



Rolleston on Dove Parish Council

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

Mobile: 07908 545412 (Office hours)
Email: rollestonpc@outlook.com
<https://rollestonondovepc.co.uk>

Our Ref: MD

04 July 2023

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend the Meeting of the Parish Council held in the Old Grammar School Room, adjacent to St Mary's Church, Church Road, Rolleston on Dove DE13 9BE on **Monday 10 July 2023** commencing at 7.30pm at which the business set out below will be transacted.

Yours sincerely

MDanby

Mary Danby
Clerk

SUPPORT STAFFORDSHIRE VOLUNTEER AWARDS 2023

Rachael Anderson, Locality Officer East Staffordshire, Support Staffordshire will be attending the meeting to present awards to Tim Salmon and the Friends of Brook Hollows.

PUBLIC FORUM

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.

1. **Apologies for absence**
2. **Declarations of Interests and Dispensations**
3. **Planning matters**
 - 3.1 **Planning applications**

Application No.	Location	Proposal
P/2022/01332	4 Station Road	Remodelling of dwelling including raising of ridge height, part one and a half storey and single storey side and rear extension, including front and rear dormers, front porch canopy and alterations to existing access (Revised)

P/2023/00658	Land opposite Norwood Cottage Hall Grounds	Application under Section 73 to vary Condition 2 (Plans) and Condition 8 (Materials) attached to the Detailed planning application P/2021/01193, for the erection of a detached dwelling to amend the proposed roof tiles
P/2023/00674	Alder Brook Barn 62 Church Road	Felling of one Silver Birch tree, crown reduction by up to 1.5 metres of one Silver Birch tree (T2), two Cherry trees (T3) and (T5) and one Sycamore (T4)
P/2023/00677	Doveland Anslow Lane	Raising of ridge height to facilitate a first floor front extension and forward facing former and the erection of a two storey front gable extension
P/2023/00688	Spread Eagle Hotel Church Road	Pollarding and crown reduction by removing 4 metres off every branch of one Willow tree
P/2023/00744	Lavender Cottage Chapel Lane	Reduction by 1.5m to one Rowan tree (T1), reduction by 3-4m to one Birch tree (T2), felling of 2 Cherry, 1 x multi-stem Lilac, 2 x Ash (T3, T4 and T5)

4. To consider the Minutes of the meeting held on 19 June 2023 (Enclosure 1)

5. Matters arising from the previous meeting

6. Councillors' reports

7. Financial matters

7.1 Schedule of payments as at 04 July 2023

Payee	Description	Payment Method	Gross £	VAT £
HS Jackson & Son (Fencing) Ltd	Mobility kissing gate kit	DC (Pd 21/06/23)	526.80	87.80
IONOS Cloud Ltd	RPC website	DD	5.41	0.90
ESBC	Reimbursement of Cost of Election	BACS	121.30	0.00
Playdale Playgrounds Ltd	Meadow View play area (balance)	BACS	29,457.76	4,909.63
Clerk	Salary and expenses	BACS		
P Gould	Mowing contract	BACS	1,327.99	0.00
J Deacon	Environmental contract £1,200.49 Craythorne barrier lock/unlock: £180.00 Brook Hollows – paths: £10,560.00 (Donor funds) Cable ties, wood preserver, teak oil: £67.27 Fiddlers Lane (trees removal), Brook (remove hedge cuttings, etc), Craythorne playing field (tree branches removal): £170.40	BACS	12,178.16	2,029.69
Replacement Keys Ltd	Keys for the small noticeboards	DC (Pd 03/07/23)	9.05	1.51
		TOTALS	43,626.47	7,029.53

7.2 Bank reconciliation as at 30 June 2023

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2023	Bank Statement	79,325.65	87,040.63	166,366.28
Movement in funds to date	PLUS Income	66,997.70	2,164.88	69,162.58
	LESS Expenditure	(80,036.38)	(0.00)	(80,036.38)
30 June 2023	Bank Statement	66,286.97	89,205.51	155,492.48

