

Rolleston on Dove Parish Council - Minutes of Meeting

Minutes – Meeting held 9th May 2016, 730pm

Location	Old Grammar School, Rolleston on Dove
Attendees:	Cllr Sanderson, Cllr B Gooding, Cllr M Robson, Cllr J Toon, Cllr J Wyatt, Cllr A Evans, Cllr J Barnfield Jane Bucknall (Clerk) Members of the public Mr Tom Martin, Mr Clive Baker, Steve Lewis
Distribution:	Attendees + Website, Burton Mail, County Councillor Bob Fraser
Chairman:	Cllr S Sanderson
Next Meeting:	Parish Council Meeting June 13 th 2016, 730pm
Purpose of Meeting: To discuss regular parish council business	
<u>AGENDA ITEMS</u>	
1.0 Election of Chairman	
2.0 To accept Chairman's declaration of Acceptance of Office	
3.0 Election of Vice Chair	
4.0 To accept Vice Chairman's declaration of Acceptance of Office	
5.0 Members are given the opportunity to update Register of Members Interests	
6.0 To note or appoint representation on outside bodies	
7.0 To note or appoint representation on Parish Council Sub-Committees	
8.0 Public question time and presentation of Petitions	
9.0 Apologies for absence	
10.0 Declarations of interests	
11.0 Minutes meeting held on 8th February 2016	
12.0 Report of County Councillor	
13.0 Report of Borough Councillor	
14.0 Matters arising from minutes of previous meeting	
15.0 Goal posts	
16.0 Budget 2016-17	
17.0 Clerks Report	
Planning Applications	
Planning Decisions	
Councillors Reports	
Accounts for Payment	
Correspondence received	
Items for next agenda	
18.0 Confidential section	
Quotes received	

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
1.0	Election of Chair Cllr J Toon proposed that Cllr Sanderson stand for another year, seconded by Wyatt. All Cllrs voted in favour.		
2.0	To Accept Chairman's Declaration of Acceptance of Office Cllr Sanderson signed the required form.		
3.0	Election of Vice Chair Cllr Sanderson proposed Cllr Wyatt continue in his role as Vice chair, seconded by Cllr J Toon. All Cllrs voted in favour.		
4.0	To Accept Vice Chair's Declaration of Acceptance of Office Cllr Wyatt signed the required form.		
5.0	Update Members Interest Forms Cllrs completed and signed forms which will be filed by the Clerk.		
6.0	To Note or Appoint Representation on Outside Bodies Cllrs noted contents of the agenda, no changes we made.		
7.0	To Note or Appoint Representation on Parish Council Sub-Committees Cllrs noted contents of the agenda, no changes were made.		
8.0	Public Question Time and Representation of Petitions Nothing raised by members of the public in attendance.		
9.0	Apologies for Absence Apologies were received from Cllr B Toon and Arthur Bailey Youth Rep.		
10.0	Declarations of Interests None noted.		
11.0	Minutes of meeting held 8th February		
11.1	Two typographical errors page 2, are should read area; car par should read car park.		
11.2	With the above amendments made the minutes were signed and accepted as true and accurate record.		
12.0	Report of County Councillor Cllr Fraser was not in attendance, nor did he submit a report.		
13.0	Report of Borough Councillor		
13.1	Cllr B Toon was not in attendance but has sent a report to state that she has received several complaints about the Housing Needs Survey Distributed.		
13.2	Cllr B Toon has also received a request for a white line to be painted across Alders Reach as parked cars are obstructing the entrance.	Clerk to request via Highways	By next meeting
13.3	As Cllr Sanderson had also received a complaint about the Housing Needs Survey, along with another to the Clerk, a discussion took	Clerk to Put notices out	Asap

