

## Rolleston on Dove Parish Council - Minutes of Meeting

Minutes – Meeting held Monday 11th July 2016, 730pm

Location	<b>Old Grammar School, Rolleston on Dove</b>
Attendees:	Cllr Sanderson, Cllr Gooding, Cllr Robson, Cllr Wyatt, Cllr Barnfield (arrived late), Mr A Bailey Youth Rep  Jane Bucknall Clerk  Eight members of the Public were in attendance
Distribution:	Attendees + Website, Burton Mail, County Councillor Bob Fraser
Chairman:	Cllr S Sanderson
Next Meeting:	Parish Council Meeting September 11th 2016, 730pm
<b>Purpose of Meeting: To discuss regular parish council business</b>	
<u>AGENDA ITEMS</u>	
1. PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS	
2. APOLOGIES FOR ABSENCE	
3. DECLARATIONS OF INTEREST	
4. MINUTES OF MEETING HELD ON 13 <sup>th</sup> JUNE 2016	
5. REPORT OF COUNTY COUNCILLOR	
6. REPORT OF BOROUGH COUNCILLOR	
7. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING	
8. HISTORIC DOCUMENTS	
9. BEST KEPT VILLAGE	
10. BANK RECONCILIATION	
11. VILLAGE WEBSITE	
12. YOUTH REPRESENTATIVE	
13. CLERKS REPORT DATED 3 <sup>RD</sup> JULY 2016	
Item 1 – planning applications	
Item 2 – planning decisions	
Item 3 – Neighbourhood Planning	
Item 4 – Councillors Reports	
Item 5 – Accounts for Payment	
Item 6 - Income	
Item 7 – Correspondence Received	
Item 8 – Items for the Next Agenda (September )	
CONFIDENTIAL SECTION	
14. OPEN SPACES SECURITY	

	<b>Note</b>	<b>Action</b>	<b>Deadline</b>
<b>1.0</b>	<b>PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS</b>		
<b>1.1</b>	Mr Adams raised traffic issues on Knowles Hill after being approached by another resident. There is no signage to the entrance to the construction site at Apple Acres. A resident has spoken to contractors as they should have an H&S plan and traffic management for deliveries etc. There has also been a near miss between a pedestrian and bus, lorries are being parked half on and half off the highway. This has been compounded by the bus stop works opposite.	Clerk to report <i>Complete</i>	This week
<b>1.2</b>	Mr Adams also wished to discuss speeding on Knowles Hill with the County Councillor stating it is a perceived problem. A speed indicator sign has been erected opposite Mr Adams house. He has been filming the sign, over 4 separate occasions, different days and different times. Mr Adams tabled the results of the survey. Mr Adams data shows it is not a perceived problem. Mr Adams has also not been contacted by the police as per last months meeting. He has purchased his own speed gun to collect the evidence Mr Adams also discussed the issues with the co-op parking and deliveries.	Clerk to pass evidence to SCC and Police <i>Complete</i>	This week
<b>1.3</b>	Mr Adams also raised the issue of the trees on Knowles Hill, SCC deny they own the trees, clerk has written to home owners with no response. Mr Adams produced a map indicating ownership.	Clerk to review and proceed with SCC Highways <i>Complete</i>	
<b>1.4</b>	Cllrs thanked Mr Adams for his work.		
<b>1.5</b>	Mr Martin raised the issue of the paths on the Croft which need widening.	Clerk to follow up with Mr Deacon	
<b>2.</b>	<b>APOLOGIES FOR ABSENCE</b>		
<b>2.1</b>	Cllrs Evans, Cllr Barnfield, Cllr B Toon, Cllr J Toon.		
<b>3.</b>	<b>DECLARATIONS OF INTEREST</b>		
<b>3.1</b>	None to note.		
<b>4.</b>	<b>MINUTES OF PREVIOUS MEETING</b>		
<b>4.1</b>	The date was incorrect, and there was a grammatical error on page two. With these two alterations, the minutes were signed and approved as a true and accurate record.		
<b>5.</b>	<b>REPORT OF COUNTY COUNCILLOR</b>		
<b>5.1</b>	No report provided, nor was Cllr Fraser in attendance.		
<b>6.</b>	<b>REPORT OF THE BOROUGH COUNCILLOR</b>		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
6.1	No report provided, nor was Cllr B Toon in attendance.		
7.	<b>MATTERS ARISING</b>		
7.1	Cllr Sanderson gave an update on the Travellers after they moved off Craythorne Road. Cllrs Sanderson and Wyatt met with Insp Champeau on Wednesday 15 <sup>th</sup> June who reassured them that he was not happy with the way in which the initial response to the incident was handled. Insp Champeau informed them that a full investigation had commenced and training of all Officers in Burton was planned so all Officers know the appropriate response and where Travellers can be moved on to. All present agreed it was constructive meeting and were very pleased with the outcome.		
7.2	Clerk had reported the 'den' which was discovered, now need to check that it has been removed.	Clerk	
7.3	It was commented that some notices on the PC noticeboard were out of date.	Clerk to see who in the Civic Trust/WI updates there items <i>Complete.</i>	
7.4	Clerk has a copy of the agreement between ESBC and Bellway homes for the development which is now Shotwood Close. As the evidence shows a £10,000 open spaces maintenance payment should have been paid, Clerk tabled two draft letters, one to ESBC and one to Bellway. All agreed this was an appropriate way forward with some minor amendments.	Clerk to progress <i>Complete</i>	
7.5	Mr Bush could not attend the meeting in person but did send some information to the Clerk. To be discussed later in the agenda.		
7.6	Meeting with the Neighbourhood Development Steering Group has not progressed as a suitable date has not yet been found. A further doodle poll has been sent round.	Clerk to progress	
7.7	As a quote has not yet been received for the repair to the Spread Eagle Bridge another company has been contacted to provide a quote.	Clerk to progress <i>Complete</i>	
7.8	Mr Mike Babcock (resident) understands that there may be some grant money available to trial a new stile. Clerk to find out from Mr Babcock how much may be available from which organisation.	Clerk to speak with Mike Babcock	
7.9	Clerk to utilise one of the dates from the last doodle poll for a Recreational Sub-Committee meeting.	Clerk	
7.10	Clerk to Speak to Mr Deacon regarding the work on Brookside and	Clerk	