7.3 Earmarked Reserves as at 30 June 2023

	Opening funds 01/04/2023 £	Movement in funds to date £	Available funds 30/06/2023 £
Environmental improvements	2,360.39	(489.00)	1,871.39
Brook Hollows	45,272.31	(7,605.00)	37,667.31
Play areas	17,132.11		17,132.11
S106 College Fields	44,507.57	(25,627.69)	18,879.88
Total	109,272.38	(33,721.69)	75,550.69

8. Receipts/payments to 30 June 2023 (Enclosure 2)

9. Council's priorities 2023/24 (Minute No. 36 refers) (Enclosure 3)

10. Public Footpath 9 – Brook Hollows (Eastern boundary)

A request has been made that the council consider strimming Footpath 9 where it runs along the Eastern boundary of Brook Hollows. It is suggested that this work be done twice a year (late Spring and early Autumn) and that, if agreed, a quotation be sought for consideration at the September meeting.

11. Correspondence

11.1 Staffordshire Parish Councils Association

The weekly Bulletins have been circulated to all councillors.

11.2 Communications Log

The Communications Log has been regularly circulated to all councillors.

12. Exclusion of 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

13. Quotations (Enclosure 4)

14. Rollestonian of the Year (Enclosure 5)

**Minutes of a meeting of Rolleston on Dove Parish Council
held at the Old Grammar School Room, Church Road
on Monday 19 June 2023 commencing at 7.30pm**

Present

Councillor Stewart (in the Chair)

Councillors Appleby, Badcock, Houston, E McManus, S McManus and Sanderson

In attendance

Mobile CCTV Enforcement Officer, ESBC

E Fenn, Youth Representative

Mary Danby, Clerk

Mobile CCTV Enforcement Officer, ESBC

The Officer gave an explanation of his role and an update on incidents at the Craythorne Golf site.

Public Forum

No members of the public were present at the meeting.

26. Apologies for absence

Councillors Robson and Sharples and E Hetherington, Youth Representative.

27. Declarations of Interest and Dispensations

None declared.

28. Planning matters

28.1 Planning applications

Application No.	Location	Proposal
P/2023/00155	21 Twentylands	Erection of a two storey front infill extension, two first floor front extensions and a two storey rear extension, erection of front porch, installation of first floor side window, installation of solar panels to the rear and cladding to all elevations.
No objection		
P/2023/00513 and P/2023/00544	The East Lodge Hall Grounds	Application under Section 73 to vary Condition 2 attached to planning application P/2022/01158 to amend the previous approval by proposing a carport (rather than a garage), a reduced driveway area, relocation of steps and the inclusion of a glazed link between the underground multi use room
No objection		
P/2023/00515	18 Church Road	Demolition of existing front conservatory to facilitate the erection of a single storey front extension
No objection		

P/2023/00531	Winter House Hall Grounds	Felling of one Laurel tree (Tag 583), felling of one Holly tree (Tag 586), felling of one Sycamore tree (Tag 587), felling of one Sycamore tree (Tag 590), selectively prune back low level growth to around 3 metres above ground level to give clearance to shrubbery beneath of one Laurel tree (Tag 579), remove larger deadwood only of one Sycamore tree (Tag 580), central stem to be reduced to a post pruning height of approximately 6-7 metres to limit leggy growth and consolidate of one Holly tree (Tag 582), crown lift low section of crown over the drive so that post pruning there is around 3 metres clearance above drive surface of one English Yew tree and clear Laurel and Aucuba shrub within a radius of 1 metre from trunk base (Tag 584), removal of central clump around Sycamore with tag 587, the clump closest to Holly tree with tag 586 reduce stems to around 4 metres above ground level, cutting back to near points of current regeneration and allow to regrown and clump closet to Laurel with tag 589 remove of one Laurel tree (Tag G588), removal of dead and dying back branches within the crown of one Laurel tree (Tag 589), target prune to remove entirely the lowest whorl or branches, leaving the largest wound of around 90mm in diameter at a point that the adjacent trunk diameter is around 320mm and subordinate the leading section of the secondary stem on the south eastern side reducing the height of the leading stem by around 1 metre resulting in pruning wounds of around 30mm in diameter and remaining secondary growth extending roughly due south towards the drive should be reduced by around 1 metre of one English Oak tree (Tag 591) and cut back small diameter basal Sycamore suckers and selectively removing and cutting back Holly saplings and Laurel regeneration and sever Ivy off one Sycamore tree (Tag 592)
No objection		
P/2023/00551	Ravenswood Tutbury Road Rural	Conversion and extension of existing detached outbuilding into annex accommodation, within garden land including installation of solar panels
No objection		
P/2023/00592	The Old Hall Hall Grounds	Felling of one Eucalyptus tree
No objection subject to a suitable replacement tree being planted		