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	<p>place. Cllrs believe it is written as though it comes from the Parish Council, rather than Midland Rural Housing. The survey misrepresents the PC, it hasn't been sent to each household and it feels like a 'pitch'. If information is sent back to them they will have built a very comprehensive database about residents in Rolleston.</p> <p>Via all channels of communication the PC need to make it clear that it hasn't come from the PC, that our position hasn't changed from our neighbourhood planning survey which received 800 responses to a similar survey.</p> <p><i>Post meeting note: letter distributed to all residents via Andrew Griffiths MP.</i></p>	<p><i>complete</i></p> <p>Clerk to Write to Midland Rural Housing</p> <p>Cllr Wyatt to call them</p> <p><i>complete</i></p>	<p>Asap</p> <p>Asap</p>
14.0	Matters Arising From Minutes of Previous Meeting		
14.1	<p>A further note from Andy Mason received today for the CRI. CRI have asked Mr Mason whether the amount of funds requested in the bid could be cut down as they have too many projects to fund. All noted the revised figures for the Brook Hollows project, Cllrs also noted that if a funder comes back to a bid for revised figures it is often a good sign that they are trying to accommodate the project.</p> <p>Cllr J Toon proposed the project go along with Mr Mason's suggestion, seconded by Cllr Barnfield and unanimously agreed.</p>	<p>Respond to Andy Mason</p> <p><i>Complete</i></p>	Tonight.
14.2	The tyres on Craythorne are to be removed by Brothers Boot Camp. If they have not gone by Saturday we will get rid of them on Clean Up Day.	Remove on Clean up Day	Saturday
14.3	Annual village walk needs to include Glebe Close to Church Road as well as the Home Farm Park path.	Clerk to add to June walks	June
14.4	Walks leaflet has still not been sent to Mr Baker as Clerk is missing comments on the circular route. These were sent during the meeting. Carry over	Clerk to summarise amendments and send to Mr Baker	This week
14.5	WASP funding for the Jinnie Trail trees has been received and the funding for the bus shelter will be claimed on invoice from Bottle Kiln. The bus shelter will be started in 3 weeks.	Clerk to claim once completed.	June
14.6	The sewer on Beacon Road will be completed, outside of the £30,000 funding.		
14.7	£30,000 has not yet been received despite being chased twice. <i>Post meeting note: Purchase Order received, and invoice sent.</i>	Clerk to chase <p><i>Complete</i></p>	By next meeting
14.8	Electronic versions of the flood mapping exercise have been received and have been filed with the minutes.		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
14.9	Christmas lights have been removed from the tree and now need to be collected from the Island.	Clerk	asap
14.10	Clerk has contacted EON for the required permissions for using the lamppost as a power supply, and for information on local suppliers.	Clerk to chase if not received for next meeting	Asap
14.11	A Dad's Army of volunteers has been sought via various Facebook pages.		
14.12	The Burton Mail have asked for photographs to be sent after the Clean Up Day so they can cover it in the newspaper.	Clerk to send photographs and a note to Burton Mail	After 14.5.16
14.13	The water butt on Spread Eagle Island has still not been levelled, but at this evenings contract meeting Mr Deacon has stated that this will be completed shortly.	Mr Deacon	2 weeks
14.14	Clerk has emailed Mr Adams regarding the trees on Knowles Hill with the response received from Mr Green at Highways. Clerk has written to the farm on Rolleston Road to see if they own any of the trees in question. A response is awaited.		
14.15	Quotes have been amended for the Wall on the Jinnie Trail, which will be discussed in section 2.		
14.15	The Appeal Hearing for the Craythorne Road development by Gladmans was heard and attended by Cllr Sanderson who was allowed to speak. Consultant Chris Bowden could not help on this occasion but Cllrs noted the contents of points raised by Cllr Sanderson contained within the Clerks report which were taken from previous objections on this application. It was noted that whilst the Save Our Stretton (SOS) group were represented at the Hearing, Stretton PC were not present. SOS were pleased that Rolleston PC attended.		
14.16	A response has been received from Chris Bowden to Lisa Claber, but it is unclear as to whether Ms Claber had requested the changes be made, or whether the changes have indeed been made. Cllr Gooding expressed his opinion that he doesn't agree with Mr Bowden's advice. As no meeting had been called by the Steering group, Clerk to request a meeting with the Steering Group with representatives from the Parish Council.	Clerk to request meeting	Before the next

