Rolleston on Dove Parish Council

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02 November 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 09 November 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.

AGENDA

1. Apologies for absence

2. Declarations of Interests and Dispensations

3. Planning applications

Application No.	Location	Proposal
P/2026/01058	4 Beacon Road	Crown reduction in height up to 5 metres of two Cedar trees (T1 & T2 of TPO 462)
P/2026/01089	Rolleston Scout Group Station Road	Erection of porch to South elevation, installation of an automatic raising-arm barrier to replace existing entrance gates and creation of new footpaths
P/2026/01097	Winter House Hall Grounds	Fell to ground level two self-set Holly trees (G1) and two Cherry trees (T1 and T2)

4. To consider the Minutes of the meeting held on 12 October 2026 (Enclosure 1)

5. Matters arising from the previous meeting

6. Councillors' reports

7. Financial matters

7.1 **Schedule of payments due**

Payee	Description	Payment Method	Gross £	VAT £
P Gould	Mowing contract £1,354.58 Mowing verge around SID, Knowles Hill £150.00 (as discussed at Contract Review meeting) Mowing corner Beacon Road/Craythorne Road £270.00	BACS	1,774.58	0.00
SLCC Enterprises	The Clerks' Manual 2026	BACS	49.20	0.90
Woodside Nurseries	Winter planting of all troughs and village gateway planters	BACS	750.00	0.00
Lloyds Bank	Bank charges	DD	4.25	0.00
O2	Council mobile	DD	17.40	2.90
Clerk	Salary and expenses	BACS	1,543.72	0.00
Freeola Ltd	Hosting village website (Qtrly fee)	DD	14.76	2.46
		Total	**4,153.91**	**6.26**

7.2 **Bank reconciliation at 31 October 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	£179,415.78	£294,409.54
	LESS Expenditure	£ 63,761.05	£ 0.00	£ 63,761.05
31 October 2026	Bank Statement	**£ 69,289.21**	**£266,861.93**	**£336,151.14**

7.3 **Earmarked Reserves at 31 October 2026**

	Opening funds 01/04/2026	Funds at 31/10/2026
Environmental improvements	£15,000.00	£14,763.00
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
ESBC S106 Sports Investment Grant	-	£171,841.00
Total	**£48,526.50**	**£219,870.50**

8. Receipts and payments to 31 October 2026 (Enclosure 2)

9. Flooding

10. Rollestonian of the Year: Review criteria (Enclosure 3)

11. RoSPA: Annual Inspection Reports (Enclosure 4)

12. Staffordshire Community Paths Initiative (Rolleston on Dove)

Councillor Badcock liaised with SCC's Public Rights of Way Officers regarding potential funding through the Community Paths Initiative to (a) complete the Jinny Trail path and (b) improvements to Footpath 14. SCC's PROW Team Leader responded as follows:

"I'm happy to discuss further. Our maximum funding amount is £2,000 but we would expect this to be match funded. This would only be applicable if the route was a definitive public right of way and, unfortunately, most of the Jinny Trail is not.

I can arrange for the Area Officer to meet you to look at Footpath 14 but the landowner would need to be on board with this. It may therefore be worth him/her attending any such meeting."

13. Community Library

To receive a verbal report from the Youth Representative.

14. Correspondence

14.1 **SPCA Bulletin**

The SPCA bulletin and other information received has been provided to Councillors.

14.2 **Comms log**

The Comms Log has been regularly provided to Councillors.

14.3 **Trent Barton: Villager bus service**

Tutbury Parish Council has contacted the council asking if the following matter which has been raised by Hatton Parish Council is of interest:

The Parish Council (Hatton PC) has received a number of complaints from residents regarding the bus service provided by Trent Barton. I was wondering whether Tutbury has experienced similar issues.

Our Cllrs are considering whether it would be beneficial for Hatton, Tutbury and Hilton Parish Councils to meet and discuss the concerns collectively, with a view to making a joint representation to Trent Barton.

I would be interested to hear your thoughts on whether this would be worthwhile and whether Tutbury Parish Council would be interested in taking part.

14.4 **SPCA Membership Fees 2027/28**

To assist councils with budget planning, we are pleased to confirm the SPCA membership fees for the 2027/28 financial year.

The Executive Council met last night (26 October) and approved a 3% increase in membership fees for the coming year. This remains below the current inflation rate of 3.6%.

