

## Rolleston on Dove Parish Council - Minutes of Meeting

Minutes – Meeting held Monday 11<sup>th</sup> September 2017, 730pm

Location	<b>Old Grammar School, Rolleston on Dove</b>
Attendees:	Cllr Sanderson, Cllr Robson, Cllr Gooding, Cllr E McManus, Cllr S McManus, Cllr B Toon, Cllr J Toon, J Fowkes, J Parslow (Youth Reps) 8 members of the public, County Cllr P White.
Distribution:	Attendees, those who gave apologies, Website, Burton Mail, County Councillor Philip White
Chairman:	Cllr S Sanderson
Next Meeting:	<b>October 9<sup>th</sup> 2017, 730pm Grammar School Room</b>

**Purpose of Meeting: To discuss regular parish council business**

### AGENDA ITEMS

1. Public question time and presentation of petitions
2. Apologies for absence
3. Declarations of interest
4. Clerks report (part 1)
  - Planning applications
  - Planning decisions and other planning matters
5. Report of County Councillor
6. Report of Borough Councillor
7. Report of Parish Councillors
8. Correspondence received
9. Minutes of meeting held on 10<sup>th</sup> July 2017 (to approve)
10. Matters arising from minutes of previous meeting
11. Neighbourhood plan
12. Best Kept Village competition
13. Thinning of trees on The Croft
14. Play Equipment
15. Parking around John of Rolleston Primary School
16. John of Rolleston Primary School (Cllr Gooding)
17. Clerks report (part 2)
  - Finance
  - Accounts for payment and income
18. Items for next agenda

Confidential Items - Members of the Public and Youth Representatives will be requested to leave at this point.

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	The Chairman opened the meeting by saying that former Parish Cllr Sheila Redgrave passed away last week. A minutes silence was held as a mark of respect. Chairman then welcomed new Parish Cllr Clare Stewart who was co-opted today. Cllr Sanderson chaired the meeting as Cllr J Wyatt was not available. Cllr Sanderson informed all that this is James Parslows last meeting as he is going off to Warwick University.		
<b>1.1</b>	<b>PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS</b>		
<b>1.2</b>	Mr Chinn raised the issue of broken play equipment on Tafflands. He asked whether the item had been inspected and cordoned off for safety. Chairman answered that the area had not been roped off but a quote for its repair is being considered in part two.		
<b>1.3</b>	Mr Chinn asked about the Shotwood Close open space, whether it has been adopted by the PC yet, he questioned plans to tackle parking on the grass and whether any plans are in place for maintenance as ESBC don't seem to be maintaining the area anymore. Clerk answered that the area has not yet been adopted, but that a quote has already been accepted for bollards to be placed around the area to prevent parking. There are no plans as yet for maintenance but this will be raised with Contractors at the regular review meeting in October.	Clerk to chase ESBC  Clerk to include for Contractor meeting	<i>Complete</i>  <i>Complete</i>
<b>1.4</b>	Mr Edwards expressed his disappointment that the Craythorne Road development has been approved by ESBC. He asked whether it was 'called in' by the Borough Cllr and whether the Borough Cllr will have the Brookhouse development 'called in'. Cllr B Toon answered that she did not call in the Craythorne application but agreed to 'call in' the Brookhouse development.  Mr Adams asked whether the Craythorne development could be called in retrospectively. Cllr B Toon answered that it is now too late for the Craythorne development.  Cllr Gooding expressed his concern that a precedent has been set for development outside of the settlement boundary.	Cllr B Toon	22.9.17
<b>1.5</b>	Mr Adams raised the issue of Speeding on Knowles Hill. A car took the corner too quickly and ended up in the hedge on Saturday night. This is the second time this has happened in the last few months. He reminded the meeting that he had gathered and submitted evidence of repeated speeding on this road. There have also been incidents of anti-social behaviour on the road. The only measure put in place is 30 mph stickers provided to stick on wheelie bins. The development of houses on the farm land on Rolleston Road will add to the problem. Mr Adams		