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
		with the Steering Group	meeting
14.17	Highways have been asked to remove the Brown Craythorne Golf Club signs.		
14.18	Clerk attended the Resilience Workshop which was also attended by Dave Hughes, and representatives from Police and Fire Service. Notes will be forwarded once received.	Clerk to forward notes	When received
14.19	Highways department have not yet been contacted again since the last meeting with regards gullies tarmacked over on Marston Lane. Carry over	Clerk to chase	Asap
14.20	Clerk has obtained contacts of stonemasons from Rev Whitehead who have both been contacted for quotes.	Clerk to bring to next meeting	June
14.21	Mr Deacon has now cleaned the road signs.		
14.22	Cycle of meetings was distributed, with no comments received.		
14.23	All accounts for payment were published on the website following the previous meeting.		
14.24	Highways department have been round to Beacon Road and have filled some pot holes.		
14.25	There is still no news on the Shotwood Close maintenance payment. It was proposed that we write to the Head of the Council, due to inaction of the three members of staff contacted to date. If we receive no further response we may need to take advice on the interest we should reasonably expect from £10,000 over this many years.	Clerk to send letter to be Head of ESBC	Before the next meeting
14.26	Cllr Sanderson and the Clerk meet with Paul Gopsil from Rolleston PC and had a very constructive meeting. Mr Adams had an invitation to join but did not respond. The junior goal posts were discussed, and he agreed that a 'kickabout' set on Craythorne fields may be a good idea. They would need to be positioned away from the current pitches but be close enough to the entrance to the field so that they are used instead of the full sized goals. He also confirmed that they would not be required for matches. It was suggested we get back in touch with Mr Gopsil and discuss the exact placement on Craythorne fields.	Meet with Paul, requesting advice on where to site the goals	Before the next meeting
14.27	During the meeting, the porta cabin and surrounding area was discussed. Mr Gopsil reported that it will be painted again during the summer, the roof will be fixed and a water butt put in place. They will also be taking the boards off the windows and replacing them with grills to let in some light, along with installing a step and a ramp. He also		

	Note	Action	Deadline
	expressed his concern with the litter and the dog waste, both of which they spend time collecting before each match.		
14.28	Clerk has contacted a company to repair the skate ramp on Elizabeth Avenue, quote awaited, but Mr Deacon has also been asked to see if the gap between the plates can be welded to fill the gap.	Clerk to bring both suggestions back to next meeting	By next meeting
14.29	Clerk has not had chance to look for other uses of the tarmacked area. Carry Forward	Clerk to bring suggestions to next meeting	By next meeting
14.30	Clerk had a look at the Sports England paperwork circulated by Cllr Gooding, but it is more aimed at clubs promoting sports rather than activities areas/recreational areas.		
14.31	Best Kept Village - Cllr Fraser has not responded to the request for information from the Clerk on the issue of points lost for a lack of war memorial. Carry Forward	Clerk to try and obtain information	By next meeting
14.32	The School have also requested information on how they can get involved. Briefing note to be prepared by Clerk and submitted for comment.	Briefing note for school to be produced	By the next meeting
15.0	Goal Posts		
	This item was dealt with in matters arising. Minute ref 14.27.		
16.0	Budget		
16.1	Cllrs noted the summary of income and expenditure prepared by the Clerk. Cllr Sanderson requested views on the three items the PC have been discussing over the previous months: Bouldering (approx. £15k) Brook Hollows Matched Funding (£10k) Best Kept Village (£10k) All Cllrs were in agreement that the priority is Brook Hollows. Cllr J Toon stated that whilst bouldering would be a good resource, it could not be seen as a priority. Cllr Wyatt stated that Brookside as an area needs uplifting, as does Brook Hollows, so spending in these areas was required. Cllr Gooding thinks BKV needs resourcing however the village would be at a disadvantage from the start due to the War Memorial issue. He		

