

# Rolleston on Dove Parish Council

Clerk: Mary Danby  
32 Hillcrest Rise  
BURNTWOOD  
WS7 4SH

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Our Ref: MD

07 January 2019

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend a Meeting of the Parish Council to be held in the Old Grammar School Rooms, adjacent to St Mary's Church, Church Road, Rolleston on Dove DE13 9BE on Monday 14 January 2019 commencing at 7.30pm at which the business set out below will be transacted.

Yours sincerely

*MDanby*

Mary Danby  
Clerk

## **PUBLIC FORUM**

A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area.

1. **To receive apologies**
2. **Declarations of Interests and Dispensations**
3. **Planning matters**
  - 3.1 **Planning applications considered by email**

Planning Application No.	Address	Proposal
P/2018/01329	220 Station Road	Conversion and formation of pitch roof to existing coach house to form ancillary accommodation
Comment submitted to ESBC: The Design and Access Statement does not refer to the Rolleston on Dove NDP, it only refers to the ESBC Local Plan and that Rolleston is a Strategic Village. It does not therefore take account any of the NDP proposals. The planning application and the Design and Access Statement are dated prior to our withdrawal of the NDP on 10 December 2018.		

P/2018/01482	34 Church Road	Conversion of existing detached garage roof space to form ancillary living accommodation with associated roof alterations and installation of an external staircase
Councillors had no objection to this application.		
P/2018/01520		Erection of a single storey rear extension
Councillors had no objection to this application.		

### 3.2 Planning applications for consideration at the meeting

P/2018/01510	56 Knowles Hill	Crown lifting of Oak tree on roadside to give clearance of 4.75 metres (TPO No 1) (Enclosure No. 1A)
P/2018/01559	Thornley Hollows, 2 Church Road	Reduction in height of conifer tree to height of 4.5 metres (Enclosure No. 1B)

### 3.3 Planning decisions

The following planning decisions have been notified:

Planning Application No.	Address	Proposal
P/2018/01180	14 Meadow Fields	Erection of a single storey front, two storey side extension two brick piers and gates
Permitted		
P/2018/01209	Tudor House, 3 Church Road	Crown reduce one Lawson Cypress tree
ESBC had no objection to the work and does not propose to make a TPO in this instance		
P/2018/01213	Norwood Cottage, Hall Grounds	Crown reduction by 25% two Sycamore trees T221 and T222 of TPO 1
Consent granted		

4. To note that Councillor Macpherson has resigned from the parish council with immediate effect due to work commitments.
5. To consider the Minutes of the Council meeting held on 10 December 2018 (Enclosure No. 2)
6. To consider matters arising from the previous meeting
7. To receive a report from the County Councillor
8. To receive a report from the Borough Councillor
9. To receive reports from Parish Councillors
10. To consider financial matters

## 10.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
J Deacon	Environmental Officer – November 2018	BACS	873.01	145.50
P Gould	Mowing grass gateways and verges – October 2018	BACS	342.00	0.00
NBB Recycled Furniture	Raised planters	BACS	1,076.08	179.34
Urban Vision	NDP: Support Package 2 Regulation 14 Response and Analysis	BACS	2,127.90	350.00
Eurooffice Ltd	Stationery: DL and C5 envelopes, Notebooks	BACS	34.89	5.81
ESBC	Empty bins	BACS	764.40	127.40
Playdale Playgrounds Ltd	Supply and installation of spinner	BACS	2,112.00	352.00
Rolleston Club	NDP: Room hire and printing	BACS	482.00	24.00
Purpose of PR	NDP: Printing 2000 flyers	BACS	95.00	0.00
P Gould	Mowing contract	BACS	1,169.00	0.00
Clerk	Salary	BACS	650.42	0.00
Clerk	Mileage claim / Expenses	BACS	112.93	15.01
HMRC	NI/PAYE	BACS	319.30	0.00
Cllr Stewart	Reimbursement re Christmas tree	BACS	24.00	4.00
Groundwork UK	Return of unspent NDP grant	BACS	127.10	0.00
iD Mobile Ltd	Clerk's mobile	DD	28.06	4.68
		<b>TOTALS</b>	<b>£10,338.09</b>	<b>£1,207.74</b>