P/2023/00639	3 Marston Lane	Erection of a two storey side extension and single storey rear extension, front dormer window, render and clad external walls, widen existing drive to provide additional parking and access to proposed garage
No objection		
P/2023/00649	The Croft Burnside	Reduction in height to 1 Cypress tree to be reduced in height by 6 - 7m leaving a finished height of circa 7m (T1), re-pollarding of Willow tree to original points of cutting, around 4m of growth to be removed (T2), reduction all around by 4-5m to 1 Sycamore tree (T3)
No objection		
P/2023/00681	Tudor House 3 Church Road	Crown reduce by up to 3 metres one Holly tree (T1), one Birch tree (T3) and one Beech tree (T4), crown reduce one Cypress tree (T2) and one Holly tree (T6) by up to 2 metres and crown reduce one Cypress tree (T5) and one Birch tree (T7) by up to 4 metres
No objection		

29. Minutes

Resolved That the Minutes of the meeting held on 16 May 2023 be approved and signed as a true record.

30. Matters arising

Minute No. 10 (Minute No. 189 refers)

Councillor Stewart reported that the resident queried why the council does not sell any of its land and they were advised to email the council if they wished to formally ask if they could purchase the garden land.

Minute No. 10 (Minute No. 190.3.3 refers)

It was noted that the Community Library had gone live.

Minute No. 12.2

Councillor E McManus reported that ESBC's contractor had now completed the works.

Minute No. 12.3

It was agreed that a final 'push' for Rollestonian of the Year nominations should be made on the Facebook page and website.

31. Councillors' reports

31.1 Councillor Badcock asked that the council consider changing the meeting start time from 7.30pm to 7pm as he thought that this would be more amenable to Councillors.

Agreed That the meeting start time be changed to 7pm for a trial period from September-December 2023.

31.2 Councillor S McManus reported that the website calendar connection had been lost but he had now updated the plugin and it was now working. He asked to be advised if any Councillor becomes aware of problems with the website so that these can be rectified.

31.3 Councillor Appleby reported that:

- Peveril Homes had removed their two signs guiding people to their Craythorne Road development.
- There had recently been a flooding incident at the junction of South Hill/Station Road. Councillors said that the drains needed to be flushed as they were not allowing water to get away. Councillor Stewart agreed to report the issue to Staffordshire Highways.
- He asked what was happening regarding the Willow tree on the bank adjacent to the Spread Eagle Inn. Councillor Stewart said that Mitchells & Butler's (M&B) Estates Department had been contacted on several occasions without response.
Agreed that ESBC be asked to liaise with M&B to see any necessary works undertaken on the Willow tree.

31.4 Councillor Houston reported that:

- An unknown person had applied weedkiller along the Platinum Orchard boundary which had killed the plants and herbs that had recently been planted.
Agreed that a letter be sent to properties which about the boundary advising them that weedkiller had been used and asking that if they became aware of anyone doing this in future that they inform the council as weedkiller use is not allowed on any council land.

31.5 Councillor Sanderson reported that:

- The landowner had trimmed back the Station Road hedge by the bus shelter bend but they had left the cuttings on the grass verge.
Agreed that the landowner be asked to collect and remove the cuttings from the verge.
- The replacement Hawthorn whips planted on the Craythorne Road car park had all died.
Agreed that Amey be requested to replace the Hawthorn whips.
- The Spread Eagle Island garden volunteers would be having a plant sale on Garden Sunday, monies raised would be used for bulbs for the Spread Eagle Island garden and a small donation would be given to the Church.
- He had noted that a gate had been installed from the Rolleston Manor estate which gives access onto the field, a "Keep out, private property sign" had been put on the gate into the estate. Councillor Stewart advised that the council had previously been alerted to the gate by a Walford Road resident who had been informed that this was a private matter as the council does not own the land.