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	<p>thought Brook Hollows was the first priority, but money also found for BKV.</p> <p>Cllr Wyatt informed Members that the Scout Group had submitted a planning application which includes another climbing wall. Although it was noted that this would not be open for all residents. He suggested the PC Look at other things within budget.</p> <p>Cllr Robson pointed out that if funds are spent on BKV and Rolleston doesn't do very well, we don't want to be seen to waste money on it.</p> <p>Cllr Barnfield pointed out that BKV should be seen as a mechanism to uplift the village.</p> <p>Cllr Toon pointed out that Brook Hollows will assist with BKV and clean up the village.</p> <p>Cllr Robson stated that the facility on Elizabeth Avenue will need funds spent at some point as equipment comes to the end of their useful life.</p> <p>Cllr Robson proposes that funds are not spent on bouldering but look at a Elizabeth Avenue. A proposal could be to increase precept again in a targeted year to complete the work with a view to reducing it the year after.</p> <p>Cllr Barnfield questioned whether sponsorship could be sought from companies.</p> <p>Cllr Gooding noted that to continue with uplifting the village it would mean increasing the scope of current contracts to ensure the upkeep of the existing level. This may result in an increase in contract costs.</p> <p>Cllr Sanderson proposed that the Recreational Sub-Committee meet to have a look play equipment possibilities and report back.</p> <p>Cllr Wyatt pointed out that £5k had already been committed to Brookside for BKV.</p> <p>Cllr Robson requested a spreadsheet be produced as an appendix to the minutes to detail all outstanding issues such as funds awaited.</p> <p>Therefore the order of priority was agreed to be Brook Hollows, BKV, Bouldering.</p>	<p>To meet and discuss all and get some more money in</p> <p>Cllr Wyatt and Cllr Barnfield to get together to discuss sponsorship opportunities</p> <p>Recreational sub-committee meeting to be called</p> <p>Clerk to produce report</p>	<p>Before next meeting</p> <p>June</p> <p>Before the next meeting</p>
17.0	Clerks Report		
17.1	Planning Applications Nothing to consider.		
17.2	Planning Decisions		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	Cllrs noted the contents of the Clerks report.		
17.3	Two further decisions were communicated after the production of the Clerks report – P/2016/00451 Felling of Hazel and Sycamore at Apple Acres approved. In future the Clerk will contact relevant Planning Officer on each occasion a decision goes against the view of the PC. P/2016/00274 – crown reduction of a Laurel at Kimberly, Church Road approved.	Ask for reasons for the Apple Acres application and 13 The Lawns	Before the next meeting
17.4	No further news on the Planning Bill has been received. Cllr Gooding raised his concern about the delay. Cllr Sanderson will speak to the MP over the various events at the weekend. <i>Post meeting note: The bill has now been passed and Andrew Griffiths MP will try to get an answer from the SoS</i>	Cllr Sanderson <i>Complete</i>	Before the next meeting
17.5	Councillors Reports		
17.6	Cllr J Toon has been asked whether PC Contractors are properly insured for cleaning street furniture. It was confirmed that Public liability insurance was part of the pre-qualification on the contracts.		
17.7	Cllr Barnfield introduced Mr Lewis who spoke about the Government Initiative – ‘Remember World War One’ Mr Lewis wishes to introduce ‘Rolleston Remembers’. He showed a mock-up of a small wooden cross which volunteers from the village could take to each place a Rollestonian was killed during conflict. The idea is that if a resident is going on holiday to one the destinations, they would place the cross on the grave, take a photograph of it and Mr Lewis would incorporate it into a booklet which is being produced. Mr Lewis requested the PC consider endorsing the project, and be prepared to under-right the cost of about £200. It was noted that the High Commissioners Offices could be used in each country to be involved if we have no volunteers for certain destinations. Mr Lewis has all information of each soldier. The National Memorial Arboretum could be contacted to display once completed, but it was considered more of a local project. Cllr Wyatt proposed the PC promote the project, review costs and underwrite them to a maximum of £200. All Cllrs voted in favour.	Clerk to contact Mr Lewis for the costs and publicity material	For the next meeting.
17.8	Cllr Barnfield reported a resident had commented that some lampposts are leaning at angles and have different coloured lamps and wondered about the possibility of replacing them with something more in keeping. It was noted that the PC don’t own them and the bulb and posts seemed to be replaced on an ad hoc basis one to one.		
17.9	Cllr Wyatt highlighted certain road name signs are looking faded and could do with being replaced.	Clerk to obtain	

