

MINUTES OF THE VIRTUAL MEETING OF ROLLESTON ON DOVE PARISH COUNCIL  
HELD ON MONDAY 14 SEPTEMBER 2020 COMMENCING AT 7.30 PM

**PRESENT**

Councillor S McManus (in the Chair)

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

**In attendance**

1 Member of the public

Mary Danby, Clerk

**PUBLIC FORUM**

**Mr Travers** asked if anyone in the village had raised concerns about parking on Station Road outside the Care Home. Councillor S McManus said that lots of people have raised the issue and the parish council has written to the care home operator asking them to ensure that vehicles are parked on their property, not the road. The parish council had also raised the issue with ESBC's Planning Enforcement Officer but parking on the property's drive was not conditional in the planning permission and therefore this cannot be enforced. He went on to explain that the County Council had asked for suggested locations where traffic calming and other measures could be implemented that would be beneficial for residents. The parish council was pressuring for double yellow lines to be installed outside the care home, residents would be consulted as part of the process, but he stressed that the final decision rests with the County Council.

**78. APOLOGIES FOR ABSENCE**

Councillor Peate

**79. DECLARATIONS OF INTEREST AND DISPENSATIONS**

None declared.

**80. PLANNING**

**80.1 Planning Applications**

Application No.	Location	Proposal
P/2020/00638	Adj to Coney Grey South Hill	Outline application for the erection of a dwelling including details of access
No objection		
P/2020/00748	11 Meadow Fields	Erection of a single storey rear extension
No objection		
P/2020/00855	Land End Farm Rolleston Lane	Erection of a shed
No objection		
P/2020/00868	4 Church Road	Cut back new growth from laterals and upper crown and reduce foliage on lateral branches from Atlas Cedar (T1), felling of Conifer (T2)
No objection		
P/2020/00872	7 Beacon Road	Crown reduction of one Oak tree by 50% to give a height of 4-5 metres and width of 4-5 metres
No objection		

**80.2 Planning Decisions**

**RESOLVED** That the planning decisions be noted.

**81. MINUTES**

**RESOLVED** That the Minutes of the Council meeting held on 10 August 2020 be approved and signed as a true record.

**82. MATTERS ARISING**

**Public Forum:** A councillor asked if the fitness group now using the Craythorne Road Playing Field had (a) formally booked the site for those sessions and (b) whether they had been advised to remove all their litter from the site at the end of each session. The Clerk confirmed that the sessions had been formally booked and that the removal of litter was a condition of hire.

**Minute 70 re Play tractor:** Councillor S McManus reported that an area had been identified at Tafflands where the tractor and picnic tables could be located.

**83. COUNTY COUNCILLOR'S REPORT**

County Councillor White had nothing of note to report.

**84. BOROUGH COUNCILLOR'S REPORT**

Councillor Toon reported that Covid-19 infection numbers were increasing, and the best is being done that can be done to control this situation. She added that facilities and services cannot be opened until the situation improves.

**85. PARISH COUNCILLORS' REPORTS**

85.1 Councillor Toon reported that litter on Marston Lane is quite bad.

85.2 Councillor Robson reported that:

- There had been an excellent crop of Cox's apples but there had been a poor pear crop this year. People were calling into the site and harvesting cherries, raspberries, herbs, etc.
- The footpaths and stile improvement works are to a good standard. (Councillor Badcock confirmed that the last stile, an accessible kissing gate, would be installed on Footpath No. 18 (Craythorne) by the BCV on 20 September.)

85.3 Councillor S McManus reported that:

- The annual RoSPA play safety inspection reports had been provided and the link would be forwarded to all councillors. He undertook to meet with the contractor at the four sites and agree the actions required to resolve any high or medium risk issues raised. The reports and quotation would be an agenda item for the next meeting of the council.
- The council had been contacted regarding an "unruly dog" on Station Road, the correspondent had already contacted ESBC in this matter who advised that they could not do anything unless the situation changed. The correspondent had been advised that this was not a parish council matter and that they had already contacted the correct organisation.
- The council had been contacted about trees to the rear of Forest School Street and on Knowles Hill.

85.4 Councillor Stewart:

- Reported that a section of fencing at the Jinny Trail was damaged and needed to be repaired. **AGREED** that the council's contractor be requested to repair the fence.
- Asked if the council's contractor could be asked to use his digger and bucket to scrape the hedging off the pavement along Dove Cliff Road on a Saturday (date to be agreed) and that councillors wearing high vis waistcoats also attend to clear this area. **AGREED** that the request be put to the contractor and that councillors attend as requested.