## 10.2 Bank reconciliation

		Bank Accounts					
		Treasurer	Instant Access	Income	Expenditure	Total	
01/04/18	Bank Statement	14,884.88	45,860.15			60,745.03	
Movement in funds to date	PLUS Income			78,683.23			
	LESS Expenditure				50,713.17		
						88,715.09	Difference = £165.00 (Unpresented cheques)
30/11/18	Bank Statement	38,467.79	50,412.30			88,880.09	
		Totals agree with Clerk's Accounts records					
<b>Budget Review</b>							
All budget headings remain on budget							
<b>Free Reserves</b>							
As at 01 April 2018:		£3,563.84					
As at 31 December 2018:		£3,447.45					

- 11. 2019/20 Budget and Declaration of Precept (Enclosure No. 3)**
- 12. Best Kept Village**
- 13. Filling of planters**  
To consider comparative quotations for filling the planters (to be tabled at the meeting)
- 14. Shotwood Close Public Open Space**  
The Clerk will provide a verbal update at the meeting.
- 15. Governance**  
The Chair, Councillor Wyatt, will speak on this item.
- 16. Correspondence**
- 16.1 Staffordshire County Council**  
**Highways Grass Cutting – Information regarding Parish Council Agreements**  
The following email was received at 21 December 2018 from SCC's Community Infrastructure Manager:  
  
"Further to my letter dated 29 October 2018 I am writing to make you aware that the County Council will now be delaying the savings identified for grass cutting services in 2019/20 until the following year.  
  
Please accept my apologies for being unable to share information about the service review at an earlier stage. I wanted to quickly make you aware of the change in timescales but will be in touch in the near future to discuss the way forward."
- 16.2 Issues raised by a resident**  
The following email was received from a resident on 21 December 2018:  
  
"I would like to point out some items around the village that need addressing.
  1. The broken concrete post on Burnside.
  2. The numerous blocked gullies along Church Road, which when it rains causes excess water to flow ever onwards to a Gully that isn't blocked.
  3. Marston Lane (rural) 2 x blocked drains on either side, which after just a shower, make Marston Lane impassable on foot.
  4. The pavement on the Lawns/Brook Hollows - tree roots are making the pavement VERY uneven and quite dangerous.
  5. The installation of a convex mirror opposite Fiddlers Lane. I blind spot, not only to funeral cars and cemetery visitors, but on foot it really is dangerous.Nearly all these items I have in the past tried to urge the council to take action. Apart from job numbers and empty promises NOTHING has been done. I am hoping, in the new year the parish council can really start to get things done."

- 17. List of ongoing items (deferred from the previous meeting) (Enclosure No. 4)**
- 18. Exclusion of the press and public**  
**Chair to move:**  
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.
- 19. Expenditure on property level flood resilience (Enclosures No. 5A and 5B – circulated to Councillors only)**

**Sal Khan CPFA, MSc**  
**Head of Service (Section 151 Officer)**

Clerk - Rolleston on Dove Parish Council  
32 Hillcrest Rise  
Burntwood  
Staffordshire  
WS7 4SH

Direct Line: 01283 508678  
Direct Fax: 01283 508388  
Reply To: Sachin Parmar  
E-mail: [sachin.parmar@eaststaffsbc.gov.uk](mailto:sachin.parmar@eaststaffsbc.gov.uk)  
Our Ref: P/2018/01510  
*(please quote this reference on all correspondence with us)*

Date : 02 January 2019

**NOTIFICATION OF APPLICATION - TOWN AND COUNTRY PLANNING ACT 1990**

Dear Sir/Madam

**Proposal: Crown lifting of Oak tree on road side to give clearance of 4.75 metres.(TPO No 1)**

**Location: 56 Knowles Hill, Rolleston On Dove, DE13 9DY**

**Grid Ref: 423648 327121**

If you wish to make comments on the proposal I would be pleased if you could do so within **21** days of the date of this letter. If for any reason a reply is not possible within that period of time but you wish to make comments, please ensure that this office is made aware otherwise it will be assumed you have no comments to make.

Please note that all correspondence received relating to the proposal can be read and copied by the applicant, the press and other members of the public under the provision of the Local Government (Access to Information) Act 1985. In the event of a subsequent appeal being lodged by the applicant, any letters received will be forwarded to The Planning Inspectorate and the appellant.

**If you are receiving electronic consultations please use the following link:**

<http://www.eaststaffsbc.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

**and insert the above reference number to view the application forms and drawings.** You can use the '[add comments here](#)' facility on the website after viewing the application or you can forward your comments by e-mail to the above address or in writing by quoting the above reference number.