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	Spread Eagle Island Railings.		
7.11	It was noted that whilst ESBC will be invoicing the Parish Council for the removal of rubbish from Craythorne Road following the eviction of the Travellers, a pile of conifers remains in the top corner. <i>Post meeting note: ESBC will not remove 'green' rubbish. Clerk to arrange removal</i>	Clerk to inform ESBC	
7.12	Contact the vicar for contact for hot potato van to get the damaged post on The Croft replaced, and to remind users of The Croft of their responsibilities.	Clerk <i>Complete</i>	
7.13	The gullies along Chapel and School Lane have still not been cleared despite being reported. It was agreed that a letter to Highways be sent with a record of previously reported cases.	Clerk	
7.14	CW trees invoice for the trees at Brookside has not yet been paid but work is still required.	Clerk to progress <i>Complete</i>	
<b>8.</b>	<b>YOUTH REPRESENTATIVE</b>		
8.1	Mr Arthur Bailey has resigned from his position of Youth Representative. Cllr Sanderson thanked Mr Bailey for his help to date, especially on social media communications. All Cllrs expressed their gratitude to Arthur. Arthur has found a possible replacement. James Parslow (in attendance) is just finishing the lower 6 <sup>th</sup> Form. Arthur introduced him to Cllrs. James is hoping to go to University to study computer science. As there are two spaces for youth reps it is hoped that another student can join too – someone who is just starting lower 6th. Cllrs requested James to have a think about whether he is still interested and contact the Clerk after the meeting. Cllr Wyatt asked James what he thought other young peoples' views of the Parish Council are. As he was unsure, Cllr Wyatt said that this would be an excellent opportunity for him to get involved in and give the Parish Council a positive image with younger people, and contribute to positive and lifelong volunteering. Arthur proposed to advertise the second position at De Ferrers which was agreed by all. Arthur thanked the Council before having to leave at this point.	Arthur to advertise through De Ferrers, Clerk to place the advert on Facebook, in the Rollestonian and to obtain the contact of the politics course lead. <i>Complete</i>	
<b>9.</b>	<b>HISTORIC DOCUMENTS</b>		
9.1	A side effect of recruiting so many followers on Facebook has been that the PC was contacted by Rolleston in Nottinghamshire. Historic documents were found and handed over to them, which turned out to be about Rolleston on Dove. Cllr Wyatt has been to collect them. They are excellent documents of huge historical importance to our village. It contains court rolls from 1700s onwards; calls of court and	Clerk to make contact with Mrs Winstone about the	