- 85.5 Councillor Wyatt reported that signs around the village were still covered heavily with lime and he asked that the contractor clean these, as set out in the contract.
- 85.6 Councillor Sanderson:
- Reported that a vehicle had left skid marks on the road from The Lawns to Burnside (Rolleston Club) and on Knowles Hill – this incident had been reported to the PCSO who said that he would keep an eye open when he was patrolling in the village.
  - A significant number of mopeds had been seen recently touring the village, but they had left by 9pm.
- 85.7 Councillor Gooding:
- Reported that the Environment Agency had done the annual strimming of the bank and island by the bridge.
  - The Burnside drain had been cleared. He proposed that the County Council be back-charged for the work as the issue had persisted due to their contractor's inaction. **AGREED** that the County Council be back-charged for this work.
  - Asked that the council's contractor be asked to quote to repair the damaged post on Burnside and that the County Council be back-charged for the work as the claim on the vehicle owner's insurer would cover those costs, adding that the work was essential in the interests of public safety. **AGREED** that the contractor be asked to quote for the work and that the County Council be back-charged for this work.
  - Asked if he could be authorised to contact some of the companies previously requested to quote to paint and repair the Burnside railings and posts with a view to asking if they would quote for that work. **AGREED** that Councillor Gooding's request be agreed.
- 85.8 Councillor Badcock:
- **Brook Hollows:** Monthly updates were being received from ESBC re The Transforming the Trent Valley (TTTV) project and discussions are ongoing with TTTV, Environment Agency (EA) but the parish council was not being consulted.
- Eleven people in the village were interested in forming a fishing club and the EA's Fisheries Officer was also interested and there may be some funding available.
- The existing design does not address February's flooding issues. The Environment Agency are doing a flood risk review. Councillor Gooding had put forward a proposal with the ESBC/TTTV put on hold going out to tender for the design work and wait for the EA study to be finalised. The parish council was asked if it supported this proposal. Councillor Gooding said that the EA Team Leader was going to push for the flood plan to be updated. They have the money available to do this study this financial year. Councillor Gooding said that the village cannot accept the uncontrolled water from the weir when we know that the River Dove has capacity to take the water.
- Councillor S McManus expressed concern that if the TTTV work was put on hold the money would be lost and we would end up with an EA report that does not do anything. Other councillors agreed that the project had been needed for many years and it should not be delayed. On being put to the vote, the proposal failed, and the Clerk was requested to contact ESBC saying that the council wants the Brook Hollows project to proceed without delay.
- 85.9 Councillor Houston:
- Reported that the hedges between 24/28 Beacon Road were encroaching the entrance to the Elizabeth Avenue park and they needed to be cut back. Councillor Robson said that he

had mentioned this issue to the council's contractor who had confirmed that the work would be done as soon as possible.

- Referred to the Cadent works being undertaken in the village and asked if the council were informed when such works were to be done so that residents could be advised via the website and Facebook page. Councillor White said that the statutory undertakers, i.e. gas, electricity, water, etc do not have to seek permission from the County Council, the County is therefore not always informed and it is therefore not possible for advance notice to be given of such works. **AGREED** that the County Council be contacted and asked to provide advance notice wherever possible of utility works to be undertaken in the village.

**86. FINANCIAL MATTERS**  
**86.1 Schedule of payments**

Payee	Description	Payment Method	Gross £	VAT £
Secure-a-Field Ltd	Accessible kissing gate (to be installed on Footpath No. 18)	BACS (paid 11/08/2020)	339.96	56.66
P Gould	Mowing contract	BACS	1,250.14	0.00
PEAC (UK) Ltd	Photocopier lease rental (quarterly)	DD (paid 03/09/2020)	210.74	35.12
Parish Online	Annual subscription	BACS	205.20	34.20
J Deacon	Environmental Officer £914.53 Footpaths Project – labour and use of vehicles £288.00 Clearance of Burnside blocked pipe £86.40	BACS	1,288.93	214.82
SLCC Enterprises Ltd	Delegate fee: Virtual National Conference	BACS	30.00	5.00
Ladywell Accountancy Services	Payroll services 2020/21	BACS	75.00	0.00
Clerk	Clerk's salary and expenses	BACS	981.52	0.17
HMRC	NI/PAYE 2 <sup>nd</sup> quarter 2020/21	BACS	997.95	0.00
Brookside resident	Contribution to property flood protection	BACS	1,000.00	0.00
1&1 IONOS Ltd	Council website	DD	5.99	1.00
EE Ltd	Council mobile (August invoice)	DD (paid 19/08/2020)	24.68	4.11
Playsafety Ltd	2020 RoSPA Play equipment inspection reports	BACS	341.40	56.90
Midshire Business Systems	Photocopier: quarterly copy charges	BACS	155.05	25.84
		<b>TOTALS</b>	<b>6,906.56</b>	<b>433.82</b>