The only structural change to the fee schedule is the introduction of a new rate for councils with fewer than 150 electors, set at £25.75 for 2027/28.

This increase is not simply intended to maintain existing services. Over the past 12 months, SPCA has continued to invest in expanding and improving the support available to members. We have:

- Appointed WorkNest as our new HR and Health & Safety advisors.
- Appointed Wellers as our new legal advisors.

- Appointed ONN as our new planning advisors.

In January, we will launch a new Health and Wellbeing Support Service for clerks and councillors.

These new services complement our existing advisory partners, including Parkinson Partnership for VAT and finance advice, Breakthrough Communications for FOI, crisis communications and data protection support, and CloudyIT for IT and digital skills training.

Working in partnership with Warwickshire CALC and Herefordshire CALC, we have developed a comprehensive new document library containing more than 150 guides, templates, policies and practical resources. Whatever challenge your council faces, there is a good chance we already have a resource to help.

To further strengthen our support offer, we will also be recruiting an additional team member dedicated to assisting councils with their enquiries and requests.

Our programme of free training and guidance will continue to expand throughout the year. Members can expect briefings on Local Government Reorganisation (LGR), together with practical workshops to help councils understand and comply with the new third-party harassment requirements.

The SPCA remains committed to growing the range and quality of services available to members, ensuring councils receive real value from their membership. We would like to thank all our members for their continued support and engagement.

Finally, NALC has confirmed its affiliation fee for 2027/28, which has been set at 8.8 pence per elector, capped at £2,274.00 for larger councils.

(**Clerk's note:** The revised figures have been included in the draft 2027/28 budget.)

14.5 **Staffordshire County Council: Update on Speed Indicator Devices (SIDs) (Enclosure 5)**

15. 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.

16. Quotations (Enclosure 6 - to follow)

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

DRAFT

		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 …….

Rolleston on Dove Parish Council
Receipts and payments to 31 October 2026 and draft 2027/28 budget

Nominal Code	Description	Actual to 31/03/2026 £	2026/27 Budget £	2026/27 Projected YE £	Actual to 31/10/2026 £	Draft budget 2027/28 £	
100	**Income**						
1076	Precept	99,212	104,173	104,173	104,173	109,382	Assumes 5% increase
1090	Interest Received	560	540	500	268	500	
1100	Grants & Donations Received	4,700	-	171,841	171,841	-	
1110	Council Tax Support Grant	1,665	1,665	1,665	1,665	1,665	TBC
1200	Garden rents	125	125	125	125	125	
1220	Allotment rents	20	20	20	20	20	
1250	Football pitch fees	260	50	140	140	50	
1270	SCC: Annual grass cutting	5,339	5,525	5,525	5,525	5,525	TBC
1999	Other income	876	600	3,346	3,346	-	
	Income	**112,757**	**112,698**	**287,335**	**287,103**	**117,267**	

