrought iron gate and 2 metre high fence and driveway extension to form additional parking	No objection
P/2026/00693	Ivy House Farm Chapel Lane	Listed Building application for the attachment of a 2 metre high wrought Iron fence and gate	No objection
P/2026/00734	22 Station Road	Side prune over extending lateral branches that are encroaching garden and walkway back by approximately 1.5m or to nearest suitable growth points, remove deadwood >25mm in diameter from upper canopy, crown lift lower branches up to 5m, selectively reduce upper apical branches that extend beyond main canopy line by 1.5m or to nearest suitable growth points of one Beech tree (T1 of TPO483)	No objection
P/2026/00753	The Firs Hall Grounds	Felling of one Beech tree, one Pine tree, twelve Leylandii trees, a row of Leylandii trees (approximately 20), one Western Redwood Conifer tree and one Sycamore tree (W17 of TPO1)	▪ Objection to the felling of the Western Redwood Conifer (Cedar) tree. ▪ Comment: There is no evidence to support the need to fell the trees, an arboricultural survey/report is required to confirm this need.
P/2026/00759	80 Hall Road	Change of use of existing detached domestic garage to form a beauty business with associated external alterations	No objection

- 49.2 **Cellnex UK - Pre-consultation re:**
Proposed communications installation for Telefonica Ltd. at Cellnex UK Cross Farm, Cross Lane, Rolleston on Dove DE13 9EB, NGR E: 423916 N:326936
Resolved That receipt of the Pre-consultation be acknowledged without comment.
50. **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:
51. **Matters arising**
None raised.
52. **Councillors reports**
- 52.1 Councillor Gallone:
- Reported that the resident at 18 Burnside had asked if he could paint the railings at his boundary and the bridge over the Brook. Councillors confirmed that the railings were the residents property and they were happy for him to paint the bridge, Councillor Appleby said he would liaise with the resident.
 - He referred to the recent Knowles Hill SID data report and reported that 39,546 vehicles had travelled down Knowles Hill into Rolleston during June. He said that during May 68 vehicles had been recorded over 50mph; 13 vehicles over 60mph and three over 70mph. The highest recorded speed in June had been 75mph and 859 vehicles had been recorded travelling over 40mph (but under 50mph).
 - He had noticed a large hole in the safer surfacing under the swings at the Elizabeth Avenue play area. **Agreed** that the council's contractor be asked to inspect the area and repair as required.
- 52.2 Alice Peck, Youth Representative reported that she would be working with Karen Wright to replace the current hutches which form the community Library facility. She also said that she had a couple of ideas, one being that the school could run a competition for pupils to design a replacement library. Her other idea was to add a Community Library of Things, i.e. a Swap Shop where board games, sports equipment could be put.
- Councillors suggested that a potting shed could be a possibility to replace the hutches. Councillor Appleby agreed to work with Alice and Karen to look at how much space is available and agree the best replacement storage solution.
- 52.3 Councillor Sanderson:
- Asked if any complaints had been received about noise from the pubs? Some councillors said that they had experienced loud noise but no complaints had been made to the council. **Agreed** that ESBC's Environmental Health Team be asked to investigate noise issues at both pubs.
 - Reported that the volunteers who look after the Spread Eagle Island were growing on plants and seedlings which would be sold to raise funds to purchase bulbs/plants for the Island. He added that the volunteers had asked that the council write to John Deacon to thank him for watering the planters and troughs and refilling the water butts. **Agreed.**
- 52.4 Councillor Storer reported that there has been a lot of fruit on the trees at the Platinum Jubilee Orchard, some of which had had to be picked as they were too heavy for the

branches. He asked that Councillor Robson look at the trees to see if any of the branches need to be removed to stop them bolting next season, as they had done this year.

- 52.5 Councillor Houston referred to people having parked around the village for Rollestonbury instead of using the parking area on the Meadow View Open Space. He said that “Event Parking” sign should have included the word “Free” as people may have thought that a fee would have been charged to park on the Meadow View Open Space. **Agreed** that this suggestion be put to Rolleston Scouts.
- 52.6 Councillor Peirce reported that:
- The hole in the road on Church Road now had its own eco garden and said that this needs to be resolved. **Agreed** that County Councillor White be asked for an update as to when the work would be completed.
 - There was a gap in the troughs opposite Rolleston Club and asked if another one could be installed. **Agreed** to seek quotations for:
 - Supply and installation of 1no. trough and 4no. liners
 - Cost to supply compost and plants
- 52.7 Councillor Stewart:
- Reported that repairs to the Craythorne Road car park would be completed in the near future.
 - Asked if any Councillor was available to attend the Parish Forum meeting (online) on 21 July. The Clerk offered to represent the council as no Councillors were available.
 - The Contracts Working Group would need to arrange a separate date to meet with the mowing contractor as he was unavailable for next week’s scheduled meeting.

