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| Rolleston on Dove Parish Council - Minutes of Meeting | |
| **Minutes – Meeting held Monday 8th October 7:30pm** | |
| Location | **Old Grammar School, Rolleston on Dove 7:30pm** |
| Attendees: | Cllr Wyatt, Cllr Sanderson, Cllr Robson, Cllr Stewart, Cllr J Toon, Cllr B Toon, Cllr S McManus, Cllr E McManus, County Councillor White, Jacob Fowkes, Jane Bucknall Clerk and 3 members of the public |
| Distribution: | Attendees, those who gave apologies, Website, Burton Mail |
| Chairman: | Cllr Wyatt |
| Next Meeting: | **12th November 2018** |
| **Purpose of Meeting: To discuss regular parish council business**  AGENDA ITEMS   1. Public question time and presentation of petitions 2. Apologies for absence 3. Declarations of interest 4. Civic Trust Tree Project 5. 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 10th September 2018 6. Matters arising from minutes of previous meeting 7. Neighbourhood Development Plan 8. Best kept village 9. Property level resilience – flooding 10. Finance and accounts for payment Items for next agenda | | |

|  | **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 | Railway heritage group reported that they are getting the station area tidy and have re-seeded another wildflower meadow. Whilst working they have received lots of comments that in the summer it’s hard to walk further down the footpath two abreast. Chairman noted that the area has now been added to the maintenance contract and has been strimmed three times during the years. It was agreed that this will be discussed in part two of the meeting. |  |  |
| **2.** | **APOLOGIES** |  |  |
| 2.1 | Cllr Gooding, Cllr MacPherson, County Councillor Philip White. |  |  |
| **3.** | **DECLARATIONS OF INTEREST** |  |  |
| 3.1 | Cllr Wyatt declared an interest in planning application P/2018/01055, he will chair any discussion but will not comment. |  |  |
| **4.** | **CIVIC TRUST TREE PROJECT** |  |  |
| 4.1 | Philip Irwin spoke for the Civic Trust explaining that the intention was to create a copse, as everyone is aware of the numbers being felled. It was agreed Councillors should visit the site for a decision to be made at the November meeting. Councillors need to consider ongoing maintenance, grass cutting and proximity to neighbours.  Clerk to re-circulate all papers received previously. | All  Clerk | 12.11.18  31.10.18 |
| **5.** | **CLERKS REPORT** |  |  |
| **5.1** | **Planning Applications** |  |  |
| 5.1.1 | P/2018/01055 - Replacement of current timber framed windows and rear doors with new UPVC windows and doors, 8 Shotwood Close. Cllrs object to this application as it goes against the original plans for this area. | Clerk | *Complete* |
| 5.1.2 | Demolition of existing conservatory to facilitate the erection of a single storey rear extension, first floor side extension and loft conversion including rear balcony, 14 Station Road P/2018/01192. Councillors have no objection to this application as the proposed plan does not cover much more of a footprint than the current. | Clerk | *Complete* |
| **5.2** | **Planning Decisions** |  |  |
| **5.2.1** | All were noted from Clerks report. |  |  |
| **6.** | **REPORT OF COUNTY COUNCILLOR** |  |  |
| 6.1 | Cllr Wyatt read out an email sent by the County Councillor. The email reports that there is a 50% increase in costs, with a reduction in funding by 92%. SCC would have to increase precept by 75% to cope with the shortfall. Cuts required could include the loss of crossing patrols, grit bin refills and grass cutting. This will influence the budget for the Parish Council for 2019-20. This will be on the November agenda. A link to the SCC proposed budget to be placed on Facebook. | Clerk | *Complete* |
| **7.** | **REPORT OF BOROUGH COUNCILLOR** |  |  |
| 7.1 | Cllr B Toon explained how their budget is also being reduced. Declaration of Interest forms to be sent to ESBC again. | Clerk |  |
| **8.** | **REPORT OF PARISH COUNCILLORS** |  |  |
| 8.1 | Cllr B Toon – attended a ceremony in Stapenhill dedicated to the most decorated soldier ever in the British Army who was from Winsill.  Jacob Fowkes – a residence on The Lawns has had a new drive and the footpath is now breaking up. Jacob to let the Clerk know which house so a letter can be sent. Patching has been done over the last couple of days to address potholes on Station Road. Jacob also noted that the bus into Burton has been overcrowded with new students going to the new sixth form centre.  Cllr Stewart – the branch still hasn’t been moved from the jinny trail. Cllr Stewart noted that the gateways are looking very tidy.  Cllr Sanderson – noted that the drain on the jinny trail is leaking again. Clerk to contact Severn Trent again. A new volunteer, or group of volunteers is required to plant the pots and tubs as the current volunteer has been doing it on her own. Cllr Sanderson to enquire about a filling service from the garden centre, then also write a specification for contractors to quote. This will require budget consideration for 2019-20. Other options such as involving the community or sponsorship were also discussed. Clerk to provide Cllr Sanderson with costs for the past few years.  Cllr J Toon – after being blown down, a new flag has been put up, he also noted that the street lamp at 22 Marston lane is out.  Cllr Robson – the base for the memorial bench has been constructed outside the orchard. Past County Councillor Bob Frasers funeral is on Wednesday. Cllr Robson will attend. It was agreed that a donation to the chosen charity of £30 to be made.  Cllr S McManus – jinny trail is looking very good and noted that the Stretton end looks worse for fallen trees. Cllr S McManus also wished to raise the issue of email protocol. It was agreed that when decisions are made over email that the final decision should be communicated to all via email and on the Clerks report.  Cllr Wyatt – Tutbury end 40 signs, faded and one buried in hedge. Clerk to report. | Jacob, Clerk  Clerk  Cllr Sanderson,  Cllr Sanderson, Clerk  Clerk  Clerk  Clerk  Clerk | *Complete*  *Complete*  *Complete*  31.10.18  *Ongoing*  *Complete*  31.10.18 |