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	appreciates some bad parking at the top of the hill, but cars speed when no cars are parked. Mr Adams final point was that nothing is being done to repair holes in the hedge after the two incidents of cars coming off the road.		
<b>1.6</b>	<p>County Cllr White responded to Mr Adams.</p> <p>Cllr White met with representatives from Highways and Police to view the site. It was recommended that a Community Speed Watch (CSW) be set up to gather an evidence base. Solutions such as chicanes or repeater signs were discussed. The Police have been ticketing speeders on Knowles Hill. Cllr White put Knowles Hill in context – the County has over 6000km of roads which are the second safest in the Country. Mr Adams questioned why residents should create the CSW when they have been writing to SCC for 10 years or more.</p> <p>Chairman sought the views of PC. Cllr Robson thinks it's an insult to be asked to gather the evidence, and questioned what was done with the evidence already sent. He gave the example of Scropton who have large electronic signs and a change to a junction to slow cars through their village. Suggestions to alleviate the issue were double yellow lines, remove the 40 mph limit from Rolleston Road, and get car Insurance companies of those responsible to reinstate the hedges. Cllr Gooding stated that evidence could be gathered by cables across the road. He has never seen a detector van in the area, and that the parking on the road creates problems. Cllrs were not in favour of CSW. A previous CSW saw residents verbally abused so they gave up for their own safety.</p>		
<b>1.7</b>	It was agreed a letter be sent stating these concerns. Cllr S McManus asked that the PC should also ask that the evidence already submitted be used, and find out what else is required for SCC/Police to act.	Clerk	<i>Complete</i>
<b>1.8</b>	<i>Post meeting note: it was further suggested that the PC cut back the overgrown bushes on the right hand side of Knowles Hill to give better visibility whilst driving up the hill.</i>	Contractors meeting	<i>Complete</i>
<b>1.9</b>	Mr Adams reported seeing evidence of drugs use on Craythorne Fields. Clerk to report to PCSO.	Clerk	<i>Complete</i>
<b>2.</b>	<b>APOLOGIES FOR ABSENCE</b>		
<b>2.1</b>	Apologies received from Cllr J Wyatt.		
<b>3.</b>	<b>DECLARATIONS OF INTEREST</b>		
<b>3.1</b>	Cllr E McManus, Cllr S McManus and Cllr C Stewart noted that Planning Application P/2017/01043 concerns a nearby neighbour of theirs.		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
<b>4.</b>	<b>CLERKS REPORT (PART 1)</b>		
<b>4.1</b>	<b>PLANNING APPLICATIONS</b>		
<b>4.1.1</b>	<p>P/2017/01043 – Installation of dormer window, Wilwyn south Hill.</p> <p>No objection to this application.</p> <p>P/2017/01036 – Erection of link extension between the main house and garage, 1 Marston Lane.</p> <p>Cllr J Toon noted that it makes a very big house but there were no planning objections to this application.</p> <p>P/2017/00973 – Erection of single storey front extension including porch, erection of a single storey rear extension, alterations to the fenestrations, 1 Knowles Hill</p> <p>No objection to this application.</p> <p>P/2017/01127 – Erection of a two storey front extension with dormer window, a single storey rear extension and associated parking, 22 Twenty Lands</p> <p>No objection to this application.</p> <p>All noted those considered via email. Any applications which involve the removal of trees, a further tree should be planted somewhere else on the property.</p>		
<b>4.2</b>	<b>PLANNING DECISIONS</b>		
<b>4.2.1</b>	<p>All were noted from Clerks Report. An additional decision notice was received since the Clerks report had been published - Wesley Cottage, Chapel Lane for the removal of one Magnolia.</p>		
<b>5</b>	<b>REPORT OF COUNTY COUNCILLOR</b>		
<b>5.1</b>	<p>The broken drain on Church Road has been reported, Severn Trent have been in attendance assessing the repair.</p> <p>Since St Peters Bridge closure it is gridlock through the Town Centre. Workers are on site between 730am-1030pm. Cllr White has questioned why they are not working 24 hours.</p> <p>Cllr Robson read a response from SCC regarding the footpath though the former Methodist Church and asked whether he thought it was an appropriate response that they wouldn't consider the application as they have a backlog of over 270 which they are clearing at a rate of one per year.</p>	<p>Clerk to forward response to Cllr White</p>	12.9.17
<b>6.</b>	<b>REPORT OF THE BOROUGH COUNCILLOR</b>		
<b>6.1</b>	<p>A trial with a one-way system in the Coopers Square Carpark is underway. New contactless ticket machines will be installed soon.</p> <p>Work on the Town Hall work starts 1<sup>st</sup> October for all Departments to</p>		

