

Rolleston on Dove Parish Council - Minutes of Meeting

Minutes – Meeting held Monday 12th December 2017, 730pm

Location	Old Grammar School, Rolleston on Dove
Attendees:	Cllr Wyatt, Cllr Sanderson, Cllr E McManus, Cllr S McManus, Cllr B Toon, Cllr J Toon, Cllr C Stewart, Cllr Gooding, Cllr M Robson, J Fowkes, (Youth Rep), Jane Bucknall Clerk, 4 members of the public.
Distribution:	Attendees, those who gave apologies, Website, Burton Mail, County Councillor Philip White
Chairman:	Cllr J Wyatt
Next Meeting:	January 8th 2018, 7:30pm Grammar School Room - Full PC Meeting January 15th 2018, 7:30pm – Best Kept Village and Highways Sub-Committees Venue TBC
Purpose of Meeting: To discuss regular parish council business	
<u>AGENDA ITEMS</u>	
<ol style="list-style-type: none"> 1. Public question time and presentation of petitions 2. Apologies for absence 3. Declarations of interest 4. Planning applications, planning decisions and other planning matters 5. Correspondence received 6. Report of County Councillor 7. Report of Borough Councillor 8. Report of Parish Councillors 9. Minutes of meeting held on 13th November 2017 (to approve) 10. Matters arising from minutes of previous meeting 11. Neighbourhood plan 12. Finance and accounts for payment, and income 13. Potential projects and funding, and mission statement 14. Tractor replacement 15. Croft tree seat (Cllr Sanderson) 16. Trent valley Brook Hollows (Cllr Robson) 17. Website 18. Items for next agenda 	
Confidential Items - Members of the Public and Youth Representatives will be requested to leave at this point.	
Quotes	
Contracts review	

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
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	Note	Action	Deadline
1.	PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS		
1.1	Mr Martin wished to inform the Parish Council that the blacksmiths yard gate (which was removed at the time of development of the property it was attached to) has been saved by Mr Martin. He suggests it could be sand blasted, re painted and sited somewhere in the village, like the anvil. It was proposed that it could go behind the anvil. Photo to be circulated and Clerk to consult with Rolleston on Dove History Facebook page and the Civic Trust.	Clerk and Mr Martin	31.12.17
2.	APOLOGIES FOR ABSENCE		
2.1	Apologies were received from County Cllr White.		
3.	DECLARATION OF INTEREST		
3.1	None noted.		
4.	PLANNING APPLICATIONS		
4.1	P/2017/01454 Erection of a first floor side and single storey rear extensions, Field View Anslow Lane – Cllrs had no comments or objection to this application.		
4.2	P/2017/01392 Erection of a part two storey part single storey rear extension (Amended Description and Drawings), 128 Walford Road – Cllrs had no comments or objections to this application.		
4.3	Cllrs noted the invitation to speak at the Planning Committee concerning application P/2017/01129 for the Gas power facility at New Farm. As no objection had been submitted by the Parish Council, this offer would not be taken up.		
4.4	The permission for the removal of many trees at Winter house and tree works to many more was noted and Cllrs asked whether the trees which have been removed are to be replaced. Clerk noted that whilst the Parish Council always request replacement trees are planted, only if ESBC place a planning condition on the permission is it ever enforced.		
5	CORRESPONDENCE RECEIVED		
5.1	Cllrs considered the application for a Memorial Bench. Locations suggested by Councillors were on the bridge on Brookside and by the Orchard as they were Knowles Hill residents. Other suggestions included Elizabeth Ave Play Area; Spread Eagle Island and Tafflands. It was agreed that the best location would be either the Brookside Bridge or by the gate to the Orchard, Clerk to get back in touch with the family for them to make the final decision.	Clerk	<i>ongoing</i>
5.2	Cllr Wyatt drew attention to the offer of coordination of area wide purchase of Speed Awareness Flashing Signs. Cllr Wyatt suggested we		

