

## Rolleston on Dove Parish Council - Minutes of Meeting

Minutes – Meeting held Monday 13<sup>th</sup> March 2017, 715pm

Location	<b>Old Grammar School, Rolleston on Dove</b>
Attendees:	Cllr Sanderson, Cllr Wyatt, Cllr Robson, Cllr Gooding, Cllr Brown, Cllr E McManus, Cllr S McManus, James Parslow (Youth Rep), Jacob Fowkes (Youth Rep), Andy Mason (ESBC for 7.15pm item only)  Jane Bucknall Clerk  9 members of the public were in attendance
Distribution:	Attendees + Website, Burton Mail, County Councillor Bob Fraser
Chairman:	Cllr S Sanderson
Next Meeting:	Public Meeting to Discuss the Way Forward for the NHDP Monday 20 <sup>th</sup> March  Parish Council Meeting April 10th 2017, 730pm
<b>Purpose of Meeting: To discuss regular parish council business</b>	
<u>AGENDA ITEMS</u>	
<ol style="list-style-type: none"><li>1. PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS</li><li>2. APOLOGIES FOR ABSENCE</li><li>3. DECLARATIONS OF INTEREST</li><li>4. BROOK HOLLOW'S UPDATE (ANDY MASON ESBC)</li><li>5. Clerks Report Part 1     Planning Applications     Planning Decisions and Other Planning Matters</li><li>6. Minutes of the Meeting Held on 13<sup>TH</sup> February 2017 (To Approve)</li><li>7. Report of the County Councillor</li><li>8. Report of the Borough Councillor</li><li>9. Report of Parish Councillors</li><li>10. Matters Arising from Minutes of Previous meeting</li><li>11. Neighbourhood Plan</li><li>12. Stiles</li><li>13. Best Kept Village/Village Clean Up Day</li><li>14. Contracts</li><li>15. Website</li><li>16. Tractor Replacement</li><li>17. Clerks Report Part 2     Correspondence Received</li></ol>	

Accounts for Payment  
 Items for the Next Agenda  
 18. Confidential Items

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	Chairman welcomed Councillors and Members of the Public. Chairman also welcomed Andy Mason from East Staffordshire Borough Council who was in attendance to discuss Brook Hollows. Chairman invited any member of the public to move down the room if they needed to in order to hear what was being said more clearly.		
	<p><b>Mr Mason</b></p> <p>A bid for Heritage Lottery Fund has been successful, so over the next seven years £3m funding will be given to a much wider Central Rivers Authority project in the Trent/Dove area. This includes Brook Hollows. There are two sections of work, a start date should have been published in January for the development stage. However this has been delayed. The Borough Council and Heritage Lottery will pay for consultation to restore the lake. The project will also look at the Heritage and wildlife at the site for the purposes of educating school children. Project coordinators will be employed. The first 15 months will be spent defining the project. Once all projects have full details submitted, (by November 2018) and providing all criteria has been met, £225k funding will be given over to the project on Brook Hollows (this includes ESBC and PC funds). Realistically it will be 2019 before any works starts. The first job is to spec the consultants. Updates will be fed through to us through Cllr B Toon. Members of the Public questioned ongoing maintenance of the site after the money has been spent. Mr Mason aims for this to be through community involvement. He also stated after a question from Cllr Brown that the Borough has no plans to transfer the land to the Parish Council. Chairman thanked Mr Mason for his work to date on this project, who left the meeting at this point.</p>		
	<p>A Burton PCSO was in attendance during the first section of the meeting in place of PCSO Wells. Police have been called to 25 jobs in Rolleston over the last month (Anti-social behaviour, shed break ins and domestics).</p> <p>Concerns with speeding into the village down Knowles Hill and Anslow Lane were discussed with Members of the Public. She will ask PCSO Wells to organise a speed trap. Sometimes Special Constables can be used, plus the speed watch van. Flashing speed repeaters were also</p>	<p>PCSO Wells to update the meeting via Clerk.</p> <p>Clerk to request flashing signs for</p>	