Nominal Code	Description	Actual to 31/03/2026 £	2026/27 Budget £	2026/27 Projected YE £	Actual to 31/10/2026 £	Draft budget 2027/28 £	
200	**Administration**						
4000	Staff salary (Existing clerk)	21,970	22,629	22,685	12,855	7,899	Allows for a 2 month handover
	Staff salary (New clerk)	-	-	-	-	19,471	
4020	Employer's National Insurance	2,545	2,644	2,653	1,326	3,355	
4025	Employer's LGPS contribution	-	-	-	-	3,816	TBC
4030	Payroll Services	110	100	120	-	110	
4050	Use of Home as Office	178	195	312	170	364	
4100	Insurance	1,892	1,892	1,900	1,900	1,900	
4110	Audit Fees	605	810	810	614	830	
4115	Bank charges	53	51	56	32	51	
4120	Photocopier: Rental/Maint.	425	318	318	239	318	
4121	Photocopier: Copy charges	430	500	450	181	500	
4125	Stationery	117	270	200	151	270	
4127	Village Directory	195	200	200	-	200	
4130	Postage	724	750	750	382	750	
4140	Council mobile	192	200	204	102	210	
4150	Subscriptions	733	1,200	970	941	1,100	
4160	Training	415	500	500	311	2,000	
4180	Room hire	290	275	300	-	300	
4190	Mileage expenses	211	220	220	70	220	
4195	Parking fees	3	10	6	6	10	
4200	Play areas R&M	1,938	5,500	2,500	444	5,000	
4205	Craythorne barrier: Lock/unlock	2,196	2,555	2,555	1,467	2,920	
4210	RPC website	592	625	625	-	625	
4211	Village website	71	79	79	25	79	
4220	IT / Software	575	580	596	596	635	
4230	S137 Expenditure	620	100	700	700	100	
4240	Mowing contract	16,600	17,000	17,000	9,482		TBC
4250	Bin emptying	5,134	5,476	5,476	4,016	5,750	
4260	Trees	3,112	5,000	10,000	4,620	5,000	
4265	Plants (troughs, planters)	1,396	2,000	1,700	887	2,000	
4270	Environmental contract	13,761	13,761	13,761	8,027		TBC
4275	General R&M and Out of Scope works	2,636	5,500	4,000	2,426	5,500	
4280	Bus shelter	2,000	3,422	-	-	-	
4285	Flooding	-	2,000	-	-	2,000	
4300	Projects	-	5,000	1,000	388	2,000	
4310	Professional fees	1,950	5,000	2,000	440	5,000	
4320	Capital expenditure	-	800	-	-	800	
4330	Other administration	1,021	2,000	1,100	463	2,000	
4490	ESBC S106 Sports Investment grant	-	-	-	-	-	
4999	Contingency	168	5,000	2,000	1,546	5,000	
	Total Expenditure	**84,858**	**114,162**	**97,746**	**54,807**		
	Total Income	**112,757**	**112,698**	**287,335**	**287,103**	**117,267**	
	Net Income/Expenditure	**27,899**	**- 1,464**	**189,589**	**232,296**		

Earmarked Reserves (EMRs)

Nom. Code	Description	Opening funds 01/04/2026 £	Movement in funds to date £	Available funds 31/10/2026 £	Draft opening funds 01/04/2027 £
320	Environmental improvements	15,000.00	- 237	14,763.00	15,000.00
322	Brook Hollows (Donor funds)	7,526.50	- 260	7,266.50	7,266.50
325	Play Areas	20,000.00	-	20,000.00	20,000.00
329	Speed Indicator Device (SID)	6,000.00	-	6,000.00	6,000.00
330	ESBC S106 Sports Investment grant	-	171,841	171,841.00	171,841.00
331	Elections	-	-	-	10,000.00
	TOTAL	**48,526.50**	**171,344**	**219,870.50**	**230,107.50**

Funds statement at 31 October 2026

Total funds held in bank accounts	£ 336,151.14
LESS Earmarked Reserves	-£ 219,870.50
LESS Remaining budgeted expenditure	-£ 59,355.00
General Reserves	£ 56,925.64

Enclosure 2

Rolleston on Dove Parish Council MR edit1
Rollestonian of the Year Award criteria

- For the purpose of this award any individual person(s) or group of any age who live, work or volunteer in the parish is eligible.

- The award may be presented to an individual, individuals or group meeting the above criteria and who have served the community and/or benefitted the village above and beyond that which could be considered normal ~~or who have achieved exceptional heights in their field (sport, arts, etc.).~~

- All nominations must be supported by reasons demonstrating how they have benefitted the village/residents.

- All nominations must have a nominator contact (e.g. email address which will only be used for the purpose of this award nomination if required).

- The nomination form should offer guidance e.g. examples of reasons against the criteria ?????? that might be used to support the nomination.

- Incomplete nominations (with no reasons or nominator details) or nominations completed in bulk ????? will not be accepted.

- The award can be given to any individual(s) or group more than once. ????????

- The award may be given posthumously.

- Serving Parish Councillors are not eligible for the award; they may not make any nominations.

- The award ~~continues to~~ will be presented at the Annual Parish Meeting in April.

- Methods of promotion to include Parish Council website, Facebook page, posters, Rollestonian insert and other village organisations to be asked to promote the award.

- Methods to submit nominations to include email, letter ~~or text~~ to the ~~Parish Council phone number/~~Parish Council email or an online form available via the website and use should be made of a QR code to take you to the form.

- The existing Parish Council voting process to remain as is.???????

- (*Copied from previous page)* Brief details of all nominations will be considered during Part 2 of the March meeting after which Councillors will vote for their top three nominations, giving 3 points for their first choice, 2 points for their second choice and 1 point for their third choice. The nomination with the highest number of points will be given the award. In the event of a tie, new voting papers will be issued, and Councillors will vote again between the tied nominees giving 1 point to their first choice nominee. The nominee with the highest number of points will be given the award. In the event of another tie the Chairman of the meeting will have a casting vote.

