

# **Rolleston on Dove Parish Council - Minutes of Meeting**

## **Minutes – Meeting held Monday February 12<sup>th</sup> 2018 7:30pm**

Location	<b>Old Grammar School, Rolleston on Dove</b>
Attendees:	Cllr Wyatt, Cllr B Toon, Cllr Sanderson, Cllr Gooding, Cllr Robson, Cllr E McManus, Cllr S McManus, Cllr Stewart, Jacob Fowkes Youth Rep, Jane Bucknall Clerk  County Cllr P White, 5 member of the public
Distribution:	Attendees, those who gave apologies, Website, Burton Mail
Chairman:	Cllr Jason Wyatt
Next Meeting:	<b>Monday 19<sup>th</sup> February 2018 – Highways sub-committee and Best Kept Village Sub-Committee Meetings 7:30pm</b>  <b>Monday 12<sup>th</sup> March 2018 Full PC meeting 7:30pm</b>
<b>Purpose of Meeting: To discuss regular parish council business</b>	
<u><b>AGENDA ITEMS</b></u>	
<ol style="list-style-type: none"> <li>Public question time and presentation of petitions</li> <li>Apologies for absence</li> <li>Declarations of interest</li> <li>Planning applications, planning decisions and other planning matters</li> <li>Correspondence received</li> <li>Report of County Councillor</li> <li>Report of Borough Councillor</li> <li>Report of Parish Councillors</li> <li>Minutes of meeting held on 8<sup>th</sup> January 2018</li> <li>Matters arising from minutes of previous meeting</li> <li>Neighbourhood Plan</li> <li>Website</li> <li>Replacement tractor</li> <li>Finance and Accounts for payment</li> <li>Items for next agenda               <ul style="list-style-type: none"> <li>Confidential Items</li> <li>Quote for ESBC bins</li> <li>Update on Contracts</li> <li>Update on Brook Hollows</li> </ul> </li> </ol>	

	<u><b>Note</b></u>	<u><b>Action</b></u>	<u><b>Deadline</b></u>
1.	<b>PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS</b>		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
1.1	<p>Youth Representative from Outwoods Parish Council wishes to set up a Youth Council. Some PCs don't have youth reps, so he asked for Rolleston PC support in trying to influence other PCs to have a Youth Representative, and for support in enabling all Youth Reps to get together to represent their views across the area. All Cllrs supported this and sited Jacob an excellent example. Meeting room details were offered, subject to costs being covered.</p> <p>Jacob also expressed his support, and suggested they meet with other Parish Councils too, but that a suitable space would be needed to hold meetings and they should elect a Chair.</p>		
<b>2.</b>	<b>APOLOGIES FOR ABSENCE</b>		
2.1	Cllr J Toon		
<b>3.</b>	<b>DECLARATION OF INTEREST</b>		
3.1	None noted		
<b>4.</b>	<b>PLANNING APPLICATIONS</b>		
4.1	<p>P/2018/00041 – erection of a detached dwelling and amendment to existing access to serve both dwellings, adjacent Fairview, Anslow Lane. Cllrs noted it maintains access to the rear of both properties, off road parking and is in a style consistent with other modern houses along the road, although it is 'in-fill' of the plot. On balance Cllrs had no objections.</p>	Clerk	Complete
4.2	<p>P/2018/00031 – Erection of a first floor rear extension over the existing rear ground floor extension, single storey side extension, bay window to front and pitched roof over existing detached garage, 5 Glebe Close Cllrs had no objections.</p>	Clerk	Complete
4.3	<p>P/2018/00097 – Selective pruning of 1 Holly Tree, Brereton, Hall Grounds. Cllrs had no objections.</p>	Clerk	Complete
4.4	<p>P/2018/00105 - Felling of 1 Deodar Cedar tree and 1 Oak tree (T236 &amp; T238 of TPO 1), Owl House, 3a Church Road – Cllr Sanderson stated that they are very mature examples, that they infill the skyline. He showed a photograph of the skyline. The house is some distance away from the trees but one of this size would strike the house if it fell. The Cedar at the front of the property is a substantial tree overhanging a neighbour's property and needs a prune, but he against the felling of both.</p> <p>Cllr B Toon noted that the resident had been trying to preserve one of the trees with supports etc. but she would prefer to see it pruned rather than felled also.</p> <p>Arborist report doesn't support the felling, nor is there imminent danger of</p>		

