**MINUTES OF A MEETING OF ROLLESTON ON DOVE PARISH COUNCIL**

**HELD AT THE OLD GRAMMAR SCHOOL, CHURCH ROAD, ROLLESTON ON DOVE**

**ON MONDAY 12 NOVEMBER 2018 COMMENCING AT 7.30PM**

**PRESENT**

Councillor Wyatt (in the Chair)

Councillors Gooding, MacPherson, E McManus, S McManus, Robson, Stewart, B Toon and J Toon

J Fowkes (Youth Representative)

**In attendance**

County Councillor White

4 Members of the Public

Mary Danby, Locum Clerk

**PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS**

No questions or petitions were put to the council.

1. **APOLOGIES FOR ABSENCE**

Councillor Sanderson

1. **DECLARATIONS OF INTEREST**

Councillors E McManus, S McManus and Stewart declared a disclosable non-pecuniary interest in Planning Application No. P/2018/01224 as the applicant is known to them.

1. **CLERK’S REPORT**
	1. **Planning Applications**
		1. **P/2018/01128 – Land to the rear of 82 and 84 Beacon Road**

Outline application for the erection of 2 dwellings including details of means of access

Councillors objected to this application on the grounds that (a) the increased density of housing would have an adverse impact on neighbouring properties and (b) concerns regarding access and egress

* + 1. **P/2018/01181 - 10 Station Road**

Crown lift one Silver Birch tree to clear property by 2 metres

Councillors had no objection to this application.

* + 1. **P/2018/01213 – Norwood Cottage, Hall Grounds**

2 Sycamores general pruning

Councillors had no objection to this application.

* + 1. **P/2018/01258 – Highbank, 11 Church Road**

Felling of Beech tree (W19 of TPO No.1)

Councillors had no objection to this application.

* + 1. **P/2018/01261 – Rolleston Cemetery, Fiddlers Lane**

Removal of two lower limbs of Oak (T1) to increase head clearance on cemetery pathway, cut back overhanging branches to fence line to Hawthorn (T2) and Ash (T3) to allow path clearance, lift 3 Limes (T3, T4, T5) to 3-4m dependant on growth points to allow path clearance (W12 of TPO 1)

Councillors had no objection to this application.

* 1. **Planning Decisions**

**3.2.1 RESOLVED** That the planning decisions set out in the Clerk’s Report be noted.

* 1. **COUNTY COUNCILLOR’S REPORT**

Councillor White reported that:

* The Village Green application for the College Fields site had been moved to a Public Enquiry to be held in early 2019.
* He had met with Aaron Taylor, Trent Viking buses and Richard Rayson, SCC regarding problems caused due to visibility problems at the build-out near to the Cricket Club, the bus company had requested that the build-out is moved to the corner of the driveway of the last house to improve visibility. The proposal would not impinge on residents’ property or adversely affect residents parking. Affected residents will be consulted on the proposal before any action is agreed by SCC.
* The results of the Government Spending Round on 06 December is awaited with interest. There had already been an announcement that Staffordshire has been granted £6-8m to repairing pot holes and SCC are hoping for financial help with providing care services. School crossing patrols will continue to be employed by SCC but funding is being sought from Borough/District and parish/town councils. Councillor White confirmed that the annual cost per crossing patrol was £4,000. In response to a query Councillor White agreed to seek clarification on grass-cutting costs which will fall to the council in 2019/20 given that funding for the Lengthsman will cease at the end of this financial year.
* SCC looking to increase Council Tax by 2.99%, anything above that would see a referendum having to be called at a cost of £1m which is not justifiable in the current climate.
1. **BOROUGH COUNCILLOR’S REPORT**

Councillor B Toon reported that the survey on public toilets had been completed and that these will now not be closed as money has been found to keep them open following the Government’s Autumn Budget which saw business rates removed for public toilets from April 2019.

1. **PARISH COUNCILLORS’ REPORTS**

**6.1** Councillor Stewart reported that:

* The branch was still down on the Jinnie Trail – Councillor E McManus confirmed that this had now been dealt with.
* The Remembrance Service had been well attended and a very moving address had been given by the Vicar. Additionally, many organisations had been involved in dressing the village for “Rolleston Remembers” and she asked if a thank you could be given to all those involved.