- Councillors can decide to postpone or cancel the award.

Criteria agreed: ~~12 May 2025~~ 09 November 2026
This criteria will be regularly reviewed.

For reference purposes - Current Rollestonian of the Year Information MR edit1

Rollestonian of the Year – Nominations please

The Parish Council makes a "Rollestonian of the Year" award each year to a person or group of people who in their opinion have served the community above and beyond that which could be considered normal. ~~or to a villager who has achieved exceptional heights in their field (sport, arts, etc).~~

For the purpose of this award, any person living in Rolleston on Dove is considered to be a "Rollestonian". However, people who work or volunteer in the parish are also eligible.

The award will be presented at the April Annual Parish Meeting ~~by the Chairman of the Parish Council, or in their absence the Vice-Chairman of the Parish Council~~.

Written nominations ~~should~~ can be ~~sent~~ be made by an online form available on the parish council website (https://rollestonondove-pc.gov.uk) or by email, including details that support the nomination, to the Parish Council Clerk (clerk@rollestonondove-pc.gov.uk).

All nominations must be received by 28 February.

All Councillors will be given a voting paper listing all nominations at the March Parish Council meeting

~~Brief details of all nominations will be considered during Part 2 of the meeting after which Councillors will vote for their top three nominations, giving 3 points for their first choice, 2 points for their second choice and 1 point for their third choice. The nomination with the highest number of points will be given the award. In the event of a tie, new voting papers will be issued, and Councillors will vote again between the tied nominees giving 1 point to their first choice nominee. The nominee with the highest number of points will be given the award. In the event of another tie the Chairman of the meeting will have a casting vote.~~

Serving Parish Councillors are not eligible for this award.