Yours faithfully

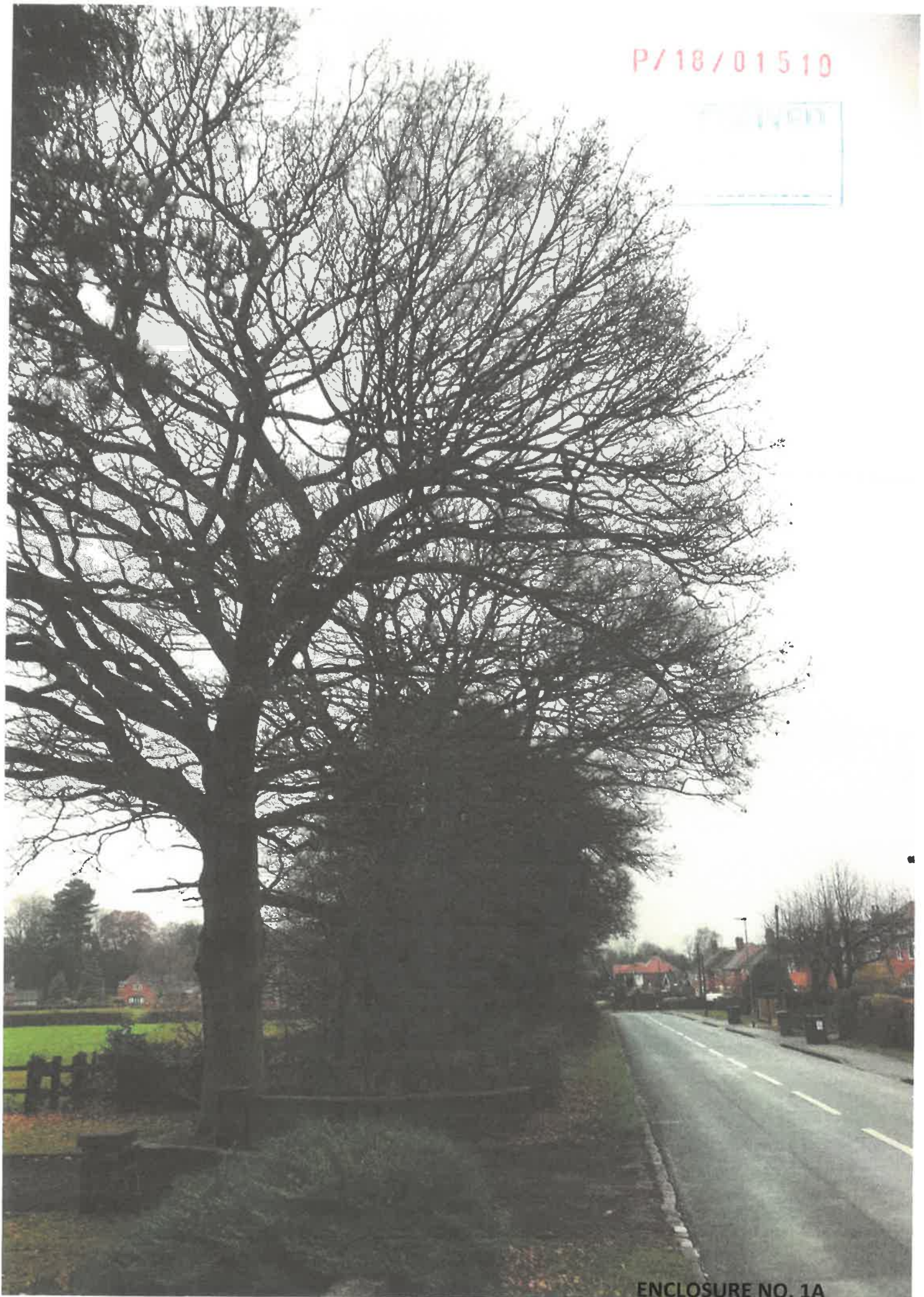
*Sachin Parmar*

Sachin Parmar  
Planner  
Development Control

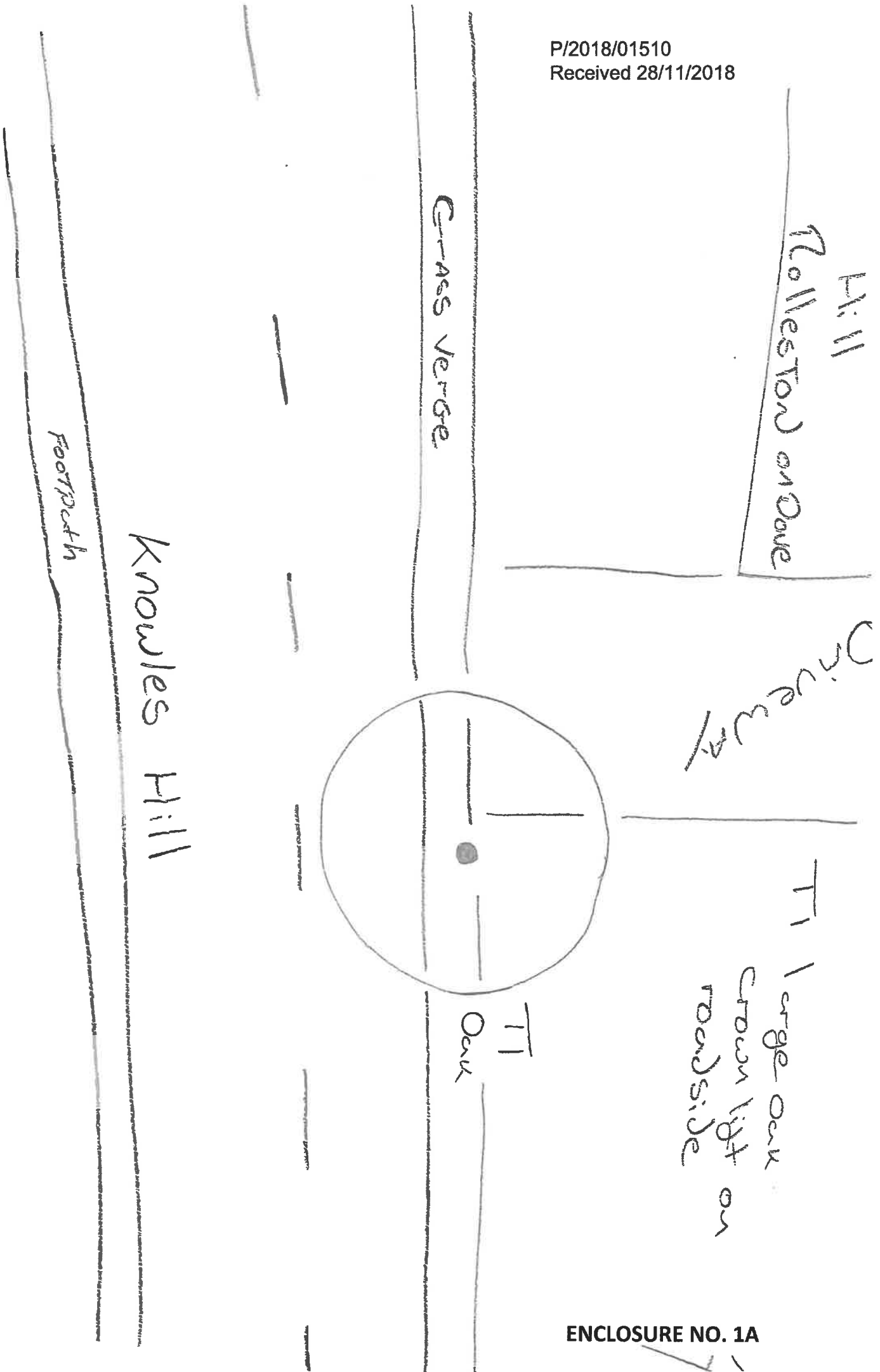
**Please quote reference number P/2018/01510 on all correspondence.**

P/18/01510

1/1/2018



ENCLOSURE NO. 1A



**Sal Khan CPFA, MSc**  
**Head of Service (Section 151 Officer)**

Clerk - Rolleston on Dove Parish Council  
32 Hillcrest Rise  
Burntwood  
Staffordshire  
WS7 4SH

Direct Line: : 01283 508678  
Direct Fax: 01283 508388  
Reply To: Sachin Parmar  
E-mail: [sachin.parmar@eaststaffsbc.gov.uk](mailto:sachin.parmar@eaststaffsbc.gov.uk)  
Our Ref: P/2018/01559  
*(please quote this reference on all correspondence with us)*

Date : 02 January 2019

**NOTIFICATION OF APPLICATION - TOWN AND COUNTRY PLANNING ACT 1990**

Dear Sir/Madam

**Proposal: Reduction in height of conifer tree to height of 4.5 metres**

**Location: Thornley Hollows , 2 Church Road,                      Grid Ref: 423578 327802**  
**Rolleston On Dove, Staffordshire,**  
**DE13 9BE**

If you wish to make comments on the proposal I would be pleased if you could do so within **14** days of the date of this letter. If for any reason a reply is not possible within that period of time but you wish to make comments, please ensure that this office is made aware otherwise it will be assumed you have no comments to make.