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
		information from Highways	
17.10	Cllr Sanderson informed Members that Contractors meetings were held prior to the PC meeting, both had gone well. Mr Deacon was approached about the tidiness of his yard due to complaints from residents. It was noted that he will be growing the hedge higher to mask some of it. The watering of troughs was not done therefore need to be re-planted in time for the weekend.		
17.11	Accounts for Payment		
17.12	All payments were noted and approved for payment along with two which were received after the report was produced – Manor Park Nurseries £152.38 and Richard Bush (Webmaster) £50.80.		
17.13	Correspondence Received Cllrs noted the content of the Clerks report.		
17.14	In addition to those noted in the report a request from two local residents in the immediate vicinity of the new bus shelter on Knowles Hill, that it has no seat. In the past there were problems with anti-social behaviour. Both residents are pleased the shelter is being renewed but requested no seat be installed. They had in the past fought for years to have a bench removed. A discussion took place and a vote followed as a consensus could not be agreed. Five Councillors voted for a seat and two voted against.	Clerk to write to both residents informing them of the discussion Mrs Wright 25 Knowles Hill and the next door bungalow	
17.15	The Transport Group via Mr John Morris have asked the PC for a view on the level of insurance required for this year's Transport Festival. Clerk had advised £5m rather than £2m Cllrs agreed.	Clerk to advise Mr Morris	Within the week
17.16	Cllr Sanderson drew Cllrs attention to the letter from residents regarding replacing stiles with gates which could be sponsored. Cllrs to consider this and will be part of the agenda in June.	Circulate photos, add to agenda for next meeting	After meeting
17.17	A thank you letter from Delia Wyers for her Rollestonian of the Year Award was circulated.		
17.18	Items for next Agenda		
17.19	Play equipment Stiles		
17.20	Chair thanked the members of the public who left at this point.		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
18.0	Confidential Section		
18.1	<p>A question has been received from Mr Barry Edwards asking why the PC are not working to the Standing Order with regards dealing with planning applications which are received outside the normal PC meeting timetable. Standing Orders state that a Planning Sub-Committee meeting should be held on the fourth Monday of the month to consider them, a meeting which should be open to members of the public.</p> <p>It was agreed by all Cllrs present that Standing Orders should be amended to state that any applications that need to be considered outside the meeting are done so electronically with a response required by each Cllr. If there is a disagreement, the majority response will be taken forward as per discussion at a regular PC meeting.</p> <p>It was noted that in today's electronic age Cllrs can access the plans on line meaning they don't need to discuss plans together in one room unless it is a particularly contentious issue.</p> <p>It was also noted that this has been the established practice for the last number of years; that more applications have shorter deadlines. It was noted that replies should copy each Cllr and each Cllr should submit a response. If a Planning Sub-Committee was to be held there would only be four Cllrs in attendance therefore electronically each application would be considered by more Cllrs.</p> <p>A discussion also took place that everyone's opinion counts and whether a screen could be used to show applications where photographs won't copy well.</p>	Amend articles and circulate, reply to Mr Edwards	Before the next meeting
18.2	Quotes received for the Jinnie platform wall from two contractors. The quote from JPM was accepted as the lowest of the two.	Clerk to advise JPM	Asap