31.6 Emily Fenn, Youth Representative reported she and her fellow Youth Representative, Evie Hetherington, would be joining Councillor Sharples this week to undertake the Contract Review inspection.

31.7 Councillor Stewart reported that:

- There had been a deliberate arson attempt on the tall playhouse on Tafflands, it was believed that this had happened on the evening of Saturday 17 June and was discovered early on the Sunday morning. The council's contractor made the structure safe on the Sunday and the Clerk had reported the incident to the Police.
Agreed that Councillor Houston speak with the contractor to find potential methods to protect the structure from fire damage in the future. Decision on what to do with the playhouse deferred to the next meeting.
- Additional keys had been purchased for the noticeboard outside Starbucks, Councillors were asked if they would be able to update the noticeboard when necessary. Councillors Appleby and Sanderson offered to hold a key and update the noticeboard when asked to do so.
- Councillors were asked to collect the Rollestonian of the Year nomination boxes from the Club and Starbucks. Councillor Sanderson agreed to do this.
- Craythorne Road car park railings: An explanation was given of issues arising from the railings expanding and detracting due to the heat and that the long length of railing was thought to be adversely impacting on this. A suggestion was put that stile(s) could be used to create one or two breaks into the railings.
Agreed that a discussion was required between Councillors and Amey to agree to a solution to the identified issues.

- It was noted that the new steel fencing around the Meadow View play area had a gap in it which must be closed.
Agreed that Playdale be advised and asked to rectify this as a matter of urgency.

32. Financial Matters

32.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Rolleston Village Fayre Society	S137 donation (agreed at May 2023 meeting)	BACS (Pd 17/05/23)	100.00	0.00
Post Office	Postage stamps	Debit Card (Pd 19/05/23)	98.00	0.00
Burton Tree Care	Burnside tree works: Willow and Limes	BACS (Pd 25/05/23)	875.00	0.00
P Gould	Mowing contract £1,327.99 Strim Brook banks (14 th & 27 th May) £130.00	BACS	1,457.99	0.00
Manor park Nurseries	Compost (Jamie's Island planters)	BACS	22.50	3.75
IONOS Cloud Ltd	RPC Website	DD	6.46	1.08
O2	Council mobile	DD	20.80	3.47
Clerk	Salary and expenses	BACS	1,253.96	0.33
HMRC	2023/24: 1 st quarter NI/PAYE	BACS	1,241.67	0.00
J Deacon	Environmental contract £1,200.49 Craythorne barrier lock/unlock: £186.00 Elizabeth Avenue playing field - remove fly tipped cuttings: £86.40 Brook Hollows – metal railings: £2,496.00 (Donor funds)	BACS	3,968.89	661.48
Woodside Nurseries	Summer planting of Burnside troughs	BACS	400.00	0.00
Greenbarnes Ltd	Additional keys for the Starbucks noticeboard	BACS	12.93	2.15
		TOTALS	9,458.20	672.26

Resolved That the above payments be approved.

32.2 Bank reconciliation at 31 May 2023

		Bank Accounts		Total £
		Treasurer £	Instant Access £	
01 April 2023	Bank Statement	79,325.65	87,040.63	166,366.28
Movement in funds to date	PLUS Income	66,967.70	2,108.09	69,075.79
	LESS Expenditure	(71,124.38)	(0.00)	(71,124.38)
31 May 2023	Bank Statement	75,168.97	89,148.72	164,317.69

Resolved That the above was a true record.

32.3 Earmarked Reserves

Resolved That the council's Earmarked Reserves (EMRs) at 31 May 2023 were:

	Opening funds 01/04/2023 £	Movement in funds to date £	Available funds 30/04/2023 £
Environmental improvements	2,360.39	(50.00)	2,310.39
Brook Hollows	45,272.31	(5,525.00)	39,747.31
Play areas	17,132.11		17,132.11
S106 College Fields	44,507.57	(25,627.69)	18,879.88
Total	109,272.38	(31,202.69)	78,069.69

33. Receipts/payments to 31 May 2023

Resolved That the report be noted.