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	move back in.		
<b>7.</b>	<b>REPORT OF PARISH COUNCILLORS</b>		
<b>7.1</b>	<p><u>Cllr J Toon</u>  Nettles are starting to return by the Almshouses wall on The Croft. He has also received complaints about the standard of mowing on The Croft.</p> <p><u>Cllr B Toon</u>  Weeds and buddleia on Spread Eagle bridge need removing.  Kerb stones need resetting on Spread Eagle Bridge. It was noted that a quote for this repair is expected.</p> <p><u>Jacob Fowkes</u>  Rendering is failing on Spread Eagle bridge, and of the two over flow pipes into the Brook, one is blocked and the other has collapsed. Clerk has already written to the Environment Agency and SCC Highways in order for the bridge to be inspected. This needs following up.</p> <p><u>James Parslow</u>  Dog fouling en route to School and litter along Craythorne Road is becoming an issue again.</p> <p><u>Cllr Gooding</u>  The Ford sign nearest to Church Road is covered in growth.  Trees are overhanging the footpath from the Dower House.  Chapel lane potholes still need attending to.  Cllr Gooding also noted the installation of a bay window to a property on Brookside seemingly without planning permission.</p> <p><u>Cllr E McManus</u>  Station Road gullies by the garage either side of the road are blocked.</p> <p><u>Cllr S McManus</u>  Speed humps which were patched are starting to come apart again.  These are a danger to cyclists.</p> <p><u>Cllr Robson</u>  Walked from the Stretton end of Jinnie Trail recently and noted that their end is much neater than the Rolleston end with overgrown trees and undergrowth encroaching on the footpath. It was suggested all Cllrs who are able to should walk the Rolleston end of the trail for their information/consideration</p> <p>Cubs will be visiting the Orchard to work through worksheets, and Burton in Bloom and representatives from the National Forest will also be visiting. Thanks given to Cllr Robson for his work on the Orchard Project.</p> <p><u>Cllr Sanderson</u></p>	<p>Contracts meeting</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr P White</p> <p>Cllr P White</p> <p>All Cllrs</p>	<p>9.10.17</p> <p>22.9.17</p> <p>Ongoing</p> <p>1.10.17</p> <p>29.9.17</p> <p>9.10.17</p> <p>29.9.17</p> <p>9.10.17</p> <p>9.10.17</p> <p>9.10.17</p>