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

**86.2 Bank Reconciliation as at 31 August 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	<b>PLUS</b> Income	41,919.42	2,123.77	44,043.19
	<b>LESS</b> Expenditure	34,205.35	-	34,205.35
31 August 2020	Bank Statement	18,321.46	58,679.22	77,000.68

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

**87. 2020/21 BUDGET AS AT 31 AUGUST 2020**

**RESOLVED** That the report be noted.

**88. CRAYTHORNE ROAD PLAYING FIELD CAR PARK**

Councillors were asked to consider if the council wished to continue the arrangement with ESBC to lock/unlock the car park gate (£112 for 10 weeks).

**RESOLVED** That the gate continue to be locked at 9pm and unlocked at 8am every day as a permanent solution and ESBC be asked if the fee could be reduced by changing to an annual contract.

**89. CONSULTATIONS**

**Ministry of Housing, Communities & Local Government (MHCLG):**

**(A) Changes to the current planning system – Consultation on changes to planning policy and regulations and**

**(B) Planning for the future – White Paper**

Councillor S McManus gave an overview of the above consultation documents and agreed to email draft responses for discussion via email prior to these being submitted on behalf of the parish council.

**90. BEACON ROAD PROPOSALS**

Councillor White said that he had requested double yellow lines on Knowles Hill as part of the TRO covering the Beacon Road works. He said that he would put all the parish council's requests to the County Council with a request that everything was to be included in the TRO. He confirmed that he will bring the proposals back to the parish council for agreement prior to the scheme being confirmed.

Councillor S McManus reminded councillors that the County Council had invited the parish council to suggest locations where double yellow lines and a one-way system could be considered as being beneficial to residents as part of the Beacon Road works that were to be undertaken. Councillor S McManus had circulated several suggestions on a map of the village, and following discussion agreed to amend the map to include double yellow lines on the blind bend by the Jinny Trail and Chapel Lane from Station Road past the school – the map would be circulated via email prior to being passed to Councillor White.

Councillors considered the consultation process to be entered into with affected residents. Councillor White said that the parish council should undertake its consultation first and the County Council would undertake a pre-consultation exercise prior to the legal, formal consultation. He said that it was important to get the parish/pre-consultation stages right first because if people object at the formal consultation stage it slows down the process considerably.

Councillor S McManus felt that the parish consultation needed to be done in person if at all possible and he offered to draft a consultation document for agreement by the council, a decision could then be made on how that consultation exercise would be conducted.

**91. THE CROFT: REQUEST TO INSTALL A MEMORIAL BENCH**

A request has been received for a group of old Rollestonians to have a bench placed on the Croft in memory of two very great friends ("Rolleston lads"). The group would meet all the expenses involved and follow any guidelines the council wish to put in place.

**RESOLVED** That the request be agreed in principle subject to the bench being constructed in stainless steel (i.e. maintenance free) and installed onto a concrete base. The group were also to be requested to confirm the identity of who (group name) was making the request, the names of the people that the bench would be in memory of and their preferred location on The Croft.

- 92. ELIZABETH AVENUE PLAYING FIELD: REQUEST TO HOLD A SOCIALLY DISTANCED EVENT**  
A young Rolleston resident (nine years old) has requested permission to use the Elizabeth Avenue playing field for a socially distanced Macmillan coffee morning.

**RESOLVED** That the request be agreed in principle, but it was noted that due to the Government's current Covid-19 restrictions the event cannot take place until those restrictions are lifted. The council commended the young resident for thinking of others in these difficult times and they hope that she will be able to hold the coffee morning when it is safe to do so.

**93. VILLAGE CHRISTMAS TREE**

The council is requested to approve the purchase of the Almshouses Christmas tree at a cost of c£125.

**RESOLVED** That the request be approved.

**94. CORRESPONDENCE**

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

The SPCA's weekly newsletters had been circulated to all Councillors.

**95. 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.

**96. QUOTATIONS**

**RESOLVED** That the following quotations submitted by John Deacon be accepted:

a) Tafflands slide and mound	£2,900 plus VAT
b) Footpath No. 8 (Bridleway: Church Road to Tutbury Road)	£350 plus VAT
c) Glebe Field stile	£100 plus VAT
d) Glebe Field posts	£156 plus VAT

**97. STAFFING MATTER**

**RESOLVED** That the Clerk's salary be increased by c2.75%, backdated to 01 April 2020, as set out in the 2020/21 pay scales agreed by the National Joint Council for Local Government Services (NJC).

The meeting closed at 9.10 pm

Signed .....

Date .....