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	court direction; births, deaths, marriages and misdemeanours; maps, rents and fines under Sir Mosely. The hoard will be passed onto Mr Martin and Mr Burston. There is a view that the fragile documents should be digitised before they get too fragile to handle. Vanessa Winstone is about to go on a course about digitising documents and is aware there are grants available to do this. Once they are digitised, they can then be uploaded onto then village website. They will then need to be stored in a properly climate controlled environment. Make a proposal to approach Vanessa for info and look into grants/digitising without taking the spines out of the books.	work and available grants. <i>Complete</i>	
9.2	It was also muted that we could contact Rolleston, Nottinghamshire and try and do some sort of twin type event, or invite their residents to out village events. Formal letter of thanks to be sent.	Clerk <i>Complete</i> Cllr Wyatt	
10.	<b>BEST KEPT VILLAGE</b>		
10.1	Again the lack of points for Lychgate was discussed. It was noted that a third of the year has gone and work has not progressed. It was noted that a co-ordinated focus was required along with volunteers to assist and keep an eye on in different areas. It was agreed that all village organisation and individuals who may be interested, be invited to attend a meeting to discuss the competition. Cllr Robson and Gooding agreed to walk through the village and take photographs of key areas in time to show at the meeting.	Letter out in next week for 19 <sup>th</sup> September. <i>Complete</i> Photographs to be taken for the meeting Cllrs Robson and Gooding	
10.2	It was noted that the contracts would need amendment to maintain after a clean up would be required if it could be afforded.	Review of contracts to be undertaken during discussions re BKV	
10.3	It was suggested that as having no new war memorial means losing points, as the centenary of the end of the first world war approaching, is a war memorial something the village should be thinking about?	To be discussed at BKV meeting.	
11.	<b>BANK RECONCILIATION</b>		
11.1	Tabled and noted.		
12.	<b>VILLAGE WEBSITE</b>		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
12.1	Clerk informed Cllrs that Mr Bush has had some health issues and therefore could not attend this meeting. He does not wish to have the PC, or any other village organisation having any closer control/input into his website as he wishes it to remain independent. Clerk explained the background of the Website, how it had come into being.		
12.2	Cllr Wyatt explained that with a simply content management system, costing in the region of £50 per year a new website would not be that complicated. Cllr Wyatt to research and forward information to Cllrs. Current cost is approx. £240 for overheads.	Cllr Wyatt to research new provision	
12.3	Letter to be sent to Mr Bush informing him of the decision to look into the Parish Council's own web provision, thanking him for his contribution and wishing him the best for health.	Clerk <i>Complete</i>	Before minutes are published
12.4	It was noted that the website is an excellent historical resource. Rollestonondove.info is owned by Mr Adams who offered the domain name to the Parish Council for free. Cllrs thanked him for offer.	To be discussed at September meeting	
12.5	It was decided that a meeting should be convened for all of those who wish to be a part of the website, and contribute financially. It was noted that are enough organisations to get involved. To be added to the September agenda.	Agenda for Sept	
12.6	Clerk to enquire how other Parishes manage their websites.	Clerk <i>Complete</i>	
13.	<b>CLERKS REPORT</b>		
13.1	<b>Planning Applications</b>		
13.1.1	A Planning Sub-Committee meeting was held on Monday 4 <sup>th</sup> July (in public) regarding the Shotwood Close application. It was decided by those present to comment rather object to the application, this was submitted on time. “When the development of Shotwood Close was built, much thought and consideration was given to the design and placement of the houses so no one house overlooked another, and the skyline of the conservation area was not impinged. This proposed link extension includes upvc windows which are prohibited in this development. The extension would overlook neighbouring properties (12 and 14) which original planners spent so much time trying to avoid. The extension comes out from the ridgeline of the north facing height thereby impacting on the skyline of the conservation area. The north elevation of the extension has a window which is obscured by the line of the garage roof - which we note now has a window in the roof which		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	is not mentioned in the plan. The extension increases the floor space by approx. 30% which could be argued is over-development of the site. This would perhaps then set a precedent on the development.”		
<b>13.2</b>	<b>Planning Decisions</b>		
<b>13.2.1</b>	Planning decisions were noted from Clerks report.		
<b>13.3</b>	<b>Councillors Reports</b>		
<b>13.3.1</b>	<p>Cllr Barnfield reported that he had been approached by a resident about speeding on Knowles Hill, and the lack of signage for the building work, as previously discussed. A resident has also complained to Cllr Barnfield about the swing gate and electric gate onto the barns at Church Road. The swing gate is dangerous as the resident in question was injured as the gate swings so quickly back. Cllr Barnfield also reported that the drain at the bottom of Anslow Lane is blocked. Cllr Wyatt reported that the trees on Brook Hollows are overhanging the pavement. Clerk to speak with ESBC to see if they would allow us to trim the trees ourselves (Cllr Wyatt happy to do this). Cllr Wyatt is also concerned about the overhanging trees along Knowles Hill not giving 5m clearance from road. Cllr Wyatt is also concerned about the potholes on the non-tarmacked end of Craythorne car park. Clerk to ask Mr Deacon his advice.</p> <p>Cllr Robson wishes for the matter of the stolen bricks be added to the list of things not to be forgotten; the broken turntable at Elizabeth Avenue; paths on Croft; and the broken post on the Croft; Highways works at Brookside. Clerk to Formally write to Cllr Fraser.</p> <p>Cllr Sanderson reported complaints about parking on Dovecliffe Road near the chicane section. The resident who complained had been in touch with the police to report parking on white line, however the PCSO says this is a not an enforceable offence. Clerk to get in touch with police and highways – Timothy Buxton. Cllr Sanderson also reported that pre the Brexit vote and prior to community day, advertising notices were put up on PC property. Clerk to add something in the noticeboard saying that notices should not be placed on PC owned property.</p>	<p>Clerk to write to homeowner s, check the planning portal for the application for the gates.</p> <p>Clerk to ask Mr Deacons advice regarding Craythorne carpark Clerk to update spreadsheet <i>Complete</i> Clerk to contact Mr Buxton Noticeboard <i>Complete</i></p>	
<b>13.4</b>	<b>Accounts for Payment</b>		
<b>13.4.1</b>	All noted and approved for payment.		
<b>13.4.2</b>	Cllr Wyatt requested Mr Deacon tighten the bolts on swings in time for the ROSPA visit.	<i>Complete</i>	