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	<p>Had a call from resident on The Croft concerned about the height of trees and those overhanging their property. Cllr Sanderson advised the resident that they could trim the overhanging branches.</p> <p>Cars were parked on the road outside Craythorne Carpark due to the amount of users and that the gate halfway across the car park needs to be opened for the football club. It was agreed that the Football Club should be given a key. This shows the problem more development in the area will cause.</p> <p>Mr Martin has resigned from the Almshouses Trust and has been replaced as Chair by Simon Richardson.</p> <p>After receiving our letter about the decision to permit the Craythorne Road development ESBC have commenced a stage one complaint. This means a response should be received from them within 10 working days. It was suggested and unanimously agreed that the PC meets with the Planners on this issue.</p>	<p>Clerk</p> <p>Clerk</p>	<p>9.10.17</p> <p>Ongoing</p>
<b>8.</b>	<b>CORRESPONDENCE RECEIVED</b>		
<b>8.1</b>	All noted the contents of the Clerks report.		
<b>8.2</b>	The Post Office will now remain open. Clerk to issue a notice for the noticeboards plus a thank you to the owners and Andrew Griffiths MP. <i>Post meeting note: this is not now certain.</i>		
<b>8.3</b>	Cllr Wyatt has received communication that someone wishes to use Craythorne Fields for 'Rabble courses' (exercise classes). It was noted that they need to be charged at the same rate as football matches for the first 12 months, and it cannot clash with football. Cllrs agreed in principal. There should be no damage or wear and tear to the field, no litter left and is should be for an initial six months trial.	Clerk	Ongoing
<b>9.</b>	<b>MINUTES OF PREVIOUS MEETING HELD JULY 2017</b>		
<b>9.1</b>	James Parslow and Jacob Fowkes were missing from the attendees list, with this alteration Minutes were accepted as a true and accurate record and were signed accordingly.		
<b>10.</b>	<b>MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING</b>		
<b>10.1</b>	Cllr Gooding will approach the Vicar about the Honours Board.		
<b>11.</b>	<b>NEIGHBOURHOOD PLAN</b>		
<b>11.1</b>	Cllr Gooding reported that the Steering Group is still meeting regularly. A project plan has been drawn up which is updated after each meeting. Urban Vision is now working on the project and the Steering Group are amending the Plan using a template provided which has been successful for other areas. Next meeting is 25 <sup>th</sup> September to work through and		

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	review the template.		
11.2	Grant applications and funding will be discussed in part 2.		
11.3	Thanks passed to the Steering Group.		
12.	<b>BEST KEPT VILLAGE</b>		
12.1	It was agreed to enter in 2019. A BKV sub-committee meeting to be arranged.	Clerk	30.9.17
13.	<b>THINNING OF TREES ON THE CROFT</b>		
13.1	All Cllrs to have a look at all of the trees on The Croft. The Oak Tree branches may need a crown lift. Clerk to get quotes to reduce the trees in height.	Cllrs Clerk	9.10.17
14.	<b>TRACTOR REPLACEMENT</b>		
14.1	Any replacement to be added to the maintenance contract.	Clerk	22.9.17
14.2	Tractor will not need a Welder, but will need collecting. The tractor will cost between £700-£1500. Cllrs content to go ahead with the expenditure at the lower end of the quotes. Clerk to check that Mr Deacon would collect a tractor we may buy.	Clerk	29.9.17
15.	<b>PARKING AROUND JOHN OF ROLLESTON SCHOOL</b>		
15.1	Spaces at the Brookhouse and the former Methodist Church will soon be lost. School drop off and pick up times seem to be getting longer. It was suggested that Chapel Lane be made one way. This would need consultation with residents. Cllr White to take this forward and arrange for a Highways walk through at school time. Cllr Robson noted that if the Methodist Church planning application is permitted then commercial vehicles will need to be controlled. Cllr B Toon and Cllr White to take forward. The area of Elizabeth Avenue playing fields to the left of the gate could be used for cars. There seems no immediate solution.	Cllr P White  Cllr B Toon and Cllr P White	9.10.17  30.9.17
	Standing Orders were suspended at 2130.		
16.	<b>JOHN OF ROLLESTON PRIMARY SCHOOL – Cllr Gooding</b>		
16.1	Consultation of moving to Academy status has been issued today. It is proposed a Co-operative Academy be developed with John of Rolleston, William Shrewsbury and Outwoods. Parents/Carers should not notice any difference.  A Co-operative Learning Trust has been in place for a number of years already. If accepted it will be an Academy from 1 <sup>st</sup> Nov 2017.  De Ferrers admissions policy remains the same despite John of Rolleston not joining the De Ferrers Academy.		
17.	<b>CLERKS REPORT PART TWO</b>		
17.1	<b>FINANCE</b>		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
17.1 .1	Clerk noted that in addition to bank interest received, a payment from the Insurance company for the bridge repair of £7038.52 has been received. Clerk to arrange the repair.	Clerk	Ongoing
17.1 .2	Grant Thornton has been in touch about the 2016-17 audit. There was a discrepancy of £8. Clerk has now addressed this issue and the audit is ready to be signed off and published.		
17.1 .3	In addition to the accounts for payment, there were an additional three invoices submitted after the Clerks Report was published. These were for Mr Deacon repairing the slabs on the Jinny Trail bridge pillar of £54, and repairs to the Craythorne carpark of £156 and Revolution Training and Development (Clerks course) of £284.05. Two items were also noted incorrectly in the Clerks Report – Mr Deacon's contract now includes watering £825.83 and ID mobile for September of £26.99.		
18.	<b>ITEMS FOR NEXT AGENDA</b>		
18.1	Tractor replacement, Website, Policies		
18.2	Vice Chair presented James Parslow with a card and gift voucher and all wished him well for the future.		
18.3	Members of the public were thanked for their attendance and left at this point.		
19.	<b>PART TWO</b>		
19.1	Quotes to be considered and approved for improving the look of the metal bin at Spread Eagle Island repair to the decking and bearers on Tafflands and paving slabs on the bunker at Tafflands all approved. Clerk to inform Contractor.	Clerk	Complete
19.2	It was noted that a metal railing has appeared around the memorial Tree on The Croft.		
19.3	Cllr Gooding presented a proposal for additional support and a review of the NHDP after inspection by ESBC of £7k though a Locality grant application. Clerk to confirm the amount left in front runner fund.	Clerk	Complete
19.4	Plants will be changed in the planters, clerk to get in touch with Civic Trust about paying half towards costs. All content with this expenditure.	Clerk	Complete