Rosa Report Findings by Area	Item	Finding	Risk	Action Status Update	ROSPA action suggested	PC proposed action
Craythorne Playing Fields	Kissing Gate	Sharp projections	Low (5)	In Progress	Remove hard sharp pointed projections	Meet JDeacon to inspect. Address as /if required
~~**Craythorne Playing Fields**~~	~~Goals 11 x 11 pitch~~	~~Broken glass on field~~	~~Medium (10)~~	~~Closed~~	~~Remove glass immediately~~	~~Already removed from 11 x 11 goal posts~~
Craythorne Playing Fields	Goals 11 x 11 pitch	Item has corrosion	Medium (8)	In Progress	Descale back to good base material and coat with lead free paint. Repairs may be necessary where corrosion is severe	Meet JDeacon to inspect. Address as /if required (report done before other goals removed
Craythorne Playing Fields	Goals 11 x 11 pitch	Paintwork is poor	Low (4)	In Progress	Descale back to good base material and coat with lead free paint. Repairs may be necessary where corrosion is severe	Meet JDeacon to inspect. Address as /if required (report done before other goals removed
Craythorne Playing Fields	Goals 11 x 11 pitch	Grass Surface is wearing	Low (4)	In Progress	Monitor for significant deterioration and rectify when necessary	Meet JDeacon to inspect. Address as /if required (report done before other goals removed
Craythorne Playing Fields	Goals 11 x 11 pitch	Goal posts loose in ground	Low (6)	In Progress	concrete ballast loose and moving in ground - plan needed for longevity	Meet JDeacon to inspect. Address as /if required (report done before other goals removed
~~**Craythorne Playing Fields**~~	~~Goals~~	~~Nets missing~~	~~Low (2)~~	~~Closed~~	~~Consider putting in nets~~	~~No action required as PC does not provide nets~~
Elizabeth Avenue	Entrance Gate (red colour)	Gate has violent action	Medium (8)	In Progress	Adjust to remove the hazard	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Entrance Gate (red colour)	Fixtures Loose or missing	Low (6)	In Progress	Tighten	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Entrance Gate (red colour)	Trip points on surface	Low (6)	In Progress	Make level	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Seating	Protruding steelwork to surface	Medium (8)	In Progress	Remove	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Seating	Trip points on surface	Low (6)	In Progress	Repair	Meet JDeacon to inspect. Address as /if required
~~**Elizabeth Avenue**~~	~~Fencing (Rainbow colour)~~	~~Item is bent~~	~~Low (3)~~	~~Closed~~	No reasonably practicable action is identified	~~No action required~~
Elizabeth Avenue	Goal Post	Exposed foundations within goal mouth	Medium (9)	In Progress	Eliminate the hazard	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Goal Post	Goal posts loose in ground	Low (4)	In Progress	Monitor for significant deterioration and rectify when necessary	Meet JDeacon to inspect. Address as /if required
~~**Elizabeth Avenue**~~	~~Goal Post~~	~~Nets missing~~	~~Low (4)~~	~~Closed~~	~~Consider putting in nets~~	~~No action required as PC does not provide nets~~
Elizabeth Avenue	Basket Ball Post	Post cap is missing	Low (3)	In Progress	Replace	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Basket Ball Post	Post signage needed	Low (4)	In Progress	Needs warning notice fitting to all sports equipment	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Swing Mixed 2 Bay 2 Junior 2 toddler	Seats are set at incorrect height	Low (6)	In Progress	Adjust to give min 350mm for standard seats. Recommend 500mm seat height	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Swing Mixed 2 Bay 2 Junior 2 toddler	Some chain wear	Medium (8)	In Progress	Advise a service with links at 40% wear swapped out changed out	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Swing Mixed 2 Bay 2 Junior 2 toddler	Chains present that do not confirm to applicable standard re twisted	Low (3)	In Progress	replace	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Swing Mixed 2 Bay 2 Junior 2 toddler	Swing seat rubber is deteriorating/degrading	Low (5)	In Progress	Replace when metal is exposed	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Swing Mixed 2 Bay 2 Junior 2 toddler	Floor surface is wearing	Low (6)	In Progress	Monitor for significant deterioration and rectify when necessary	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Swing Mixed 2 Bay 2 Junior 2 toddler	Loose swing seat eye-bolts	Low (6)	In Progress	Tighten connecting nuts	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Swing Mixed 2 Bay 2 Junior 2 toddler	Moss is present	Low (5)	In Progress	Clear	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Swing Mixed 2 Bay 2 Junior 2 toddler	Paintwork is deteriorating	Low (4)	In Progress	Descale back to good base material and coat with lead free paint. Repairs may be necessary where corrosion is severe	Meet JDeacon to inspect. Address as /if required
~~**Elizabeth Avenue**~~	Swing Mixed 2 Bay 2 Junior 2 toddler	~~Distance between side seat and support not sufficient~~	~~Low (3)~~	~~Closed~~	~~No requirement to make change as before current legislation~~	~~No action required~~