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	keep this in mind for any future funding opportunities from the County Councillor.		
5.3	It was noted that the owner of the Brookhouse chose not to respond to the PC letter.		
5.4	Sustrans will be selling off the land opposite the Jinny Trail as there is no funding for building new bridges - it was planned for a cycle route from Burton to Derby. This will now no longer go ahead.		
5.5	Cllr Wyatt asked to keep a note of any incidents of flooding that have been reported and forward to the EA. An observation was made by a resident on The Lawns that the corner of the farmers land has flooded recently.	Clerk	<i>Ongoing</i>
5.6	Clerk to keep in touch with the Parish Councils of Tutbury and Horninglow regarding the imminent application for 110 houses on the Glenfield Farm land, Tutbury Road. Cllr Gooding reminded Cllrs that the PC needs to ensure the green gap is maintained as per the outline application. He also reminded all that there were a number of roads within the application that didn't seem to lead anywhere. <i>Post meeting note: this application has since been received for consideration at the January PC meeting.</i>	Clerk	<i>Complete</i>
6.	REPORT OF COUNTY COUNCILLOR		
6.1	Cllr White provided a report in his absence which the Clerk talked through. De Ferrers Academy will be taking over the newly built empty building next to the Town Hall for a sixth form centre. It is envisaged many schools will be closed due to the weather again in the morning, but all likely to reopen by Wednesday. Cllr White has supported our application for the funding of the replacement tractor, and the PC should hear positive news early in the new year,		
7.	REPORT OF BOROUGH COUNCILLOR		
7.1	Cllr B Toon has been busy with planning matters. ESBC are reviewing waste collections services, to ensure the number of collections are not reduced.		
7.2	Cllr Sanderson asked whether ESBC have a qualified tree officer. Cllr B Toon stated there is a Tree Officer but not sure of qualifications.		
7.3	It was noted that whilst there is no news on any application for College Fields, there have been some investigation ongoing. There are two years left on the outline permission.		
8.	REPORT OF PARISH COUNCILLORS		
8.1	<u>Cllr Robson</u> – continues to attend Trent and Dove Valley meetings, which		

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	<p>is the project to provide better access to waterways and includes the Brook Hollows work. The group have been developing priorities for the funding. The next meeting is at 8pm tomorrow evening meeting at Rolleston Club. Cllr Robson requested all who could attend, should do as it would show the interest in the Brook Hollows element of the project. The meetings have been attended by a diverse range of people who seem to be coming up with the same sorts of ideas of access to the river and education.</p> <p><u>Cllr Sanderson</u> – has seen the drain cleaning machine in the area.</p> <p><u>Cllr E McManus</u> – residents on South Hill have requested a grit box. Clerk to request via Highways.</p> <p><u>Cllr S McManus</u> – thanks to those who turned out on Saturday for the Tafflands clean up event. Approximately 50 trees were crown lifted, many branches were cleared away. 1.5 tonnes of chippings were taken away.</p> <p><u>Jacob Fowkes</u> – there are three young people interested in the Youth Rep vacancy.</p> <p><u>Cllr B Toon</u> – in icy weather, residents may use the salt/grit provided in the bins to clear pavements. All to check there is enough in bins and let Clerk know if they need refilling.</p> <p><u>Cllr Robson</u> – thanks to Cllr Stewart for the Christmas Tree in the Church. It was agreed that a replacement be purchased/produced.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Stewart</p>	<p><i>Ongoing</i></p> <p><i>Ongoing</i></p> <p>November 2018</p>
9.	MINUTES OF MEETING HELD 13TH NOVEMBER		
9.1	A correction to 9.2 is required. Change from Cllr Stewart to Cllr Sanderson. With this correction Chairman will sign the Minutes.	Clerk and Cllr Wyatt	<i>Complete</i>
10.	MATTERS ARISING		
10.1	<p>5.1 – Clerk to follow up the flooding on the corner of Anslow Lane</p> <p>7 – Clerk to follow up on whether the dumped bricks are still on Fiddlers Lane.</p> <p>11.1 – BKV sub committee meeting to be held 15.1.17 at 730pm. Clerk to arrange a room.</p>	Clerk	8.1.17
11.	NEIGHBOURHOOD PLAN		
11.1	Urban Vision have been through the plan in its current version. Expect to meet with them again in the new year. There has been some delays to the project plan but Cllr Gooding has decided not to extend the length of the project, and instead to compress some tasks.		
12.	FINANCE		
12.1	The Precept request letter has been received, with a deadline of January 2018. Reserves have been reducing due to increased costs of running		

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	<p>the PC and repairs to equipment and other investment. Two years ago the PC increased the precept by £2, owing to the weighting by Council tax band this increased the actual effective increase by £2.31. Part of the PC budget comes from non-precept income which we know will cease; lengthmans agreement funding (-£1409 in 2018/19 and every year thereafter which helped fund road side grass cutting) and withdrawal of the precept top up grant (-£1,450 in 2019/20 and every year thereafter) would mean a reduction in PC budget of circa £3,000 a year by 2020 at a time when the PC increased its remit e.g. through Shotwood close open space grass cutting and is also establishing a five year plan of investment to address the improvements in village presentation requested by residents over the last few years</p>		
12.2	<p>Cllrs proceeded to have a frank discussion regarding carry forward/reserves decreasing year on year and income decreasing over the next couple of years. Cllr S McManus talked through the figures prepared by the Clerk and the pie chart which reflects where money is spent.(attached at the end of document) Mowing and Environmental contracts are taking up the majority of expenditure. Cllr Wyatt informed all that if Precept is increased by more than 2% and £5 a referendum is triggered. Cllr Wyatt was keen to point out that the wrong decision now may mean the PC is not being prudent with funds and could put the financial position of the village in jeopardy .Cllr Wyatt informed the PC that he has researched the topic on the internet and a number of current sources referred to the 2% and £5 criteria.</p> <p><i>Post meeting note: Clerk checked with ESBC who advised this criteria would not apply to 2018/19.</i></p>		
12.3	Cllr Wyatt talked through data from all Parish Councils in the area.		
13.	POTENTIAL PROJECTS AND FUNDING		
13.1	<p>Cllr Wyatt talked through the table of projects and some estimated costs. All Cllrs input into a discussion about the top five priorities for a five year plan. It was agreed that the projects should not be undertaken without funding in place. Projects should not to be funded through the precept.</p> <ol style="list-style-type: none"> 1 – repainting all white fencing 2 - plant trees 3 – replace road signs 4 – longer life street furniture 5 – meadow view meadow 6 – Willows 		