Please note that all correspondence received relating to the proposal can be read and copied by the applicant, the press and other members of the public under the provision of the Local Government (Access to Information) Act 1985. In the event of a subsequent appeal being lodged by the applicant, any letters received will be forwarded to The Planning Inspectorate and the appellant.

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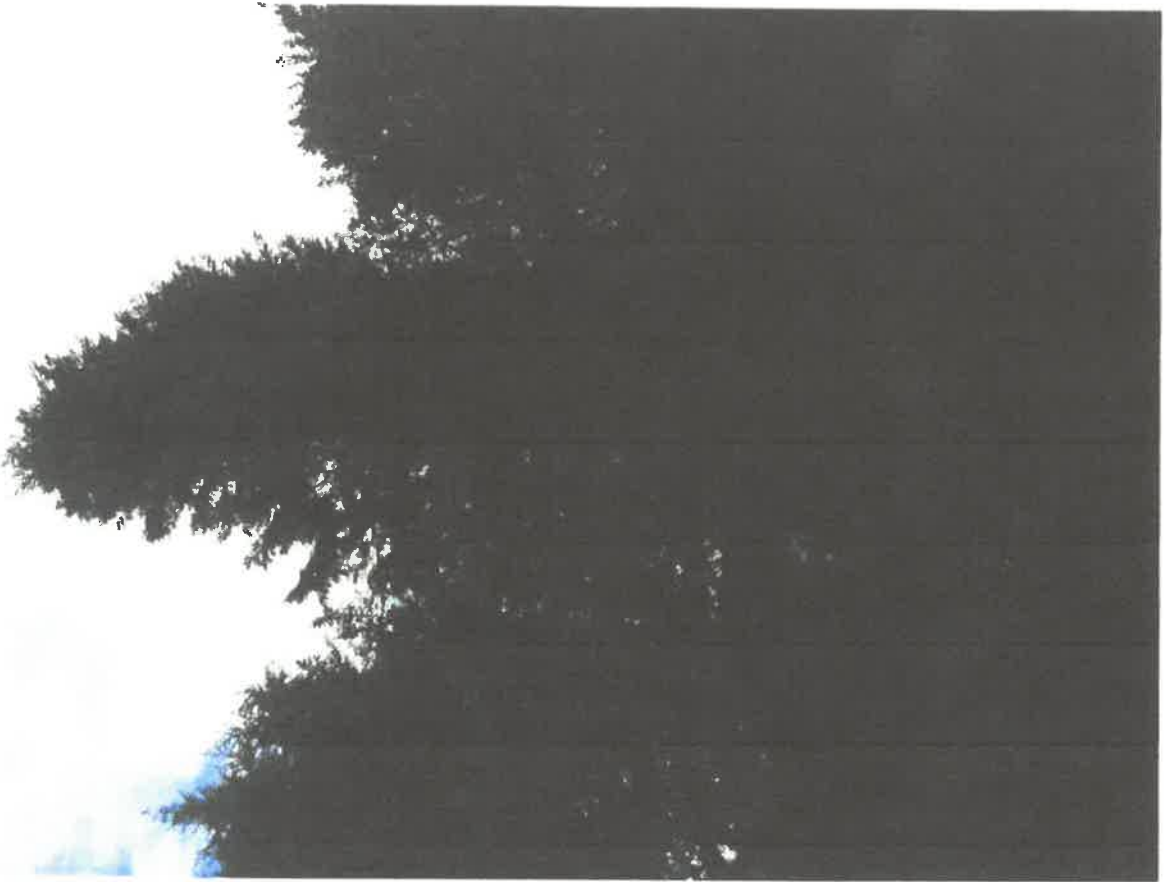
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Yours faithfully

