

Rolleston on Dove Parish Council

Clerk: Mrs Mary Danby
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Our Ref: MD

07 October 2019

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend the Meeting of the Parish Council to be held in the Old Grammar School Room, adjacent to St Mary's Church, Church Road, Rolleston on Dove DE13 9BE on **Monday 14 October 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.

POLICE

Report by the Police Officer/PCSO covering the village.

TRANSFORMING THE TRENT VALLEY (TTTV)

Julia Baker, East Staffordshire Borough Council will give a presentation to explain the TTTV project, which includes the project at Brook Hollows.

- 1. TO RECEIVE APOLOGIES**
- 2. DECLARATIONS OF INTERESTS AND DISPENSATIONS**
- 3. PLANNING MATTERS**
 - 3.1 Planning applications**

Planning Application No.	Address	Proposal
P/2019/00954	Netherfield Grange, 175 Station Road	Change of use of land for the riding of horses and formation of a ménage for private use
P/2019/01132	Woodborough, Hall Grounds	Felling of 2 Lawson Cypress trees
P/2019/01138	The Spinney, Church Road	Crown reduction in height of up to 8 metres of 1 Silver Birch tree
P/2019/01142	The Old Orchard, Church Road	Felling of 3 Leylandii trees and crown reduction in height by 1.5m of 4 Leylandii trees
P/2019/01161	The Old Orchard, Church Road	Retention of trellis

3.2 Planning decisions

The following planning decisions have been notified:

Planning Application No.	Address	Proposal
P/2019/00583	36 Twentylands	Erection of part two storey and single storey front and first floor side extension, pitched roof over existing flat roofed side extension
Permitted		
P/2019/00889	The Croft, Burnside	Erection of a roofed pagoda at the rear of the house
Permitted		
P/2019/00935	29 Twentylands	Erection of a first floor side extension and single storey rear extension (Revised Scheme)
Permitted		
P/2019/00958	40 Church Road	Felling of one Sycamore tree
The LPA has no objection to the work and does not propose to make a TPO in this instance		
P/2019/00976	40 Alderbrook Close	Erection of a single storey link extension between dwelling and garage
Permitted		
P/2019/00992	16 Burnside	Removal of a limb on 1 Ash tree overhanging 18 Burnside
The LPA has no objection to the work and does not propose to make a TPO in this instance		

3.3 East Staffordshire Borough Council (ESBC):

Draft Supplementary Planning Documents for consultation

ESBC have prepared two draft Supplementary Planning Documents (SPD) (previously provided to Councillors via email) on which they invite the council's views by Friday 18 October 2019:

- a) The **Housing Choice SPD** provides applicants, developers including housing associations and other registered providers, valuers and landowners with information about the Council's requirements, to assist them in planning new housing developments and making planning applications. The final SPD when adopted will replace the Housing Choice SPD adopted in 2016.

b) The **Planning Obligations SPD** provides advice to customers and interested parties on when Planning Obligations (also known as S106) are likely to be required as part of new development and the process in agreeing the S106 through the application process. This SPD does not introduce new obligations or policies but lists all potential requirements in one document to assist applicants.

4. **TO RECEIVE THE MINUTES OF THE COUNCIL MEETING HELD ON 09 SEPTEMBER 2019 (ENCLOSURE NO. 1)**
5. **TO CONSIDER MATTERS ARISING FROM THE PREVIOUS MEETING**
6. **TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
7. **TO RECEIVE A REPORT FROM THE BOROUGH COUNCILLOR**
8. **TO RECEIVE REPORTS FROM PARISH COUNCILLORS**
9. **TO CONSIDER FINANCIAL MATTERS**

9.1 **Schedule of payments (as at 07 October 2019)**

Payee	Description	Payment Method	Gross £	VAT £
Value Products Ltd	Heated outdoor defibrillator cabinet	BACS (Paid 10/09/19)	595.14	99.19
Clerk	Reimbursement re play area signage and mobile phone case	BACS (Paid 12/09/19)	17.64	2.39
EE Ltd	Clerk's mobile	DD (Paid 19/09/19)	24.78	4.13
ESBC	Bin emptying (quarterly)	BACS (Paid 02/10/19)	846.02	141.00
1&1 IONOS	RPC Website: Monthly fee	DD (Paid 07/10/19)	5.99	1.00
P Gould	Mowing contract	BACS	1,198.23	-
Clerk	Clerk's salary (£670.44) and Clerk's expenses (£80.14)	BACS	750.58	-
Midshire Business Systems	Photocopier: Copy charges (quarterly)	DD	301.55	50.26
		TOTAL	3,739.93	297.97

9.2 **Bank Reconciliation as at 30 September 2019**

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01/04/18	Bank Statement	13,292.23	53,081.15	66,373.38
Movement in funds to date	PLUS Income	71,184.03	2,664.00	73,848.03
	LESS Expenditure	(39,895.22)	(2,000.00)	(41,895.22)
		44,581.04	53,745.15	98,326.19
30/09/19	Bank Statement	44,581.04	53,745.15	98,326.19

10. 2019/20 BUDGET AS AT 30 SEPTEMBER 2019 AND 2020/21 BUDGET

The council is requested to receive the budget report (**ENCLOSURE NO. 2**) and to consider its needs and potential projects for the 2020/21 financial year so that a draft budget can be prepared for consideration at the December meeting (the Precept will be declared at the January 2020 meeting).

11. BRITISH TELECOMMUNICATIONS CONSULTATION ON REMOVAL OF PUBLIC CALL BOXES – ROLLESTON (ENCLOSURE NO. 3)

12. BEST KEPT VILLAGE COMPETITION 2019 – JUDGES COMMENTS (ENCLOSURE NO. 4)

13. ACTION POINTS (ENCLOSURE NO. 5)

14. ROLLESTON VILLAGE FOOTPATHS LEAFLET (Minute No. 78.1 refers)

The council is requested to approve the revised Village Footpaths leaflet (**ENCLOSURE NO. 6**) and consider the following quotation from one company* for printing the leaflet:

500 No. folded leaflets	£223.33 plus VAT
1000 No. folded leaflets	£233.33 plus VAT
2000 No. folded leaflets	£416.67 plus VAT
2500 No. folded leaflets	£479.17 plus VAT
3000 No. folded leaflets	£625.00 plus VAT
5000 No. folded leaflets	£708.33 plus VAT

*A second quotation is expected to be submitted for consideration at the meeting, but this had not been received at the time of compiling the agenda.

15. ROLLESTON VILLAGE MAP (Minute no. 78.2 refers)

The council is requested to approve the revised Village Map (to be tabled at the meeting).

