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| Rolleston on Dove Parish Council - Minutes of Meeting | |
| **Minutes – Meeting held Monday 9th July 7:30pm** | |
| Location | **Old Grammar School, Rolleston on Dove 7:30pm** |
| Attendees: | Cllr Wyatt, Cllr Sanderson, Cllr Gooding, Cllr Robson, Cllr Stewart, Cllr Macpherson, Cllr J Toon, Cllr B Toon, Jane Bucknall Clerk, Jacob Fowkes Youth Rep |
| Distribution: | Attendees, those who gave apologies, Website, Burton Mail |
| Chairman: | Cllr Wyatt |
| Next Meeting: | **July 23rd – Brookside flooding Property Level Resilience Public Meeting**  **August 13th – Best Kept Village Sub-committee**  **September 10th – Full Parish Council Meeting**  **September 17th – Best Kept Village Organisations Meeting** |
| **Purpose of Meeting: To discuss regular parish council business**  AGENDA ITEMS   1. Public question time and presentation of petitions 2. Apologies for absence Cllr S McManus, Cllr E McManus 3. Declarations of interest 4. Clerks report   Planning applications  Planning decisions and other planning matters   1. Report of County Councillor 2. Report of Borough Councillor 3. Report of Parish Councillors 4. Correspondence received 5. Minutes of meeting held 11th June 2018 6. Matters arising from minutes of previous meeting 7. Neighbourhood Development Plan – Regulation 14 of the Neighbourhood Plan and Consultation Statement 8. Risk management review Q1 9. Best kept village 10. Footpaths walk review 11. Construction management plan, College Fields 12. Property level resilience – flooding 13. Finance and accounts for payment 14. Items for next agenda   Confidential Items - Members of the Public and Youth Representatives will be requested to leave at this point.  Quotes | | |

|  | **Note** | **Action** | **Deadline** |
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|  | Chairman opened the meeting and welcomed all in attendance. |  |  |
| **1.** | **PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS** |  |  |
| 1.1 | None noted. |  |  |
| **2.** | **APOLOGIES FOR ABSENCE** |  |  |
| 2.1 | Cllr E McManus, S McManus, Cllr MacPherson, County Cllr P White |  |  |
| **3.** | **DECLARATION OF INTERESTS** |  |  |
| 3.1 | None noted. |  |  |
| **4.** | **CLERKS REPORT** |  |  |
| **4.1** | **Planning Applications** |  |  |
| 4.1.1 | Two planning applications were noted from the Clerks report which were considered via email. Cllr Wyatt updated all on P/2017/00773 tree works at the Brookhouse. The Tree Officer was unable to make the previous inspection so will be visiting in two weeks time. |  |  |
| 4.1.2 | Additional application received to be considered. P/2018/00777 – Change of use of land for the keeping of horses and the erection of stable building, hay store and two field shelters, land at Craythorne Road.  Cllrs had no objections to this application. |  |  |
| **4.2** | **Planning Decisions** |  |  |
| 4.2.1 | All noted from Clerks report plus P/2018/00556 erection of a single storey front and first floor side extensions, 34 Meadow View. |  |  |
| **5.** | **REPORT OF THE COUNTY COUNCILLOR** |  |  |
| 5.1 | County Cllr White was not in attendance but sent a report which the Clerk read out.  “*I am very pleased that we were able to welcome three members of the SCC Highways team to look at improvements we would like to see made to the village roads. I am encouraged that there appear to be a number of improvements which can be delivered at a reasonable cost and within a reasonable timeframe.*  *I am also pleased that Beacon Road has today been visited by highways workers who have filled the majority of the potholes (I have noticed a couple of very small ones that have not been filled). This should keep the road in working condition until the completion of the Environment Agency funded surface water flood protection works in the area, after which I have a commitment from the Highways department that the road will be resurfaced.*  *I will be keeping the pressure on to ensure similar repairs are carried out on Station Road, Church Road and other areas around the village.*  *On the construction management plan for the College Field, I continue to oppose any solution which involves heavy construction traffic using the Needwood Avenue/Forest School Street route or the Walford Road/Fairfield Avenue route. The developers have chosen to apply for permission to build on a site with restricted access and they should be required to adapt to this rather than placing an unacceptable burden on local people*”.  Cllr Robson noted the repairs to Beacon Road have left small road chippings on the road. |  |  |
| **6.** | **REPORT OF THE BOROUGH COUNCILLOR** |  |  |
| 6.1 | The swan in Stapenhill Gardens has been restored. Public toilets review is ongoing. The Borough Council are trying to encourage trade into Burton and Uttoxetter. |  |  |
| **7.** | **REPORT OF PARISH COUNCILLORS** |  |  |