34. Communications Strategy (Minute No. 170.3.2 13 March 2023 refers)

During discussion it was felt that a new Strategy was not necessary, merely that the council needs to ensure that things that have been done are publicised on the website and the Facebook page. Equally, it was felt that where something had happened, e.g. the recent fire damage on Tafflands this should also be publicised and residents asked to come forward if they had any information.

It was noted that the council's Social Media and Electronic Communication Policy (page 1) states *"If it is official Council business it will be moderated by either the Chair/Vice Chair of the Council or the Clerk to the Council"* and it was felt that any Councillor could fulfil this requirement.

Agreed That:

- The Social Media and Electronic Communication Policy, page 1 section headed "Communications from the Council will meet the following criteria", 5th bullet point be amended to read "If it is official Council business it will be moderated by either a councillor or the Clerk to the Council."
- The village organisations be contacted and asked to send their publicity posters to the council for uploading to the website and Facebook page.

35. Rollestonian insert

The council considered a proposal from the Civic Trust that the council's Rollestonian insert be incorporated within the main Rollestonian booklet. Four pages could be allocated to the council to put forward anything it wished and this would save the council c£180 per year as the cost would reduce from £145 per edition to £100 per edition.

Resolved That the council accepts the above proposal and the council's insert be incorporated within the Rollestonian booklet with effect from the Autumn 2023 edition.

36. Council's priorities 2023/24

Councillors considered the draft priorities which were tabled by the Chair.

Agreed that Reference Nos. 9 (Burnside railings) and 19 (S106 Sport England monies) be moved up the priority listing. The reasons for this were that:

- (a) It was felt to be achievable for Councillors and volunteers to repair and repaint the Burnside railings by breaking the work down into sections to be completed over time, and
- (b) There was a need to resolve how the condition on the S106 Sport England monies might be varied and the monies reallocated to other uses.

37. S106 Sport England funds / Football Foundation (Minute No. 194 11 October 2022 refers)

Councillors were advised that it appears a Deed of Variation is indeed the way forward. ESBC suggested that the next step, given the pitch report received by the Parish Council, and the

views of the football team would be a meeting between Parish Council, ESBC, Bellway and Sport England, which ESBC are happy to facilitate if the Parish Council asks them to arrange. However, in order to do this the Parish Council would need to know what it wants to do with the money instead and be able to justify it at the meeting.

Agreed That the council will arrange a meeting to be held in July 2023 where Councillors will consider the potential projects which might be possible using the S106 Sport England funding; the short list of potential projects would then be put to residents as a consultation exercise to identify the most beneficial use of the funding for the village. A meeting could then be requested via ESBC once this process has been concluded.

38. Annual footpath walks

Agreed That the Chair would email all Councillors to agree the dates for the 2023 footpath walks.

39. Correspondence

39.1 Staffordshire Parish Councils' Association (SPCA)

The SPCA's newsletters had been circulated to all councillors.

39.2 Communications Log

The Communications Log had been circulated regularly to all councillors.

39.3 Supporting the delivery of Health and Wellbeing initiatives with town and parish councils
Resolved That the correspondence received via the SPCA be noted.

39.4 St Mary's Church – Request to use The Croft

A request has been received for permission for the Local Vocals Community Choir to sing on The Croft on Sunday 02 July 2023 at 3pm when it is Garden Sunday, with gardens open throughout Rolleston to raise money for St Mary's Church.

Resolved That permission be given for the Choir to sing on The Croft as stated above and that the organisers be advised to contact RoDSEC for advice regarding Public Liability insurance cover, whether any permission is required regarding the public performance (ESBC) and Public Performance Licensing (PPL).

39.5 Rolleston Scout Group – Request to use the Meadow View open space for car parking for "Rollestonbury"

Resolved The council declined the offer of a donation and gave its permission for the use of the land as a one-off event for the requested purpose under the following conditions:

- The Scout Group must write to all Meadow View residents as soon as possible saying that it has liaised with the Parish Council which has given permission for the Meadow View open space to be used for car parking for the Rollestonbury 2023 event. They are asked to include the information provided to the council, together with the map, in the letter to residents.
- The Scout Group are asked to arrange for a Security Guard to be present on the site all night and that this information be included in the letter to residents.
- It was noted that the Scout Group will make good any significant damage to the land but they are also asked to make good any damage that may occur to any of the perimeter posts.