16. COLLEGE FIELDS: S106 AGREEMENT

Deferred from the previous meeting

17. STILES (Minute No. 78.4 refers)

a) The Landowner of Footpath Nos. 2,3 and 4 has confirmed that he would not wish to see kissing gates installed as stiles are much safer for livestock.

b) The Landowner of Footpath No. 5 has still not contacted either the SCC Public Rights of Way (PROW) Officer or the parish council. The PROW Officer had established that “as highway authority they have the power or right to maintain, alter or remove any structure of work on, over or under land that neither belongs to the highway authority, nor forms part of a highway for which we are the highway authority. In relation to section 291 “structure” includes a bridge, fence, barrier or post and ‘work’ includes tunnel, ditch, gutter, watercourse, culvert, drain, soakaway or pipe. The word structure does not seem to indicate that we can enter land to repair a stile which doesn’t really help in this situation.”

The PROW Officer asked whether an approach to the NFU may help to see if they can get the Landowner to contact either him or the parish council. The Clerk contacted the NFU, but they said that “unfortunately we would not be able to assist in this matter. Due to data protection legislation, we are not able to confirm whether the Landowner is a member of the NFU or not.” The Clerk has relayed the NFU’s response to the PROW Officer with a request as to how this matter can now be progressed.

18. CORRESPONDENCE

18.1 Meadow View (Minute No. 81.4 refers)

The resident was informed of the council's decision to install "no dogs in the play area" signs, noted that the area is covered by a Byelaw and that it is not possible to patrol the area due to the additional costs involved in so doing. The resident has responded saying that the Byelaw is ignored by many users and he believes that the council's actions "will have no effect whatsoever".

18.2 Tree issue – Walkway from Station Road to Meadow View (next to the post box)

A resident contacted the council expressing concern about the size and stability of the above tree, suggesting that its height needs review and capping at a suitable height.

The Clerk contacted the tree surgeon and asked that he visit the site to assess the tree and quote for any remedial works that might be necessary. The tree surgeon recommends that the Silver Birch tree have a 40% height reduction and small reshape – removal of the tree is unnecessary. The following quotation has been received:

- Reduction in height by 40%
- Small crown re-shape and reduction also
- All debris removed from site and area left tidy

Total cost: £335.00

18.3 Shotwood Close Public Open Space

Bryan Chinn contacted the council on behalf of the Shotwood Close Residents Association regarding tree works recently undertaken on the Public Open Space and asking what had prompted the council's decision to fell one of the trees. An explanation was provided to Mr Chinn.

Mr Chinn also mentioned that residents had commented that it is impossible for children to run among the trees on the Public Open Space due to branches being near the ground and he asks if the council plans to "coppice" the trees to a suitable height for children to run under them.

18.4 Staffordshire Parish Councils' Association (SPCA)

The weekly SPCA Bulletins have been forwarded to all councillors.

MINUTES OF THE MEETING OF ROLLESTON ON DOVE PARISH COUNCIL
HELD AT THE OLD GRAMMAR SCHOOL ROOM, CHURCH ROAD, ROLLESTON ON DOVE
ON MONDAY 09 SEPTEMBER 2019 COMMENCING AT 7.30 PM

PRESENT

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

In attendance

PCSO Evans
County Councillor White
3 Members of the Public
Mary Danby, Clerk

PUBLIC FORUM

No questions or comments were put to the council.

POLICE

PCSO Evans introduced himself to the council and spoke to the Crime Statistics Report previously provided to Councillors. The report showed an overall decrease in crime of 30% this year compared to 2018. The biggest reductions were:

- More serious violent crime with injury: -100%
- Arson: -60%
- Personal robbery: -50%

Councillors raised the issue of people littering gas cannisters around the village, specifically at the Craythorne Road car park and Elizabeth Avenue. Youths were also reported hanging around the street at Elizabeth Avenue. Councillors also raised the issue of youths congregating in their vehicles at the Craythorne Road car park and dropping fast food litter from their vehicles and not using the litter bin, causing unnecessary work for the council's contractor. PCSO Evans said that he would continue to visit both sites and that he would also speak to people in their cars to remind them not to drop litter.

Councillors asked for an update on the recent break-ins at the Scouts HQ and the Cricket Club. PCSO Evans said that both cases have gone to the Resolution Centre.

66. APOLOGIES FOR ABSENCE

Councillors Gooding, Robson and Toon.

67. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

68. PLANNING

68.1 Planning Committee – Minutes

RESOLVED That the Minutes of the Planning Committee meeting held on 12 August 2019 be approved as a true record.

68.2 Planning Applications

Application No.	Address	Proposal
P/2019/00889 No objection	The Croft, Burnside	Erection of a roofed pagoda at the rear of the house
P/2019/00958 Whilst Rolleston on Dove Parish Council has no objection to the above planning application, Councillors commented that it would have been useful to have more detail, e.g. photographs and a tree surgeon's report (mention is made in the application that advice had been taken from a tree surgeon).	40 Church Road	Felling of one Sycamore tree
P/2019/00961 No objection	86 Walford Road	Erection of two storey side and single storey front extensions
P/2019/00976 No objection	40 Alderbrook Close	Erection of a single storey link extension between dwelling and garage
P/2019/00992 No objection	16 Burnside	Removal of a limb of 1 Ash tree overhanging 18 Burnside

68.3 Planning Decisions

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

69. MINUTES

RESOLVED That the Minutes of the Council meeting held on 08 July 2019 be approved and signed as a true record.

70. MATTERS ARISING

Minute Nos. 11 and 52 – Tractor

It was noted that this had not been progressed and that the council would need to take over this project as the Youth Representative was now going to University. See Minute 77(a)

71. ENVIRONMENT COMMITTEE

71.1 **RESOLVED** That the Minutes of the Environment Committee meeting held on 12 August 2019 be approved as a true record.

71.2 Councillor S McManus reported that the Committee had met for a second time on 02 September at slightly different issues had been put forward. He asked the council to consider whether the Committee should be either a committee of the council or a new village group reporting to the council. Councillor S McManus said that the new group would need Terms of Reference and governance/funding would need to be put into place.

RESOLVED THAT:

- a) The committee be a new village group chaired by the Parish Council Chair.
- b) Councillor S McManus write the Terms of Reference, etc for the group
- c) A small amount of funding be made available to the group in a similar manner as operated for the Station Heritage Group.

72. COUNTY COUNCILLOR'S REPORT

Councillor White reported that:

- The Shobnall Road works had been completed on time
- The Burton railway station bridge was taking a little longer than anticipated to complete due to issues encountered during the works

Councillor S McManus asked for an update on the College Field Village Green application. Councillor White said that the Countryside and Rights of Way Panel meeting will take place on 20 September and he will make a presentation to that meeting. He said that the recommendation is to refuse the application and a final decision will be made at the Panel meeting.

73. BOROUGH COUNCILLOR'S REPORT

No report was available.

74. PARISH COUNCILLORS' REPORTS

74.1 Councillor Wyatt:

- a) He had noted the increase in tree and vegetation growth around the road signs and that the 40mph sign was now in the hedge. He asked if the council's contractor could be asked to clear the road signs in the interests of safety.

