

**Minutes of a meeting of Rolleston on Dove Parish Council  
held at the Old Grammar School Room, Church Road  
on Monday 08 April 2024 commencing at 7pm**

**Present**

Councillor Stewart (in the Chair)  
Councillors Appleby, Badcock, Houston, E McManus, S McManus, Peirce, Robson, Sanderson and Sharples

**In attendance**

ESBC Councillors Lock and Smedley  
Five members of the public  
M Marsden, Youth Representative  
Mary Danby, Clerk

**Public Forum**

**Craythorne Road**

- Craythorne Road residents addressed the Parish Council and asked if the informal meeting with Stretton Parish Council representatives had been arranged. They were advised that Councillors Appleby and Badcock had met with Councillors Bullock and Pritchard and they had discussed the Jinny Trail, the bungalows development, highway issues, the annual 10K Road Race and agreed to meet twice a year – unless a major issues crops up that would warrant another meeting - to discuss items of common interest. Updates would be provided to the Parish Council and included in Minutes going forward.
- One of the residents said that she was going to present a petition to Councillor Peters at the Stretton Parish Council meeting regarding HGV traffic on Craythorne Road.
- The residents mentioned the flytipping that had appeared on the Craythorne Golf site. They were advised that ESBC were aware of the flytipping and as it is on private property they have been in contact with the landowner and asked that it be removed.
- The residents asked if there would be any more development on the travellers site. They were advised that the Parish Council was not aware of any.

**177. Apologies for absence**

Councillor Storer and E Fenn Youth Representative

**178. Declarations of Interest and Dispensations**

None declared.

**179. Planning matters**

**179.1 Planning applications**

<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>
P/2024/00210	10 Croft Close	Erection of a two storey rear extension
Comment: Should the windows in the proposed rear extension be frosted or opaque as they will be overlooking Alderbrook House, Station Road?		
P/2024/00236	Land off Craythorne Road	Application made under S73 to amend P/2022/00832 for the erection of a bungalow and garage, to vary Condition 2 to amend the boundary treatment

No objection provided the proposed fence is erected on the inside of the existing hedge and sufficient space is retained between the fence and the hedge to enable hedge maintenance to be undertaken when necessary.

P/2024/00237	Land off Craythorne Road	Application made under S73 to amend P/2020/00614 Reserved Matters for the erection of 21 detached retirement living bungalows, a detached building to form Community facility on the ground floor with 2 first floor 1 bed maisonettes, to vary Condition 1 to amend the boundary treatment
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No objection provided the proposed fence is erected on the inside of the existing hedge and sufficient space is retained between the fence and the hedge to enable hedge maintenance to be undertaken when necessary.

P/2024/00267	19 Station Road	Reduce crown of 1 Beech tree (T1) by 203 metres, reduce crown of Holly tree (T2) by 1-2 metres, remove deadwood and reduce by 1-2 metres to 1 Hawthorn tree (T3)
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No objection

P/2024/00286	Home Farm Church Road	Fell to ground level one Conifer tree (T1)
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No objection

P/2024/00287	The Old Orchard Church Road	Fell to ground level one Conifer tree (T1)
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No objection

P/2024/00297	15 Shotwood Close	Partial garage conversion to facilitate the erection of a part single and first floor rear extension
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No objection

P/2024/00303	1 Walford Road	Demolition of existing flat roof garage/utility room to facilitate the erection of a single storey side extension
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No objection

P/2024/00317	3 Oak Trees Close	Erection of a single storey side and rear Orangery
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No objection

P/2024/00324	4 Church Road	Reduced back to original points of cutting by up to 1.5m to consolidate crowns of two Apple trees (T1 and T2), reduce top and sides by up to 3m to consolidate crowns of two Atlas Cedar trees (T3 and T4)
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No objection

**180. Minutes**

**Resolved** That the Minutes of the meeting held on 11 March 2024 be approved and signed as a true record.

**181. Matters arising**

**Minute No. 165 (re Minute No. 155 Flooding)**

It was noted that the MP's letter had now been sent to the majority of residents and that a public meeting would be held (date, time and venue to be confirmed).

Councillor S McManus asked that information from the EA be provided to him for uploading to the website.

**Minute No. 166.9 Estate Agent board**

Councillor Stewart asked Councillors if they wished to continue with notifying Estate Agents when their boards are not erected in the correct locations as set out in The Town and Country Planning (Control of Advertisements) Regulations 2007. **Agreed** that the Parish Council should continue to do this.

**182. Councillors' reports**

182.1 ESBC Councillor Smedley said that she had had an enjoyable walk around Brook Hollows. She also advised that ESBC was looking to introduce a brown bin fee from October – full details had yet to be announced.

182.2 ESBC Councillor Lock noted that the work to replace the footbridge at Brook Hollows had commenced, he also said that the structural survey report had still not been received by ESBC.

