

**MINUTES OF THE MEETING OF ROLLESTON ON DOVE PARISH COUNCIL**  
**HELD AT THE OLD GRAMMAR SCHOOL ROOM, CHURCH ROAD, ROLLESTON ON DOVE**  
**ON MONDAY 14 OCTOBER 2019 COMMENCING AT 7.30 PM**

**PRESENT**

Councillor S McManus (in the Chair)

Councillors Badcock, Gooding, E McManus, Sanderson, Stewart, Toon and Wyatt

**In attendance**

Julia Baker, ESBC

8 Members of the Public

Mary Danby, Clerk

**PUBLIC FORUM**

A resident of Dodslow Avenue raised three issues with the council:

- She explained the problems an elderly disabled neighbour who must use a mobility scooter – he is unable to go through the barrier on the jitty to/from Beacon Road and he is only able to go out from his front entrance with a great deal of difficulty. She asked if the barrier could be removed. The Council Chairman explained that the council was already aware of the issue and was exploring options to resolve this situation.
- She wanted to say “thank you” to all those involved with ensuring that the flytipping on the Craythorne Road track was removed.
- She said that the hedge along the jitty had been cut and the cuttings had been left on the ground, weeds were also growing again resulting in the area looking a mess. The Council Chairman said that this will be investigated.

**POLICE**

PCSO Evans had advised that he was unable to attend the meeting and he had provided a written report which was circulated at the meeting.

**TRANSFORMING THE TRENT VALLEY**

Julia Baker introduced herself, saying that she works for East Staffordshire Borough Council in the Regeneration section and that she was at the meeting to summarise the project delivery of Brook Hollows under the Transforming the Trent Valley Partnership Scheme.

The Transforming the Trent Valley Landscape Partnership Scheme consists of several Delivery Partners such as Staffordshire Wildlife Trust, Trent Rivers Trust and East Staffordshire Borough Council along with several supporting partners – in all there are 18 partners involved. Their purpose is to celebrate the waterways, industries and the communities that are the life-force of this rapidly evolving river valley landscape and which have shaped and continue to influence its form and use.

The total project will cost £4.75 million to deliver and the national heritage fund have awarded them a grant of £2.66 million. The rest will come from in kind time, volunteering and by securing additional grants and donations.

Their projects will be delivered under three themes:

- Connecting Communities through Action
- River Valley Connections and
- Transforming the Landscape

Brook Hollows falls under the Transforming the Landscape theme and will be delivered by East Staffordshire Borough Council.

The work will consist of restoration including some removal of silt from the lake to reduce current levels and looking to create an engineering solution to reduce future silting taking place.

Alongside this will be an ongoing programme of woodland maintenance which will ensure the best possible environment for wildlife and inform visitors of the history of the site by developing its heritage and if possible, identify and replace some of the original specimen trees planted in the 19<sup>th</sup> century.

The site can also be somewhere to hold annual events celebrating the heritage and nature for the benefit of the local and wider community.

Volunteering days can be held that will help to maintain the area and develop skills. Also, education opportunities will be provided for children from inner wards of Burton and the surrounding area.

The scheme is designed to provide the best balance between restoring the water area to a standard that provides a utility that people can derive a variety of benefits and within a budget that provides best value. This ambition is not only aimed at achieving best value for the works but also the ongoing maintenance.

The project was due to start in September 2019 but owing to the delay in receiving the funding and after considering all of the facts and the pre-works needed to be done on the project and lastly the limited timespan in a year we have to do the actual work it was decided that the pre-works such as surveys and the procurement exercise to appoint a contractor would begin in February next year. The actual engineering works would take place in September 2020 followed by additional tree works. In 2021 the footpath and heritage works would be concluded with the delivery of four educational visits from 2021-2023 covering the lifespan of the project of 5 years.

