Minutes of a meeting of Rolleston on Dove Parish Council held at the Old Grammar School Room, Church Road on Monday 12 October 2026 commencing at 7pm

Present
Councillor Peirce (in the Chair)
Councillors Appleby, Gallone, Houston, E McManus, S McManus, Robson, Sanderson and Storer

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

Public Forum
No members of the public were present at the meeting.

90. Apologies for absence
Councillors Badcock and Stewart.

91. Declaration of interests and dispensations
None declared.

92. Planning matters
92.1 **Planning applications**

Application No.	Location	Proposal	Comment
P/2026/01007	The Croft Burnside	Fell one Lime tree (T2), pollard to nearest previous pollard point and remove deadwood from crown of two Lime trees (T1 & T3), reduce branch length to point of vigorous epicormic shoots at approximately 3 metre distance from attachment point with trunk, of one Lime Tree (T3), reduce branches closest to the Public House to a length of 5 to 6 metres from the trunk and remove deadwood from one Lime tree (T4) (all of TPO-1AA1)	No objection
P/2026/01008	3 Marston Lane	Erection of an Oak porch with stone clad dwarf walls to the front elevation, composite cladding to the single storey rear extension (part) and full render to the gable frames.	No objection
P/2026/01020	Winter House Hall Grounds	Felling of 2 self-set Holly trees (G1) and one Cherry tree (T1). Crown reduction in height by up to 4 metres, side reduction by up to 3 metres and crown	No objection

		raise to give 4 metre clearance over highway of one Cherry tree (T2)	
P/2026/01033	Home Farm Church Road	Crown reduction up to 2.5m and trim branches to bring to a manageable size and shape of Pear tree	No objection

93. Minutes

Resolved That the Minutes of the meeting held on 14 September 2026 be approved and signed as a true record.

94. Matters arising

Minute No. 73.3 re Marston Lane

Councillor Appleby reported that residents had witnessed vehicles using Marston Lane during the A38 closures and they had emailed SCC expressing their concerns but no response had been received. He said he would email the Staffs Highways Officers, copied to County Councillor White to stress the need to discourage vehicles from using the Lane during the A38 roadworks.

Minute No. 87.1 re additional trough for the Burnside Railings

Councillor Sanderson reported that a larger trough had been ordered than was expected and that too many liners had been ordered. He had liaised with the PC Chair and a compromise on locations of two troughs had been agreed; the spare liners would be held by the council's Contractor until needed.

95. Councillors reports

95.1 Councillor Sanderson reported that the planters had been replanted and they would be installed w/c 19 October. He also reported on the work being done by Karin Kay and Janet Sanderson at the Spread Eagle Island, etc.

95.2 Councillor Storer commented on the council's communications regarding the felling of the two Lime trees on The Croft and that the response from members of the public had been very positive and complementary.

95.3 Councillor Robson reported that:

- He had surveyed the Platinum Jubilee Orchard trees and said that, given this year's drought which had affected the trees, these did not need to be pruned at this time.
- The recent Working Party at the Diamond Jubilee Orchard had been well attended and a lot of work had been done in getting the site ready for the winter.
- Seedless grapes could be planted on the fence between the Diamond Jubilee Orchard and the allotments and asked for permission to spend up to £100 to purchase plants to planted along the fenceline – **agreed**.

95.4 Alice Peck, Youth Representative, advised that she and Councillor Appleby had met regarding the Community Library and she would be providing the specification and cost breakdown for a shed to be installed to replace the existing hutches. It was noted that the Civic Trust had indicated they would fund the cost of the shed 50/50 with the council.

96. Financial matters

96.1 **Schedule of payments due**

Payee	Description	Payment Method	Gross £	VAT £
C Stewart	Reimbursement: Spread Eagle Island gate key	BACS (Pd 15/09/26)	7.99	1.33
P Gould	Mowing contract	BACS	1,354.58	0.00
Viking Office UK Ltd	Stationery/postage stamps	BACS	148.48	9.75
Playsafety Ltd	Annual RoSPA inspections	BACS	412.80	68.80
Clerk	Salary and expenses	BACS	1,571.42	0.00
J Deacon	Environmental contract £1,376.10 Craythorne gate lock/unlock £252.00 Repair Stile No. 7 £284.40 Craythorne: Remove goal posts £600.00 Tafflands: Remove dead trees £192.00 Elizabeth Ave: Remove flytipping £36.00 Repair finger post £84.00 Brookside: Remove fallen bush £36.00 The Croft: Repair hole in track £48.00	BACS	2,908.50	484.75
Staffordshire County Council	S115E Licence fee to retain grit bin located on Brookside	BACS (Pd 29/09/26)	210.00	0.00
ESBC	Bin emptying 3rd qtr 2026/27	BACS (Pd 01/10/26)	1,606.46	267.14
Forvis Mazars LLLP	2025/26 External audit fee	BACS (Pd 02/10/26)	504.00	84.00
Amberol Ltd	Self-watering barrier basket and liners	BACS	394.80	65.80
O2	Council mobile	DD	17.40	2.90
Ricoh UK Ltd	Photocopier: Qtrly rental £95.51 Qtrly copy charge £75.61	BACS	171.12	28.52
Lloyds Bank	Bank charges	DD	4.25	0.00
Tonks Brothers Tree & Environmental Services	Tree works: The Croft £4,320.00 Jinny Trail £1,032.00	BACS	5,352.00	892.00
		Total	**14,663.80**	**1,904.99**

Resolved That the above payments be approved.