AGREED That the contractor be requested to clear the road signs.

- b) Knowles Hill – growth onto the road from the hedge on the right hand side of the road is a potential road safety hazard. He asked if the council's contractor could be asked to cut the hedge back.

AGREED That the contractor be requested to cut the hedge back from the road.

- c) Craythorne Road car park – there were potholes which need to be filled to prevent potential damage to users' vehicles.

AGREED That the contractor be asked for his view on the condition of the car park and for his quotation to fill the potholes.

74.2 Councillor Sanderson said that he was now Vice Chair of the Almshouse Committee (he is RPC's nominated representative on the committee).

- A Station Road resident had reported a persistent bonfire nuisance which prevents people from having their windows open on warm evenings/nights. On the Clerk's advice, the resident had obtained the relevant forms from ESBC and she was looking for other people to come forward who were affected by the bonfires.
- The overgrown hedge on Station road, which had not been cut for around 14/16 months, had been reported to Staffordshire Highways (Ref. No. 4170804).
- The log was still in the brook – contractor to be chased to deal with this as soon as possible.
- Signs had appeared on the Spread Eagle island railings – contractor to be asked to remove these.

74.3 Councillor Badcock referred to the longstanding problem of flytipping which was accruing on the path adjacent to the Craythorne Road playing field. The Clerk had previously reported the problem to ESBC on several occasions. Councillor Badcock said that he had contacted ESBC and they had displayed signs asking the landowner to contact them. The landowner had come forward and said that he would remove the rubbish but two weeks later it is still there and in fact it is being added to. He asked that Borough Councillor Toon be asked to take this up at ESBC and try to get this sorted out as soon as possible. He said that he would continue to chase this up with ESBC.

AGREED That Borough Councillor Toon be asked to take this matter up at ESBC.

- 74.4 Councillor Stewart reported that the Willow tree at 4 Beacon Road was overhanging the road and footway and needs to be cut back.

AGREED That the householder be requested to cut the tree back.

75. FINANCIAL MATTERS

78.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Councillors retrospectively approved the following which fell due for payment during the Summer recess:				
East Staffordshire Borough Council	Election costs	BACS (22/07/19)	116.02	-
1&1 IONOS	RPC Website: Monthly fee	DD (07/08/19)	5.99	1.00
Freeola Ltd	Village website: Qtrly charge	DD (09/08/19)	13.86	2.31
Clerk	Clerk's salary (£670.44) Clerk's expenses (£79.82)	BACS (12/08/19)	750.26	2.33
Evergreen Office Supplies Ltd	Stationery	BACS (12/09/19)	38.52	6.42
P Gould	Mowing contract	BACS (12/09/19)	1,198.23	-
J Deacon	Environmental Officer (£894.84); Refurbishment of John Bull sign (£339.30)	BACS (12/09/19)	1,234.14	205.69
Mazars LLP	Audit fee for year ended 31 March 2019	BACS (22/08/19)	360.00	60.00
iD Mobile Ltd	Clerk's mobile	DD (25/08/19)	28.76	4.79
		Sub Total	3,745.78	282.54
Payments due as at 09 September:				
S McManus	Reimbursement re purchase of maps in support of 1 st Registration of the Beacon Road and Craythorne Road Playing Field sites	BACS	88.78	14.80
J Deacon	Jinny Trail: Supply sleepers and concrete in for Cattle Dock information panel	BACS	84.00	14.00
Staffordshire Parish Councils' Assn	Planning Course	BACS	282.40	-
Playsafety Ltd	2019 RoSPA inspections	BACS	341.40	56.90
P Gould	Mowing contract	BACS	1,198.23	-
Clerk	Clerk's salary (£670.44), Clerk's expenses (£48.89)	BACS	719.33	-
HMRC	NI/PAYE – Qtr. 2/4	BACS	623.76	-
PEAC (UK) Ltd	Photocopier: Qtrly rental	DD (03/09/19)	210.74	35.12
1&1 IONOS	RPC Website: Monthly fee	DD (07/09/19)	5.99	1.00
J Deacon	Environmental Officer (£894.84); Craythorne Road playing field – install signs (£42.00)	BACS	936.84	156.14

Barnett Tree Services	Jinny Trail: Emergency call out – removal of large Ash limb lying in private garden on top of shed, fencing and garage	BACS	450.00	-
		Sub Total	4,941.47	277.96
		TOTAL	8,687.25	560.50

RESOLVED That the above payments be approved.

75.2 Bank Reconciliation as at 31 August 2019

The Bank Reconciliation was noted.

75.3 2019/20 Budget as at 31 August 2019

The Budget to date was noted.

76. COMPLETION OF AUDIT FOR THE YEAR ENDED 31 MARCH 2019

Councillors were informed that the External Auditor had signed off on the audit for the year ended 31 March 2019 and that no issues had been raised for the council's attention. The Completion Notice and full Annual Governance and Accountability Return had been displayed on the council's website as required under the current Regulations.

RESOLVED That the above be noted.

77. ACTION POINTS

a) Tractor (see also Minute No. 70)

It was noted that the Youth Representative had now left the council as he was starting University and it therefore fell to the council to resolve this matter.

RESOLVED THAT:

i) Councillor Gooding be requested to liaise with his contacts at the Pumping Station so that the tractor can be moved there and works undertaken to make it suitable for installation into a play area.

ii) Consideration be given to the location where the tractor will be installed.

b) Village Map (see also Minute No. 78.2)

Councillors considered whether a claim should be made on M&B for the map and frame to be replaced at their cost. Councillors agreed that, as the council could not provide evidence of the map and frame being undamaged prior to it being removed, this matter would be not progressed. The Clerk informed the council that M&B were arranging for the frame to be repainted at their cost as soon as possible.

c) Allocation of village areas to councillors

It was agreed to leave this in abeyance as the new village environmental group were keen to be involved with monitoring areas of the village.

d) Exploration of a new allotments site: To be added to Action Points.

78. ROLLESTON FOOTPATHS

78.1 Footpaths Leaflet

Councillor Stewart gave update on progress to date, adding that she was working with Clive Baker who had provided the artwork for the previous version. Mr Baker had offered to do the artwork free of charge but would welcome a donation towards the cost of the software. Councillor Stewart asked if it was necessary to include the footpath distances on the new leaflet.

RESOLVED THAT:

- a) A donation be made to Mr Baker towards the cost of software.
- b) Footpaths distances be removed on the new version of the footpaths leaflet except for the longer footpaths which take walkers to Tutbury.
- c) Comparative quotations be sought by Mr Baker and Councillor Wyatt for print runs of 2000 and 3000 quantities of the leaflet.
- d) A copy of the leaflet be distributed to every household with the Rollestonian.

78.2 Village Map

Mr Baker agreed to prepare a revised version of the Village Map for the council's approval.

78.3 Footpath Walks

Councillors Stewart and Wyatt confirmed that all the footpaths had been walked.