*Sachin Parmar*

**Sachin Parmar**



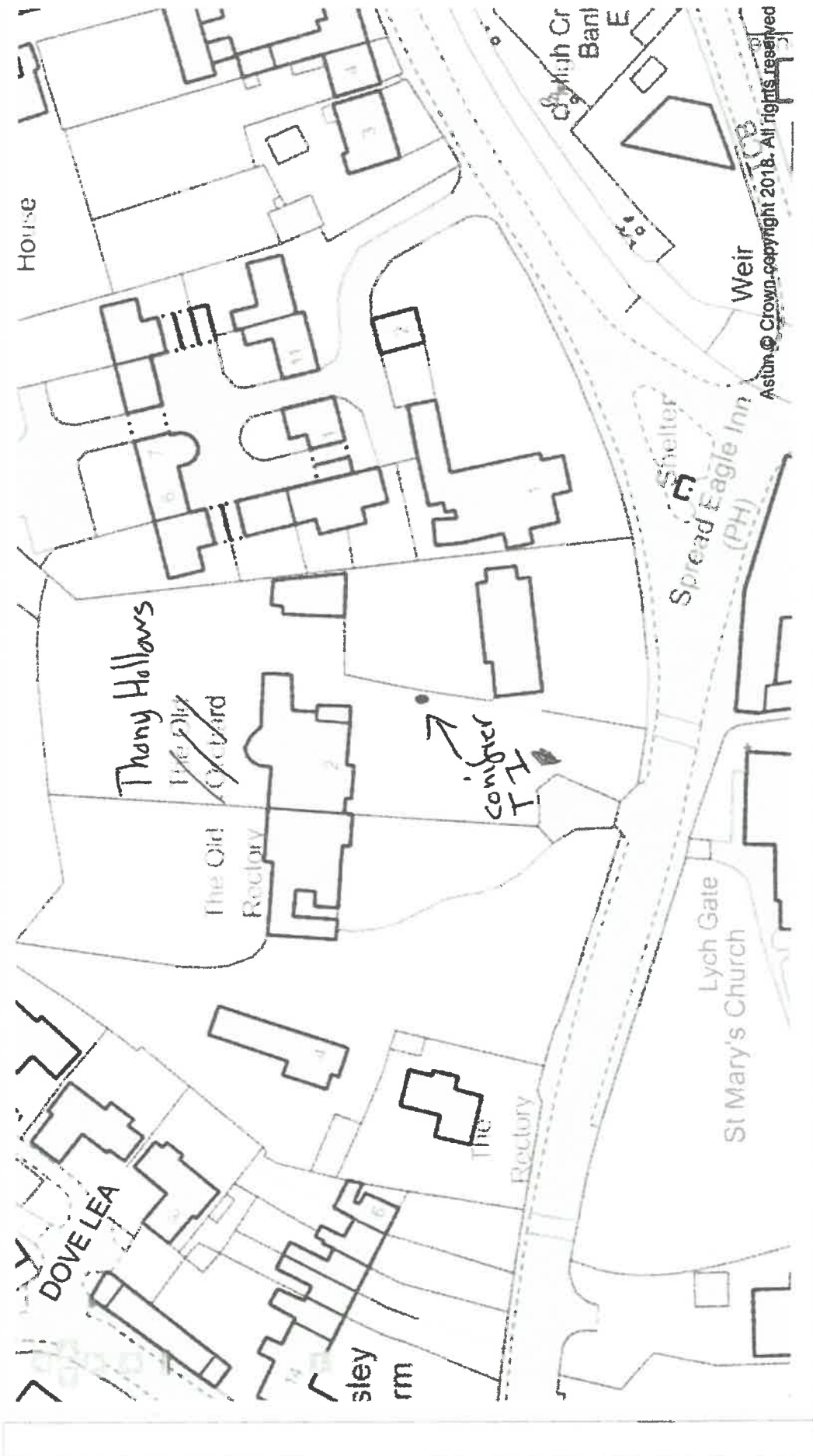
**ENCLOSURE NO. 1B**



**ENCLOSURE NO. 1B**



**ENCLOSURE NO. 1B**



P/18/01559

**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**

a) 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.

b) 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.

c) 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.

**1. APOLOGIES FOR ABSENCE**

Councillors B Toon, J Toon

J Fowkes, Youth Representative

**2. DECLARATIONS OF INTEREST AND DISPENSATIONS**

None declared.