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	either falling. Cllrs objected preferring selective pruning of both specimens and for a visit by ESBC tree Officer.	Clerk	Complete
4.5	<p>P/2017/01644 and P/2018/00160 - Felling of up to 22 Laurel trees - W1, felling of Holly tree and Sycamore tree - G1, felling of Hazel and Laurel tree - U1, crown reduce Holly trees by 2m - G5 and removal of dead stem (A5 of TPO1) and Reduce limb of Cedar tree to give 1.5m clearance from house, felling of Elm tree -T3, felling of Cypress trees - G4, G3, T1 and crown reduce Cypress trees - G2 by no more than 3m and felling of Cherry tree -T2. Winter House, Hall Grounds. Cllr Sanderson visited the site earlier today. A Horse Chestnut and the Millennium Oaks are being retained, plus many more trees. The works could change the whole look and feel of Hall Grounds. However many mature trees have been planted, which is also ongoing. The owner has sought to maintain the privacy of both sides. Cllr Sanderson proposed for the application to be accepted.</p> <p>Cllr Gooding stated that there is no planting scheme included in the application form which would have been helpful. The resident talked through the planting scheme.</p> <p>A third application will be submitted soon, but with another planting scheme to mitigate any losses of trees.</p> <p>Cllr Toon sought assurance that the two Millennium Oaks are retained and safeguarded. The Owner gave his verbal assurance.</p> <p>Cllrs decided on balance that this application could go ahead.</p>	Clerk	Complete
<b>5.</b>	<b>CORRESPONDENCE RECEIVED</b>		
5.1	TREATS request use of the Croft and Elizabeth Avenue for the Transport Festival was approved. Clerk to confirm which charities will benefit.	Clerk	Complete
5.2	Western power will be cutting branches off some trees in the orchard which are interfering with the overhead cables. Clerk to reinforce with Contractor that trees and plants are not trampled in the process.	Clerk	Complete
5.3	Taxis continue to speed through the village and other areas of Burton. Cllr B Toon commented that drivers should be reported. Many people don't report incidents. Cllr Wyatt would like ESBC to do some 'mystery shopper' trips to check the speed and road worthiness of the cars. Cllr B Toon confirmed they do. Cllr Wyatt suggested that members of the public fear reporting Drivers as they may struggle to get another taxi in future.		

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5.4	It has been confirmed that the problems with the drain outside 30 Church Road is due to illegally connected foul to the surface water. Staffs County Council will do dye testing to ascertain which property is causing the issue.		
5.5	<p>A discussion took place regarding the bollards between the Church and Spread Eagle. They are of some historical note, but one or two could be Removed to allow ease of access. However not all Cllrs wanted to see them removed as ownership is not clear, they only give access to the rear of the pub which can be accessed the other side and that it is also sloped path between blind bend straight onto the path and then the road. Consistency also needs to be applied as the PC has in the past installed barriers to access to stop anti-social use of scooters etc and has looked for measures to make stiles are more accessible. A sign showing the other access was suggested.</p> <p>It was proposed to say that the PC don't own them, that the PC doesn't know why they are there so we can't make a decision about them.</p> <p><i>Post meeting note: Photographic evidence requested and sent to SCC showing the age of the bollards, which will not be pursued by them as they were installed before the Rights of Way Act of 1950s.</i></p>	Clerk	Complete
5.6	Clerk updated Cllrs on the response from Blue Cross about the drainage and water crossing the road on Dovecliffe Road. County Cllr White suggested contacting Trevor Mellor who may be able to manually rod the drains by Blue Cross to ensure that at least some of the water is taken off the road. He also suggested looking into the installation of a drain in the same side of the road as the Blue Cross.	Clerk	Complete
5.7	Cllr Sanderson raised the issue of the damage caused by the bin lorry at Mosley Mews. Whilst Cllrs were sympathetic, the residents have been informed that they need to go through their own insurance to ESBC, which cannot be viewed as a Parish Council issue.		
5.8	It was suggested that leaflets supporting the Brain Tumour Charity – could be inserted into the Rollestonian. It was decided however to support the Charity on an individual basis if Cllrs so wished.		
5.9	Turn the village red, an initiative by RoDSEC as commemoration of 100 years of the end of WW1 is to be supported by the PC through the use of red plants and flowers in the planters and troughs.		