| **9.** | **CORRESPONDENCE RECEIVED** |  |  |
| 9.1 | It was noted that before the meeting, Cllrs Wyatt, Robson and S McManus met with the current Chairman of the Football Club. Issues discussed were dogs off leads during training and matches; dog fouling; litter; the portacabin. It was agreed that the PC should investigate a “field in use, please control your dog” sign. The football club should inform 101 of incidents, 999 if there is imminent danger. It was agreed that the PC should buy the football club gloves and dog bags in order for them to clean up safely. Spray paint will also be provided to warn of the site of mess. It was agreed that the contractor will be requested to litter pick as close to match days as possible. For the portacabin the football club agreed to paint and weed, with the possibility of a community clean-up day in either November or January/ February. | Clerk, Football Club | *Ongoing* |
| 9.2 | For the advent festival Cllr Stewart has agreed to purchase a new Christmas tree. She also agreed to decorate it. Clerk to complete form required for the Church | Cllr Stewart, Clerk | 31.10.18 |
| 9.3 | All correspondence was noted from the Clerk’s report. |  |  |
| **10.** | **MINUTES OF THE LAST MEETING HELD 10th SEPTEMBER** |  |  |
| 10.1 | Minutes were agreed as a true and accurate record and were signed accordingly. |  |  |
| **11.** | **MATTERS ARISING FROM THE PREVIOUS MEETING** |  |  |
| 11.1 | Clerk to write to the Spread Eagle requesting they re-install the map on the external wall. | Clerk | 31.10.18 |
| 11.2 | Cllr Wyatt has not been able to cost up the sign, Clerk to take over this action point. | Clerk | 31.10.18 |
| 11.3 | Bellways have informed the Clerk that they will be re-submitting the Construction Management Plan including the use of Forest School Street for construction traffic entering and exiting the site. Strip of land. It was noted that Bellways have not proved ownership of the strip of land at the top of Fairfield Avenue. Clerk to check whether Highways have had it. | Clerk | 31.10.18 |
| **12.** | **NEIGHBOURHOOD DEVELOPMENT PLAN** |  |  |
| 12.1 | In Reg 14 has now restarted. There will be an open day event on Saturday morning for 2 hours. It is the Same plan with comments either incorporated or reasons why not. |  |  |
| **13.** | **BEST KEPT VILLAGE** |  |  |
| 13.1 | The meeting with village organisations was quite well attended. The School could not send a representative but have been met with since. They offered the use of the newsletter, and even stands at school events. They requested a joint noticeboard for outside the school for notices from both organisations. The School were concerned over the cost of plants, parking, and dog fouling. |  |  |
| 13.2 | At the meeting it was agreed that if there wasn’t support then the PC would not make an entry. Organisations were very supportive and specific examples of support was forthcoming. A presentation has been made to the Civic Trust since then.  It was agreed that the next step should be to present to organisations individually giving specific ideas of support. Clerk to email all organisations. Clerk to organise a sub-committee for October. | Clerk | 19.10.18 |
| **14.** | **FLOOD RESILIENCE** |  |  |
| 14.1 | It was agreed that Clerk to purchase all non-custom items. Residents who have requested custom items (door guards etc) to provide Clerk with details so these too can be ordered. Clerk to also investigate an alarm system and report back. | Clerk | *Ongoing* |
| **15.** | **FINANCE** |  |  |
| 15.1 | Financial statements were noted from Clerk report. |  |  |
| **16.** | **ACCOUNTS FOR PAYMENT** |  |  |
| 16.1 | All invoices were signed for payment with the addition of two Manor Park Nurseries. |  |  |
| **17.** | **ITEMS FOR THE NEXT AGENDA** |  |  |
| 17.1 | Tree project, Budget 2019-20. |  |  |
| 17.2 | Members of the public were asked to leave and were thanked for their attendance. |  |  |
| 18. | **PART TWO** |  |  |
| 18.1 | Following the resignation of the Clerk, it was agreed that the same application process would be used as on previous occasions. It was agreed that advertising in the Burton Mail was too costly and not the ideal way to advertise a community-based position. The advert has gone out onto Facebook, the Website and in the School newsletter. |  |  |
| 18.2 | It was agreed Cllrs Wyatt, S McManus and Stewart would form the interview panel. |  |  |
| 18.3 | Clerk noted that when pulling together the paperwork for recruitment, she found that she was entitled to a small pay rise in line with national legislation. The increase of £0.36 was agreed along with back pay to April 2018. |  |  |
| 18.4 | Cllr Wyatt wished to express his thanks to Jane for her work over the previous years. |  |  |