



Rolleston on Dove Parish Council

Clerk: Mrs Mary Danby BA (Hons)
32 Hillcrest Rise
BURNTWOOD
WS7 4SH

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Our Ref: MD

02 November 2020

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend a virtual Meeting of the Parish Council on **Monday 09 November 2020** commencing at 7.30pm at which the business set out below will be transacted.

This meeting is permissible under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 04 April 2020 in response to the COVID-19 outbreak. The 2020 Regulations enable local councils to hold remote meetings (including any by video and telephone conferencing) for a specified period until May 2021.

Yours sincerely

MDanby

Mary Danby
Clerk

PUBLIC FORUM

Members of the public may join the meeting and participate in the Public Forum by using Zoom:
<https://us02web.zoom.us/j/3852542732>; Meeting ID: 385 254 2732

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. If you prefer, queries or comments may be emailed to the Parish Clerk (rollestonpc@outlook.com) no later than 3pm on Thursday 05 November 2020 for consideration by the parish council.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **PLANNING MATTERS**
 - 3.1 **Planning Applications**

| Application No. | Location | Proposal |
|---|-----------------------------------|---|
| P/2020/00914 | 35 Shotwood Close | Erection of a part single storey, part two storey side extension and single storey rear extension |
| P/2020/01007 | Oak Cottages 12 Dovecliff Road | Conversion of existing dwelling house into 3 flats |
| P/2020/01050 | The Old Barn Chapel Lane | Felling of 1 Cypress tree |
| The LPA required a response prior to the Parish Council meeting, as no responses had been received from Councillors a submission of "No comment" was made to the LPA. | | |
| P/2020/01084 | 1 Marston Lane | Erection of a first floor rear extension |
| P/2020/01128 | Lane End Farm Rolleston Lane | Erection of a cloister/covered walkway to the North and East elevations |
| P/2020/01130 | The Old Barn Chapel Lane | Reduce 3 over extended side lateral branches by up to 3 metres of 1 Ash tree (T304 of TPO1) |
| P/2020/01146 | Tudor Hollow 3 Church Road | Crown lift by up to 1.5 metres and prune away from building of 1 Yew tree, crown lift by up to 2.5 metres from roof of 1 Sycamore tree, crown reduction in height by up to 2.5 metres of 1 Lawson Cypress tree and an overall crown reduction by up to 3 metres of 2 Birch trees and 1 Beech tree |

3.2 Planning Decisions

| Application No. | Location | Proposal |
|--|---------------------------------|--|
| 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) |
| Permitted | | |
| P/2020/00638 | Adj to Coney Grey South Hill | Outline application for the erection of a dwelling with all matters reserved (Amended Description) |
| Permitted | | |
| P/2020/00748 | 11 Meadow Fields | Erection of a single storey rear extension |
| Permitted | | |
| P/2020/00855 | Lane End Farm | Erection of a shed |
| Permitted | | |
| P/2020/00923 | The Grey House School Lane | Felling of 1 Horse Chestnut tree and reduce pollard re-growth of 4 Horse Chestnut trees by 50% (Amended Description) |
| The LPA has no objection to the work and does not propose to make a TPO in this instance | | |

