

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 FEBRUARY 2020 COMMENCING AT 7.30 PM

**PRESENT**

Councillor Stewart (in the Chair)  
Councillors Badcock, Gooding, Peate, Robson, Sanderson, Toon and Wyatt

**In attendance**

County Councillor White  
Mary Danby, Clerk

**PUBLIC FORUM**

No members of the public were present at the meeting.

**POLICE**

No report had been provided.

**168. APOLOGIES FOR ABSENCE**

Councillors E McManus and S McManus.

**169. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Councillor Gooding declared a non-pecuniary interest in Planning Application Nos. P/2019/00999 and P/2019/01481 as he is a Rolleston Club Committee member.

**170. PLANNING**

**170.1 Planning Applications**

Planning Application No.	Address	Proposal
P/2019/00999	Rolleston Club, 15 Burnside	Conversion of existing store to form office, infill of open yard to form food preparation area and single storey extension to form WC
No objection		
P/2019/01481	Rolleston Club, 15 Burnside	Construction of pitched roof over existing flat roof and erection of single storey side extension to bowls pavilion to form implement store and front bay window replacement
No objection		
P/2020/00011	124 Beacon Road	Erection of single storey and first floor extensions
No objection		
P/2020/00068	19 Station Road	Crown reduction in width to give 2.5m clearance of building and reduction in height by 4-5m and pruning of lateral branches to one Beech tree
No objection		
P/2020/00073	Brookside	Crown raising by up to 3m and slight pruning of 5 Cherry trees and 4 Silver Birch trees and crown

		raising by up to 2m and slight pruning of 2 Cherry trees
No comment		
P/2020/00077	Brook Bank, 21 Station Road	Felling of 1 Conifer tree, 1 Cherry tree and 1 Laburnum tree and crown reduction in height of 1 Willow tree by 6 metres and crown lift over the ford by 3 metres
No objection		
P/2020/00083	Rolleston House, Hall Grounds	Crown reduction by up to 25% of 1 Walnut tree
No objection		

**170.2 Planning Decisions**

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

**171. MINUTES**

**RESOLVED** That the Minutes of the Council meeting held on 13 January 2020 be approved and signed as a true record.

**172. MATTERS ARISING**

**Minute No. 160.5 (third bullet point)**

Councillor Sanderson reported that he spoken to the resident and advised him on progress in attempting to resolve the issue. It was also reported that the MP's office had responded to the request that support be given in resolving the barrier issue and they said that they were attempting to resolve the land ownership of the passage. Councillor Badcock suggested that he and Councillor S McManus meet on site with a Trent & Dove Housing to try to find a solution at no cost to the parish council. County Councillor White said he would make enquiries at the County Council regarding the land ownership.

**AGREED** That Councillor Badcock arrange a site meeting, as set out above, if he thinks this will be beneficial.

**Minute No. 160.6 (third bullet point)**

The Village Map had been erected at the Spread Eagle.

**Minute No. 164 – College Fields: s106 Agreement**

Councillor Stewart reported that:

- a) A meeting had been arranged on 02 March with the football teams who use the Craythorne Road football pitches
- b) A play equipment supplier will be providing advice and costings which will be considered by the Care for Rolleston Group on 02 March.
- c) Discussions are continuing with the Staffordshire FA.

**173. COUNTY COUNCILLOR'S REPORT**

County Councillor White said that:

- Issues arising from the Bellway development had been noticed and had been reported to ESBC.
- The County Council was setting its 2020/21 Budget on 13 February.
- As a member of the Health & Wellbeing Board he was asking parish councils to publicise the Government's advice to the public in what to do to stop the spread of illnesses such as the 'flu and coronavirus.

**174. BOROUGH COUNCILLOR'S REPORT**

Borough Councillor Toon said that:

- ESBC was in the process of setting its 2020/21 Budget, adding that projects such as Washlands, High Street/Station Street had finance already in place.
- Borough Councillor Sonia Andjelkovic had died suddenly, and Councillor Toon said she would be much missed by all who knew her.

