

**ROLLESTON ON DOVE PARISH COUNCIL**  
**CLERK'S REPORT MARCH 2018**

**PLANNING APPLICATIONS**

P/2018/00043 - Erection of a single storey rear extension, 18 Church Road

P/2018/000129 and 247 - Listed Building application for internal alterations to include minor changes to partitions, the replacement of the inner entrance lobby, new flooring and blocking up of existing opening and erection of external fence and gate, Spread Eagle Vintage Inn

P/2018/00103 - Erection of a single storey front extension and part two storey and first floor side extension, 86 Meadow View

P/2018/00203 - Erection of a single storey rear extension and first side extension, Park View, Anslow Lane

P/2017/01556 - Reserved Matters application for the erection of 110 dwellings (Phase 1) including details of appearance, landscaping, layout and scale, site of Glenville Farm (*additional information received – Tutbury Road Movement Strategy*)

**PLANNING DECISIONS**

The following applications have been approved:

P/2017/01497 - Display replacement sign, written signage scheme reliant on external illumination and 1 hanging sign Spread Eagle Hotel, Church Road

P/2018/00020 - Felling of 5 Conifer trees, 6 Church Road

P/2018/00011 - Removal of a maximum of three quarters of a large branch from one Ash tree T306 of TPO 1 (Amended Description,) 1 Beacon Road

P/2018/00097 – Selective pruning of Holly tree, Brereton, Hall Grounds

P/2017/01380 – Erection of a part two and single storey rear extension, two storey side and first floor front extensions, alterations to roof including increase in ridge height and dormer windows to front and chimney to side (Revisions Received), La Campina

**Other Planning Matters**

Notice posted in the Burton Mail regarding a public consultation event on 28<sup>th</sup> Feb hosted by Gladman Developments regarding a potential development off Beamhill Road of 600 dwellings and recreational facilities.

## **FINANCE**

Payment to Bullen conservation was delayed by the bank due to fraud screening. After a conversation with the bank and confirmation of bank details of Bullen the suspension was lifted.

£30,000 EA funding transferred into reserve account until allocation. Councillors have a copy of an email from the EA giving suggestions for uses of the funds.

Civic Trust have offered to pay half of the costs towards the repair of the Village Sign. Councillors will need to authorise the quote.

### **Budget to be agreed by Cllrs.**

<b>April 2018-March 2019</b>		
<b>Expenditure Category</b>	<b>Budget 2018-19</b>	<b>Comments</b>
Donations	375	
Salary/Expenses	8,100	
Other Admin	2,636	
Governance	3,088	
Mowing	15,524	
Bins	2,548	
Environmental	11,686	
Website	240	
Play equipment	2,240	
Plants/Tree works	1,788	
Capital	800	
Best Kept Village Works	10,000	Or will this be project funded/part funded?
<b>Total Known Expenditure</b>	<b>59,025</b>	
<b>Income</b>		
Ring fenced carry forward from 2017-18	49,250	EA, Groundworks, Brook Hollows, Shotwood expenditure
Expected free reserves carry forward 2017-18	8,653	
Total Income 2018-19	64,410	Precept, Interest, Shotwood S106, Civic trust plants, VAT not yet received
Total Income (carry forwards+income)	122,313	
Allocated funds 2018-19 (ring fenced carry forward+known expenditure)	108,275	
<b>Free Funds</b>	<b>4,038</b>	
<b>Reserves</b>	<b>10,000</b>	

## BANK RECONCILIATION

Bank statements checked and verified by Cllr E McManus. Accounts updated following this review with the interest of £0.63 interest received on 9<sup>th</sup> Feb.

	Q4 ending 31.03.2018	£	£						
Opening Balance Current Account		62,839.13							
Opening Balance Treasurers Account		13,999.77		76,838.90					
		<b>Debit</b>		<b>Credit</b>					
		15,145.35		2,346.18					
		£		£					
Closing Balance Current Account		18,275.44							
Closing Balance Treasurers Account		45,145.95		63,421.39					
	* Allocated Funds	52,679.00		EA, Groundworks, Brook Hollows, ongoing costs to end March 2018, Shotwood expenditure					
	<b>Available Funds/Carry Forward</b>			11,360.73	minus march exp	7,931.73			
				plus VAT re	2761	<b>10,692.73</b>			
	* EA	30,000.00							
	Groundworks	7,250.00							
	Brook Hollows	10,000.00							
	Tractor	1,000.00							
	Shotwood expenditure	1,000.00							
	Ongoing to end March	3,429.00		(approx)					
		52,679.00		minus marc	49,250.00				

## ACCOUNTS FOR PAYMENT

### BACS

Jane Bucknall (Salary)	£540.31
HMRC (Tax)	£135
Jane Bucknall (Home Broadband only)	£21.50
Mr J Deacon (Environmental contract)	£825.86
Mr P Gould (Mowing contract)	£1127.34
Id Mobile LTD (PC Mobile)	£26.99
PEAC (Copier rental)	£210.74
Jane Bucknall	£240

(Burton Mail advert)

Mr J Deacon                      £103.06  
(Paint for meadow view play area)

Mr R Bush                        £62.56  
(Web fees)