78.4 Stiles

The Clerk provided a comprehensive report giving an update on progress to date, including comparative quotations for metal and timber kissing gate options. Councillors felt that it would be beneficial to install some kissing gates if contributory funding could be accessed from the County Council's Community Paths Initiative.

RESOLVED THAT:

- a) The report be noted.
- b) The landowner of Footpath Nos. 2, 3 and 4 be contacted and asked if he would be amenable to kissing gates being installed instead of simply replacing the existing stiles.
- c) An update be provided to the next council meeting.

79. 2019 RoSPA REPORTS

The RoSPA play safety inspection reports for the council's four play areas had been circulated to all councillors. Councillors were generally pleased with the reports. Councillor S McManus undertook to write up the tasks to be completed and this list would then be provided to the council's contractor to enable to quote for those works.

RESOLVED THAT:

- a) Councillor S McManus write up the tasks to be completed, as set out above.
- b) The bolt on the Craythorne Road goal be replaced as soon as possible.
- c) The fence at the Elizabeth Avenue play area be welded as soon as possible.

80. COLLEGE FIELDS: \$106 AGREEMENT

It was noted that Councillor Gooding had asked for this item to be included on the Agenda for consideration but as he was absent from the meeting it was agreed that this item be deferred.

81. CORRESPONDENCE

81.1 Walford Road: Request for a gate to alley

The council had been contacted by a resident of Walford Road with two dogs who enjoy walking in the fields in the village. The resident says that "Unfortunately, there have been a few occasions when they have run from the far side of the field, through the alleyway, onto the road at the top of Walford Road. This is a risk to them and any passing motorists or cyclists. I have spoken to other dog owners and some of them have experienced a similar problem with their dogs. This could be easily resolved with the installation of a gate, similar to the one leading onto Beacon Road from the fields."

RESOLVED That the requested gate be included in the list of works to be undertaken on footpaths/stiles.

81.2 Marston Lane: Litter bin request

A resident who voluntarily regularly collects litter in the village has requested that a litter bin be installed at the parking area next to the river.

RESOLVED THAT:

- a) The request be agreed provided that ESBC will regularly empty the bin.
- b) A bin was required ½ along the Jinny Trail but ESBC had previously said that their vehicles could not access the site to empty the bin, therefore a bin had not been installed. It was noted however that there is a bin at the Stretton end of the Trail and ESBC were to be contacted to ask if they emptied this bin and if so they were to be asked to confirm that if RPC were to install a bin they would regularly empty it.
- c) ESBC to be contacted to ask (i) what its policy is on the provision of recycling bins and (ii) to ask if they will install recycling bins around the village, or at least at the Craythorne Road Car Park and at the Co-op.

81.3 Damage around the village

A resident had contacted the council to report:

Brook Hollows: The perimeter fence/edging next to Brook Hollows by the side of The Lawns road bridge is damaged. The Clerk had reported this to ESBC who said that an Officer would be sent to investigate the problem.

Brookside: The cobbled kerb in Brookside, near to Brook House, is damaged and is missing stones. The Clerk had reported this to Staffordshire Highways via its online reporting tool on 30 July.

RESOLVED THAT:

- a) The above reports be noted.
- b) ESBC to be informed that a bin was leaning at Brook Hollows.

81.4 Meadow View

The following has been passed to the parish council by ESBC. A resident of Meadow View had contacted ESBC expressing his concerns with the number of dogs running freely in the park where children are playing, and he thought better patrolling and signage should be used to reduce the risk to children. The resident also asks if the play area could have a sign suggesting stronger penalties for people not having their dogs on leads at all times. He stressed that something needs to be done.

Councillors noted that the council has Byelaws signage in place, and it is not viable/possible to have someone patrolling the area as the resident asks.

RESOLVED That "No dogs in the play area" signs be purchased and installed at the Meadow View and Elizabeth Avenue play areas (two signs at each location).

81.5 Staffordshire Parish Councils' Association (SPCA)

The weekly SPCA bulletins had been forwarded to all councillors.

81.6 Easement for gas supply under The Croft

Councillors were advised that the Rolleston Almshouse Charity had supplied the completed Deed of Easement dated 25 July 2019 for retention by the council.

82. 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.

83. DEFIBRILLATOR

Councillors were advised that the Rolleston Club are happy for the defibrillator to be relocated and will continue to monitor and maintain the defibrillator within a heated outdoor cabinet (cabinet to be provided by the council).

RESOLVED That a Public Access Defibrillator Cabinet be purchased from www.firstaid4less.co.uk at a cost of £495.95 plus VAT.

84. FOOTPATH BARRIER

Councillors were advised that:

- a) Permission would be required from either ESBC or the County Council to install footpath barriers.
- b) The contractor's quotation had not yet been received.

RESOLVED That this item be deferred pending receipt of the contractor's quotation.

85. TREE WORKS

Reports had been received of problems with the Millennium Oak and trees on Shotwood Close Public Open Space. Quotations had been received and were considered by councillors.

RESOLVED That the tree surgeon (Barnett Tree Services) be asked if the two jobs could be "rolled" into one at a reduced cost (the combined quotations currently totalled £1,000) and that the works be undertaken as soon as possible.

86. JAMIE'S GARDEN – QUOTATION RE POSTS AND CHAINS

RESOLVED That John Deacon's quotation in the sum of £275.00 plus VAT to treat the oak posts and paint chains be accepted and that the works be funded from the BKV Earmarked Reserve.

87. OLD RAILWAY TRACK, NR ROLLESTON ON DOVE

RESOLVED That the correspondent be advised that the council would be interested in having a discussion.

The meeting closed at 9.30 pm

Signed

Date

ROLLESTON ON DOVE PARISH COUNCIL
2019/20 BUDGET AS AT 30 SEPTEMBER 2019

	2019/20		
	Budget	As at 30/09/19	Remaining funds
	£	£	£
INCOME			
Precept	60,049	60,049	
Interest Received	15	13	
Grants & Donations received	-	2,150	
Council Tax Support Grant	1,665	1,665	
Garden Rent	-	125	
Allotments Rents	-	6	
Beacon Road Substation Lease	-	120	
Football Pitch Fees	-	465	
Other income	-	4,600	
Total Income	61,729	69,193	
OPERATIONAL EXPENDITURE			
Donations / Subscriptions	475	238	237
Salary / Expenses	12,000	5,269	6,731
Other Admin	2,636	2,431	205
Governance	3,200	3,573	- 373
Mowing	15,524	7,189	8,335
Bin Emptying	2,548	1,410	1,138
Environmental Contract	11,686	5,876	5,810
Website	100	69	31
Play Areas	5,000	296	4,704
Plants / Trees	1,788	939	849
Capital	800	-	800
Contingency	5,000	2,757	2,243
Total Operational Expenditure	60,757	30,047	30,710
TOTAL EXPENDITURE	60,757	30,047	30,710
TOTAL INCOME	61,729	69,193	69,193
NET INCOME OVER EXPENDITURE	972	39,146	38,483