96.2 **Bank reconciliation at 30 September 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	£114,993.76	£ 6,012.68	£121,006.44
	LESS Expenditure	£ 49,819.24	£ 0.00	£ 49,819.24
30 September 2026	Bank Statement	**£ 83,231.02**	**£ 93,458.83**	**£176,689.85**

96.3 **Earmarked Reserves**

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

	Opening funds 01/04/2026	Available funds 30/09/2026
Environmental improvements	£15,000.00	£15,000.00
Brook Hollows	£ 7,526.50	£ 7,266.50
Play areas	£20,000.00	£20,000.00
Speed Indicator Device	£ 6,000.00	£ 6,000.00
Total	**£48,526.50**	**£48,266.50**

97. Receipts and payments to 30 September 2026

Resolved That the report be noted.

98. Flooding

It was noted that the latest EA report had been received, this had been circulated to all Councillors and had been uploaded to the council's Facebook page.

Councillor Peirce said that he would contact Tom Ellis, EA as he is concerned at the state of the Ford which neither the EA nor Staffordshire Highways say that they have responsibility for.

99. Rollestonian of the Year: Review criteria

The council considered the criteria and agreed that the there were several areas where this was contradictory. Councillor Robson offered to revise the text for consideration/approval at the next meeting – **agreed.**

100. RoSPA: Annual Inspection reports

Councillors were advised that the reports had been received and that Councillor Stewart would provide a summation of findings to the next meeting of the council.

101. St Mary's 20th Advent Festival 2026

It was noted that an invitation had been accepted for the council to provide a decorated artificial Christmas tree for the Advent Festival and that Councillor Appleby and Alice Peck, Youth Representative will decorate the tree.

102. Correspondence

102.1 **Staffordshire Parish Councils' Association**

Bulletins had been circulated to all councillors.

102.2 **Comms Log**

The Comms Log had been regularly circulated to all councillors.

102.3 **Plota: Live feed planning applications for PC website**

Councillor S McManus said that the council had been approached by Plota. Plota provide a planning application search website and they have created a live feed of applications in Rolleston that could be added to the council's website. He said that he had liaised with Parish Online, the council's website provider, and they were investigating Plota's offer and they would report back in due course. A decision could therefore not be made until Parish Online's report had been received.

102.4 **Staffordshire County Council: S115E Licence to retain sand bin on Brookside**

Resolved That Councillor Peirce be authorised to sign the Licence, witnessed by the Clerk.

102.5 **John of Rolleston Primary School**

The School had contacted the council regarding a damaged perimeter fence between the school field and the Elizabeth Avenue playing field, adding that the SCC Estates Lead had asked that the council repair the fence as it is on Parish Council land. Several Councillors and the council's contractor had inspected the fence prior to the meeting and they reported that the fence was not the council's responsibility.

Resolved That the School be advised that the council does not accept responsibility for the damaged fence; and that it is understood that the fence was originally installed by the County Council.

102.6 **Jinny Nature Trail – invasive plant**

The council had received a report that 'Traveller's Joy' was taking over at least two trees on the Trail, adding that the plant is highly invasive and likely to kill the established trees.

Councillors noted that the plant can also be seen at the entrance to the Trail from Dovecliff Road.

Resolved That the council's contractor be asked to have a look at the entrance to the Trail and the trees and advise if he would be able to remove the 'Traveller's Joy' and provide a quote for consideration at the next meeting.

103. 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.

104. ESBC S106 Sports Investment grant

Councillors were advised that the Grant Agreement had been signed and the grant in the sum of £171,841 had been received. A summary of the conditions of the grant and the reporting mechanism to be followed was provided for information.

Resolved That:

- The report be received.
- The S106 Working Group be established to take the project to its completion, starting with the zip wire ; that the Working Group be comprised of Councillors Houston, Peirce, Sanderson and Stewart and that the Working Group arrange for the first meeting to be held in November.
- The Clerk be authorised to move the Grant monies from the council's Current Account to the Deposit Account.

105. Mowing contract specification 01 April 2027 - 31 March 2030

Resolved That the council's responses to queries that had been raised regarding the mowing contract be provided to the contractor.

The meeting closed at 8.28pm

Signed ……

Date …….