40. 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.

41. Quotations

41.1 Bridge over ditch from the Rolleston Manor estate to the Craythorne Road playing field

Resolved That the council prefers the quotation submitted by JT & RA Deacon to install a replacement bridge able to accommodate powered wheelchair users and that this work be done on a 50/50 basis of shared costs with ESBC.

41.2 Additional planters (Minute n. 12.3 refers)

Deferred to the next meeting.

41.3 Craythorne Road playing field: Accessible kissing gate (Minute No. 12.7 refers)

Resolved That the following quotations be accepted:

Jacksons Fencing

1 No. Mobility kissing gate kit 1.5m gate plus five posts and 12 rails (Jakcured)
£387.00 plus VAT and delivery

J Deacon

Remove kerb stones and old stile and install new kissing gate
£478.00 plus VAT

It was further resolved that the car park area in front of the kissing gate be hatched in yellow and marked "No parking".

The meeting closed at 9.32pm

Signed

Date

**ROLLESTON ON DOVE PARISH COUNCIL
RECEIPTS AND PAYMENTS TO 30 JUNE 2023**

Nominal Code	Description	Actual 2022/23 £	2023/24 Budget £	Actual to 30/06/23 £
100	Income			
1076	Precept	87,700	90,331	45,166
1090	Interest Received	173	180	162
1100	Grants & Donations Received	10,946	-	16,360
1110	Council Tax Support Grant	1,665	1,665	833
1200	Garden rents	125	125	125
1220	Allotment rents	20	20	20
1250	Football pitch fees	50	50	30
1270	SCC: Annual grass cutting	3,700	3,848	4,465
1280	Insurance claim settlement	607	-	-
1999	Other income	43,745	-	-
	Income	148,732	96,219	67,159

Nominal Code	Description	Actual 2022/23 £	2023/24 Budget £	Actual to 30/06/23 £
200	Administration			
4000	Staff salary	18,408	18,776	4,602
4020	Employer's National Insurance	1,344	1,450	321
4030	Payroll Services	95	110	-
4050	Use of Home as Office	178	178	45
4100	Insurance	1,141	1,141	1,152
4110	Audit Fees	543	574	164
4120	Photocopier: Rental/Maint.	378	378	95
4121	Photocopier: Copy charges	313	400	107
4125	Stationery	240	225	91
4127	Village Directory	183	200	-
4130	Postage	371	450	264
4140	Council mobile	183	211	52
4150	Subscriptions	567	650	617
4160	Training	30	500	-
4180	Room hire	300	300	-
4190	Mileage expenses	113	100	28
4195	Parking fees	2	10	3
4200	Play areas	10,000	6,000	112
4205	Craythorne barrier: Lock/unlock	1,825	1,825	460
4210	RPC website	125	175	15
4211	Village website	46	60	12
4220	IT / Software	271	390	228
4230	S137 Expenditure	-	100	200
4240	Mowing contract	15,088	17,000	4,650
4250	Bin emptying	4,077	4,590	1,148
4260	Trees	2,706	4,000	875
4265	Plants for planters	750	825	419
4270	Environmental contract	12,351	16,650	3,086
4275	R&M and Out of Scope works on RPC land	-	5,000	72
4280	Bus shelter	-	-	15,982
4300	Projects	10,000	4,500	82
4310	Professional fees	4,150	4,000	-
4320	Capital expenditure	-	800	-
4330	Other administration	2,562	1,500	81
4999	Contingency	2,579	3,000	345
	Expenditure	90,919	96,068	35,308
	TOTAL EXPENDITURE	90,919	96,068	35,308
	TOTAL INCOME	148,732	96,219	67,159
	NET INCOME OVER EXPENDITURE	57,813	151	31,851

Earmarked Reserves (EMRs)

