

**MINUTES OF THE MEETING OF ROLLESTON ON DOVE PARISH COUNCIL**  
**HELD AT THE OLD GRAMMAR SCHOOL ROOM, CHURCH ROAD, ROLLESTON ON DOVE**  
**ON MONDAY 10 JUNE 2019 COMMENCING AT 7.30 PM**

**PRESENT**

Councillor S McManus (in the Chair)  
Councillors E McManus, Robson, Sanderson, Stewart, Toon and Wyatt

**In attendance**

County Councillor White  
PC Parden and PCSO Evans  
7 Members of the Public  
Mary Danby, Clerk

**PUBLIC FORUM**

Barry Edwards congratulated Councillors S McManus and Stewart on their appointment as Chair and Vice-Chair respectively.

Mr Edwards queried why the council had requested PSPOs to be implemented for all public areas as Police records show that there are no anti-social problems in the village, he added that he has never encountered anti-social behaviour on the Shotwood Close Public Open Space. He said that he would object when the requests come out for consultation by ESBC. Bryan Chinn seconded Mr Edwards comments.

Barry Gooding asked when the drains on Burnside would be cleared – the Chair asked that the Clerk raise this issue again with Staffordshire Highways (copied to County Councillor White).

Mr Gooding said that a dog walker had spoken to him about drug abuse near the school area on the Elizabeth Avenue playing field.

**POLICE**

The Chair referred to the reported presence of drug paraphernalia on the Elizabeth Avenue playing field. PC Parden said that the Police had received complaints from residents about anti-social behaviour on the playing field and nuisance parking of vehicles blocking resident's drives. The PCSO had spoken to the keepers of the vehicles.

Mr Gooding informed the Police about foil having been found on the Elizabeth Avenue playing field, but needles had not been mentioned. PC Parden said that the Police would be interested to get involved in this and asked that people report all incidences to them. He said that they would increase their patrols in the area.

Councillor Sanderson said that drug taking had been reported in Craythorne Woods and the Craythorne Lane car park – PC Parden said that they would increase their patrols in the area.

**26. APOLOGIES FOR ABSENCE**

Jacob Fowkes, Youth Representative

**27. DECLARATIONS OF INTEREST AND DISPENSATIONS**

None declared.

**28. PLANNING**

**28.1 Planning Applications**

<b>Application No.</b>	<b>Address</b>	<b>Proposal</b>
P/2019/00531	57 Church Road	Erection of a detached building for use as garage and Occupational Therapy Room for occupants Query raised that the location may be outside the village boundary
P/2019/00548	55 Beacon Road	Rear dormer extension to facilitate loft conversion No objection
P/2019/00670	18 Brookside	Felling of 1 Sycamore tree Tree report requested to support the application as it was felt that insufficient information had been provided
P/2019/00691	Thornley Hollows, 2 Church Road	Crown reduction by up to 1.5 metres of 2 Yew trees and crown reduction by up to 2 metres of 1 Holly tree No objection

**28.2 Planning Decisions**

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

**29. MINUTES**

**RESOLVED** That the Minutes of the Annual Council meeting held on 14 May 2019 be approved and signed as a true record subject to the following amendments:

- Page 1, Minute No. 7 Delete Cllr Stewart's duplicated name from the Environment Committee
- Page 3, Minute No. 11 Re: Tafflands Play Area  
Amend "... were no dead ..." to read "... were not dead ..."
- Page 4, Minute No. 12(f) Amend "... during of operational ..." to read "... during operational ..."

**30. MATTERS ARISING**

**Minute No. 7 Appointment of Committees and Sub-Committees**

Councillor Robson said he would like to join the Environment Committee. The Chair responded saying that Committees would be formed formally at the July meeting.

**Minute No. 11 – Village Map**

A query was raised as to whether the map had been installed on the Spread Eagle wall as advised by the Management Company – Councillor Stewart said she would check to see if it had been installed.

**Minute No. 11 – Tractor**

It was noted that the tractor had yet to be moved from the contractor's yard. Councillor Wyatt said he would contact the Youth representative for an update.

**Minute No. 11 – Damaged Post on Burnside**

The Clerk reported that Staffordshire Highways had not responded.