Earmarked Reserves	£	£	£
Best Kept Village Works	10,000	1,000	9,000
Tractor Project	1,000	-	1,000
Shotwood Close POS	1,000	-	1,000
Brook Hollows	10,000	-	10,000
Potential Capital Projects (see plan below)	8,026	-	8,026
Total Capital Project Expenditure	30,026	1,000	29,026

EA Funding available as at 01 April 2019	24,372	6,258.00	18,114
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Plan of Potential Capital Projects	
Craythorne fence and car park	5,000
Elizabeth Avenue safer surfacing	TBC
Tree maintenance (Jinny Trail, Tafflands) 7 days	TBC
Jubilee Orchard tree removal	250
Bus shelter - Knowles Hill	5,000
Noticeboard - Knowles Hill	1,500



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

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

20th September 2019

Dear Sir/Madam

East Staffordshire Borough Council has received notification for a proposal by British Telecommunications Plc for the removal of public call boxes pursuant to Part 2 of the Schedule to a Direction published by Ofcom on 14th March 2006 ("the Direction").

East Staffordshire Borough Council, in accordance with section 49(4) of the Communications Act 2003 ('the Act'), hereby consult with you on your views in response to a proposal by British Telecommunications Plc for the removal of public call boxes pursuant to Part 2 of the Direction, as per list below:-

01283 812011 – Outside Post Office, Station Road, Rolleston, DE13 9AA

This consultation process gives local communities the opportunity to adopt a traditional red 'heritage' phone box and make them an asset that local people can enjoy. It is really simple to do and it costs just £1. More details can be found at <http://business.bt.com/phone-services/payphone-services/adopt-a-kiosk/>.

In order to consult with the wider community within your parish, I would request that you arrange for the attached copies of the notice be also placed in public places used by the local community in order to make them aware and also have the opportunity to comment.

Yours faithfully

A Smith

Andrea Smith
Planning and Local Land Charges Manager

cc: Ward Councillors

P.O. Box 8045, Burton upon Trent, Staffordshire, DE14 9JG
www.eaststaffsbc.gov.uk

ENCLOSURE 3

3rd September 2019



IMPORTANT NOTICE

Public Telephone Kiosk

01283 812011 – Outside Post Office, Station Road,
Rolleston, DE13 9AA

We are proposing to remove the payphone service at this location.

If you have any comments about this, please contact the Planning
Department at East Staffordshire Borough Council:-

dcsupport@eaststaffsbc.gov.uk

or

Planning Department
East Staffordshire Borough Council
PO Box 8045
Burton upon Trent
Staffordshire
DE14 9JG

within 42 days from the date of this notice, quoting the telephone
number as shown above.

ENCLOSURE 3

Dear BKV Entrant

Best Kept Village Competition 2019

Thank you for taking part in this year's BKV competition. I hope that you achieved what you set out to do and applaud you for making the efforts which you did. It's very rewarding to achieve 'top honours', but the real philosophy behind BKV is for villages to take part and to get their community working together to maintain or improve the appearance of their village.

We had 41 entries this year, which is much the same as last year. A number of villages, who entered regularly in the 1980's and 1990's, have dropped out of BKV for various reasons in recent years. I think that is a shame and The Community Foundation will be doing all it can to encourage new entries in 2019 and I would be really pleased to see more in 2020.

The 'Best' villages were separated by just a few marks again and judges felt that overall standards were very good indeed. The Judge's comments, which are attached to this letter will show you where you did particularly well this year, but also where you could make improvements for 2020. I hope you will find the comments fair, constructive and helpful. If you have any questions or comments on the comments please contact Jo Cooper at The Community Foundation.

The BKV Working Group, which organises the BKV Competition on behalf of The Community Foundation will meet in November to look forward to next years BKV competition. So, if you have any comments or suggestions about the format of the BKV Competition please let Jo Cooper know at The Foundation, preferably before the end of October. Do you think that there should be any changes to the various elements to be judged or to the judging areas, for instance?

We are only about to run the BKV Competition with the help of out volunteer judges. There were nearly 70 this year in Rounds 1 and 2 and we are always looking for new judges. So, if you know of anyone who might like to be a BKV Judge please ask them to contact Jo Cooper. We offer two interesting days visiting some of Staffordshire's pleasant villages, good company, lovely pubs for lunch and perfect weather! We provide training for all new judges and it's not rocket science!

Finally. This has been my last year as Chairman of the BKV Working Group. I shall step down with many happy memories of the villages which I have visited over the years and the many wonderful BKV volunteers I have met all over the County. I wish the BKV Competition every good fortune in future and hope that it continues to develop as it has over the past 64 years. I shall continue as a judge, so perhaps we will meet again in your village sometime between May and June next year!

Thank you for your continued interest and involvement in BKV. I hope that you will enter again 2020 and do well in the competition. If you would like a meeting to discuss BKV in general or any aspect of the judge's comments, please get in touch with The Community Foundation.

Yours sincerely,
best wishes,

John T Perry, MBE
Chairman, BKV Working Group

JUDGES COMMENTS 2019 ROLLESTON ON DOVE

BKV awareness was achieved through articles in the parish council newsletter, in the village magazine, the Rollestonian, on the village website and Facebook page. However, judges did not find any BKV posters displayed in the village, despite the entry form stating that they could be found in 5 locations.

The entry form indicated that children's posters would be displayed at 6 locations, but very few were actually seen. It would have helped if the locations had been marked on the map.

In May the notice boards were in good condition with neatly displayed notices. In June, the school notice board was clean and tidy, as were the notice boards in Burnside and in Bodecliffe Road and at Craythorne playing fields. The glass was smashed in the notice board at the Co-op.

There was some parish information and a few activities were advertised on the church notice board, but there was nothing about groups or contacts in the village on any of the boards and no recycling or dog fouling information.

The churchyard had been well mown on both judging visits. In May cuttings had been left on the path, probably because mowing was taking place at the time! Graves were well tended and the bench at the front of the church was in good condition. Two benches at the rear of the church were covered in lichen and needed a wash down. There were two good notice boards. At the front of the church there was an 'ugly-bug' display made by the local children which the June judges liked.

The village hall is within the grounds of the church and was maintained to a very good standard.

In May The Spread Eagle public house and The Jinny were clean and litter free. The hanging baskets at the Spread Eagle needed attention. In June some litter was found at the Spread Eagle, but apart from that, the surrounds were tidy. The Brookside Hotel was closed in June.

The telephone box (not included on the entry form) was tidy and in a good condition in May, but in June judges commented "that it was very dirty both inside and out and generally in a poor condition".