**175. PARISH COUNCILLORS' REPORTS**

175.1 Councillor Badcock referred to the Brook Hollows article in the parish council's recent newsletter (distributed with the Rollestonian) and said that three people had already contacted the council asking for information on the project.

175.2 Councillor Wyatt said that a tree had come down on Knowles Hill and he and three other residents had dealt with it and cleared the road. A thank you was to be put onto the council's website and/or Facebook page thanking the residents.

175.3 Councillor Toon reported that she had been approached by Beacon Road residents who continued to experience problems at their properties due to the blocked drain. They also reported that grille was missing from the drain and bottles could be seen going down the drain from Craythorne Road.

**AGREED** That County Councillor White be chased for confirmation of when the Beacon Road works will be commenced.

Councillor Toon also asked when the damaged post/rail on Burnside would be repaired as it was rusting badly leading to concerns for public safety.

**AGREED** That a photograph be taken of the damaged post/rail be provided to the Clerk so that this can be forwarded to Staffordshire Highways asking that the repair be carried out as a matter of urgency.

175.4 Councillor Robson reported that:

- The edited Allotment Tenancy Agreement had been sent to the SPCA for review. Councillor Stewart thanked Councillor Robson and the Clerk for their work on the Agreement.
- Dog bags had been put into the compost bin at the Jubilee Orchard.

**AGREED** That a sign be put on the compost bin saying that dog bags should not be put into the bin.

- The drain rods were available from him for distribution to councillors.

175.5 Councillor Sanderson said that a resident had complained about the location of the new sand bin opposite the Co-op as it is unsightly, and he had explained why the bin had been installed at the location.

175.6 Councillor Peate gave an update on his contact with British Hydro and it had been confirmed that the feeding-in tariff scheme had been closed. He had been informed that there were four companies in the general area who may be interested but he asked whether such a scheme was feasible at this time for Brook Hollows and whether he should seek advice from one of the four companies.

**AGREED** That Councillor Peate speak to ESBC before seeking further advice.

175.7 Councillor Stewart reported that:

- Councillors contact details need to be removed from the Village website and a link inserted directing people to the parish council's website.
- Leaflet holders had been purchased to hold the Village Footpaths maps and she asked for volunteers to distribute the holders/maps to local groups/outlets.
- Village Clean-up day – Saturday 29 February, 9am – 12 noon at Tafflands. Brambles need to be cleared along the path and trees need to be tidied. It was **AGREED** that two quotations be sourced from tree surgeons to attend on the day with a team, truck and chipper; a skip be ordered; publicity be put on the council's website, Facebook page and noticeboards and the Care for Rolleston Group be asked to publicise the event.

## 176. FINANCIAL MATTERS

### 176.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
EE Ltd	Council mobile	DD (paid 20/01/2020)	24.00	4.00
Staffordshire Playing Fields Assn	2019/20 Subscription	BACS	20.00	-
Hardy Signs Ltd	Self-adhesive labels (for RPC Asset items)	BACS	150.00	25.00
Sign Craft Bretby	Village Map	BACS	30.00	5.00
1&1 IONOS Ltd	RPC Website (Basic monthly fee £5.99; Domain renewal £11.99, SSL Business Licence £65.98)	BACS	83.96	13.99
Mrs M Danby	Reimbursement re purchase of a Sharps Disposal Kit	BACS (paid on 24/01/2020)	43.74	7.29
Freeola	Village website – qtlly charge	DD	13.86	2.31
Mrs M Danby	Reimbursement re purchase of leaflet holders for the Village Footpaths leaflets	BACS (paid on 27/01/2020)	20.82	3.47
P Gould	Mowing contract (£1,198.23) Mowing of 2 grass verges on Shotwood Close (£22.00)	BACS	1,220.23	-
Rolleston Civic Trust	Parish Council insert to Rollestonian February, May, August, November 2019	BACS	516.00	-
JT & RA Deacon	Environmental Officer (£894.84) Supply tractor tyres and disposal of old tyres and tubes (£322.00)	BACS	1,216.84	202.81
Staffordshire County Council	Legal fees re 1 <sup>st</sup> Registration of Land at Craythorne Road Playing Fields and Beacon Road	BACS	1,280.00	200.00
Barricade Ltd	Metal seat (Pro Forma invoice - Replacement for Spread Eagle Island)	BACS	584.40	97.40
Clerk	Clerk's salary and expenses	BACS	887.15	-
		<b>TOTAL</b>	<b>6,091.00</b>	<b>561.27</b>