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	<p>discussed. It was proposed and a vote was taken which supported a request highways to install 30mph repeaters in Anslow Lane and Knowles Hill with the view that not installing them so far (we have been told it is not legal to do this) yet they are clearly in evidence in villages and towns throughout the UK in both fixed and illuminate signs. This guidance we have received in the past is not consistent with reality in other speeding spots - where heightened speed limit awareness is a key tool in reducing speeding especially in rural areas which do not have a heavily built up street scene and houses are set back from the road). It was further agreed that the PC would consider funding these extra signs once costs were known - but that a formal written request will be submitted to highways first.</p> <p>Officers are still being trained on SMART alerts so currently not every local report is being included.</p> <p>The Brookhouse Hotel has been broken into over the weekend. This time the PC in attendance managed to round up the perpetrators and will be speaking to their parents.</p> <p>It was reported by two Cllrs that Taxi drivers were speeding through Rolleston and other villages on routes from Burton at up to 50mph in 30 zones. It was noted by the PCSO that checks are made on taxis as part of normal operations.</p>	Knowles Hill and Anslow Lane.	
	A member of the public requested an update on the intruder around the College Fields Area, he questioned whether the report had been made to the Police. The PCSO said that some visible patrols would assist.	PCSO to feedback to the Clerk, Clerk to let village know.	
<b>1</b>	<b>PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS</b>		
<b>1.1</b>	Nothing further raised.		
<b>2</b>	<b>APOLOGIES FOR ABSENCE</b>		
<b>2.1</b>	Apologies received from Cllrs B Toon and Cllr J Toon.		
<b>3</b>	<b>DECLARATION OF INTERESTS</b>		
<b>3.1</b>	Station Road Application – Cllr Sanderson declared an interest in planning application P/2017/00243 as he knows the homeowners.		
<b>4.</b>	<b>CLERKS REPORT – PART ONE</b>		
<b>4.1</b>	<b>Planning Applications</b>		

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<b>4.1.1</b>	<p>P/2017/00140 – Single storey extension Acer Cottage (Shotwood Close)            Cllrs have no objection to this application with the exception of UPVC windows. These should be wooden framed, as per the conditions set out in the original planning application when the estate was built.</p> <p>P/2017/00189 - Coppice of trees at the Old Water Tower (Fiddlers Lane)            Cllrs noted the very overgrown state of this site. However Leylandii cannot be coppiced. Cllrs have no objection to this application.</p> <p>P/2017/00243 – Demolition of existing dwelling and to rebuild with integral garage corner of South Hill/Station Road. Proposed house will not blend into those surrounding, however South Hill is a mix of housing. Cllrs have no objections with this application.</p>	<p>Clerk to make relevant comments  <i>Complete</i></p>	
<b>4.2</b>	<b>Planning Decisions</b>		
<b>4.2.1</b>	<p>Since Clerks Report was published an appeal has been submitted for Cliff House Dovecliffe Road – demolition of existing dwelling and replace with 5 detached houses.</p>		
<b>5.</b>	<b>MINUTES OF MEETING HELD 13<sup>th</sup> FEBRUARY 2017</b>		
<b>5.1</b>	<p>Spelling error on Cllr McManus name, and Mr and Mrs Wooley Garage owners should read Mr Wooley and Mrs Gates.</p>		
<b>6.</b>	<b>REPORT OF COUNTY COUNCILLOR</b>		
<b>6.1</b>	<p>No report received nor was Cllr Fraser in attendance.</p>		
<b>7.</b>	<b>REPORT OF BOROUGH COUNCILLOR</b>		
<b>7.1</b>	<p>No report received nor was Cllr B Toon in attendance.</p>		
<b>8.</b>	<b>REPORT OF PARISH COUNCILLORS</b>		
<b>8.1</b>	<p><u>Cllr Robson</u> reported that the orchard is starting to flower and trees are budding. Hoping for a work day once the weather is a little better. Bird boxes and Herbs are needed, so if anyone has any going spare they would be gratefully received. He also noted the wall at the Spread Eagle bridge (at has been repaired with red bricks rather than blue.</p> <p><u>Cllr Sanderson</u> reported a vehicle has damaged the bench at Spread Eagle island. Two hours labour and two bench struts are needed to repair it which was approved earlier with Mr Deacon.</p> <p><u>Cllr Wyatt</u> reported the deteriorating state of the roads. There are pot holes along Station Road and The Lawns. It was noted at the last meeting that SCC Highways will be meeting with Amey regarding quality of repairs. He noted that some Road name signs are almost illegible due to fading. It was agreed that everyone should look out for these for a list for replacement be bought to a future meeting.</p> <p><u>Cllr Brown</u> noted that he has walked all footpaths and no stiles or gates</p>	<p>Clerk to report  <i>Reported</i>  <i>ref: 4075078</i></p>	