Nom. Code	Description	Opening funds 01/04/2023 £	Movement in funds to date £	Funds as at 30/06/23 £
320	Environmental improvements	2,360.39	- 489.00	1,871.39
322	Brook Hollows	45,272.31	- 7,605.00	37,667.31
325	Play Areas	17,132.11	-	17,132.11
327	s106 College Fields	44,507.57	- 25,627.69	18,879.88
	TOTAL	109,272.38	- 33,721.69	75,550.69

Funds statement as at 30 June 2023

Total funds held in bank accounts	£ 155,492.48
LESS Earmarked Reserves	-£ 75,550.69
Available funds	£ 79,941.79

Rolleston on Dove Parish Council
Priorities 2023/24

Ref	Project - Brief description	Project Status	Remaining or Next Actions and Funding/Resource required	Completed Actions
1	Tafflands woodland and paths - Maintenance and management of trees and paths, planting of native flora e.g. B+B6bluebells, installation of bird boxes	In Progress	Scraping clean of mud and stoning/levelling of path from top end of Craythorne field to metal bin in the middle section of Tafflands. J Deacon work awaiting dry weather (see 14). Fencing and ditch improvement works to address waterlogging around new bridge area (that leads to Footpath 14) through to Craythorne Road ditch on hold until post nesting season in October	2 x tree maintenance sessions held and wood chippings spread on paths Stoning and levelling of part of path from car park through Tafflands heading towards Footpath 14 partially completed - done by SCC as part of roadworks compensation Bluebells planting done and some are growing through in the area nearest Meadow View - funded by Donor Gate and path from Taff lands to Footpath 14 replaced and raised to improve drainage and accessibility completed - funded by successful Grant application from TTTV Scraping clean of mud and stoning/levelling of path from top end of Craythorne field to metal bin in the middle section of Tafflands. J Deacon quotation agreed Fencing and ditch improvement works to address waterlogging around new bridge area (that leads to Footpath 14) through to Craythorne Road ditch. J Deacon quotation agreed
3	Renew / refurbish existing play equipment at Meadow View play area - incorporation of accessible and younger children's play equipment	In Progress	Work started early Jun 2023 and completed by end of June - play area will be open by July meeting! Painting of existing equipment and railings to be considered at July PC meeting	Successful application to use \$106 monies for new equipment. Planning permission granted for extension to play area incorporating younger children's accessible equipment and also resurfacing of existing play area.
6	Jinny Trail - maintenance and management	In Progress	Further tree work required to deal with overhanging Ash up on top of bank leaning over resident garden shed - October 2023	Thinning, removal and maintenance of trees done by contractors in 2 separate sessions in 2022 and 2023
10	Craythorne car park refurbishment - surface, railings, removal of old portacabin	In Progress	Work to redo the railing/posts installation and include the additional posts ordered to ensure equal spacing started mid June to the correct specification of spacing and levelling. Gap put part way along to allow a stile access to be located there from the car park By July PC meeting this work should be fully completed	Car park stoned and tidied from the tarmac section through to the far end by SCC as part of roadworks compensation Railings replaced using \$106 monies and SCC labour as part of roadworks compensation Old portacabin removed by SCC as part of roadworks compensation Used \$106 funding additional posts purchased for J Deacon to install around the gate entrance area - completed Conversation had with SCC/Amey over quality of work done which is incomplete and has left loose posts, damaged posts and unlevelled railings - progressed via Amey and County Councillor White and agreed to redo all the railings
14	Request to ensure bridge from Forest School Street play are to Craythorne is electric wheelchair compatible and stoned path to access to Tafflands	In Progress	J Deacon to create stoned path area and level up at end of concrete apron from bridge to field - awaiting dry weather Quotation by J Deacon to tackle drainage issues in top area close to entrance from forest School street play area waiting for dry weather ESBC have 3 quotations to replace bridge - funding 50/50% by PC/ESBC - reviewed and approved J Deacon quote at June PC meeting - decision advised back to ESBC for their approval	Quotation by J Deacon accepted to tackle drainage issues in top area close to entrance from forest School street play area PC agreed to J Deacon quote to create stoned path area and level up at end of concrete apron from bridge to field
