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

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

**ON MONDAY 10 DECEMBER 2018 COMMENCING AT 7.30 PM**

**PRESENT**

Councillor Wyatt (in the Chair)

Councillors Gooding, E McManus, S McManus, Robson, Stephenson, Stewart

**In attendance**

County Councillor White

2 Members of the Public

Mary Danby, Clerk

**PUBLIC FORUM**

1. Mr Baker put three requests on behalf of TREATS for the council’s approval:
* Paint metal gate in LMS maroon – Station Road entrance
* Wildflowers on Station road, by information panel, to be left undisturbed by contractor
* Bank on Station Road – clear ivy and plant English native bluebells and daffodils

**AGREED** That the above requests be approved.

1. Mr Baker also reported that Russian Vine was spreading towards the Station as you approach through the gate. A Councillor noted that Himalayan Balsam was growing in the Brook which needed to be addressed.

**AGREED** That the council’s contractors be requested to quote for the removal of the Russian Vine, including the use of weedkiller and for the removal of the Himalayan Balsam.

1. Mr Martin asked why the Clerk’s Report had not been published with the Agenda. The Chair responded explaining that a new system was being trialled whereby the notes and information previously included in the Clerk’s Report were now incorporated into the Agenda to make it easier to follow during meetings. Copies for the full Agenda pack would be available at meetings in future for members of the public.
2. **APOLOGIES FOR ABSENCE**

Councillors B Toon, J Toon

J Fowkes, Youth Representative

1. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

None declared.

1. **PLANNING**

**3.1 Planning Applications**

* + 1. **P/2018/01392 – 35 Burnside**

Construction of a single storey detached dwelling and associated access

Councillors objected to this application on the grounds that:

a) The proposal is an overdevelopment of the site which would adversely impact on neighbouring properties

b) Concern regarding access/egress due to the narrow road, and

c) The proposed development is back land development, i.e. garden infill

* + 1. **P/2018/01394 – 25 Beacon Road**

Raising height of ridgeline to facilitate additional living accommodation including dormer window to side, single storey rear extension and a front bay window

Councillors had no objection to this application.

* + 1. **P/2018/01457 – Burnside House, Burnside**

Partial crown lift to 6.1m of 2 Ash trees, 3 Maple trees, 1 Sycamore tree and 1 London Plane tree to give boundary clearance

Councillors had no objection to this application.

* + 1. **P/2018/01463 – Mosley Mews Cottage, Mosley Mews**

Felling of Silver Birch tree (TPO No.1)

Councillors had no objection to this application.

* 1. **Planning Decisions**

 **RESOLVED** That the planning decisions set out in the agenda be noted.

* 1. **MINUTES**

**RESOLVED** That the Minutes of the Rolleston Parish Council meeting held on 12 November 2018 be approved and signed as a true record.

* 1. **MATTERS ARISING**

6.2 The Chair reported that he had disposed of c15 sand bags using his own car and he had paid the disposal fee at the public waste site. The remaining 15 sand bags are in a useable condition and are tucked to the side of the sand bin.

6.5 It was reported that SCC were in the process of refilling salt bins around the County.

6.5 The Chair reported that the new planters had been delivered and were to be collected/installed by the council’s contractor.

1. Map to be reinstalled on The Spread Eagle’s external wall – the **Chair** agreed to chase resolution of this matter.
2. Banners – the **Chair** said these would be done for the next meeting.

16. Accounts for payment – it was noted that the £450 for tree works had been a quotation, not an invoice.

* 1. **COUNTY COUNCILLOR’S REPORT**

Councillor White reported that:

* The Public Enquiry for the Village Green application for the College Fields site had been arranged for 12-14 March 2019 and this will be publicised in due course. The Rollestonian could carry an article calling for registers of interest to be considered at the Enquiry. **Cllr White** agreed to draft the article and send it to the Clerk for onward transmission for inclusion in the next issue of the Rollestonian.
* The Government had announced an additional £8.9m for road repairs. This is a once only payment that must be spent by the end of the 2018/19 financial year.
* The County Council had taken delivery of nine new gritters.
* The results of the Government Spending Round had been delayed by the Brexit vote. The decision on school crossing patrols will not be made until the sum is known. He mentioned that some parish councils are putting a contingency into their 2019/20 budgets in case there is a need to fund a school crossing patrol @ £4,000 per patrol per annum.
* School crossing patrol consultation – the **Clerk** was requested to circulate the consultation document to all councillors for information.
* The County Council will be raising its portion of the Council Tax by the maximum permissible without a referendum being held, i.e. an increase of 2.99%.
1. **BOROUGH COUNCILLOR’S REPORT**

No report was available due to Councillor B Toon being unable to attend the meeting due to illness.

1. **PARISH COUNCILLORS’ REPORTS**

8.1Councillor Robson reported that:

* He had attended the Dovecliff Weir exhibition and there seems to be nothing that would contribute to the advantage or disadvantage of the village.
* The spinner had arrived at Elizabeth Avenue and was in the process of being installed with the required safer surfacing.
* The grass on the Elizabeth Avenue playing field was damaged and looks to be in poor condition.

**AGREED** That the contractor be requested to visit the site to inspect the condition of the grass and report back to the council.

8.2Councillor E McManus reported that:

* There had been a lot of activity on the Facebook page relating to the amount of dog faeces on the Craythorne playing field.

