

MINUTES OF THE VIRTUAL MEETING OF ROLLESTON ON DOVE PARISH COUNCIL
HELD ON MONDAY 08 JUNE 2020 COMMENCING AT 7.30 PM

PRESENT

Councillor S McManus (in the Chair)

Councillors Badcock, Gooding, Houston, E McManus, Robson, Sanderson, Stewart and Wyatt

In attendance

4 Members of the public

Mary Danby, Clerk

PUBLIC FORUM

Barry Edwards asked for an update on the electric fence that had been installed on Footpath No. 5 and expressed his concern that the footpath width was now 1.5m and asked if this could be increased to 2m to better accommodate the social distancing restrictions for walkers. Councillor Badcock said that he was in contact with the landowner and he would put the request to them.

Shaun Adams expressed his frustration that Staffordshire Highways had not taken advantage of the Lockdown restrictions which had seen a significantly reduced volume of traffic and the potholes in the village could have been repaired. He gave an example of the pothole at the top of Knowles Hill which was getting bigger. Councillor S McManus said that this issue had been raised with the County Councillor at the previous meeting and he was doing as much as he can. This issue had also been raised with the local MP, not just the work that needs to be done but also the quality of the work when this is done.

Mr Adams referred to the TPO 408 application and asked if the council knew who had raised the application. He said he knew the property owner and the owner had been unaware of the application until he received the notification. Councillor S McManus said that the council did not know who had raised the application but would put this question to ESBC.

John Travers referred to the planning application for land adjacent to 97 Station Road and asked if the council were aware of the application and would the council be commenting on it. Councillor S McManus said that the application had been considered at the previous meeting and a strong objection had been submitted to ESBC.

18. APOLOGIES FOR ABSENCE

Councillors Peate and Toon.

19. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Gooding declared a disclosable pecuniary interest in Minute No. 36, and he took no part in the discussion or voting thereon.

20. PLANNING

20.1 Planning Applications

Application No.	Location	Proposal
P/2020/00423	Winter House Hall Grounds	Felling of 1 Hazel tree, 1 Laurel tree, 1 Sycamore tree, reduction of 1 Holly tree back to original points and crown raising by up to 5.6 metres and cut back by up to 1.5 metres of 1 Sycamore tree (W14 of TPO 1)
No objection		

Application No.	Location	Proposal
P/2020/00443	3 Field Drive	Demolition of existing garage and erection of a two storey front extension and a single storey rear extension
No objection		
P/2020/00495	Thorny Hollows 2 Church Road	Erection of single storey rear and side extensions, replacement windows, re-rendering of dwelling, erection of a detached triple garage, conversion alterations of existing outbuilding to form ancillary accommodation (Revised Scheme)
Comment: The parish council would like the garage to be rendered to be in keeping with the rest of the proposed development		
P/2020/00514	The Old Dairy Anslow Lane	Raise crown by up to 2m to Silver Birch to remove branch overhanging driveway (Tree 1 - front of property), raise crown by up to 2m in order to remove branch overhanging neighbours garage and to remove diseased branch overhanging driveway to one Mountain Ash (Tree 2 front of property), raise crown by up to 1m in order to remove branch overhanging neighbour's garage and side branch from base to one Prunus 'Amanogawa' (Tree 3 - rear of property)
No objection		
TPO 408	2 The Lawns	Temporary TPO made on 28 May 2020 re 1 No. Sycamore Tree in the property's front garden. The temporary TPO will be in force for six months, after which time it will be confirmed if there are no objections.
Clarification to be sought from the Tree Officer on why the tree needs to be protected and who raised the application. Application to be reconsidered at the next meeting of the council.		

20.2 Planning Decisions

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

21. REVIEW SCOPE OF WORKS TO TREES ON BURNSIDE (P/2020/00386) (Minute No. 206.1 2019/20 refers)

RESOLVED THAT:

T3 (self-set Willow) should not be felled and should instead be tidied up.

T6 (Willow stump) should not be re-pollarded and should instead be tidied up.

22. MINUTES

RESOLVED That the Minutes of the Council meeting held on 09 March 2020 be approved and signed as a true record.

23. MATTERS ARISING

8.1 Councillor Wyatt reported that the bus shelter had been cleaned.

8.2 Councillor Stewart reported that the tree had been cleared from the Jinny Trail.

8.3 It was reported that Dr Peacock's report had been submitted to Stretton Parish Council regarding the landslip on the Jinny Trail. He said that this was a very unusual circumstance and is very unlikely to happen elsewhere on the Trail. He also said that the parish

boundary changed due to the railway line and the landslip is on the Stretton side and that Stretton Parish Council is to look at drainage.