In May all the bus shelters were in good condition. May judges liked the milepost seat in the shelter opposite The Spread Eagle. June judges liked the shelter and notice board with parish council information at Dovecliff Road, but it needed a sweep out. June judges liked The Spread Eagle shelter with its small notice board (bus timetable but no other information) and lovely planters. The Church Road shelter was dirty with lichen in June.

Seats and benches were in reasonable condition and free from weeds and litter. The seats opposite the Spread Eagle and in the Elizabeth Avenue play area were particularly good, but some of the other seats and benches will need attention soon.

Three village features were noted on the entry form, but their locations were not shown on the map. May judges assumed that the village sign, the anvil and memorial area were the three features stated. The planter near the anvil contained one plant only and the area under the trees needed a lot of attention. June judges commented on the area opposite The Spread Eagle, which was tidy, fenced off and picturesque, with a bus shelter and finger post.

The large public open spaces were, in general well maintained. The grass at Craythorne playing fields was well mown, and an area was laid out as a football pitch. There was some litter here in June. Brook Hollows was a delightful conservation area in June, with no litter. The Jinny nature trail was another pleasant conservation area with a good notice board showing local information. The Jubilee Orchard was litter free. Both May and June judges had some difficulty in locating the open spaces as they were not clearly identified on the map.

All the incidental open spaces were neat and tidy, litter free and the grass appeared to have been cut regularly.

Most private gardens were well maintained, and those that were not appeared to be at vacant properties.

The children's play equipment and safety surfaces were in good condition and generally well maintained. The slide at Elizabeth Avenue would benefit from a coat of paint.

The map did not make life easy for the judges. It provided them with the bare bones of the village and was sufficient to find their way around the village. It could be greatly improved by showing exactly where all the BKV elements to be judged are located, relating those to the numbers on the entry form and showing them by means of colored symbols and key numbers. There are many good examples of BKV maps which you could look at. Please contact The Community Foundation if you would like to see such a map or if you would like a member of the BKV Working Group to advise you.

Judges found Rolleston on Dove generally very clean and tidy, with very little litter and no dog fouling. June judges commented "we found its unique treatment of water delightful. It is a very attractive village which we will visit again". It was difficult to discern from evidence on the ground the extent of community awareness and involvement. The entry pack contained information on the village's excellent preparation for entry into the BKV competition. Meetings had been held seeking to involve all the residents in preparing the village for judging. A BKV children's poster competition was publicized by the Parish Council and the winning posters were an important part of the village's BKV entry. Sadly, this initiative did not translate well to what appeared on the ground. No BKV posters were seen and very few children's posters. It was a shame that such worthwhile efforts that had been made in preparation for the competition did not materialize "on the ground".

It is good to see Rolleston on Dove entering the Best Kept Village competition after a break of 20 years. Lessons can be learned from the experience this year. With a good map, plenty of BKV and children's posters and attention to detail, Rolleston on Dove could shine in the competition in the future and perhaps challenge for top honors soon. If the Parish Council wished to discuss the comments and seek further advice on how things could be improved for next year, please contact Jo Cooper at The Community Foundation and arrange a date for a meeting. Thank you for entering the competition this year and for making a good first impression. We hope to see you in 2020.

John T Perry MBE
Chairman, BKV Working Group

ROLLESTON ON DOVE PARISH COUNCIL

Actions Points

January - September

2019 inclusive

Month	Minute Ref	Action	Responsibility	Comments	Deadline	Status
February 2019	8.7	Burnside railings and bridges	Clerk	The bridges and railings need some maintenance works to be undertaken and repainting is necessary.	Ongoing	Request made to Richard Rayson, Staffs Highways on 16/05/19. Follow-up sent 12/06/19 (copied to County Cllr White). It has since been confirmed that the bridges and railings are not SCC's responsibility and the Clerk advised the council that RPC has engaged contractors on several occasions in the past to undertake maintenance/painting of the bridges and railings. At its meeting on 14/05/19, Minute No. 24 the council RESOLVED THAT: a) Following receipt of information from the council's historical records which confirms that the parish council had commissioned and paid for maintenance/painting works on the Burnside and Brookside railings in the past, the council accepts responsibility for maintaining the railings going forward. b) Given that the maintenance works will require a significant financial commitment it was agreed that the works be broken into smaller sections and that the first section would be the railings around the John Bull sign on the Spread Eagle Island. Councillor Stewart would provide photographs of the work required on this section for discussion on the next council agenda.
	12.3	Footpaths/stiles	Clerk	Works identified by the Burton Conservation Volunteer Survey to be progressed, starting with obtaining landowners permission for the works to be undertaken.	Ongoing	SCC's PROW Team gave the Clerk the contact details for two landowners - letters were sent to them on 23/05/19. One positive response has been received, a follow-up letter was sent to the 2nd landowner on 14/06/19 to which no response was received. The Clerk contacted the PROW Officer who also attempted to contact the landowner - no response had been received as at 27 August 2019 and the Clerk has approached the Officer for advice on how to proceed. The PROW Officer has also been asked to clarify what funding RPC can apply for to offset the costs of the proposed works.
	12.5		Clerk	To be printed in house and distributed with the Autumn issue of the Rollestonian.	Completed	The Directory will be published with the Winter issue of the Rollestonian.
	17	Tractor	Cllr Gooding	Progress to be reported to October RPC meeting.	Ongoing	As the former Youth Representative had been unable to complete this project before going to University the council has asked Cllr Gooding to liaise with the Pumping Station to progress this project.
	Part 2 (March 2019)	Beacon Road Electricity Sub-station	Clerk	Lease with E.on to be completed and land registered with HMI Land Registry.	Ongoing	RPC's solicitor wrote to the solicitors acting for Western Power of 12 th April asking them if they would be prepared to complete the Lease on the basis of the current unregistered title but have received not response. The Clerk has asked that Western Power's solicitors be chased for a response. This matter is now in abeyance pending 1st Registration of the land with HMI Land Registry.
May 2019	Part 2, Minute 23.1	Graythorne Road Playing Field and Beacon Road site	Clerk	Decision made to engage SCC Legal Services to undertake the necessary work to secure the First Registration of the two sites in RPC's name.	Ongoing	SCC Legal Services were engaged on 16/05/19. Further information has been provided to enable a Witness Statement to be drafted for swearing by Cllr Toon - the draft statement has not yet been received from Legal Services.