18	Request for accessibility gate onto field from car park to replace stile	In Progress	Gate to be ordered and work to progress this approved quotation to start when railings work on car park is completed by Amey Confirm the paining of hatched yellow areas on car park surface adjacent to this gate and the main gate into the field used by the contractors	May 2023 PC agreed to progress quotations The quotation for kissing gate and installation of this by J Deacon were approved at June 2023 meeting
20	Additional planters along Burnside	In Progress	Request received to be allowed to fund additional planters from residents on Burnside Will need to be put to the Civic Trust if agreed as they fund 50% of the planting Pricing obtained which will be relayed to the proposers of this to see if they wish to proceed with funding the purchase of troughs and spare liners	PC meeting May 2023 agreed to source quotations for additional planters, plants, additional liners and installing of these PC meeting June received quotations for additional planters/trough liners and planting of these - deferred to the July meeting
7	Clean Brook and banks on Burnside and deal with W+B13illows - plant succession trees for ageing Willow trees??	In Progress	Owners of Spread Eagle have submitted planning application to pollard the large Willow by the Spread Eagle bridge Consider working party in late Sept/Oct to clear the banks all the way along	Meeting with David Hughes from EA to review Brook, trees and banks and what PC is allowed to do held in April 2023. Banks may be cleared, removal of Himalayan Balsam, cleaning and painting of railings permitted Tree Surgeon quotation to pollard 2x Willows on Burnside roadside and maintenance Limes accepted - date to be done is 17th/18th May 2023 Owners of Spread Eagle chased twice to look at the Willow on their side June PC meeting agreed to prune the overlong hanging fronds that are rooting into the Brook, clear the banks of debris and trim the fronds so that the bridge can be viewed which a councillor has done
19	\$106 Sports England monies - progression of how to deal with condition to build changing rooms at Craythorne Field	In Progress	July meeting to be arranged for PC initially to pull together projects that we are aware of with ballpark cost estimates. From this we can arrange a well structured with clear agenda village session with these as a starting point for wider discussions.	May 2023 agreed to decline to progress the pitch improvement funding application proposal from Staffs FA ESBC Councillor Lock confirmed with Mark Risk at ESBC that variation is the next step and legal fees would have to be paid by RPC June PC meeting discussed and agreed how to move forward with putting proposal to the village to request variation, how this would be managed and projects it might cover
9	Repaint and repair white railings and posts on Burnside, Brookside and leading to The Lawns	In Progress	Start to arrange working parties to do this in sections - need risk assessment and high vis jackets plus advice on best paint to use	Meeting with David Hughes from EA to review Brook, trees and banks and what PC is allowed to do held in April 2023. Banks may be cleared, removal of Himalayan Balsam, cleaning and painting of railings permitted Footbridge to The Croff cleaned and painted, repair to handrail done by J Deacon and white railings on Burnside washed down by PC for Coronation June PC meeting agreed this to be made priority project to progress in stages with sanding, essential repairs and painting

Rolleston on Dove Parish Council
Priorities 2023/24

17	Station Cattle dock wall on Jinny Trail requires repair to prevent it falling down	In Progress	June meeting on site with Gabriel builders to review what is required was the best meeting so far - very practical suggestions discussed. They have been asked to provide quotation which C Baker will then bring to July PC meeting for PC consideration. Quotation will be needed for clearance work as well on the dock and surrounding area which would be put into the request for funding	C and R Baker have confirmed they will progress an application for lottery funding on behalf of Station Group/PC
16	Provide stoned path from end of tarmac path from Forest School street play area to Meadow View play area for ease of access (extremely muddy at present) Addition of extra seating/table for play park users		Consider using remaining S106 funds that are left to progress this when play park has been installed or possible project for variation of Sports England condition if permitted	
21	Replace / repair aging wooden steps and handrails on both sides of the Jinny Trail		These are now falling into worse disrepair as the edge pieces of the steps are now rotting - some work has been done to replace various treads, supports and rails as required	
4	Outdoor gym equipment to be located at Tafflands, Meadow View and Elizabeth Avenue play areas			
11	Aging bus shelter on Knowles Hill		Roof felt is completely falling off now!	PC agreed for J Deacon to inspect periodically and monitor