182.3 Councillor Sanderson reported that horses were being ridden on pavements in the village. Councillor Stewart advised that ESBC had been contacted regarding the grass verges on the Station Road-Meadow View jitties being churned up by horses being ridden along them. Councillors noted that the Highway Code (Rule 54) states that horses should not be ridden on footpaths, pavements or cycleways. **Agreed** that ESBC and SCC be contacted to confirm what, if any, rules they have in place prohibiting horses from being ridden on pavements.

182.4 Councillor Robson reported that a lot of work had been achieved at the recent Jubilee Orchard Working Party and confirmed that they would next meet on 11 May.

182.5 Councillor E McManus asked if a poster confirming the dates of the fishing closed season should be displayed on all noticeboards. **Agreed** that the poster only be displayed on the Starbucks noticeboard and that it also be forwarded to the Friends of Brook Hollows for display on the Brook Hollows noticeboard.

182.6 Councillor Appleby referred to P/2021/00323 and asked if ESBC's Planning Enforcement Officer could be asked how long an applicant has in which to submit a planning application following a stop order on works on the site (e.g. the type of fencing installed being outside the planning conditions). **Agreed** that the Planning Enforcement Officer be requested to provide an update regarding this application.

182.7 Councillor Houston reported that there was a rotten post near to the Almshouses. **Agreed** that the Council's contractor be asked to investigate this issue.

182.8 Councillor Sharples reported that:

- She had recently visited the Meadow View play area and she had spoken with another person who asked if it would be possible to install one or two benches inside the play area. **Agreed** that this request be added to the council’s Priorities list for future consideration.
- Asked if would be possible to fit a “hook” latch onto the Meadow View play area gate. **Agreed** that Playdale be asked to quote to supply and fix this type of latch to the gate.
- Asked if it would be possible to improve the muddy area to the Meadow View play area from Meadow View. **Agreed** that this request be added to the council’s Priorities list for future consideration.

182.9 Councillor Badcock reported that the south side path at Brook Hollows had been washed away twice and that the Donor’s funds will be used to repair the path. A site meeting was due to be held with ESBC Officers to discuss this issue.

182.10 Millie Marsden, Youth Representative reported that the Fun Run was going ahead and that details regarding stewarding, risk assessments, etc were to be discussed with the Civic Trust in the near future.

182.11 Councillor Stewart reported that:

- A resident had offered three young trees (an ornamental Cherry, Oak and Horse Chestnut) and asked if the Parish Council could take these for planting. It was agreed that the Cherry might be suitable for either the Platinum Orchard or the Shotwood Close Open Space and that the Friends of Brook Hollows may be interested in taking the other two trees.
- The Rollestonian insert deadline was 14 April and she would be circulating the draft to all Councillors prior to submitting it to the Civic Trust.
- The owner of The Lodge, Hall Grounds had written to the Parish Council, she had sent a carefully written and informative letter in response to the council (Minute No. 119 refers).

## 183. Financial matters

### 183.1 Schedule of payments

Payee	Description	Payment Method	Gross £	VAT £
Rolleston Scouts	S137 Grant Aid (defibrillator cabinet) (approved at March PC meeting)	BACS (pd 12/03/24)	600.00	0.00
P Gould	Additional mowing of highways verges (requested by SCC)	BACS (pd 12/03/24)	300.00	0.00
H.S. Jackson & Son (Fencing) Ltd	Mobility kissing gate kit (replacement for Craythorne)	BACS (pd 14/03/24)	526.80	87.80
Rolleston Civic Trust	Rollestonian inserts 2023/24	BACS (pd 18/03/24)	533.16	0.00
Rolleston Scouts	Rollestonbury Tickets (Part of the Rollestonian of the Year 2023 Award)	DC (pd 22/03/24)	32.50	0.00
P Gould	Mowing contract	BACS	1,354.62	0.00
SLCC	Membership subscription (pro rata)	BACS	178.56	0.00
Viking Direct	Postage stamps and stationery	BACS	319.71	15.16
Clerk	Salary and expenses	BACS	1,371.16	0.00
IONOS Cloud Ltd	RPC website	DD	8.40	1.40