ROLLESTON ON DOVE PARISH COUNCIL

Actions Points

January - September

2019 inclusive

June 2019	30	Damaged post on Burnside	Clerk	Staffordshire Highways to be contacted again asking for a response.	Ongoing	Email sent to Richard Rayson on 12/06/19 (copied to County Cll White). The email was passed to Trevor Mellor who was dealing with this matter. A follow-up email was sent on 12th July as no response had been received. A further follow-up email was sent on 28th August requesting a response by 3rd September. Trevor Mellor, Staffs Highways responded on 12th September "Sorry that this has taken so long to deal with as SCC still say that this fence is not ours to maintain. A job has been raised to make repairs to the damaged fence in Burnside. Thank you for the info and the incident number this has now been forwarded to our partners to hopefully schedule these works and to recharge the costs to the drivers insurance. Unfortunately I can not give a date to when this work will be carried out."
June 2019	33.3	Footpath barriers	Clerk	Quotations sourced for alternative footpath barriers and these were considered at the July meeting.	Ongoing	Quotation to be obtained for the installation of a motorcycle inhibitor style barrier - John Deacon was requested to provide a quotation. ESBC/SCC have confirmed that permission is required to replace the existing barriers with an alternative version.
June 2019	36	Footpaths and stiles	Clerk	Replacement stiles, footpath works - identified in BCV survey report	Ongoing	Positive response received from one landowner, follow-up letter sent to the 2nd landowner. BCV contacted and asked if they would be able/willing to supply hardcore, Waymarkers, etc and to quote on this basis. A further report was provided in the September 2019 RPC agenda. 1st landowner to be asked if he would accept kissing gates to replace the existing stiles. The landowner does not want kissing gates as stiles are safer for livestock. A response has yet to be received from the 2nd landowner - an update was provided in the October 2019
June 2019	Part 2, Minute 44.4	Elizabeth Avenue Playing Field and Meadow View Play Area	Clerk	Decision made to engage SCC Legal Services to undertake the necessary work to secure the First Registration of the two sites in RPC's name.	Ongoing	SCC Legal Services were engaged on 12/06/19. Additional information was requested, which has been provided.
July 2019	55.5(b)	Field Drive - street name sign	Clerk	ESBC had yet to replace the street name sign.	Ongoing	ESBC were chased for the sign to be repaired as soon as possible. They responded saying "Sorry there is a delay on this one. Cadent (Gas company) have raised a concern over the location of the SNP. Our contractor is still awaiting their report."
July 2019	58.3	2019/20 Budget	Clerk	The Clerk was asked to vire budgets to fill the new cost centres provided by the accounting software and to include Earmarked Reserves in future reports.	Ongoing	This will be completed ASAP. A summary budget report will be published until the new report is ready.
September 2019	77(d)	Exploration of a new allotment site	All	Added to Action Points list	Ongoing	
TO BE ACTIONED BY OTHER AGENCIES/LOCAL AUTHORITIES						
Month	Minute Ref	Action	Responsibility	Comments	Deadline	Status
December 2018	15	Yellow lines / one-way system on School Lane		Added to Action Points list		



All footpaths are walked, officially once a year by members of the Parish Council, to check that all are passable or if any remedial work is required.

If however you spot something that needs attention, or you have any comments in general about the village, please contact the Parish Clerk.

Tel: 07908 545 412
rollestonpc@outlook.com

Feedback:

Make no unnecessary noise.

Take your litter home.

Help to keep all water clean.

Protect wildlife, plants and trees.

Take special care on country roads.

The Country Code

Enjoy the countryside and respect its life

and work.

Guard against all risk of fire.

Fasten all gates.

Keep your dogs under close control.

Keep to public paths across farmland.

Use gates and stiles to cross fences, hedges and walls.

Leave livestock, crops and machinery alone.

Rolleston on Dove PUBLIC FOOTPATHS

- 1

Church Road north-east to Glebe Close (leading to Marston Lane).

2

Home Farm Park entrance at Marston Lane, north-west to Shotwood Hill Lane.

3

Church Road, into Shotwood Close, path on the left, north to Shotwood Hill, joining footpath 4.

4

Footpath 3 at Shotwood Hill, north-west to parish boundary, at Cornmill Lane, joining footpath 5.

5

Marston Lane, 150 yards north-east of Home Farm Park entrance, north-west to parish boundary, south-east of Hoblands Farm.

6

Marston Lane by Old Mosley Farm and Dovelea, north-east to Marston Lane at junction with footpath 7.

7

Marston Lane at termination of footpath 6 at ponds. South to the farm yard and into Brookside.
- 8

Church Road to Woodside Farm, left towards cemetery, then south west along Fiddlers Lane (bridle path) to Lodge Hill (A511).

9

Junction of Anslow Lane and Knowles Hill, south west by Brook Hollows.

14

Beacon Road by Brindle Cottage, south east to Tafflands and Craythorne Road.

15

Dovecliff Road near Jinny Nature Trail to Craythorne Road at Craythorne Farm.

17

Church Road, between church and inn, south to Burnside opposite Commemoration Hall.

18

Craythorne Road at junction with footpath 14, west to Walford Road.

19

A511 north east to Brook Hollows Spinney, joining footpath 9.

Places of general interest:

A The Eagle Inn and Restaurant, dating from circa 1820's, a wing, included a number of cottages and a wing, in later times.

B Saint Mary's Church, a place of worship since the early 12th century; the presence of a priest is recorded in the Domesday Book. The present church was built during the 13th century, its south aisle housing memorials to the Mosley family. Built in 1919, the lych gate is dedicated as the village war memorial.

C The Old Grammar School, situated on the western boundary of the churchyard, was built with bricks in 1638, following a fire to the original. Retaining some of the earlier masonry, it housed the school, founded in 1524 by Robert Sherborne, Bishop of Chichester until 1909 when the state school opened.

D Brookside, a picturesque village lane, once the main route from Stretton and Claymills, fully lives-up to its name. Cottages flank its north side, as it follows the course of the Alder Brook.

E The Commemoration Hall, also known as Rolleston Club, the earlier part of the building dating to 1897, was erected to commemorate the diamond jubilee of Queen Victoria. Sir Oswald Mosley, a generous benefactor to the community made rules that there should be no ties to a political party or to any class of religion, all equal, all friendly. But what he did debar was socialism, anarchism, and gambling.

F The Jinnie Inn and Restaurant, once a farmhouse, is said to have served as an ale house for the refreshment of the navvies building the railway line in 1847/8, before reverting to agriculture.



G The Jinny Nature Trail follows the route of the railway line that linked Rolleston and Stretton until 1968. The remains of the station have been unearthed and identified with illustrated signage, the area between the two platforms is now a wild flower meadow.

H Brook Hollows Spinney is an area once part of the Mosley estate, the lake being one of a series of fishing and pleasure lakes dug along the Alderbrook. Reinstated during the 1970's the lake is surrounded by woodland creating a natural habitat.

J The Alms Houses, their lawns skirting the Alder Brook, have been the subject for many pictures depicting the village. Built in 1712 the dwellings have been frequently upgraded, their thatched roofs being replaced by slate in 1833 and then tile by 1893.



You may find an Ordnance Survey map helpful:
Pathfinder sheet number SK 22/23

This leaflet has been published by
Rolleston on Dove Parish Council
with assistance from
Staffordshire County Council's
Community Paths Initiative.



Design and artwork: images@clive-baker.co.uk



A Spread Eagle Inn and Restaurant

A recommended route – approximate distance 4km.