Income

£0.63 interest

CORRESPONDENCE RECEIVED

- a. Staffordshire County Council Rights of Way Team are not going to pursue the issue of the bollards between the Church and pub as they were installed before the rights of way law came into force in the 1950's.
- b. Neighbourhood Fund Stage One application form submitted.
- c. Spoke with Legal Section at ESBC who will progress the Open Space paperwork and funds w/c 26.2.18.
- d. Notice posted in the Burton Mail regarding a public consultation event on 28<sup>th</sup> Feb hosted by Gladman Developments regarding a potential development off Beamhill Road of 600 dwellings and recreational facilities. ESBC have no further information they can provide.
- e. Request received via email from a Teacher at De Ferrers looking for Parish Councillors to act as judges in the inter-school debates. Cllr Wyatt expressed an interest.
- f. Burton Mail reporter requested comment on the imminent planning application for College Fields. Clerk responded that PC will not comment ahead of seeing the application.
- g. Email received from 'Keep Britain Tidy', the Great British Spring Clean is a national event over the weekend of 2-3 March 2018. This is something the PC could get involved in, but the email was received too late to organise community assistance. Clerk will place on the agenda for January 2019 to organise a community event, which would tie in nicely with Best Kept Village timings.
- h. Storm 'Emma' and 'The Beast from the East' damage – tree down on County Council land across Jinny Trail and felt blown from the roof of the wooden bus shelter at the top of Knowles Hill. Wooden roof is rotten, options are to patch again; renew the roof; or try and find funding for another brick built shelter.
- i. Rev Whitehead content for the Rollestonian of the Year Honours Board to be placed in Grammar School Room. Cllrs to finalise location and size.
- j. Email requesting a copy of By-Laws to be placed on Noticeboards, as in previous years.

**Minutes of Best Kept Village Sub-Committee**  
**19<sup>th</sup> February 2018 7:30pm Old Grammar School**

**Attendees:**

Cllr Wyatt, Cllr Stewart, Cllr Gooding, Cllr E McManus, Cllr S McManus, Cllr B Toon, Cllr Sanderson, J Bucknall (Clerk)  
No members of the public in attendance.

1. Stakeholder List

1.1 The list was reviewed and the following organisations added:

Allotment Society; Music society; Choristers Society; History Group; Angling Society

1.2 It was agreed Cllr Wyatt will talk briefly about BKV at the RODSEC AGM on 28.2.18 and again at the village AGM in May (date to be arranged). **ACTION Cllr Wyatt**

2. Project Plan

2.1 Meeting third Monday in the month, quarterly.

2.2 Communications Strategy to be discussed at the April meeting. **ACTION: Cllr S McManus**

2.3 Letter required to ESBC to explain and meet with Representatives about the Cemetery, around two months before judging starts to get some additional mowing/maintenance completed. **ACTION: Clerk, Cllr Gooding**

2.4 Currently the churchyard grass is cut by volunteers who are all getting older and may not be able to volunteer in future. A discussion took place about whether the PC takes over responsibility. It was agreed to receive the tenders first then ask to quote for churchyard. Cllr Gooding to chat with Rev Whitehead. **ACTION: Cllr Gooding**

2.5 Clerk to try and find out who owns the white railings along Burnside. Cllr Stewart to check the condition of the white railing on the corner of Brookside. **ACTION: Cllr Stewart, Clerk**

2.6 The Action Plan document drawn up by Cllr Stewart to be used for each item on the Project Plan.

2.7 A discussion took place about the best way to engage residents who may need work doing to front gardens. There was no consensus on this item therefore will not be taken forward at this point.

2.8 It was agreed to draft a letter for the businesses in the village, with some sort of competition to aid 'buy-in'. **ACTION: Cllr Wyatt**

3. Communication Strategy

3.1 Letter to be drafted for inclusion in the Rollestonian in April. This will include information to help with bulky rubbish removal and the marking scheme. Deadline for Rollestonian is 14.3.18. **ACTION: Cllr Wyatt**

3.2 Cllr Wyatt to approach garden centres asking for the possibility of a small discount on purchases if a copy of the Rollestonian is presented. **ACTION: Cllr Wyatt**

3.3 All Cllr to undertake a discrete review of houses in their areas during the Summer. **ACTION: All Cllrs**

3.4 A discussion took place on whether the front garden competition should be resurrected, or a Best Kept Road. All Cllrs to consider how this may work, and whether or not it's practical. **ACTION: All Cllrs**

3.5 It was noted that we do have a standard letter to Residents regarding overhanging branches and hedges. All to report any addresses which may need this letter to the Clerk who will issue a letter. **ACTION: All**

#### 4. Presentation to Organisations

4.1 It was agreed that the presentation be given at the Village AGM with the offer to speak to organisations.

4.2 Each organisation to be given a 'pitch pack'. The presentation needs work as it is currently too bulky. **ACTION: Cllr Stewart**

**Minutes of the Highways Sub-Committee**  
**19<sup>th</sup> February 2018 8pm Old Grammar School**

**Attendees:**

Cllr Wyatt, Cllr Sanderson, Cllr S McManus, Cllr E McManus, Cllr Gooding, Cllr Robson, Cllr Stewart, J Bucknall (Clerk)  
No members of the public in attendance.

1. Double yellow lines

1.1 The following locations were discussed and agreed for double yellow lines:

- Knowles Hill from the 'Slow' sign on the uphill section round the bend to Beacon Road, both sides of the Road.
- Opposite the junction of Knowles Hill and Anslow Lane.
- School Lane junction with Station Road.

2. Consultation with Highways

2.1 A date is required to meet with Mr R Raysen and County Cllr P White at the end of the school day. Clerk to arrange some potential dates. **ACTION: Clerk**

2.2 Traffic lights Dovecliffe Road were discussed. There was a general consensus that it may not be feasible. It was agreed to discuss further on the walk-about with Mr Raysen and County Cllr White.