Julia then invited questions/input from councillors and members of the public:

- Members of the public asked if it was possible to install additional lighting, and perhaps a security camera because problems are being experienced with people using drugs at Brook Hollows.
- Designated, accessible footways were requested.
- The area is very overgrown, and no swans had been seen this year, possibly because the island sides are too steep for the cygnets to negotiate to return to the nest on the island
- A resident said that there used to be fish in Brook Hollows but there are none there now.
- A resident queried the depth of the trench – Julia responded saying that this will depend on how much silt is to be removed.
- In response to a query from the Council Chairman, Julia said that an ecological survey and a bat survey will be done in February 2020 and the results should be available in March. An engineering contractor is to be procured and a scheme should be available by the end of June 2020.
- A resident said that water comes from the Black Brook and she asked if this is part of the proposed work. Julia said that the flow of the water will be looked at.
- A resident queried if effluent from farming was permitted to drain into Brook Hollows.

Julia concluded by saying that she will provide updates to the council. The Council Chairman said that these would be available via the council's website and Facebook page and Julia will be invited to a future meeting as the scheme progresses.

**88. APOLOGIES FOR ABSENCE**

Councillor Robson  
County Councillor White

**89. DECLARATIONS OF INTEREST AND DISPENSATIONS**

None declared.

**90. PLANNING**

**90.1 Planning Applications**

Application No.	Address	Proposal
P/2019/00954 No objection	Netherfield Grange, 175 Station Road	Change of use of land for the riding of horses and formation of a ménage for private use
P/2019/01021 No objection	Craythorne Farm, Craythorne Road	Retention of outbuildings as restaurant/café (Class A3), shops (Class A1), hair salon/beauty and cattery (Sui Generis)
P/2019/01132 No objection	Woodborough, Hall Grounds	Felling of 2 Lawson Cypress trees
P/2019/01138 No objection	The Spinney, Church Road	Crown reduction in height of up to 8 metres of 1 Silver Birch tree
P/2019/00142 No objection	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 No objection	The Old Orchard, Church Road	Retention of trellis

**90.2 Planning Decisions**

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

**90.3 East Staffordshire Borough Council (ESBC):**

**Draft Supplementary Planning Documents for consultation**

ESBC had prepared two draft Supplementary Planning Documents (SPD) 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.

**RESOLVED** That the above documents be noted.

**90.4 Planning Appeal decisions**

**RESOLVED** That the planning Appeal decisions regarding Land at the Brookhouse Hotel, Brookside be noted.

**91. MINUTES**

**RESOLVED** That the Minutes of the Council meeting held on 09 September 2019 be approved and signed as a true record.

**92. MATTERS ARISING**

**Minute No. 74.1**

Councillor Wyatt reported that the vegetation around the 40mph sign had not been cleared and that the hedge on Knowles Hill had also not been cut back.

**AGREED** That the contractor be requested to undertake the above work as soon as possible.

**93. COUNTY COUNCILLOR'S REPORT**

Councillor White was unable to attend the meeting and he had provided an update via email:

"In terms of an update, I am pleased to confirm that the refurbishment of the pedestrianised section of Station Street will be going ahead early in the new year as a joint venture between Staffordshire County Council and East Staffordshire Borough Council.

In addition, East Staffordshire has been successful in getting through to the final round of bidding for the Towns Fund, which will offer up to £25 million for improvements to the town focused on transport connectivity, technology, skills and culture.

These two successes represent the first results of the new closer working relationship between Staffordshire County Council and East Staffordshire Borough Council and there will hopefully be much more to come.

While, primarily a Network Rail project, I can also report that the delayed repair works to the railway station bridge in Burton, where Network Rail are strengthening and waterproofing the bridge, should be complete by the start of November. Staffordshire County Council will be resurfacing the road and reconfiguring the station forecourt at the end of the repair works to allow buses to pull in rather than stopping on the main road and will also be improving access for disabled users. As mentioned above, the delay is due to the Network Rail works not the County Council element!"

**94. BOROUGH COUNCILLOR'S REPORT**

Councillor Toon reported that the Washlands project is going forward and it will see the area regenerated.

**95. PARISH COUNCILLORS' REPORTS**

**95.1** Councillor Toon reported that:

- a) An elderly resident had contacted her regarding a blocked ditch opposite her property – the resident had attempted to clear this herself but had been unable to do so. Councillor Toon was concerned about the Health & Safety issues of the resident attempting to resolve the problem herself and she had given her the County Councillor's contact details so that he could be asked to resolve the issue. Councillor Toon also reported that the resident had telephoned Staffordshire Highways to report the problem but had been told that complaints could only be logged online – on being told that the resident does not have a computer, she was told to

go to a neighbour to use their computer. This was a totally unsatisfactory way of dealing with the resident's complaint.