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
<b>13.5</b>	<b>Correspondence</b>		
<b>13.5.1</b>	In view of the recent survey of residents, Cllr Robson enquired if there was any 'base' data for the village – number of houses, number of residents etc.	Clerk to contact ESBC, SCC, civic trust	
<b>13.5.2</b>	Cllrs agreed Village Gala sponsorship of £50	Clerk to arrange the cheque <i>Complete</i>	
<b>13.5.3</b>	Cllr Wyatt agreed to take the lead again for advent in the Church.		
<b>13.5.4</b>	Cllr Robson and Clerk will be attending the flood action meeting on 19 <sup>th</sup> July.		
<b>13.5.5</b>	The Neighbourhood Highways Team are in the area again and would like a list of jobs. Clerk to forward the list from last time.	Clerk <i>Complete</i>	
<b>14.</b>	<b>ITEMS FOR NEXT AGENDA (SEPT)</b>		
<b>14.1</b>	Website		
<b>15.</b>	<b>OPEN SPACES SECURITY</b>		
	Standing Orders were suspended at 2130.		
<b>15.1</b>	All open spaces were discussed in light of the recent incursion of Travellers onto Craythorne Playing Fields. With some hedging planned for one area, it was agreed that all areas were as secure as they could be.	Clerk to obtain relevant quotes	
<b>16.</b>	<b>MIDLANDS RURAL HOUSING</b>		
<b>16.1</b>	This was an additional agenda item as the Clerk had received a complaint by Midlands Rural Housing regarding the letter sent to residents. Clerk has already asked Andrew Griffiths MP for his comments, as it was advice from him which was followed. Cllrs stand by the actions taken by the PC and contact was made with them through Cllr Wyatt with no meaningful reply.  It is important for Clerk to document the actions of the PC side of the issue. The PC didn't ask and they didn't provide the content of survey for which complaints were received from residents.	Clerk to draft and hold <i>Complete</i>	