~~**Elizabeth Avenue**~~	~~Climber Frame~~	~~debris on floor surface~~	~~Low (6)~~	~~Closed~~	~~Sweep away on routine basis~~	~~already cleared~~
Elizabeth Avenue	Climber Frame	Shrinkage / separation of surface may give a trip hazard	Low (6)	In Progress	Re-glue and fill gaps and joints as required	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Climber Frame	Surface is uneven	Low (6)	In Progress	Make good	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Climber Frame	Surface is wearing	Low (5)	In Progress	Repair	Meet JDeacon to inspect. Address as /if required
~~**Elizabeth Avenue**~~	~~Climber Frame~~	~~Item is bent (side bar)~~	~~Low (2)~~	~~Closed~~	No reasonably practicable action is identified	~~No action required~~
Elizabeth Avenue	Multiplay	Monitor surface temperature of slide in sunny weather	Low (6)	In Progress	Consider installing warning signs	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Multiplay	Paint work in poor condition	Low (6)	In Progress	Descale back to good base material and coat with lead free paint. Repairs may be necessary where corrosion is severe	Meet JDeacon to inspect - NB painting is not on the contract so is additional cost.
Elizabeth Avenue	Multiplay	Moss is present	Low (5)	In Progress	Clear	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Multiplay	Slide chute is showing signs of damage	Low (4)	In Progress	No reasonably practicable action is identified	~~No action required~~
Elizabeth Avenue	Multiplay	Cap is missing	Low (4)	In Progress	Replace	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Slide	Slide is reaching end of life	Low (6)	In Progress	Replacement programme needed	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Slide	Monitor surface temperature of slide in sunny weather	Low (6)	In Progress	Consider installing warning signs	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Slide	Slide is dented and should be monitored for significant deterioration such as cracking or corrosion	Low (5)	In Progress	Monitor for significant deterioration and rectify when necessary	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Slide	Moss is present	Low (5)	In Progress	Remove moss	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Slide	Paintwork in poor condition	Low (6)	In Progress	Descale back to good base material and coat with lead free paint. Repairs may be necessary where corrosion is severe	Meet JDeacon to inspect. Address as /if required
Elizabeth Avenue	Slide	Surface is wearing	Low (4)	In Progress	Monitor for significant deterioration and rectify when necessary	Meet JDeacon to inspect. Address as /if required
~~**Elizabeth Avenue**~~	~~Slide~~	~~barrier spacing is not right distance~~	~~Low (3)~~	~~Closed~~	No reasonably practicable action is identified	~~No action required~~
Elizabeth Avenue	Carousel	Cap missing	Low (2)	In Progress	Replace	Meet JDeacon to inspect. Address as /if required
Meadow View	Signage	Signage missing	Low (6)	In Progress	Dog ban and ownership signs recommended	Meet JDeacon to inspect. Address as /if required
Meadow View	Bench	Exposed foundations need sorting	Low (6)	In Progress	Eliminate the hazard	Meet JDeacon to inspect. Address as /if required
Meadow View	Bench	Surface is wearing	Low (6)	In Progress	Monitor for significant deterioration and rectify when necessary	Meet JDeacon to inspect. Address as /if required
Meadow View	Entrance - Red Gate	Item is bent	Low (4)	In Progress	Repair	Meet JDeacon to inspect. Address as /if required
Meadow View	Fencing bow top	Item is bent	Low (3)	In Progress	No reasonably practicable action is identified	Meet JDeacon to inspect. Address as /if required
Meadow View	Swings (Junior - 1 bay 2 seat)	Excessive wear on shackles, bushes or associated connections	Medium (9)	In Progress	Replace	Meet JDeacon to inspect. Address as /if required
Meadow View	Swings (Junior - 1 bay 2 seat)	Some chain wear	Low (6)	In Progress	Monitor for further deterioration and replace before 40% wear	Meet JDeacon to inspect. Address as /if required
Meadow View	Swings (Junior - 1 bay 2 seat)	Swing seat rubber is deteriorating / degrading	Low (5)	In Progress	Replace when metal is exposed	Meet JDeacon to inspect. Address as /if required
Meadow View	Swings (Junior - 1 bay 2 seat)	Recommend checks made to inspect area where side frame meets vertical support.	Low (6)	In Progress	Conduct checks and take action as required - In event of cracks found remove seats	Meet JDeacon to inspect. Address as /if required
Meadow View	Climbing Frame	Overhead ladders and rings provide significant play value and benefits to all children and with it the risk of falling.	Low (8)	In Progress	The protective surface under all bars and rings must be kept in good condition. Ensuring the surface remains in good condition will help keep the correct balance between benefits and risk	Surface is regularly inspected
Meadow View	Swings (Toddler - 1 bay 2 seat)	Fixtures Loose or missing - loosening wraps to overs	Low (4)	In Progress	Tighten bolts	Meet JDeacon to inspect. Address as /if required