AGREED That Stretton Parish Council be asked to provide an update.

8.9 Councillor Robson reported that the weeds were now taller than the trees and it had not been possible to prune the trees. Councillor Stewart said that her husband would be willing to help in clearing the weeds.

8.10 Councillor S McManus reported that Bellway had advised that they were looking to the return to work on the College Field site in August/September 2020.

24. COUNTY COUNCILLOR'S REPORT

No report was available.

25. BOROUGH COUNCILLOR'S REPORT

No report was available.

26. PARISH COUNCILLORS' REPORTS

26.1 Councillor Wyatt reported that:

- Another tree had broken/snapped onto the Jinny Trail.
- Foliage was growing over road signs around the village and the approaches to the village.

AGREED That the Contractor be asked to clear the foliage from the road signs.

- The draft Community Flood Plan should be ready for sharing with councillors by the end of June.

26.2 Councillor Stewart reported that:

- A gap in the Bellway boundary fence had been reported to the Site Manager and the site had been secured.
- An update had been received from TREATS regarding the play tractor. Only the wheels remain to be sorted once they have access to the workshop again, after which the tractor can be brought back to the village (site to be confirmed).

26.3 Councillor E McManus reported that Estate Agents boards had again been erected at the junction of Church Road/Shotwood Close.

AGREED That the Estate Agents be requested to remove their boards.

26.4 Councillor Robson reported that he had received a complaint of the anti-social behaviour of a Dodslo Avenue resident, the complainant had been advised to report the issue to the Police.

He said that he had also been advised that a van had been seen at Brook Hollows and people had taken logs from the site. Again, the informant had been advised to report the incident to the Police and ESBC.

26.5 Councillor Sanderson reported that:

- He had also been contacted regarding the anti-social behaviour of the Dodslo Avenue resident.

- That councillors had been thanked for their help to resolving the issue regarding access for a resident's mobility scooter.
- He asked if would be possible for the council to arrange for a standpipe to be provided on the Spread Eagle Island to provide water for the volunteers who maintain the garden. It was mentioned that there is a water butt to the rear of the bus shelter, but this is often empty in dry/drought conditions.

AGREED THAT:

- a) A quotation be sought for a standpipe to be installed, and
- b) The Contractor be asked to quote for refilling the water butt.

Councillor Robson asked if it the council could look at installing a water pipe for the Jubilee Orchard and allotments. It was felt that this would be cost prohibitive for the council. Councillor Wyatt said that there was a spare water butt in the village that could be located at the Orchard.

26.7 Councillor Gooding:

- Reported that the Ford sign on Brookside was obscured by foliage from a resident's property.

AGREED That a letter be sent to the resident asking them to maintain their hedge/foliage.

26.9 Councillor S McManus reported that:

- There is an increase of litter around the village, particularly on the Craythorne Road playing field. The Contractor had been instructed to carry out additional litter picks and volunteers were also litter picking. ESBC had been requested to provide two additional wheelie bins at the Craythorne site and additional collections from litter bins but they cannot agree to the requests due to staff shortages; the change to bin numbers and collections would also incur an additional cost.
- He referred to the report he had made to the previous meeting concerning a dispute between two householders about a hedge. A tree on the council's side has been cut back from the resident's fence. The hedge on the council's side is very tall and the council will need to consider how this needs to be dealt with later in the year.

27. FINANCIAL MATTERS

27.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
EE Ltd	Council mobile	DD (paid 19/05/2020)	24.68	4.11
PEAC (UK) Ltd	Photocopier: Rental	DD (paid 03/06/2020)	210.74	35.12
1&1 IONOS Ltd	RPC Website	DD	5.99	1.00
P Gould	Mowing contract	BACS	1,250.14	0.00
HMRC	NI/PAYE – 1 st quarter	BACS	916.94	0.00
Clerk	Clerk's salary and expenses	BACS	871.61	1.00
Clerk	Reimbursement re: Office 365 licence renewal £59.99 McAfee licence renewal (2 years) £119.99	BACS (paid 28/05/2020)	179.98	30.00
Viking	Postage stamps £75.74 Stationery £15.47	BACS	91.21	2.58

Payee	Description	Payment Method	Gross £	VAT £
Horninglow & Eton Parish Council	Contribution to COVID-19 Joint Fund	BACS (paid 29/05/2020)	100.00	0.00
Woodside Nurseries	Planters: Summer planting	BACS	300.00	0.00
J Deacon	Environmental Officer £914.53 Repair 2 nd broken stile on Footpath No. 9 £145.20	BACS	1,059.73	176.62
			5,011.02	250.43

RESOLVED That the above payments be approved.