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

**176.2 Bank Reconciliation as at 31 January 2020**

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2019	Bank Statement	13,292.23	53,081.15	66,373.38
Movement in funds to date	<b>PLUS</b> Income	71,637.11	5,260.11	76,897.22
	<b>LESS</b> Expenditure	(60,547.98)	(2,000.00)	(62,547.98)
		24,381.36	56,341.26	80,722.62
31 January 2020	Bank Statement	24,381.36	56,341.26	80,722.62

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

**177. 2019/20 BUDGET AS AT 31 JANUARY 2020**

**RESOLVED THAT:**

- a) The Budget report be noted.
- b) Earmarked Reserves – EA funding: Brookside residents be written to asking if they would like to claim for flood prevention measures for their property. Councillors Badcock and Gooding said they would hand deliver the letters and speak to residents.

**178. ACTION POINTS**

**RESOLVED** That the report be noted.

**179. COLLEGE FIELDS: S106 AGREEMENT (Minute Nos. 141 and 164 refer)**

An update had been provided under Minute No. 172 (Matters Arising).

**180. ROLLESTON NEIGHBOURHOOD DEVELOPMENT PLAN: DRAFT REFERENDUM TIMETABLE**

It was noted that ESBC had not provided a copy of the updated Plan. Councillors felt it important to publicise the referendum as widely as possible, e.g. the council's website and Facebook page, posters.

**RESOLVED THAT:**

- ESBC be requested to provide a copy of the updated NDP.
- A poster be commissioned at a cost of c£100 to be inserted into a poster frame which would then be put into different locations in the village in the run-up to the referendum polling day.
- Stretton Parish Council to be asked if they were willing to share their NP publicity flyer which had been distributed to all households in the parish.

**181. THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND:  
CONSULTATION ON WARD BOUNDARIES FOR EAST STAFFORDSHIRE BOROUGH COUNCIL**

**RESOLVED** That the above be received with no comment.

**182. CORRESPONDENCE**

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

The weekly SPCA Bulletins had been forwarded to all councillors.

**182.2 Meadow View signage**

A Meadow View resident had contacted the council regarding confusion for delivery/service companies with addresses in Meadow View and Meadow Fields. The resident had been informed that, as street name signage is one of ESBC's responsibilities, his communication had been forwarded to ESBC's Building Consultancy Team for consideration/action.

**182.3 College Field**

A resident had contacted the council expressing his strong views regarding the College Field residential development.

**RESOLVED** Councillors felt that the correspondent had expressed his strong views using an unfortunate choice of words and determined that the correspondent be advised that as the matter is outside the Parish Council's remit there was no further action.

**183. 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.

**184. QUOTATIONS**

**RESOLVED THAT:**

**a) Tree Works – Burnside (Minute No. 160.2 refers)**

M&M Tree and Garden Services quotation in the sum of £200.00 be accepted subject to their meeting on site with Councillor Gooding to agree the scope of works prior to the Planning Application (Conservation Area) being submitted to ESBC on the council's behalf.

**b) Information Boards**

3 No. Information Boards be ordered from NoticeMe for installation in the brick bus shelters at a cost of £125.99 each plus delivery and VAT.

**c) Installation of new seat at the Spread Eagle Island**

JT & RA Deacon's quotation in the sum of £45.00 plus VAT be accepted.

**d) Jinny Trail: Steps handrail**

JT & RA Deacon's quotation in the sum of £385.00 plus VAT be accepted.

**e) Spread Eagle bus shelter: Damaged step**

JT & RA Deacon's quotation in the sum of £65.00 plus VAT be accepted.

The meeting closed at 9.38 pm

Signed .....

Date .....