Table of Matters Arising from July 2017 Meeting.

July	4.1.1	Planning application to be commented on	Clerk	complete	
July	4.1.1	discussion about school	clerk	complete	Cllr White to progress. NFA for PC



		parking			
July	4.1.3	Planning application to be commented on	Clerk	complete	
July	4.1.4	Planning application to be commented on	Clerk	complete	
July	4.1.5	Planning application to be commented on	Clerk	complete	
July	5.2	Comment to Cllr White about Harehedge Road planning and parking alleviation	Clerk	complete	
July	7.1	Kerb stones to be re-set on spread eagle bridge	clerk	ongoing	awaiting quote from John deacon
July	7.1	advertising Youth vacancy	Clerk, J Parslow, J Fowkes	ongoing	
July	7.1	Second half of footpaths walk	All	complete	
July	7.1	Discussion about the noticeboard at Starbucks	Clerk	Complete	Clerk has spoken with the owners of the shop who are aware of the noticeboard, agreed to try and park further up and will be parking vans around the back of the shop in the near future
July	7.1	quality of gully emptying forward to Cllr White	Clerk	complete	Clerk has forwarded comments to Cllr White.
July	8.2	Discuss with Rev Whitehead the roll of honour board	Cllr Gooding	ongoing	
July	8.5	circulate financial outturn document to be circulated, second quote to be circulated once it arrives and place on Sept agenda	Clerk	not yet progressed	
July	10.2	Tractor replacement	J Fowkes	ongoing	see above
July	10.3	Further reminder letter to Mr Storer about the removal of the wood	Clerk	ongoing	It was decided on the footpaths walk that we would request Mr Deacon remove the items.

July	11.1	Information about Urban Vision to be forwarded to the NHD Steering Group	Clerk	complete	Quote of £250 accepted
July	12.1	Quote to be obtained to 'garden' the area on Station Road for the middle footbridge on Brookside	Clerk	Ongoing	Awaiting quote
July	13.1	List of potential policies to be written	Cllrs Wyatt, McManus and McManus	ongoing	in time for the September meeting
July	15.1	BKV Sub-committee meeting	Clerk	complete	meeting arranged for 21.8.17
July	20.1	All to think about a project wish list and potential sources of income/funding	All	ongoing	October meeting
July	21.2	Communicate cancellation of August PC meeting	Clerk	complete	noticeboards, Facebook and website.
July	21.3	Reference for J Parslow	Cllr Wyatt	complete	
July		Vouchers for J Parslow	Clerk	complete	
July	21.4	circulate new contract to all	Clerk	ongoing	
July	21.5	Speak to Rev Whitehead about graveyard paths	Clerk	ongoing	Cllr Gooding now to speak with Rev Whitehead