**AGREED** That the Clerk chase Staffordshire Highways for a response (copied to County Councillor White) for a response.

**Minute No. 14(c) - Defibrillator**

The Chair reported that he had been approached about the need for an external defibrillator to be installed in the village.

**AGREED** That the Clerk obtain quotations for an external defibrillator and cabinet.

**Minute 14.3(d) – John Bull Sign**

The Chair reported that the contractor had purchased the new wood which has been shaped and will be installed shortly.

**31. COUNTY COUNCILLOR'S REPORT**

Councillor White had nothing of note to report.

**32. BOROUGH COUNCILLOR'S REPORT**

Councillor Toon reported that:

- ESBC were in the process of signing off on their part of Brook Hollows.
- She had been approached by a resident asking why the council did not want cycles on the Jinny Trail.
- She encouraged the council to apply as soon as possible to the ESBC Councillors' Community Fund (CCF); she asked that the Clerk inform the Station Heritage Group that the CCF was now open for applications.

**33. PARISH COUNCILLORS' REPORTS**

33.1 Councillor Stewart:

- a) The Jinny Trail needed to be tidied up.

**AGREED** That the Clerk chase the contractor on the timing for this work to be done.

- b) The council needs to address the contractor's contracts as some areas have been identified which are not in the current contractors.

**AGREED** That the contracts be an Agenda item for a future meeting of the council.

33.2 Councillor Robson:

- a) Reported that the replacement street lighting program seems to have come to a stop as no work has been done for around 1½ months.

**AGREED** That the Clerk make enquiries as to when the work will recommence.

- b) The Jubilee Orchard will be open on 16 June as part of "Garden Sunday".

- c) Asked if the commemorative plaque had been installed on the Elizabeth Avenue play area. The Chair confirmed that the plaque was now in place.

33.3 Councillor Sanderson:

- a) Reported that a resident had contacted him about the Dodslow Avenue jitty complaining about weeds and the hedge which was very overgrown. The council's contractors had been instructed undertake works to improve the jitty whilst paying heed to the need to be aware of nesting birds.

The resident had also mentioned that another resident who used a mobility scooter had difficulty in negotiating the "hoop" at either end of the jitty (these inhibit access by motorcycles).

**AGREED** That the Clerk make enquiries on suitable alternative barriers which would allow a mobility scooter to access the jitty but prevent motorcycles from doing so.

- b) Asked where the BKV posters were. He also said that he had seen that other villages had put laminated copies of posters in bus shelters and asked if this was something that could be considered for future years. The Chair responded saying that the posters were with RoDSEC as they were going to be displayed at the Old Grammar School Room for the Peace Festival.

33.4 Councillor Toon said that the drains around the village were blocking up and needed clearing.

33.5 Councillor S McManus reported that a post on the Spread Eagle Island had been hit by a vehicle. The post is split down the middle, but it was still firmly in position and cannot be moved. The contractor will monitor the condition of the post as it will eventually need to be replaced due to water ingress.

**34. EARMARKED CAPITAL RESERVES AND ENVIRONMENT AGENCY EARMARKED RESERVE (Minute Nos. 15(a) and 15(b) refer)**

**RESOLVED THAT:**

- a) The report be received and noted.
- b) The annual footpath walks be arranged and that an audit of the council's assets be undertaken at the same time.
- c) The first meeting of the Environment Committee be arranged to take place as soon as possible after the July 2019 RPC meeting.
- d) The current Potential Capital Projects list should be considered by the Environment Committee and possibly added to. Members of the public were encouraged to submit ideas for potential projects.
- e) The s.106 funding from the College Field development should be kept in mind for future projects.