4. MINUTES OF THE COUNCIL MEETING HELD ON 12 OCTOBER 2020 (ENCLOSURE 1)

5. MATTERS ARISING FROM PREVIOUS MINUTES

6. COUNTY COUNCILLOR'S REPORT

7. BOROUGH COUNCILLOR'S REPORT

8. PARISH COUNCILLORS' REPORTS

9. FINANCIAL MATTERS

9.1 Schedule of payments (as at 02 November 2020)

| Payee | Description | Payment Method | Gross £ | VAT £ |
|-----------------|--|---------------------------|-----------------|---------------|
| Clerk | Reimbursement re Skip hire (Dovecliff Road clean-up day) | BACS (paid 12/10/2020) | 235.00 | 39.17 |
| Clerk | Reimbursement re paper for Village Directory | BACS (paid 13/10/2020) | 51.27 | 8.55 |
| ESBC | Locking of Craythorne Road playing field gate (period 25/07/2020 – 31/03/2021) | BACS | 522.32 | 87.05 |
| Hardy Signs Ltd | Craythorne Road playing field – new gate signs | BACS | 74.40 | 12.40 |
| Viking | Postage stamps/stationery (Traffic Mgmt pre-consultation letters) | BACS | 197.13 | 11.19 |
| Phil Gould | Mowing contract | BACS | 1,250.14 | 0.00 |
| EE | Council mobile | DD | 9.68 | 1.61 |
| B Gooding | Property flood resilience protection | BACS | 551.00 | 0.00 |
| 1&1 IONOS | RPC Website | DD | 5.99 | 1.00 |
| Freeola | Village website | DD | 13.86 | 2.31 |
| Clerk | Clerk's salary and expenses | BACS | 893.14 | 1.99 |
| J Deacon | Glebe Field: Rebuild stile £120.00 Environmental Officer £914.53 Glebe Field: Footpath posts, supply and install £187.20 | BACS | 1,221.73 | 203.62 |
| TOTAL | | | 5,025.66 | 368.89 |

9.2 Bank Reconciliation as at 31 October 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 | 77,081.92 | 3,566.29 | 80,648.21 |
| | LESS Expenditure | 46,736.48 | - | 46,736.48 |
| 31 October 2020 | Bank Statement | 40,952.83 | 60,121.74 | 101,074.57 |

10. DRAFT 2021/22 BUDGET AND 2020/21 BUDGET AS AT 31 OCTOBER 2020 (ENCLOSURE 2)

11. ROLLESTON CIVIC TRUST (ENCLOSURE 3)

12. FOREST SCHOOL STREET HEDGE

13. MEADOW VIEW OPEN SPACE – OAK POSTS

The council's contractor had reported that one of the oak posts at the Meadow View Open Space was broken and that he would replace it if he had a suitable piece of wood. He also mentioned that several of the posts are getting towards the end of their life and the council will need to consider what it wants to do. He said that it is unusual these days to install oak posts unless it is a special area as oak is expensive and it is more usual to install metal posts instead.

14. CRAYTHORNE WOODS: TREE MANAGEMENT PLAN

15. FRIENDS OF BROOK HOLLOW

16. COLLEGE FIELD DEVELOPMENT: S106

17. CORRESPONDENCE

17.1 Staffordshire Parish Councils' Association (SPCA)

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

17.2 Resident's query

A resident has contacted the council asking:

"Why do we not fly the England flag in the village instead of the Union Jack? In Scotland, Wales and Northern Ireland they all fly the flag of their own country rather than the Union Jack."

17.3 Request to plant a tree on The Croft

The following request has been received from a Rolleston on Dove resident:

"Please could you advise how we would gain permission to plant a Silver Birch Tree on the Croft in Rolleston. My daughter (who got married at Rolleston Church) now lives in Sydney, Australia, she had our beautiful Grandson Teddy in August of this year and due to Covid we are unable to fly out to them. We would dearly like to plant a tree to commemorate our Grandsons birth and for him to have 'roots' in this country. We would like to put a small plaque under the tree for identification purposes. We have lived in Rolleston for over fourteen years and could not think of anywhere more lovely to plant a tree."

17.4 Rolleston Manor Court Rolls

Mr T Martin has contacted the council:

"I have been holding these recovered Court Rolls for four years. The History Friends agree that there is no further interest in holding them in the village and that they should be transferred to the archives at Stafford Record Office. If the Parish Council approves I will liaise with the Curator and arrange their transfer."

18. EXCLUSION OF THE PRESS AND PUBLIC

Chair to move:

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.

19. QUOTATIONS (ENCLOSURE 4 – COUNCILLORS ONLY)

20. PROPERTY LEVEL RESILIENCE (ENCLOSURE 5 – COUNCILLORS ONLY)