**6.2** Councillor E McManus reported that:

* Contaminated sand bags had been left by the Meadow View noticeboard, these had since been disturbed and were now split. ESBC’s Environmental Officer had confirmed that removal of the bags could only be done by ESBC due to the contaminated contents – Councillor E McManus said she would chase ESBC to see the bags removed as a matter of urgency.
* A message was passed on from the ex-Clerk asking for the council’s property to be removed from her home as soon as possible. Councillors agreed to make the necessary arrangements.
* Facebook page: Posts put on regarding the poppy cascade and the Spread Island had resulted in a lot of interest and Councillor McManus said that the Facebook page could be used for all good news items, not just agendas and minutes.
* A dangerous hole at the side of the road as you exit the village, approximately 100 yards past the layby had been reported to County Highways and had been logged but concern remained because the manhole cover was missing resulting in a dangerously long drop. Councillor White said that he would raise this issue with SCC’s CEO when he meets with him this week.
* Rebecca Hudson, Pre-School had asked for information on the criteria for donations from the council.

**6.3** Councillor Robson reported that:

* A bird box had been donated for the orchard by a resident.
* The list of ongoing items had not been updated and asked that this be an agenda item for a future council meeting.

**6.4** Jacob Fowkes**,** Youth Representative reported that:

* The pavement outside 87 Hall Road had been repaired.
* A piece on youth councillors had been included in the next Rollestonian newsletter
* Facebook page: Would it be more interesting to the public to post the ley points from agendas rather than uploading the whole agenda?
* Would it be useful for a list of ongoing items to be emailed to all Councillors?

**6.5** Councillor B Toon reported that:

* Salt bins needed to be filled in readiness for winter. Councillor Wyatt asked that all councillors check the salt bins in their “patch” and he would then take this forward for action. County Councillor White said that SCC will be refilling the bins in the near future.
* New planters – have these arrived? Councillor Wyatt said that an invoice for two planters had been received and that he would speak to the ex-Clerk to ask where the planters were being stored.
* A resident of Craythorne Road had reported problems with a Viking bus churning up the grass verge outside her house and that a post had been knocked down. The resident had reported the problem to SCC and the bus company but nothing had been done to resolve the problem. Councillor Wyatt said he would speak to the bus company in the first instance and they repair the verge and replace the post.

**6.6** Councillor J Toon asked if a “thank you” could be given for the work done by the village residents and organisations for “Rolleston Remembers”. Councillor S McManus agreed to upload a montage of photos and a thank you from the council to both the Facebook page and the website.

**6.7** Councillor S McManus said that the council needed to formally approve him dealing with the council’s finances during the period between the ex-Clerk leaving and her replacement was appointed.

 **RESOLVED THAT:**

1. Councillor S McManus be authorised to deal with the council’s finances until such time as a new Clerk was appointed.
2. Councillors E McManus and S McManus be thanked for dealing with the council’s business until such time as a new Clerk was appointed.
3. **CORRESPONDENCE**

7.1 Advice from the Environment Agency regarding bonfires had been uploaded to the council’s website and Facebook page.

7.2 RoSPA Inspection Report – deferred to the next meeting for consideration. Councillor Wyatt undertook to visit the sites and to advise which of the works identified in the report should be undertaken.

7.3 A resident had reported that a letter had been received from Cadent Gas advising that the gas would be turned off for a short time for replacing the pipes but had not details when the works would be taking place.

7.4 RoDSEC requesting the use of the Croft for the “Rolleston Peace Festival” on the weekend of 29/30 June 2019

 **RESOLVED** That permission be granted for RoDSEC’s use of the Croft on the weekend of 29/30 June 2019.

7.5 HM Land Registry re Shotwood Close – the application fee had been returned as the cheque was undated, they also advised that the application was rejected as HM Land Registry does not discharge planning permission conditions. Councillor Wyatt said that he would follow this up and report back to the next meeting.

7.6 The ex-Clerk had taken a telephone call from a resident complaining that branches from council owned trees on the Croft were overhanging their property. The ex-Clerk had obtained a quotation for the removal of branches where required – the invoice for that work was with the council for approval at the meeting.

7.7 Rolleston Cemetery – ESBC asked that the council to look at installing a bigger sign indicating the concealed entrance to the cemetery or apply to Staffordshire Highways to have the speed limit that leads towards Fiddlers Lane reduced to 30mph with the markings on the road.

* 1. **MINUTES**

**RESOLVED** That the Minutes of the Rolleston Parish Council meeting held on 08 October 2018 be approved and signed as a true record.

1. **MATTERS ARISING**

8.1 Planters – options to be explored for filling the planters deferred to the next meeting.

11.1 The Spread Eagle had confirmed they would reinstall the map on the external wall.

11.2 Councillor Wyatt had sourced a quotation for three banners in the sum of £95. County Councillor White said that he would be happy to match-fund the cost from his Community Fund and asked that an application be made as soon as possible, Councillor Wyatt said he would donate the remainder of the cost.