**AGREED** That a letter of complaint be sent to Staffordshire Highways regarding the way the resident was dealt with by their Customer Services Team.

- b) Station Road – a resident had asked how high the hedge in front of Mr Deacon's yard was going to get to.

**AGREED** That Mr Deacon be requested to level the top of the hedge.

- 95.2 Councillor Sanderson asked if a letter of thanks could be sent to the Spread Eagle pub for their hanging baskets – this was agreed.

He said that the planters will be changed this week.

- 95.3 Councillor Badcock referred to the flytipping problem on the track on Craythorne Road (Minute No. 74.3 refers) saying that this had now been removed after Bryan Chinn had contacted Andrew Griffiths MP, who in turn had taken the matter up with ESBC's CEO.

**AGREED** That a letter be sent to Andrew Griffiths MP, Bryan Chinn and Louise Kemplay (ESBC) to thank them for their assistance in resolving the problem.

- 95.4 Councillor Wyatt reported that:

- The Jinny Trail path was overgrown with nettles.

**AGREED** That the contractor be asked to clear the path.

- The Craythorne barrier posts were in poor condition.

- Footpath 18 (Craythorne Playing Field to College Fields) was flooded.

- Trees are impinging on the Ford by the Brookhouse making access by vehicle difficult.

**AGREED** That a quotation be sought for any works necessary on RPC owned trees and that the resident responsible for the Willow tree be advised of the problem.

- 95.5 Councillor Stewart reported that:

- The Willow tree at 4 Beacon Road had been cut but was now unbalanced with most branches being to one side of the tree.

**AGREED** That ESBC's Tree Officer be requested to inspect the tree and advise the householder on what needs to be done with the tree.

- The Field Drive road sign had been replaced.

- 95.6 Councillor Gooding reported that:

- Burnside: roadside drains opposite the Club were blocked and needed to be cleared.

- Shrubs were overhanging the footpath to the rear of the Spread Eagle Island.

**AGREED** That the householder be advised of the problem and requested to undertake any necessary maintenance.

- Brookside: Could ESBC be requested to send the road sweeper to clean the road as it was very dirty? **AGREED**
- Had the mowing contract finished? Councillor S McManus said that the contractor had agreed to do an extra cut free of charge if necessary.

95.7 Councillor S McManus circulated a letter he had received regarding a proposal to move the chicanes on Station Road.

**AGREED** That Councillor S McManus should write to Rt Hon Andrew Griffiths MP to ask for his support in grouping this with other yellow lines around the village.

**96. FINANCIAL MATTERS**

**96.1 Schedule of payments**

<b>Payee</b>	<b>Description</b>	<b>Payment Method</b>	<b>Gross £</b>	<b>VAT £</b>
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
Staffordshire Parish Councils' Assn	Balance of membership fee for 2019/20	BACS	196.00	-
J Deacon	Environmental Officer (£894.14), Replace broken post at The Croft (£30.00); Fit 4 No signs to Children's play areas at Meadow View and Elizabeth Avenue (£42.00)	BACS	966.14	161.14
		<b>TOTAL</b>	<b>4,902.07</b>	<b>459.11</b>

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

**96.2 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	<b>PLUS</b> Income	71,184.03	2,664.00	73,848.03
	<b>LESS</b> 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

**RESOLVED** That the above was a true record.

**97. 2019/20 BUDGET AS AT 30 SEPTEMBER 2019**

**RESOLVED THAT:**

- a) The Budget to date was noted.
- b) The football pitch fees be reviewed at the March 2020 meeting of the council.

**98. BRITISH TELECOMMUNICATIONS CONSULTATION ON REMOVAL OF PUBLIC CALL BOXES – ROLLESTON**

The council had been consulted on the proposal by BT to remove the telephone kiosk from outside the Post Office, Station Road. There was also an opportunity for the council to “adopt” the kiosk.