**35. FINANCIAL MATTERS**

**35.1 Schedule of payments**

Payee	Description	Payment Method	Gross £	VAT £
Freeola Ltd	Website: Hosting (quarterly charge)	DD (Paid 10/05/19)	13.10	2.18
PEAC (UK) Ltd	Copier rental (Q2)	DD (Paid 03/06/19)	210.74	35.12
1&1 IONOS Ltd	Village website	DD	5.99	1.00
Manor Park Nurseries	Compost for planters	BACS	37.80	6.30
P Gould	Mowing contract	BACS	1,198.23	-
The Screeners Ltd	Signage (Craythorne Lane Playing Field)	BACS	51.00	8.50
Clerk	Clerk's salary	BACS	670.44	-
Clerk	Expenses	BACS	111.41	1.34
Woodland Nurseries	Summer plants for planters	BACS	300.00	-
iD Mobile	Clerk's mobile	DD (25/06/19)	28.76	4.79
HMRC	Q1: NI/PAYE	BACS	623.76	-
J Deacon	Environmental Officer	BACS	894.84	149.14

Payee	Description	Payment Method	Gross £	VAT £
J Deacon	Elizabeth Avenue: Site memorial plaque	BACS	72.00	12.00
J Deacon	Spread Eagle bridge kerbs	BACS	108.00	18.00
Midshire Systems	Business Photocopier – quarterly charges: Copies (£294.13) Warranty Charge (£50.46)	DD	344.59	57.43
<b>TOTALS</b>			<b>4,670.66</b>	<b>295.80</b>

**RESOLVED** That the above payments be approved.

**35.2 Bank Reconciliation as at 31 May 2019**

The Bank Reconciliation was noted.

**36. FOOTPATHS AND STILES**

The Clerk reported that the two landowners had been contacted:

The landowner of Footpath Nos. 2, 3 and 4 had given written permission for the council to access his land to undertake the works identified in the Burton Conservation Volunteers (BCV) survey report.

The landowner of Footpath No. 5 had not yet responded and a follow-up letter was to be sent.

**RESOLVED** The BCV be contacted regarding progressing work on Footpath Nos. 2, 3 and 4.

**37. ELIZABETH AVENUE PLAYING FIELD – REQUEST**

Councillors were informed that the following request has been made on behalf of the John of Rolleston Primary School:

“We are having an activity for the children at John of Rolleston Primary School to have a dining experience on a big red double decker bus. As you know access to both school sites does not lend itself to getting a bus on site and we are therefore hoping that you can help us and allow us to use the Parish Council land that backs onto the junior site? The aim is for all the children to have their lunch on the bus over four days. Dates are 24th to 27th June inclusive. The bus can turn up on site and either stay (if it is secure enough) or be moved and brought back each day. The first sitting is at 11.30am and all finished by around 2pm.”

**RESOLVED** That the request be approved subject to the following provisos:

- The bus must only use the area to the left of the gate from Elizabeth Avenue and all manoeuvres of the vehicle must be kept away from the football pitch on the site.
- Any damage caused to the ground by the vehicle must be reinstated to the parish council's satisfaction.
- The parish council will not be held responsible for the vehicle's security.

**38. VILLAGE DIRECTORY**

The Clerk reported that she had completed updating the Village Directory. The council had previously spoken about purchasing a coloured light card and printing the Directory “in house”. The cost to buy the paper and print the Directory would be no more than £240 plus VAT.

**RESOLVED** That the Village Directory be printed in house on Ivory coloured light card and arrangements made for it to be distributed with the next issue of the “Rollestonian” at a cost not exceeding £240 plus VAT.

**39. ACTION POINTS**

**RESOLVED** That the document be received and noted.

**40. CORRESPONDENCE**

**40.1 Parking on Station Road/School Lane**

The Clerk reported that a resident had contacted the council regarding parking problems on Station Road/School Lane. The resident had been advised that the parish council has no jurisdiction in parking issues and the details she had given in her email (with her personal details redacted) had been forwarded to the PCSO with a request that he and his colleagues undertake an investigation with a view to passing information on to the relevant departments within Highways or the Safer Roads Partnership.

**RESOLVED** That the report be noted.

**40.2 Staffordshire Parish Councils' Association (SPCA)**

The weekly SPCA Bulletins had been forwarded to all councillors.

**40.3 Rolleston Village Gala Committee**

The Committee had requested permission for them to use The Croft for the Gala Day on Monday 26 August 2019.

**RESOLVED** That the request be agreed subject to the proviso that any damage to the ground must be reinstated to the parish council's satisfaction (councillors will inspect The Croft after the event and the committee will be advised if any reinstatement is required).