J Deacon	Craythorne car park lock/unlock (March): £186.00 Environmental Contract (March): £1200.49 Remove wooden planter (Jinny Inn): £132.00 Remove brush wood, Craythorne Woods: £168.00 Repair path, Jinny Trail: £252.00 Emergency step repair, Jinny Trail: £72.00 Remove brush wood, Jubilee Orchard: £84.00	BACS	2,094.49	349.08
Rialtas Business Solutions Ltd	Accounts software support and maintenance 2024/25	BACS	230.40	38.40
ESBC	Bin emptying 1 <sup>st</sup> qtr 2024/25	BACS	1,499.76	249.96
Ornamental Trees Ltd	2 No. trees and planting kits for Brook Hollows (Donor funds)	DC (pd 04/04/24)	680.00	113.34
Tudor Environmental	2 No. tree guards for Brook Hollows (Donor funds)	DC (pd 04/04/24)	70.27	11.71
Sounds Wholesale Ltd	A4 Copy paper	DC (pd 04/04/24)	49.38	8.24
Amazon	C4 envelopes	DC (pd 04/04/24)	21.47	3.58
Sounds Wholesale Ltd	A3 Copy paper	DC (pd 05/04/24)	13.96	2.33
Ricoh UK Ltd	Photocopier: Qtrly Rental - £113.41 Copy charges - £109.73	BACS	223.14	37.19
<b>TOTAL</b>			<b>10,107.78</b>	<b>918.19</b>

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

### 183.2 Bank reconciliation as at 31 March 2024

		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	<b>PLUS</b> Income	146,796.66	25,856.64	172,653.30
	<b>LESS</b> Expenditure	(197,207.44)	(29,254.33)	(226,461.77)
31 March 2024	Bank Statement	28,914.87	83,642.94	112,557.81

### 183.3 Earmarked Reserves

**Resolved** That the council's Earmarked Reserves (EMRs) at 31 March 2024 were:

	<b>Opening funds 01/04/2023 £</b>	<b>Closing funds 31/03/2024 £</b>
Environmental improvements	2,360.39	8,931.41
Brook Hollows	45,272.31	13,151.72
Play areas	17,132.11	20,000.00
S106 College Fields	44,507.57	745.11
MUGA (fees)	0.00	8,000
<b>Total</b>	<b>109,272.38</b>	<b>50,828.24</b>

**184. Receipts and Payments to 31 March 2024**

**Resolved** That the report be noted.

**185. Sport England funds: Update**

Councillor Stewart reported that contact details had been provided to the Planning Consultants and further information would be provided to them in the near future.

**186. Flooding**

Councillor Badcock reported that he had been gently nudging the EA to dredge the Brook between the former Brookhouse Hotel and the River Dove but the EA were adamant that this would not make any difference.

**187. Proposed Grant Aid Scheme**

Following a robust discussion on the proposed Grant Aid Scheme the Chair asked for a vote on whether a Grant Aid Scheme was necessary:

<b>For</b>	<b>2</b>
<b>Against</b>	<b>8</b>

The proposal therefore failed and would not be progressed further.

**188. Updated Projects Listing 2024/25**

**Agreed:**

- Meeting with Playdale be arranged to discuss the slide mound.
- Tafflands – trees: Councillor Stewart would arrange to meet with tree surgeons.
- Elizabeth Avenue goal posts: The Contractor be requested to quote to relocate the goal posts.
- Elizabeth Avenue: A Working Party be established to look at replacing some of the play equipment, including consulting with the JoRPS pupils on what they would like to be provided. Also to consider whether the basketball post should be retained. Working party to be comprised of Councillors Appleby, Houston, Peirce and Millie Marsden, Youth Representative.
- Contractor to be asked to quote to remove the Knowles Hill timber bus shelter.

**189. Correspondence**

**189.1 Staffordshire Parish Councils Association**

The weekly Bulletins had been circulated to all councillors.

**189.2 Communications Log**

The Communications Log had been regularly circulated to all councillors.

**189.3 Walkway along Dove**

The Parish Council considered correspondence informing it that a landowner had closed a permissive footpath along the River Dove which had been used by members of the public for many years. The council was asked to consider a local approach to the landowner to see the path reopened to public use or contributing to a fund to legally challenge the landowner.

After a robust discussion it was **resolved** that the council would not take any action in this matter. Councillors said they would be interested to know how the project develops and asked to be kept informed of progress.

**189.4 Rolleston Village Fayre**

**Resolved** That a donation of £100 be agreed towards the 2024 Village Fayre.

**190. Exclusion of 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.

**191. Quotations**

**191.1 Jinny Trail**

**Resolved That:**

- a) John Deacon's quotation in the sum of £30.00 plus VAT be accepted to erect sign on gate midway down the Jinny Trail
- b) Hardy Signs quotation to supply the above sign in the sum of £50.00 plus VAT be accepted.

**191.2 The Croft: Dog signs**

**Resolved** That Hardy Signs quotation in the sum of £129.00 plus VAT to supply 2 No. signs be accepted.

**192. Rolleston FC: Lease at Craythorne Playing Field (Draft)**

**Resolved** That the draft Lease be approved subject to the site address being corrected to read "Rolleston" and that the notice periods stated within the Lease be amended to three months instead of one month.

The meeting closed at 9pm

Signed .....

Date .....