**AGREED** That a reminder of the need for dog owners to pick-up after their dogs be put on the Facebook page (**Councillor E McManus**).

8.3Councillor Stewart reported that:

* She has a supply of sand bags and cable ties (previously held by the former Clerk) which she could store for a further six months.

**AGREED** That an article be included in the next Newsletter insert in the Rollestonian asking people to come forward if they wanted any sand bags and/or cable ties to be supplied to them.

* The fence along the Jinnie Trail (along the roadside) needed to be repaired.

**AGREED** The **Clerk** was requested to ask the contractor to quote to repair the fence.

8.4Councillor Sanderson reported that:

* A road sign was almost horizontal to the road on the way to Tutbury. He was advised that he could report this direct to County Highways on their website.

8.5Councillor S McManus reported that:

* Funding applications had been submitted to County Councillor White for new and replacement benches on the Elizabeth Avenue playing field and for a noticeboard to be located at the front of the John of Rolleston School (Alderbrook site). The decision on these applications was expected by the end of January 2019 and the funding, if successful would need to be spent by the end of March (the funding was for 50% of the net cost of the items, with the remainder of the cost being met by the parish council).
	1. **FINANCE**

9.1 **Schedule of payments**

All invoices as set out in the agenda were signed and approved for payment.

9.2 **Bank Reconciliation**

The Bank Reconciliation was noted.

1. **2019/20 BUDGET**

Councillor S McManus had prepared a summary budget which was tight, especially if a contingency was to be included as suggested by County Councillor White, without increasing the precept.

Councillors had a lengthy debate on the council’s commitments for the coming year and how this would impact on the budget, and therefore the precept but they were also mindful of the resulting impact on the Council Tax.

Councillors agreed that close monitoring of the mowing contract was necessary and **it was agreed** that the contractor was to be asked to email the Clerk with a photograph to say that cuts have been done with effect from January 2019.

**AGREED That:**

1. The council will increase the precept for 2019/20 by 15%
2. The council will formally agree the 2019/20 budget at the next meeting
3. The council will formally declare the precept at the next meeting
4. **NEIGHBOURHOOD PLAN**

Councillor Gooding reported that the Neighbourhood Plan had been redrafted with a few minor tweaks to be completed. The present Neighbourhood Plan needed to be withdrawn and a letter had been drafted which the Chair was requested to sign.

The Plan will be submitted formally on 17 December 2018 and following the Regulation 16 consultation and examination by an Independent Examiner it is hoped that the Referendum will be held in March 2019.

**RESOLVED That**:

1. The information be noted.
2. The Chair sign the withdrawal letter, as set out above.
3. A vote of thanks be recorded for the time and energy that had been put into the process by the Neighbourhood Plan Steering Group.
4. **BEST KEPT VILLAGE COMPETITION**

The Chair reported on a sub-committee held immediately prior to the council meeting, including details of the poster competition to be publicised inviting entries from young people from under 5 – 16 years. The sub-committee will next meet on 14 January 2019 at 6.30pm at The Old Grammar School Rooms.

**RESOLVED** That the information be noted.

1. **FILLING OF PLANTERS**

Councillor Sanderson gave information on how the planters have previously been planted and he reported on a quote from a nursery to undertake this work in 2019/20.

**RESOLVED That:**

1. A second comparative quotation be sought from another nursery by **Councillor Sanderson** and that both quotations be considered at the next meeting.
2. The council agree to underwrite the cost of using a contractor in the hope that sponsorship can be gained to offset the cost.
3. The Civic Trust be asked to agree to fund 50% of the cost underwritten by the council.
4. **RoSPA REPORT**

The Chair had provided a summary of those areas deemed “Urgent” or “Important”.

**AGREED** That the council’s contractor be requested to quote for the necessary remedial works.

1. **LIST OF ONGOING ITEMS**

Deferred to the next meeting.

The **Clerk** was requested to add the following to the list: Yellow lines / one-way system on School Lane

1. **TO AGREE A POLICY REGARDING THE STORAGE OF ARCHIVED COUNCIL RECORDS**

Councillors reported on the large amount of documentation retrieved (and to be retrieved) from former Clerks.

**it was agreed** that:

* A former Clerk be contacted and arrangements made to collect everything she holds relating to the council
* A date be arranged to sort the documentation
* Decide what needs to be kept and what can be safely disposed of
* A decision can then be made on how and where the records are to be kept
	1. **EAST STAFFORDSHIRE BOROUGH COUNCIL**

**CONSULTATION: OPEN SPACE AND PLAYING PITCH DRAFT SPD**

Councillors considered the above consultation document and were disappointed to see that little or no consideration had been given to the Parish; it was felt that an opportunity was being missed in not identifying the Elizabeth Avenue playing fields as an ideal location for a health gym for older residents. The **Clerk** was requested to relay these comments to ESBC.

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. **EXPENDITURE ON PROPERTY LEVEL FLOOD RESILIENCE**

**AGREED That:**

1. The **Clerk** should provide areport to the next meeting on how much of the EA funding has been spent and what is left. Once this information is available the council will decide how to deal with the residue funding, including contributions for flood protection bought by residents.
2. The **Chair** be authorised to seek two or three quotations for the supply of 2 No. Trash (Flood) Pumps for consideration at the next meeting

The meeting closed at 10.07pm

Signed ………………………………………………..

Date …………………………………………………..