| 7.1 | Cllr Robson – A hole in the road outside number 3 The Lawns. Cllr Robson attended John of Rolleston Primary School to take a photograph by drone of the children holding coloured cards in the air in the shape of a poppy. About 30 people visited the Orchard on gardens Sunday. The Beavers have also visited. Cllr Robson cleared the fish passes but noted there isn’t one outside 14-16 Burnside. Clerk to write to the owners of the cottages to check ownership and to see if they would put one in, or let the PC build one.  Cllr Gooding – The hedge on the opposite side of the road to the Spread Eagle is overhanging the pavement and needs cutting back. The Jinny Trail needs cutting back. Clerk to write to owner of the hedge.  Cllr Stewart – Jinny trail needs a cut, and outside the Methodist Church there is a bush which is overhanging the pavement and needs cutting back. It seems the Crayfish seen in the Brook could be a non-native species and could be killing native species. Clerk to check the species and advice on what needs to be done.  Cllr B Toon – Quotes for tree surgeons and replacement planters needed as soon as possible. Gullies have been cleaned, some not done due to parked cars.  Jacob Fowkes – The village sign needs completing as per quote. Clerk to speak with Contractor. There are potholes which need reporting on Old Marston Lane, gullies need clearing on Craythorne Road. The small pipe which discharges water on Craythorne Road into Beacon Road is easily blocked and is too small. Clerk to check with Hannah Hogan that this is included in the EA scheme.  Cllr J Toon – Station Road is in a terrible state.  Cllr Wyatt – Trees in Brook Hollows over hanging The Lawns highway and footpath need trimming. | Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk | *Complete*  *Complete*  *Complete*  *Complete*  *Complete*  *Complete*  *Complete* |
| **8.** | **CORRESPONDENCE RECEIVED** |  |  |
| 8.1 | Cllrs discussed the repair to stiles and the responsibility of land owners. Clerk to write to all land owners that their options for stiles are to repair themselves, or for us do it with quote and invoice to them. | Clerk | *Complete* |
| 8.2 | A donation of £50 was agreed for the sponsorship of the Children’s category’s at the Village Gala. | Clerk | *Complete* |
| 8.3 | Cllrs noted the feedback from the meeting with Highways. Cllr Stewart noted that double yellow lines may be required at the bottom of the Jinny trail. |  |  |
| **9.** | **MINUTES OF MEETING HELD 11TH JUNE 2018** |  |  |
| 9.1 | Agreed and signed accordingly. |  |  |
| **10.** | **MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING** |  |  |
| 10.1 | Still have no reason for the felling of the willow tree from the planning officer. Tree nursery to be added to September agenda. | Clerk | *Complete* |
| 10.2 | Quotes for replacing the felt on the Knowles Hill bus shelter roof and Jinny trail fencing to be obtained. | Clerk | *Ongoing* |
| 10.3 | Map which was removed from the wall of the Spread Eagle to be replaced. Cllr Wyatt to request from the landlord. | Cllr Wyatt | 10.9.18 |
| 10.4 | Banner re-work to be carried forward. This attracted some debate and Cllr Wyatt explained its temporary use each month. | Cllr Wyatt | 10.9.18 |
| **11.** | **NEIGHBOURHOOD DEVELOPMENT PLAN** |  |  |
| 11.1 | 62 separate comments were received and noted. All have been reviewed. The results will either be noted and plan updated or noted no and plan not changed. Urban Vision have been used for this task. |  |  |
| 11.2 | It was the intention to start the Regulation 14 again on 16th July. However there is some slippage on this. Chair of Steering group to work with the Clerk to ensure all consultees are sent notification on the same morning. The letter to be sent with the plan is the same for each consultee so one email can be sent to all. | Cllr Gooding, Clerk | 31.7.18 |
| 11.3 | New open morning to be planned, and another flyer to be circulated to residents. | Cllr Gooding | 31.7.18 |
| **12.** | **RISK MANAGEMENT** |  |  |
| 12.1 | The Risk Register was talked through and revised as attached. | Clerk | *Complete* |
| **13.** | **BEST KEPT VILLAGE** |  |  |
| 13.1 | A sub-committee meeting was planned for 13th August, followed by a meeting in September in which all village organisations are to be invited. Practical solutions to be discussed. | Clerk | 13.8.18 |
| 13.2 | ‘Pitch-pack’ to be developed along with a flyer. | Cllr Stewart | 13.8.18 |
| 13.3 | The church will be advertising in the next Rollestonian for volunteers to mow the grass in the church yard. |  |  |
| **14.** | **FOOTPATHS WALK** |  |  |
| 14.1 | Fiddlers lane needs to be walked but all others complete. There are a number of stiles that need attention, and some signs which need cleaning. Quotes to be obtained as per minute point 8.1. | Clerk | 10.9.18 |
| **15.** | **CONSTRUCTION MANAGEMENT PLAN** |  |  |
| 15.1 | Cllrs Wyatt, Sanderson, Gooding and the Clerk attended a meeting with Sachin Parmar the Planning Officer for P/2018/00384 College Fields. The reserved matters application only deals with the access, appearance, landscaping, scale and layout of the proposed site. It does not include the Construction Management Plan. This will be a matter for the developer to 'discharge'. The drainage condition will be ‘discharged’ at the time of this reserved matters application. |  |  |
| 15.2 | There have been some minor amendments to the plan and the addition of a habitat survey which will go out to re-consultation this week. It will then go to the planning committee. |  |  |
| 15.3 | Bellways have no construction management plan to share with us as yet as they are waiting for Highways to say they can look into possible scenarios. |  |  |
| **16.** | **BROOKSIDE FUNDING** |  |  |
| 16.1 | All agreed the to a public meeting on 23rd July at 7pm to speak with the residents of Brookside. Cllr S McManus to chair. Products to be introduced to assess demand. Letter to be distributed. | Clerk, Cllr Gooding | *Complete* |
| **17.** | **ITEMS FOR THE NEXT AGENDA** |  |  |
| **17.1** | Contractor Feedback, Best Kept Village |  |  |
| **18.** | **PART 2** |  |  |
| 18.1 | A quote for Craythorne car park was discussed. It was agreed that the quote should be reconsidered when Cllr S McManus reports back regarding a bid to Sports England. Clerk to request a temporary repair to fill the largest of the potholes. | Cllr S McManus,  Clerk | 10.9.18 |
| 18.2 | Reply to be drafted in response to the green spaces consultation with the assistance of Urban Vision. | Cllr Gooding Cllr Wyatt | 31.7.18 |