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	<p>have been found in a dangerous state. There are however deep steps or muddy ground around some. He also noted the Chapel is up for sale again, the original sale fell through. Offers by tender 31<sup>st</sup> March.</p> <p><u>Cllr Sanderson</u> requested the PC share the costs of replanting the troughs and other planters with the Civic Trust. Approval given to order plants.</p> <p>Cllr Sanderson Chaired the RODSEC AGM where another problem drain was reported. However this has not been passed through to the Clerk.</p> <p><u>Cllr Brown</u> reiterated the points in the clerks report regarding the reduction in Services at SCC.</p> <p><i>Post meeting note: Clerk has been requested to be involved in the mapping exercise with SCC. Information to be shared as soon as possible.</i></p>		
<b>9.</b>	<b>MATTERS ARISING</b>		
<b>9.1</b>	1.1 - Brookside tree planting – it was agreed to survey Brookside residents.	Clerk <i>Complete</i>	
<b>9.2</b>	1.1 - The nursery site – it was noted that the corner is very boggy, but also the triangle of grass at the top of the Meadow View estate could also be used. It was noted that the Civic Trust would not be looking to fence off new trees. Other areas discussed were the Cemetery, the gateways where they don't cause problems with traffic, perhaps on the croft, Shotwood Close, Jinny Trail, Elizabeth Avenue (left through the gate). Cllr Robson and Phil Irwin to meet.	Cllr Robson	
<b>9.3</b>	1.2 – Mr Baker updated Councillors on the Jinny Trail. He requested permission to hold an open weekend 24 <sup>th</sup> -25 <sup>th</sup> June. All approved. Mr Baker reported a tree which needs attention as it is pushing bricks at the top of the bridge pillar. Mr Baker requested the logs from the storm Doris clean-up. It was agreed that Mr Baker can move them to the Station end of the Jinnie Trail as they will be required for the paths to the new areas.	Clerk to contact Tree Surgeon <i>Complete</i>	
<b>9.4</b>	8.3 – give way sign will be replaced by contractor.		
<b>9.5</b>	12.3 – Clerk to check Environment Agency whether we can use machinery in the Brook, and the removal of the waste, plus they may want to keep the island to hold back water. In the ford there are large lumps of stone. These will need removing.  <i>Post Meeting Note: Environment Agency have confirmed permission will need to be granted. Clerk has made contact and will await comments.</i>	Clerk to organise	
<b>10.</b>	<b>NEIGHBOURHOOD PLAN</b>		
<b>10.1</b>	It was agreed that Cllrs Sanderson, Wyatt and Robson would meet for a	Clerk	