Enclosure 4

Tafflands	Signage	Dog ban and ownership signs recommended	Low (6)	In Progress	Install signage	Meet JDeacon to inspect. Address as /if required
Tafflands	Bench	Loose in ground	Low (6)	In Progress	Repair	Meet JDeacon to inspect. Address as /if required
Tafflands	Suspended balance beam	Chain locked connectors notched	Medium (8)	In Progress	Replace worn parts	Meet JDeacon to inspect. Address as /if required
Tafflands	Suspended balance beam	Unable to inspect fully due to height.	Medium (10)	In Progress	Full inspection especially the top bar	Meet JDeacon to inspect. Address as /if required
Tafflands	Suspended balance beam	Fixtures loose or missing (Bolts)	Low (6)	In Progress	Tighten bolts	Meet JDeacon to inspect. Address as /if required
Tafflands	Suspended balance beam	Chains present that do not confirm to applicable standard	Low (3)	In Progress	Replace	Meet JDeacon to inspect. Address as /if required
Tafflands	Suspended balance beam	The heavy suspended beam has a profile less than 50 mm radius and both ends need padding	Low (6)	In Progress	Modify to provide the correct minimum radius. Add pads	Meet JDeacon to inspect. Address as /if required
~~**Tafflands**~~	~~Suspended balance beam~~	~~Not compliant either because it has motion greater than 100m or moves beyond the support posts~~	~~Low (6)~~	~~Closed~~	No reasonably practicable action is identified	~~No action required~~
Tafflands	Swing Junior - 1 bay 2 seat	Unable to inspect fully due to height.	Medium (10)	In Progress	Ensure item is fully inspected according to manufacturer's instructions, especially for decay in the top bar.	Meet JDeacon to inspect. Address as /if required
Tafflands	Swing Junior - 1 bay 2 seat	Decaying timber and supports - not in good condition	Medium (10)	In Progress	Replace decayed components where possible - plan replacement of item. Check on routine basis especially at ground/foundation level	Meet JDeacon to inspect. Address as /if required
~~**Tafflands**~~	~~Swing Junior - 1 bay 2 seat~~	~~Distance between seat side / support is insufficient~~	~~Low (4)~~	~~Closed~~	No reasonably practicable action is identified	~~No action required~~
Tafflands	Roller Balance beam	Timber is decayed	Medium (8)	In Progress	Replace affected parts	Meet JDeacon to inspect. Address as /if required
Tafflands	Roller Balance beam	Bearings are worn	Medium (8)	In Progress	Replace affected parts	Meet JDeacon to inspect. Address as /if required
Tafflands	Slide	Exposed concrete base within falling distance	Medium (8)	In Progress	Repair surface and consider installing grass matting	Meet JDeacon to inspect. Address as /if required
Tafflands	Slide	Monitor surface temperature of slide chute during sunny periods.	Low (6)	In Progress	Consider installing warning signs	Meet JDeacon to inspect. Address as /if required
Tafflands	Space net	Exposed metal rope core(s)	Low (6)	In Progress	Monitor for split strands	Meet JDeacon to inspect. Address as /if required
Tafflands	Stepping Logs	Splits / shakes in the timbers	Low (6)	In Progress	sand back splinters - do not fill shakes	Meet JDeacon to inspect. Address as /if required
Tafflands	Low Den Play house	Timber is decayed	Low (5)	In Progress	Replace affected parts	Meet JDeacon to inspect. Address as /if required
Tafflands	Play tractor	Loose seat mounting bolts	Low (4)	In Progress	Repair and tighten	Meet JDeacon to inspect. Address as /if required

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My Ref: PM003 / TW

Date: 16 October 2026

Dear Parish Council

Update on Speed Indicator Devices (SIDs)

I wanted to let you know that the County Council's review of the Speed Indicator Device (SID) process has now been completed.

We know that speeding is a concern for many communities and that SIDs can be a useful way of encouraging drivers to slow down. We also recognise the important role parish and town councils play in helping improve road safety in their local areas.

Following the review, applications for new SIDs can now move forward under a new process.

The review was carried out to make sure that SIDs continue to be used in a way that is effective, fair and sustainable across Staffordshire. It also provides greater clarity about the responsibilities involved in installing, operating and maintaining the devices.

Information about the new process, including application forms, guidance and indicative costs, is now available on the County Council website. Local Highways teams are already working with parish councils that were waiting for the review to be completed and will continue to offer support as applications come forward.

The main change is that, in the past, the County Council allowed SIDs to be installed and left in place as if they were permanent signs. Under the new process, SIDs must comply with the legal requirements for temporary signs, which means new devices will need to be moved between approved locations every six months. Any existing devices can remain in situ. This brings the county council in line with the relevant national regulations.

Some of the key changes include:

- All new applicants will need to enter into a licence agreement with the County Council. This will clearly set out responsibilities for maintaining and operating the device.
- New SIDs must comply with national regulations, which means **they will need to be moved every six months**. Any existing devices can remain in situ until the end of their operational life.

- The County Council will work with parish councils to identify alternative approved locations so that devices can be rotated between sites.
- Existing SIDs can remain where they are until they reach the end of their operational life.
- Moving devices between approved locations will help keep them effective by reducing driver familiarity and will help avoid unnecessary street clutter.

I appreciate the patience shown by parish and town councils while this review was carried out. We remain committed to working with local councils and communities to improve road safety and respond to concerns about speeding.

Thank you for your continued support and partnership.

Yours sincerely



Peter Mason
Cabinet Member for Strategic Highways