27.1 Bank Reconciliation as at 31 May 2020

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2020	Bank Statement	10,607.39	56,555.45	67,162.84
Movement in funds to date	PLUS Income	35,554.50	1,171.50	36,726.00
	LESS Expenditure	11,958.63	-	11,958.63
31 May 2020	Bank Statement	34,203.26	57,726.95	91,930.21

RESOLVED That the above was a true record.

28. 2020/21 BUDGET AS AT 31 MAY 2020

RESOLVED That the report be noted.

29. FLOODING IN THE VILLAGE

29.1 Community Flood Plan (Draft)

Councillor Wyatt reported that the draft Plan will be available for sharing by the end of June.

29.2 Environment Agency

Communications between the council and the Environment Agency had been circulated to all councillors and Brookside residents. Councillor Gooding reported that two actions had been requested of the council by the Environment Agency and **IT WAS AGREED THAT:**

1. Councillor Gooding would provide the Environment Agency with the addresses of those properties that flooded in the February 2020 flood.
2. The Clerk was asked to:
 - a) Identify the riparian landowners either side of the brook from the A511 Tutbury Road to Brook Hollows and from the Spread Eagle to where the brook joins the River Dove.
 - b) Write to the landowners informing them of their responsibilities to maintain the banks of the brook and clear debris and growth from the brook side.

Councillor Gooding reiterated his previous request that ESBC engage with the Environment Agency on the Brook Hollows project. Councillor Gooding was advised to put his request to Councillor Badcock who was leading on the project for the parish council.

30. SOCIAL MEDIA POLICY (Minute Nos. 194.1 2019/20 and 8.2 2020/21 refer)

Councillor S McManus reported that the Clerk had confirmed that the council already has a Social Media & Electronic Communication policy in place which is fit for purpose, however he and Councillor E McManus will draft a simple version to be posted periodically on the council's Facebook page.

31. ROLLESTONIAN OF THE YEAR: CRITERIA REVIEW

RESOLVED That the following revised wording (highlighted) be agreed:

The Parish Council makes a "Rollestonian of the year" award each year to a villager who in their opinion has served the community above and beyond that which could be considered normal or to a villager who has achieved exceptional heights in their field (sport, arts, etc). The award will be presented at the xxx Meeting by the Chairman of the Parish Council, or in his absence the Vice-Chairman of the Parish Council. **Written nominations should be sent or emailed to the Parish Council Clerk by xxx and must include a brief note supporting the nomination.** Nomination boxes will also be sited in Starbucks News and at Rolleston Club for the duration of xxx.

32. CORRESPONDENCE

32.1 Staffordshire Parish Councils' Association (SPCA)

The weekly SPCA Bulletins had been forwarded to all councillors.

Councillor S McManus said that the SPCA had organised a Zoom session to be presented by Parish Online. He and Councillor E McManus would be participating in the session. The software costs £190 pa and it has a good capability of linking assets to maps. He had taken advantage of a 90 day free trial but felt that it would be difficult to justify the annual cost. He believed that whilst an inventory could be built using the software he thought this could be done using Ordnance Survey maps and Excel. He was looking to build a comprehensive inventory of the council's assets as soon as possible in readiness for contract negotiations next year.

33. 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.

34. STAFFORDSHIRE FA: PITCH IMPROVEMENT PROGRAM REPORT (Minute No. 199 2019/20 refers)

RESOLVED That the report be noted and shared with the council's Contractor.

35. QUOTATION (Minute No. 8.3 2020/21 refers)

RESOLVED That JT & R Deacon's quotation to build a new stile at Craythorne Road in the sum of £258.00 plus VAT be accepted.

Councillor Gooding left the meeting at 9.34pm.

36. PROPERTY LEVEL RESILIENCE (Minute No. 187(c) 2019/20 refers)

RESOLVED That the requests for contributory funding towards flood protection for properties in Brookside be agreed to a maximum of £1,000 per property.

The meeting closed at 9.50 pm

Signed

Date