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5.10	A discussion on the siting of the Blacksmiths gate took place. It was agreed that it would be better at the entrance to the Almshouses rather than on Spread Eagle island. It was unanimously agreed that it be placed within the structure of a larger gate at the entrance to the Almshouses, subject to Trustee and Civic Trust approval.		
<b>6.</b>	<b>REPORT OF COUNTY COUNCILLOR</b>		
6.1	County Cllr White informed Cllrs that pot hole crews are out, but asked for them to be reported. The more times one is reported, the quicker it will get done. County Cllr White is hoping to get Beacon Road higher up the capital expenditure list for re-surfacing.		
<b>7.</b>	<b>REPORT OF BOROUGH COUNCILLOR</b>		
7.1	Nothing to note.		
<b>8.</b>	<b>REPORT OF PARISH COUNCILLORS</b>		
8.1	<p><u>Cllr Stewart</u> - Pleased about the Blue Cross response to the water running across the road and echoed Cllr White's comments on the general state of the roads.</p> <p><u>Cllr S McManus</u> - Would Cllrs object to a resident trying to raise the funds to try and buy a red telephone box for the village? This was supported in principle.</p> <p>Another quote for the trees then Clerk to complete the paperwork.</p> <p><i>Post meeting note: first stage application submitted without the need for quotes</i></p> <p><u>Jacob Fowkes</u></p> <p>The fencing at Craythorne Fields looks dreadful and they need restoring. A quote will be needed to replace broken bollards, then an action for the clean-up day in May, and consider reinstating the second bar, and consider adding to contracts. It was agreed that it should be added once the winning bid is selected.</p> <p>Hall grounds gates are not listed, and the householder may not intend to restore them, but the resident at Winter House has offered. It was also agreed to approach Heritage England to get them listed. Clerk to write to both Residents and approach Heritage England.</p> <p><u>Cllr B Toon</u></p> <p>Water still crossing the road by the Blue Cross Centre.</p> <p><u>Jason Wyatt</u></p> <p>A list of Street name signs will be circulated for replacement. It was noted that Walford Road and South Hill are missing a sign upon leaving the village.</p> <p><u>Steve Sanderson</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Wyatt</p>	<p>Complete</p> <p>20.2.18</p> <p>12.3.18</p>