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	<p>7 – contracts</p> <p>8 – weeds</p> <p>9 – jinny trail</p> <p>It was accepted that some items may not be PC responsibility, but other agencies may not be able to fund them.</p> <p>Cllr S McManus stated that Precept needs to be increased to stand still, then how the projects are funded is a separate discussion.</p>		
13.2	<p>Cllr B Toon suggested an increase to the precept but without triggering a referendum.</p> <p>Advice from ESBC to be sought if we could increase by £4.50, £4.75, £5.</p> <p>As two years ago Precept was increased by £2 but in reality it came out higher than that.</p> <p>Cllrs unanimously agreed that the PC should increase Precept by around £5.</p>	Clerk	<i>Complete</i>
13.3	<p>A discussion followed regarding top five priorities and a Cllr to lead on each one.</p> <p>1. Painting all white railings – to be lead by Cllr Stewart Clerk to find out what has been paid previously for this task.</p> <p><i>Post meeting note: Brookside railings cost approximately £500, no information on Burnside</i></p> <p>2. Street signs - Cllr Wyatt to lead.</p> <p>3. Banks of Brook and willows - Cllr Robson to lead.</p> <p>4. Tree nursery with the civic trust - Cllr Sanderson to lead.</p> <p>5. Jinny trail improvements then broadening its use - Lead Cllr E and S McManus with a youth rep.</p>	Clerk	<i>Complete</i>
	Standing orders suspended at 2130.		
13.4	Cllr Wyatt thanked everyone for their contributions to an excellent discussion.		
13.5	Cllr Gooding reminded all that residents should be consulted with. It was agreed that instead of a newsletter in the next Rollestonian, a questionnaire be included for people to complete. Collection points to be arranged around the village and investigate the use of electronic technology.	Clerk and Cllr Wyatt	<i>Complete</i>
14.	REPLACEMENT TRACTOR		
14.1	Jacob has visited a few possible tractor, but so far none have not been suitable.		
15.	CROFT SEAT		
15.1	Nothing further heard from the Civic Trust on this item.		

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16.	TRENT VALLEY PROJECT		
16.1	Covered in Cllrs reports.		
17.	WEBSITE		
17.1	Cllr Wyatt has been in touch with the resident who offered assistance. However Cllrs are concerned about the delay to this project. If a WordPress site is going to be used, Cllr S McManus offered to set it up. All agreed.	Cllr S McManus	8.1.18
18.	ACCOUNTS FOR PAYMENT		
18.1	Three invoices were missing due to printing issues, the others were signed accordingly.		
19.	ITEMS FOR NEXT AGENDA		
19.1	Website, Precept		
20.	CONFIDENTIAL ITEMS		
20.1	Quote for resetting of curb stones to Spread Eagle Bridge was approved. The quote for the repairs to the village sign at Spread Eagle Island will be put on hold until a request is made to the Civic Trust to see if they could offer any financial assistance.	Clerk	<i>Ongoing</i>
20.2	It was noted that the Contracts still need a review. Clerk to reallocate areas. Cllrs also need to think about the term of the contract. Cllrs to think about the frequency of grass cutting. A Quality Assurance proforma to be developed.	Clerk	8.1.18

Income Item	Amount
Forecast carry forward from 2017-18	12,960
Bridge repair funding in hand	7,040
EA funding in hand	30,000
Precept 2018-19	45,500
Interest	6
Civic Trust	180
CC grant for tractor	1,000
Shotwood Close open space	10,000
	106,686
Expected expenditure	65,707
Income minus expenditure	40,979
Available free funds	10,979

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Considerations

Grass cutting funding to be cut 2018-19 which will reduce budget by £1400
 ESBC Top up grant will be cut 2019-20 which will reduce budget by £1800
 Therefore in 2019-20 carry forward will be reduced to approx £6000

Options 2018-19

Spend £1400 less in 2018-19
 Increase precept by £2.13 per household and do the same or allocate monies differently

Options 2019-20

Spend £1800 less in 2019-20
 Increase precept by £1.13 per household and do the same or allocate monies differently

Options for 2018-20

Increase precept by £3.75 by 2020 to stand still

Chart shows breakdown of expenditure by budget heading 2018-19 %