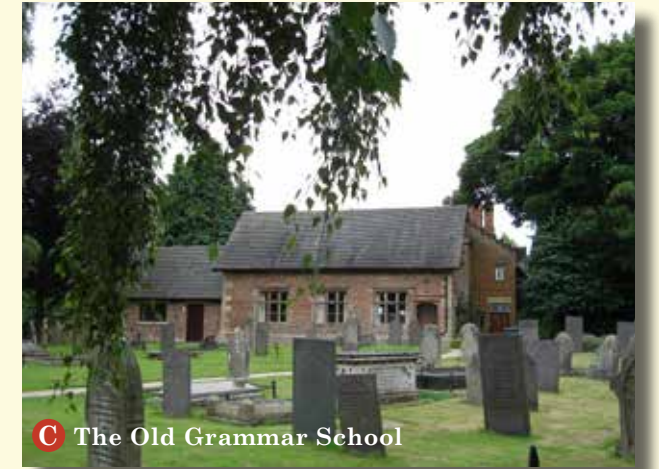
Commence your walk at the Alms Houses **J** by the Alder Brook at Burnside. Cross the brook by the white footbridge, and proceed diagonally across the Croft (footpath 17); passing between the Church **B** and the Spread Eagle Inn **A**, proceed along the footpath and turn left along Church Road.

Passing the Church and Old Grammar School **C** turn right into Marston Lane. Where the lane turns right, carry straight-on to the left of the cottages, along footpath 2. Joining Shotwoodhill lane by a stile, continue along footpath 4 until reaching Cornmill Lane.

Turn sharp right, keeping the stream to your left along footpath 5 back to Marston Lane; turning left along Marston Lane, continue for a short distance before passing through the gate to the right and crossing the field by footpath 7. Pass through a gate and proceed through the farm yard to reach Brookside; turning right, walk towards the Church, cross Church Road and re-trace your steps along Burnside towards the Alms Houses **J**.



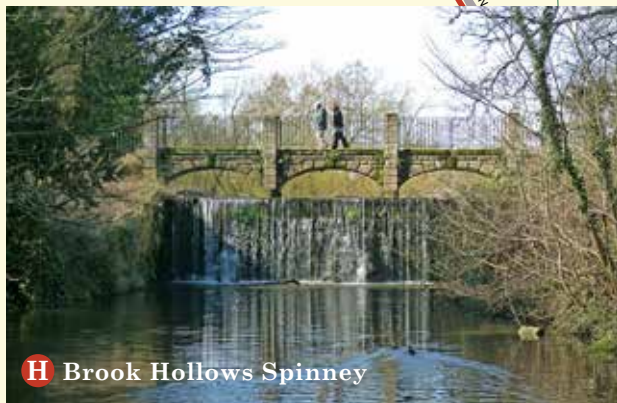
B Saint Mary's Church



C The Old Grammar School



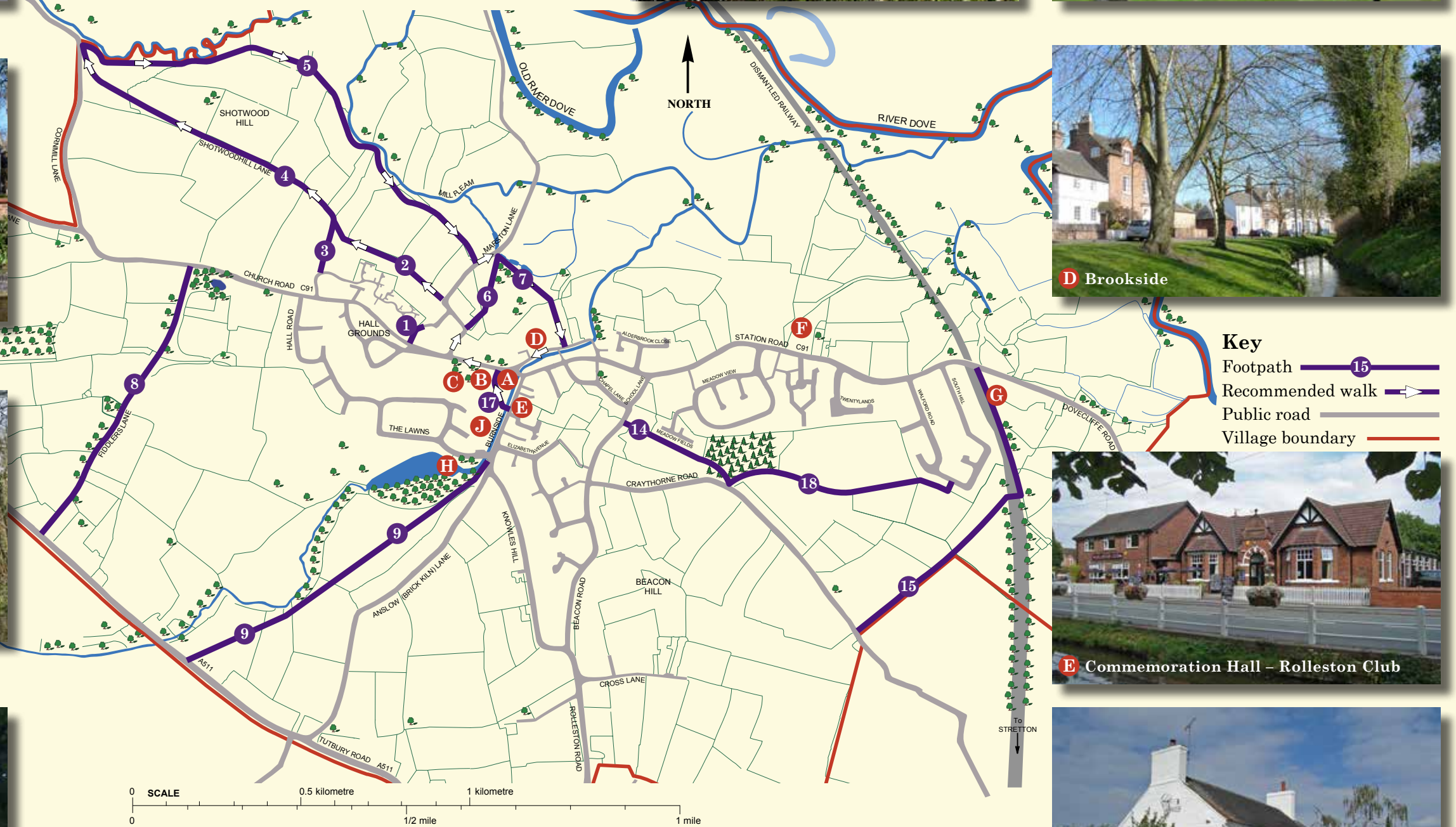
J Burnside – Alms Houses



H Brook Hollows Spinney



G The Jinny Nature Trail and Station Site



D Brookside



E Commemoration Hall – Rolleston Club



F The Jinnie Inn and Restaurant