53. Financial matters

53.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Rolleston Scout Group	S137 Grant Aid (Min. No. 39.4 refers)	BACS (Pd 11/06/26)	100.00	0.00
Cartridge People Ltd	Printer toner	Debit Card (Pd 12/06/26)	63.96	10.66
O2	Council mobile (June invoice)	DD (Pd 23/06/26)	17.40	2.90
P Gould	Mowing contract	BACS	1,354.58	0.00
Geosphere Ltd	Parish Online – Mapping software licence renewal	BACS	228.00	38.00
High Speed Training Ltd	Data Protection & UK GDPR Training (Update for Clerk)	BACS	31.20	5.20
Clerk	Salary and expenses	BACS	1,493.93	0.00
Newton Park FC	Refund: Football pitch hire fee	BACS (Pd 30/06/26)	10.00	0.00
J Deacon	Craythorne barrier lock/unlock £252 Environmental contract £1,376.10 Paint for contract £413.59	BACS	2,221.69	370.28

	Anslow Lane: Install replacement gateway sign £180			
ESBC	Bin emptying 2 nd qtr 2026/27	BACS	1,606.46	267.74
Ricoh UK Ltd	Photocopier - Qtrly charges: Rental £95.51 Copies £88.37	BACS	183.88	30.65
O2	Council mobile (July invoice)	DD	17.40	2.90
Lloyds Bank	Bank charges	DD	4.25	0.00
Microsoft	Microsoft 365 Business Standard – Annual renewal fee	Debit Card (Pd 06/07/26)	155.52	25.92
Amberol Ltd	Burnside trough: Replacement brackets	BACS	111.60	18.60
Total			7,599.87	772.85

Resolved That the above payments be approved.

53.2 Bank reconciliation as at 30 June 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	£ 59,014.76	£ 3,361.58	£ 62,376.34
	LESS Expenditure	£ 29,152.03	£ 0.00	£ 29,152.03
30 June 2026	Bank Statement	£47,919.23	£ 90,807.73	£138,726.96

Resolved That the above was a true record.

53.3 Earmarked Reserves

Resolved That the council's Earmarked Reserves (EMRs) at 30 June 2026 were:

	Opening funds 01/04/2026	Available funds 30/06/2026
Environmental improvements	£15,000.00	£15,000.00
Brook Hollows	£ 7,526.50	£ 4,266.50
Play areas	£20,000.00	£20,000.00
Speed Indicator Device	£ 6,000.00	£ 6,000.00
Total	£48,526.50	£45,266.50

54. Receipts and payments to 30 June 2026

Resolved That report be noted.

55. Knowles Hill: Site meeting to discuss the proposed highway safety improvement scheme

The report of the site meeting held on 24 June was considered by the council. It was noted that it had been said at the meeting that the Parish Council could install a gateway feature at the 30mph limit and SCC could install sharks' teeth marking on the road – these would give the illusion of the road narrowing. Councillors asked that confirmation be asked of County Councillor White as to who, i.e. the Parish Council or SCC, would be expected to pay for the gateway feature and the sharks' teeth road marking.