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	<p>Notes on the Contracts have been sent.</p> <p>Mr Deacon has been asked to quote for scraping off the area at Meadow View for the tree nursery, and for the Tafflands mound repair and reseedling has been obtained verbally, for part 2.</p> <p><i>Post meeting note: Cllrs did not come back to this quote therefore will be done via email once a written quote has been received.</i></p> <p><u>Mike Robson</u></p> <p>Burton in Bloom have offered free of charge wild flower seed planting, Cllr Robson suggested to the left and right of the Jinny Trail, and maybe the Orchard and Tafflands.</p>		
<b>9.</b>	<b>MINUTES OF MEETING HELD</b>		
9.1	Two typos have been amended since the pack was sent out, therefore the Minutes were agreed and signed accordingly.		
<b>10.</b>	<b>MATTERS ARISING</b>		
10.1	<p>14.1 – Cllr Stewart apologises but ill health prevented work on the action plan.</p> <p>A further litter pick of Craythorne Road has been completed, bollards and signs have been cleaned.</p>		
<b>11.</b>	<b>NEIGHBOURHOOD PLAN</b>		
11.1	The latest meeting was this morning. The Steering Group may be in a position to submit the Plan in about three weeks. The Policies will go to Naomi Perry at ESBC in advance as will an invitation to the next meeting, before official submission. Approximately a month behind the project plan. A piece will be written for the next Rollestonian.	Cllr Gooding	14.3.18
<b>12.</b>	<b>WEBSITE</b>		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
12.1	<p>The new website is live but not filled with content yet, which was discussed. It will have a blog style front page with news items, and it will pick up Facebook posts automatically.</p> <p>There will be an area for Cllrs to log in and share documents.</p> <p>Cllr S McManus presented the new website at the RODSEC meeting which caused quite a stir. A lot of groups access the current site, but only about half have their own website. Cllr S McManus was informed that the original site was a Parish Council initiative. None of the PC know how much time the Webmaster spends on the village website currently. It was suggested that a number of Cllrs and the Clerk could have access to put items up, therefore limiting the time for one person. Clerk to find out how much time the Webmaster spends on the site. It was decided a few meetings ago that the PC site would not be responsible for other organisations contents.</p> <p>A proposal to reverse the decision and look at it from a whole village was agreed by all.</p>	Clerk	Complete
<b>13.</b>	<b>MISSION STATEMENT</b>		
13.1	<p>Excellent draft circulated by Cllr E McManus circulated which was amended slightly. All agreed that this should become the PC Mission Statement. <i>"Rolleston on Dove Parish Council aims to promote pride in the local environment and enhance the quality of life for those living and working in our village"</i>. It was further agreed that some of the objectives should be listed underneath. Cllr E McManus to put thoughts together and email round before the next meeting.</p>	Cllr E McManus	12.3.18
<b>14.</b>	<b>TRACTOR REPLACEMENT</b>		
14.1	<p>Two companies will quote for the rubberised surface around the tractor, which is the type that allows grass to grow through. Jacob would like to have a tractor purchased before next meeting.</p> <p>Cllrs are still happy with the current location.</p> <p>Jacob to check the 'fall height' for surfacing.</p>	Jacob Fowkes	12.3.18
<b>15.</b>	<b>FINANCE AND ACCOUNTS FOR PAY</b>		
15.1	<p>It was agreed that the Clerk should move £30,000 into the Treasurers account, to inform the EA of this and ask for definitive answer to what it should be spent on.</p>	Clerk	Complete
<b>16.</b>	<b>ITEMS FOR NEXT AGENDA</b>		
16.1	<p>Highways and Best Kept Village Sub-Committee Meetings, Youth Rep interview, S106 (Clerk to circulate paper in advance to allow discussion on purpose, role and specific location), Mission and Vision Statements,</p>	Clerk	12.3.18

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	2018-19 Budget, Tractor, Road name signs		
16.2	Standing order were suspended at 2130		
<b>17.</b>	<b>CONFIDENTIAL SECTION</b>		
17.1	<p>It was agreed that the contract tender should go into the paper copy of the Burton Mail as this is a spend of thousands of pounds. It was noted by Cllr Stewart that the Gateways section of the contract needs to be much more specific.</p> <p>CPI annual increase and length of the contract were discussed. It was agreed that contract length be two years with an option for 1 more, but no more than that. Clerk to advertise in the Burton Mail and inform Contractors of the latest decisions.</p>	Clerk	Immediate
17.2	Cllr Wyatt reiterated that any contact from Journalists should be referred to the Clerk for comment. Confusion on a recent comment in the Burton Mail which had in fact come from the Clerk had been assigned to a PC Spokesman.		
17.3	Quote for bin emptying by ESBC was approved despite an annual increase of 4%.	Clerk	<i>Complete</i>
17.4	An update on potential proposals for Brook Hollows was given. Clerk to write a simple paragraph to be included in the Neighbourhood Plan.	Clerk	<i>Complete</i>