**AGREED** That the banners be ordered at a cost of £95, and that the funding from County Councillor White and Councillor Wyatt be gratefully accepted.

1. **NEIGHBOURHOOD PLAN**

Councillor Gooding reported that the Regulation 14 consultation period had ended the previous week, 20 people had attended the event and observations had been received. Correspondence had been received by the ex-Clerk and this would be discussed at the next meeting of the Neighbourhood Plan group – it was hoped that this meeting could be arrange for w/c 19 November and that the consultant would attend that meeting with a view to getting ready for Regulation 16 in December 2018.

**RESOLVED** That the information be noted.

1. **CIVIC TRUST TREE PROJECT**

Rolleston Civic Trust re a proposal to plant up to 10 trees on a land to the rear of new houses on Meadow Fields and Meadow View, the proposal would leave sufficient space for the grass to be mowed. The trees would form a copse on the site and the final choice on the trees be a joint decision of the council and Civic Trust if the proposal is given the go ahead. The Civic trust said that it will supply the trees and their supports but would not be responsible for the trees thereafter, although they would give support in terms of their maintenance.

**RESOLVED** That permission be given for the Civic Trust to plant the copse, as set out above, and that the council accepts responsibility for the trees once they have been planted.

1. **Rolleston Almshouse Charity**

The Charity had written requesting use of the Croft for the installation of gas pipes to the almhouses. Cadent Gas require the council to grant a legal easement of to them as the work would involve work on Parish Council land as the mains route involves a connection point where the drive from the Spread Eagle car park to the houses on the Croft meets the path towards the almshouses, along the edge of the path and then cutting to the almshouses’ gate.

The council’s permission was sought to allow the work to be carried out subject to the land being made good and to the almshouses’ trustees paying the council’s legal costs.

**RESOLVED** That permission be granted subject to the ground being made good and to the almshouses’ trustees paying the council’s legal costs.

1. **BEST KEPT VILLAGE COMPETITION**

**RESOLVED** That the sub-committee meet on Monday 26 November at 8pm at the Rolleston Club with a view to agreeing on how this project should be driven forward.

1. **PROPERTY LEVEL RESILIENCE – FLOODING**

Councillors Gooding and Wyatt agreed to distribute the flood resilience items as soon as possible. They would also approach all potentially affected residents to ascertain what, if any, non-custom items they required so that these could be ordered.

1. **FINANCE**

Financial statements were noted from the Clerk’s Report.

1. **ACCOUNTS FOR PAYMENT**

All invoices were signed for payment with the addition of invoices for £204 (mowing of playing field); £450 (tree works) and £100 (Remembrance wreaths).

1. **2019/20 BUDGET**

Councillors were asked to consider:

* The inflationary % increase over and above contracted items
* Replacement capital investment items
* New projects

The following items were discussed for potential inclusion in the draft 2019/20 budget which will be considered/agreed at the next meeting:

* Craythorne car park barriers/pot holes - £5,000 (funding from Sport England also be to sought)
* Replacement benches x 2 - £400 plus replacement climbing wall wooden treads
* Elizabeth Avenue – replacement of safer surfacing – grant funding to be sourced
* Tree thinning on the Jinnie Trail (2 days) and Tafflands (3-5 days). Staffordshire Wildlife Trust advice to be sought on how to deal with the cuttings from the Tafflands tree works.
* Jubilee Orchard – one tree (PC owned?) is dead and needs to be replaced - £250
* Bus Shelter Knowles Hill/Cross Lane - £5,000
* Noticeboards for Knowles Hill area - £500

An offer from Councillor S McManus to compile a draft budget and circulate to all councillors in advance of the next meeting was accepted with thanks.

1. **AGENDA ITEMS FOR NEXT MEETING**
* Filling of planters
* Troughs
* Brook Hollows
* RoSPA report
* 2019/20 Budget
* List of ongoing items
* Spend on property level resilience
1. **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

1. **RECREATION SUB-COMMITTEE**

**RESOLVED THAT:**

* Councillors Gooding and Wyatt would arrange to meet with the contractor to ensure that only authorised cuts are undertaken and any additional works must be approved prior to them being undertaken.
* The Recreation Sub-Committee will review contracts at its next meeting (December 2018)
* The Village Clean-up be planned at a meeting to be held in January 2019.
1. **APPOINTMENT OF CLERK/RFO**

**RESOLVED** That the post of Clerk/RFO be offered to Mary Danby.

The meeting closed at 10.00pm

Signed ………………………………………………..

Date …………………………………………………..