**3. PLANNING**

**3.1 Planning Applications**

**3.1.1 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

**3.1.2 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.

**3.1.3 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.

**3.1.4 P/2018/01463 – Mosley Mews Cottage, Mosley Mews**

Felling of Silver Birch tree (TPO No.1)  
Councillors had no objection to this application.

**3.2 Planning Decisions**

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

**4. MINUTES**

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

**5. 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.

9. Map to be reinstalled on The Spread Eagle's external wall – the Chair agreed to chase resolution of this matter.

9. 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.

**6. 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%.

## **7. BOROUGH COUNCILLOR'S REPORT**

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

## **8. PARISH COUNCILLORS' REPORTS**

### **8.1 Councillor 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.

### **8.2 Councillor 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**).

### **8.3 Councillor 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.

### **8.4 Councillor 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.

8.5 Councillor 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).

**9. 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.

**10. 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:**

- a) The council will increase the precept for 2019/20 by 15%
- b) The council will formally agree the 2019/20 budget at the next meeting
- c) The council will formally declare the Precept at the next meeting

**11. 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:**

- a) The information be noted.
- b) The Chair sign the withdrawal letter, as set out above.

- c) A vote of thanks be recorded for the time and energy that had been put into the process by the Neighbourhood Plan Steering Group.

**12. 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.

**13. 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:

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

**14. 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.

**15. 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

**16. 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

**17. 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.

**18. 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.

**19. EXPENDITURE ON PROPERTY LEVEL FLOOD RESILIENCE**

**AGREED That:**

- a) The Clerk should provide a report 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.
- b) 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 .....

**ROLLESTON ON DOVE PARISH COUNCIL**  
**2018/19 BUDGET AS AT 31 DECEMBER 2018 AND DRAFT 2019/20 BUDGET**

	2018/19			2019/20
	Budget	Projected	Actual	Budget
	(Excl VAT)	(Excl VAT)	As at 31/12/18	(Draft)
			(Excl VAT)	(Excl VAT)
	£	£	£	£
<b>INCOME</b>				
Precept	52,216	52,216.16	52,216.16	60,049
Council Tax Support Grant	1,830	1,830.00	1,830.00	1,665
Bank Account: Interest	-	24.00	18.23	15
VAT Reclaim	-	6,158.98	4,533.92	-
Grants*	-	5,136.11	2,840.00	-
Sundry income	-	17,244.92	17,244.92	-
<b>Total Income</b>	<b>54,046</b>	<b>82,610.17</b>	<b>78,683.23</b>	<b>61,729</b>
*Includes anticipated grant aid from Borough Cllr (planters £896.74) and County Cllr (benches £625.25 and noticeboard £774.12)				
<b>OPERATIONAL EXPENDITURE</b>				
Donations / Subscriptions	375	367.00	367.00	475
Salary / Expenses	8,100	10,000.00	6,851.15	12,000
Other Admin	2,636	2,636.00	1,626.24	2,636
Governance	3,088	3,399.92	3,399.92	3,200
Mowing	15,524	15,524.00	10,725.00	15,524
Bin Emptying	2,548	2,548.00	1,911.00	2,548
Environmental Contract	11,686	11,686.00	6,796.95	11,686
Play Areas	5,490	5,490.00	2,279.00	5,000
Website	240	153.71	164.63	100
Plants / Trees	1,788	1,788.00	1,408.29	1,788
Capital*	800	3,218.61	922.50	800
Contingency	-	-	-	5,000
<b>Total Operational Expenditure</b>	<b>52,275</b>	<b>56,811.24</b>	<b>36,451.68</b>	<b>60,757</b>
<b>TOTAL EXPENDITURE</b>	<b>52,275</b>	<b>56,811.24</b>	<b>36,451.68</b>	<b>60,757</b>
<b>TOTAL INCOME</b>	<b>54,046</b>	<b>82,610.17</b>	<b>78,683.23</b>	<b>61,729</b>
<b>NET INCOME OVER EXPENDITURE</b>	<b>1,771</b>	<b>25,798.93</b>	<b>42,231.55</b>	<b>972</b>
*Includes planters (£896.74 met by ESBC grant); benches £625.25 (50% of cost) and noticeboard £774.12 (50% of cost) (remainder met by SCC grant)				