**40.4 Rolleston Almshouses**

The Chairman of Trustees had written to the council informing councillors "that the work to lay a gas main under The Croft and into the 6 almshouses is due to start on 8 July 2019 and will last 2 weeks. This is subject to the legal easements being completed and, in that regard, I am awaiting documentation which will need signing on behalf of ourselves and the Parish Council. I will forward it for signature as soon as I have it. I have approved the draft deed which commits the contractor to reinstate disturbed land. The legal costs are being paid by our Charity. I am grateful to Steve Sanderson for assisting in the process.

We are also hoping to start renovation work to numbers 2 and 12 in July, which is long awaited (literally 6 years!) and very exciting. The builder has asked if he may site a compound on The Croft in which he would be able to keep his equipment during the contract which is due to last 12 weeks. This is subject to him taking responsibility for insuring it against damage, or theft. On the condition that no liability whatsoever would fall on the Parish Council, could I formally request permission for that to be facilitated."

**RESOLVED** That request for the builder's compound to be sited on the Croft be agreed subject to the proviso that any damage to the ground must be reinstated to the parish council's satisfaction (councillors will inspect The Croft when the compound has been removed and the Trustees will be advised if any reinstatement is required).

**40.5 Jinny Trail**

One of ESBC's Community & Civil Enforcement Officer's had contacted the council saying that he had noticed that the Jinny Trail was overgrown, and the footpath had become a lot thinner. He asked if the foliage could be cut back.

**RESOLVED** That the contractor be asked when this work would be done (Minute No. 33.1 above also refers to this issue).

**41. ROLLESTONIAN OF THE YEAR**

The Clerk advised the council that the following people had been nominated by members of the public:

Andy Starbuck  
Bryan Chinn  
Elspeth and Dennis Dickinson  
Fiona Peck  
Francis (Fran) Wright  
Graham Jacks  
Janet Stone  
John Carlton, Phil Docksey and the team who have strimmed the Churchyard grass  
John Morris  
John Phillips  
Len Torr  
Liam Holmes  
Maggie Michie  
Michael Wardell  
Rev'd Ian Whitehead  
Sylvia Martin

**RESOLVED** That councillors would vote on the nominations in the closed session of the meeting (Minute No. 45 refers).

**42. EXCLUSION OF THE 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.

**43. CO-OPTIONS**

**RESOLVED** That Michael FJ Badcock and Barry Gooding be co-opted onto the council.

**44. LAND MATTERS**

**RESOLVED THAT:**

44.1 Councillor S McManus would assist Councillor Toon in providing information for the Statutory Declaration required by the solicitor (Minute No. 23.1 refers).

44.2 The information relating to the garden land rents be noted (Minute No. 23.2 refers).

44.3 The information regarding the allotment rents for the Beacon Road allotments be noted (Minute No. 23.3 refers)

44.4 The County Council's Legal Services be engaged to register the Elizabeth Avenue Playing Field and Meadow View Play Area with HM Land Registry in the council's name at a cost of £400 plus disbursements and VAT (cost assumes no complications are encountered in the process).

**45. CLERK'S MOBILE**

**RESOLVED** That the existing contract with iD mobile not be renewed and a 36 month business contract be taken with [www.a1connect.co.uk](http://www.a1connect.co.uk) in the sum of £25 per month plus VAT (no upfront cost).

**46. ROLLESTONIAN OF THE YEAR**

**RESOLVED** That the Rollestonian of the Year 2019 be awarded to John Morris. The presentation will be made to Mr Morris at the July RPC meeting.

**47. QUOTATIONS**

**RESOLVED THAT:**

**47.1 Craythorne Car Park Posts**

The quotation in the sum of £200 plus VAT submitted by John Deacon to replace 5 no. 6ft posts that form a barrier to the portacabin be accepted.

**47.2 Cast iron litter bin by the Spread Eagle Island**

The quotation in the sum of £225 plus VAT submitted by John Deacon to shot blast the bin and apply two coats of paint be accepted. The contractor was to be asked to leave this work in abeyance until such time as the quotation for the posts and chains had been considered/accepted so that the quotations could be combined in an application to be made to the ESBC Councillor's Community Fund for funding towards the project.

The meeting closed at 9.30 pm

Signed .....

Date .....

DRAFT