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	meeting ahead of the public meeting to define the agenda. All Councillors stated they are available to attend.	<i>Complete</i>	
<b>11.</b>	<b>STILES</b>		
<b>11.1</b>	As they don't belong to us we have to wait landowners communication. Carry forward.	Clerk	
<b>12.</b>	<b>BEST KEPT VILLAGE AND CLEAN UP DAY</b>		
<b>12.1</b>	The focus of this years' clean-up day will be Brookside and Tafflands, but also the entrance to the Lawns. Running list to be kept by Clerk.	Clerk	
<b>12.2</b>	It was agreed to purchase one or two banners for Clean Up day. Mr Baker offered to do the artwork. Cllr Brown proposed to seek sponsorship for this. Simon Turner (Member of the Public in attendance) agreed his wife would sponsor two banners at a cost of approximately £60.	Clerk to liaise with Mr Baker	
<b>12.3</b>	A BKV sub-committee is to be formed of Cllr Gooding, Cllr Wyatt and Cllrs McManus plus anyone else who wishes to be involved. Paths on the croft to be done before clean-up day. Clerk to timetable for the beginning of April.	Clerk to speak to Mr Deacon Clerk	
<b>13.</b>	<b>CONTRACTS</b>		
<b>13.1</b>	There is one year left on the contracts, both Contractors were met ahead of the meeting. Items highlighted by Cllr Gooding will be added to the contracts, as will Shotwood Close open space. Mr Gould proposed substituting the annual increase in line with RPI with a longer eg 5 year contract. Cllr Wyatt suggested 5 years would be feasible but to be aware of the total contract cost and impact on PC budgets. Any annual increase could be based on performance, rather than certainty of RPI.	Clerk	
<b>14.</b>	<b>WEBSITE</b>		
<b>14.1</b>	Councillor Wyatt has reported finding that the previously chosen website provider 'Parishcouncil.net' have not got a favourable reputation. Many Councils have moved away from them as their provider. Councillor Wyatt has therefore re-researched provision. With <a href="http://www.parish-council.website/">http://www.parish-council.website/</a> it would be a £500 set up fee and £10 per month hosting. This would also provide access to other organisations for their own pages. Cllr Wyatt tabled a specification. There was a lengthy discussion on whether this was intended to be PC website or a village website.	Cllrs Wyatt and S McManus to work on the specification.	
<b>15.</b>	<b>TRACTOR REPLACEMENT</b>		
<b>15.1</b>	Cllr J Toon and Jacob Fowkes have discussed a metal replacement for	Jacob	

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	the tractor. Jacob has two prices and is awaiting a third. These will be bought to the next meeting.	Fowkes	
<b>16.</b>	<b>CLERKS REPORT - PART TWO</b>		
<b>16.1</b>	<b>Accounts For Payment</b>		
<b>16.1</b> <b>.1</b>	All invoices were agreed and signed accordingly along with R Bush website invoice £62.56 and PEAC copier rental £210.74.		
<b>16.2</b>	<b>Correspondence</b>		
<b>16.2</b> <b>.1</b>	Cllr Sanderson read through Clerks Report.		
<b>17.</b>	<b>ITEMS FOR NEXT AGENDA</b>		
<b>17.1</b>	BKV, Tractor Replacement, Website, NHP.		
<b>17.2</b>	Councillors have requested an update from Dave Hughes regarding the £30,000 funding for next meeting, and whether he has visited Brookside for householder surveys, and how is the money to be spent, do we have a say in this? <i>Post Meeting Note: See April Clerks Report.</i>	Clerk to chase Dave Hughes <i>Complete</i>	
<b>17.3</b>	Standing orders were suspended at 21.30.		
<b>18.</b>	<b>CONFIDENTIAL SECTION</b>		
<b>18.1</b>	<b>Midlands Rural Housing</b> After a discussion, it was agreed that we should wait until a formal written request is made by Angela Wakefield. Advice also to be taken from Andrew Griffiths.	Clerk <i>Complete</i>	
<b>18.2</b>	Cllrs E McManus and S McManus reported back from the New Councillor Training that a Data Protection Policy is required from May 2018.	Cllr S McManus	
<b>18.3</b>	Training course highlighted that Finances should be on the agenda each month.	Clerk <i>Complete</i>	
<b>18.4</b>	It was also noted that the Agenda should be worded as a summons and the footer needs updating.	Clerk <i>Complete</i>	