**RESOLVED THAT:**

- a) The council did not wish to adopt the telephone kiosk
- b) BT should remove the telephone kiosk from the above location

**99. BEST KEPT VILLAGE (BKV) COMPETITION 2019 – JUDGES COMMENTS**

The BKV Judges comments were noted and it was agreed that these will be considered in depth by the Environment Group.

**100. ACTION POINTS**

**a) Tractor (see also Minute Nos. 70 and 77)**

Councillor Gooding reported that the Claymills Pumping Station group were unwilling to take on the work to make the tractor suitable for use for children’s play.

**RESOLVED THAT:**

- i) Play Safety Ltd (RoSPA) be asked for advice
- ii) TREATS to be asked if they would be able to take on the work (as advised by Play Safety Ltd)

**101. ROLLESTON VILLAGE FOOTPATHS LEAFLET (Minute 78.1) refers**

**RESOLVED THAT:**

- a) The Village Footpath leaflet be approved subject to minor amendments
- b) The leaflet be put to Barry Edwards and Rolleston Civic Trust for review prior to going to print
- c) 1,000 folded leaflets be printed at a cost of £233.33 plus VAT and that the leaflets be made available at various venues in the village (i.e. Cricket Club, Post Office, Rolleston Club, etc) and Burton Library.
- d) The leaflet be available as a download from the RPC website

- e) An article be included in the next council newsletter which would be inserted in the Spring issue of the Rollestonian saying that the leaflet had been reprinted and could be downloaded from the website.

**102. Village Map**

Councillors reviewed the draft Village Map and they asked that open spaces, cemetery and allotments be added.

**AGREED** That all councillors were asked to submit their comments to Councillor Stewart for collation and passing on to Mr Baker.

**103. COLLEGE FIELDS: S106 AGREEMENT**

**RESOLVED THAT:**

- a) ESBC be asked what is the process with drawing down the s106 funding?  
b) This item be included on the Agenda for the next meeting.

**104. STILES (Minute No. 78.4 refers)**

The Clerk reported that:

- 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.

**RESOLVED THAT:**

- a) The Clerk be authorised to progress the agreed works on Rolleston Footpath Nos. 2, 3 and 4.  
b) Rolleston Footpath No. 18 (middle section) have hardcore laid where the ground gets waterlogged and muddy and a kissing gate was to be installed.

**105. CORRESPONDENCE**

**105.1 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".

**RESOLVED** That the above be noted but there was little more that the council do to allay the resident's concerns.

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

**RESOLVED** That this item be considered under Minute No. 108.

**105.3 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.

**RESOLVED** That the tree surgeon's advice/quotation be sought.

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

The weekly SPCA bulletins had been forwarded to all councillors.

**106. 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.

**107. PROPERTY LEVEL FLOOD RESILIENCE**

**RESOLVED THAT:**

- a) The resident be advised that a contribution not exceeding £1,000 was agreed subject to proof of purchase being provided to the council.
- b) The remaining Environment Agency funds be considered at the next meeting of the council.

**108. QUOTATIONS**

**RESOLVED THAT:**

a) **Jitty: Beacon Road to Dodslow Avenue**

The request that the existing barrier be removed or replaced with a motorcycle inhibitor which permits access by mobility scooter users be passed to ESBC.

b) **Craythorne Car Park**

The quotation supplied by John Deacon be accepted to:

- To break up approximately 50 metres of Car Park surface to approximately 150mm deep from existing tarmac, full width of the Car Park
- Level and top up with 20 ton of MOT type 1 road stone
- Fill deep holes on rest of Car Park
- Vibrate roll broken surface

Supply 20 ton stone	£340 plus VAT
Labour, digger and roller	£300 plus VAT
<b>TOTAL COST:</b>	<b>£640.00 plus VAT</b>

**c) Jinny Trail: Steps handrail**

- i) That the Burton Conservation Volunteers (BCV) be contacted and asked if they wanted to quote to renew 12 posts Class 4 long lasting and 3 handrails
- ii) If the BCV are not able to assist, John Deacon's quotation in the sum of £188.50 plus VAT be accepted.

**d) Tree issue – Walkway from Station road to Meadow View (next to the post box)**

The quotation supplied by Barnett Tree Services regarding a Silver Birch tree be accepted to:

- 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**

The meeting closed at 10.05 pm

Signed .....

Date .....