- 56. S106 funds**
Councillor Stewart reported that the Variation document is still with Bellways solicitor for signing and that ESBC's Head of Legal provides regular updates to her on progress.
- 57. Flooding**
Resolved That the EA report be received and noted.
- 58. Martyn's Law**
Councillor Stewart reported that training opportunities are being offered by various sources, including ProtectUK and she and the Clerk were taking advantage of these opportunities wherever possible. She said that statutory guidance on how to comply with Martyn's Law will be published by the Home Office later this year. She also said that she would speak with the Rolleston Transport Festival Committee regarding the arrangements they will be looking to put in place for the next Festival.
- 59. Local Government Reorganisation (LGR) (Minute No. 32.4, first point refers)**
Agreed That consideration of the potential transfer of ESBC/SCC assets be put on hold until such time as ESBC commence these discussions.
- 60. Estate Agent boards and other temporary signage (Minute No. 32.4, second bullet point refers)**
Resolved That:
- The council will continue to ask Estate Agents to remove boards which are arranged to street furniture.
 - Advertisements by local organisations, i.e. FOJORPS, charity events on council-owned property will be permitted and the organisations will be asked to seek permission from the council before erecting the signage and they will be required to remove the signage after the conclusion of their event.
 - Commercial signs/advertisements will not be permitted and businesses will be asked to remove their signage.
- 61. Elizabeth Avenue Playing field Play Equipment**
Resolved That:
- The council will not to seek to apply for National Lottery funding at this time for play equipment.
 - The council will look to use the Play Areas Earmarked Reserve to purchase and install some replacement equipment on the Elizabeth Avenue play area. The process will commence once the annual RoSPA inspection report has been received and a consultation exercise with the school has been completed.
- 62. Annual footpath walks**
Councillors had been allocated footpaths to be walked during July and they were asked to email the Clerk confirming (a) that they had completed their walks and (b) any repairs to stiles, etc that were required.
- 63. Financial Risk Assessment (updated)**
Resolved That the updated Financial Risk Assessment be approved.
- 64. Correspondence**

- 64.1 **Staffordshire Parish Councils' Association**
Bulletins had been circulated to all councillors.
- 64.2 **Comms Log**
The Comms Log had been regularly circulated to all councillors.
- 64.3 **Trent Rowing Club**
Resolved That the request for funding towards the Community Boat Barn be declined as the council does not financially support organisations based outside the village.
- 64.4 **Brewers 10K – 18 October 2026**
Resolved That the information be received and that a presentation to the council is not required.
- 64.5 **Rolleston Scout Group**
Resolved That:
- The action taken by the Chair in giving permission the Meadow View Open Space for car parking for Rollestonbury 2026 be retrospectively approved.
 - The request for a rolling annual agreement for use of the Meadow View Open Space for car parking for Rollestonbury be declined and that the Scout Group be required to seek permission each year.
 - Suggestions be put to the Scout Group that they (a) consider paying for 2no. Police Officers to attend the event to deal with parking and noise issues associated with the event and (b) add the word "Free" to the "Event Parking" signage.
- 64.6 **Planning Inspectorate: Castle Way Energy – EIA Scoping and Consultation**
Resolved That the information be received without comment.
- 64.7 **Local Nature Recovery Strategy consultation**
Resolved That Councillor Stewart will respond to the consultation on behalf of the council.
- 64.8 **Rolleston Station Heritage Group (RSHG)**
Resolved That permission be given to RSHG to accept the offer of a donated bench, to be installed at the station and maintained by the RSHG.
- 64.9 **Checkley Parish Council motion – Planning system changes**
Resolved That Rolleston on Dove Parish Council:
- Formally oppose any provision within the Planning and Infrastructure Act 2025 which removes or significantly restricts the right of elected District and Borough Councillors to call planning applications before a Planning Committee.
 - Write to the Secretary of State for Housing, Communities and Local Government expressing the Council's concerns regarding the democratic implications of these proposals.
 - Write to the local Member of Parliament requesting that he oppose any measures which diminish local democratic oversight of planning decisions.
 - Request that the Government retains robust mechanisms for elected Members to ensure planning applications of local significance are subject to public scrutiny and democratic decision-making.

64.10 **Rolleston Village Fayre**

A request had been received for a donation to the event as the group were abolishing all entry fees to make the event affordable for all members of the community.

Resolved That a donation of £100 be agreed.

65. **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.

66. **Anslow Lane grass verge**

Resolved That:

- The residents be asked if they will accept the mowing of the corner (in the interests of highway safety) and one mow width of the length of the verge.
- The Contracts Working Group will arrange to meet with the mowing contractor to agree the mowing regime for the verge.

67. **Quotations**

67.1 **Jinny Trail: Tree works**

Resolved That M&M Tree & Garden Services quotation in the sum of £140 be accepted to remove three dead branches from an Ash tree **provided** that the tree is checked prior to works commencing to confirm that the tree is not suffering from Ash Dieback, if the disease is confirmed the branches should not be removed and a new quotation be provided to fell the tree.

The meeting closed at 9.18pm

Signed

Date