<b>Current Capital Projects</b>	£	£	£	£
Best Kept Village Works	10,000	-	-	10,000
EA Funding	30,000	11,668.00	1,667.60	18,332
Tractor Project	1,000	850.00	850.00	-
Shotwood Close POS	1,000	40.00	40.00	1,000
Craythorne Transfer	-	40.00	40.00	-
Brook Hollows	10,000	-	-	10,000
Groundworks	9,708	-	7,250.00	-
Free Reserves	3,564	144.52	144.52	3,564
<b>Total Current Capital Project Expenditure</b>	<b>65,272</b>	<b>12,742.52</b>	<b>9,992.12</b>	<b>42,896</b>

<b>Potential Capital Projects</b>	£
Craythorne fence and car park	5,000
Elizabeth Avenue safer surfacing	TBC
Tree maintenance (Jinnie, Tafflands) 7 days	TBC
Jubilee Orchard tree removal	250
Bus shelter - Knowles Hill	5,000
Notice board - Knowles Hill	1,500

<b>Bank Accounts as at 31 December 2018</b>	£
Treasurer's Account	38,303
Instant Access Account	50,412
<b>Sub-total</b>	<b>88,715</b>
<b>PLUS</b> projected income to YE (i.e. difference between actual to date and projected)	3,927
<b>LESS</b> projected operational expenditure to YE (i.e. difference between actual to date and projected)	- 20,360
<b>LESS</b> projected capital expenditure to YE (i.e. difference between actual to date and projected)	- 2,750
<b>Projected YE Bank Accounts</b>	<b>69,533</b>

<b>RECOMMENDATION AT YEAR END</b>	£
Create Earmarked Reserves for the Current Capital Projects	42,896
Create a General Reserve from the remaining funds - decision to be made on how much can be allocated to potential Capital Projects and maintain a healthy Reserve	26,637
	<b>69,533</b>
<b>2019/20 15% increase on precept = £43.99 Band D (2018/19 £38.39 Band D)</b>	

Actions Points

September - December 2018 inclusive

Month	Minute Ref	Action	Responsibility	Comments	Deadline	Status
September 2018	13	Craythorne Playing Fields	Clerk	Clerk to progress HM Land Registry registration	Ongoing	
October 2018	13	Flood resilience	Clerk	Clerk to investigate an alarm system and report back	Ongoing	
December 2018	5	Map to be reinstalled on Spread Eagle external wall	Cllr Wyatt	Cllr Wyatt to chase resolution of this matter	Ongoing	
	5	Banners	Cllr Wyatt	Cllr Wyatt said these would be done for the next meeting	Ongoing	
	6	Public Enquiry for the Village Green application for College Fields	Cllr White	Cllr White agreed to draft an article and send this to the Clerk for onward transmission for inclusion in the next issue of the Rollestonian	Ongoing	
	6	School crossing patrol consultation	Clerk	Clerk to circulate consultation document to all councillors	Completed	
	8.1	Elizabeth Avenue playing field damaged	P Gould	Contractor to visit the site, inspect the condition of the grass and report back to the council	Ongoing	
	8.2	Dog faeces on the Craythorne playing field	Cllr E McManus	Reminder to be put onto the Facebook page reminding dog owners to pick-up after their dogs	Ongoing	
	8.3	Sand bags and cable ties		An article be included in the next Newsletter asking people to come forward if they wanted any sand bags/cable ties to be supplied to them	Ongoing	
		Jinnie Trail fence	J Deacon	Fence to be repaired	Ongoing	
	10	Monitoring of mowing contract	P Gould	To be email the Clerk with a photograph to say that cuts have been done with effect from January 2019	Ongoing	
	13	Filling of planters	Cllr Sanderson	A comparative quotation to be sought for consideration at the January 2019 meeting	Ongoing	
	14	RoSPA Annual Inspection - remedial works	J Deacon	Quotation to be supplied for the required works	Ongoing	Completed
	15	Yellow lines / one-way system on School Lane	Clerk	Added to Action Points list		
	16	Storage of archived council records	All	Date to be arranged in January 2019 to sort the PC's archive records and decide what needs to be kept and what can be safely be disposed of	Ongoing	
	17	ESBC: Consultation - Open Space and Playing Pitch Draft SPD	Clerk	To relay the PC's comments to ESBC	Completed	
	18	Property Level Flood Resilience	Clerk	To provide a report on how much of the EA funding has been spent	Ongoing	
		Trash (Flood) Pumps	Cllr Wyatt	Authorised to seek two or three quotations for the supply of 2 No. Trash (Flood) Pumps for consideration at the January 2019 meeting	Ongoing	