

ROLLESTON ON DOVE PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON
MONDAY 12th MAY 2014**

PRESENT

Cllr J Toon, Chairman
Cllr S Adams
Cllr J Barnfield
Cllr S Sanderson
Cllr B Toon
Cllr C Warren
Mrs H. Light, Clerk

Three members of the public were in attendance.

1. ELECTION OF A CHAIRMAN

Cllr Sanderson proposed, Cllr Warren seconded and it was moved that Cllr Toon serve as Chairman for the ensuing year.

2. CHAIRMAN'S ACCEPTANCE OF OFFICE

Cllr Toon signed his declaration of acceptance of office.

3. ELECTION OF VICE CHAIRMAN

Cllr Warren proposed, Cllr B Toon seconded and it was moved that Cllr Sanderson serve as Chairman for the ensuing year.

4. VICE CHAIRMAN'S ACCEPTANCE OF OFFICE

Cllr Sanderson signed his declaration of acceptance of office.

5. MEMBERS TO BE GIVEN OPPORTUNITY TO UPDATE REGISTER OF MEMBERS INTERESTS

Members were given the opportunity to update their member's interests.

6. TO NOTE OR APPOINT REPRESENTATIVES ON OUTSIDE BODIES

It was noted that the following members represented the Parish Council on outside bodies:-

Rolleston Almshouse Trustees: -	Cllr Warren, Cllr Sanderson
Rolleston United Foundation: -	Cllr B Toon
Semi-Rural Neighbourhood Forum: -	Cllr J Toon, Cllr Warren
RODSEC: -	Cllr J Toon, Cllr B Toon
John of Rolleston School Governors: -	Cllr Adams (TBC)

7. TO NOTE OR APPOINT REPRESENTATIVES ON PARISH COUNCIL SUB COMMITTEE GROUPS

It was noted that the Chairman and Vice Chairman should be on all subcommittee groups.

Planning Applications Committee: -	Cllr Toon, Cllr Davies, Cllr Warren, Cllr Adams
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Recreational Sub Committee: -	Cllr Warren, Cllr Wyatt, Cllr B Toon, Cllr Barnfield
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Highways Sub Committee: -	Cllr Warren, Cllr Wyatt, Cllr Davies,
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Alliance of Parish Councils: -	Cllr Toon, Cllr Wyatt, Cllr Adams, Cllr Barnfield
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8. PUBLIC QUESTION TIME AND PETITIONS

Mr Wyers thanked the Parish Council for the information that had been forwarded to him with regards to the approved drainage scheme for the Meadow View development.

Mr Wyers expressed concern raised by Mrs Wyers with regards to the felled lime trees on the Spread Eagle Car Park. Mr Wyers advised that Mrs Wyers had looked at the trees and there was no sign of staining, no hollow in the middle and the stumps gave the appearance of the tree being healthy.

The clerk read the following email which had been received from Ms Christie, Planning Officer, ESBC:-

“Further to your email dated the 25th April 2014 I can advise you that I visited the site as part of my normal duties as a planning officer. Whilst I acknowledge the parish council’s concerns about the absence of a qualified tree officer I, in consultation with my colleagues, have sufficient knowledge and experience of dealing with such matters to enable me to make a judgement on the state of the trees in question, particularly in light of the fact that a professional arboriculture report was submitted in support of the proposed felling. In order to reassure the parish council I can advise you that in circumstances where officers have doubts about the necessity of tree work, appropriate professional independent advice is sought. The parish council should also be aware that the borough council has a duty to implement the relevant legislation in respect of tree protection, and where there is a potential serious risk to public safety an exemption to normal procedures is applicable and the council must reasonably adhere to this”.

“As far as the replacement trees are concerned I advised you in my previous email that the proposed species are Weeping Silver Lime trees (Tilia petiolaris) which are considered to be an appropriate replacement for the felled lime trees in their location by the side of the brook. Finally, there is no requirement to grub out the stumps of the felled trees and therefore the council cannot insist on this”.

It was agreed that ESBC should be asked for a copy of the tree report, and it should be ascertained what size of tree would be planted, and for details of the proposed location for the replacement trees.

Mr Irwin advised members that a bollard had been knocked down on Forest School Street in late February and this had been reported to SCC. He advised that they had patched the block paving with tarmac but had not yet replaced the bollard. It was agreed that the bollard and paving should be replaced like for like and the clerk was asked to follow this up with SCC. (SCC Highways Reference 14213671).

9. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Davies, Cllr Simnett, Cllr J Wyatt and Mr A Bailey.

10. MINUTES OF THE MEETING HELD ON 14th APRIL 2014

The minutes of the meeting held on 14TH April were signed as a true record.

11. REPORT OF COUNTY COUNCILLOR

Councillor Fraser did not attend the meeting.

12. REPORT OF BOROUGH COUNCILLOR

Cllr Toon advised that Cllr Clarke has now been appointed as Mayor for East Staffordshire. Cllr Adams asked if Cllr Toon knew when the Glenville Farm planning application would be considered. Cllr Toon advised that as far as she knew it was not down for consideration at either the May or June Planning Application committee meeting.

13. MATTERS ARISING FROM MINUTES OF THE MEETING HELD ON 14TH APRIL 2014

103. The clerk advised that information has been received from ESBC with regards to the approved drainage scheme for the Meadow View development and she had forwarded this to Mr & Mrs Wyers.

110:2: This item was covered under Public Question time and presentation of petitions.

110:3: The clerk advised of Cllr Anderson's resignation and that this meant there were now two vacancies. She added that she had contacted ESBC and asked for the appropriate vacancy notice to be issued.

110:12: Cllr Sanderson advised that the walk with Stretton Parish Council had taken place on Sunday 11th May. He advised that they had discussed problems with drainage which were particularly at the Stretton end, but that there was a pipe on the Rolleston end that was discharging a lot of water. He advised that Stretton had done a lot of thinning out of vegetation and that some thinning out at the Rolleston end could be beneficial. It was agreed that the trees could be looked at on the footpath walks. Cllr Sanderson advised that Stretton were very complimentary of the works that had been undertaken at the Rolleston end.

110:17: Members were advised that a location for the memorial tree had been agreed with the Bradbury family.

110:18: It was noted that the planters have been removed and that the pots would be prepared with a view to planting week commencing 19th May.

110: 23: It was noted that Mr Deacon had been asked to install the "Civic Trust award", that the tree adjacent to the highway on Cross Lane appeared to be in an even more precarious position than when previously reported. It was suggested that in future the Rollestonian of the Year award should be engraved with the winner's name.

14. CLERKS REPORT DATED 5TH MAY 2014

1. PLANNING APPLICATIONS

Members commented on the following applications:-

P/2014/00463 Felling of 2 sycamores and 1 ash tree, Apple Acres, 14 Knowles Hill.

Members had no objections to this application.

P/2014/00553 Removal of two low branches from one Birch Tree (T210 of TPO1) Rockley House, Mosley Mews

Members had no objections to this application.

P/2014/00554 Felling of one Apple tree, Ormuz Cottage, Mosley Mews

Members had no objections to this application.

P/2014/00472 Display of one internally illuminated free standing sign, Cliff View Business Park, Dovecliff Road

Members objected to an illuminated sign. Members would like to see a non-intrusive wooden sign which is more in keeping with the rural setting.

P/2014/00537 Change of use of 37a Burnside from a dwelling house (Class C3) to retail (Class A1) including alterations to the existing retail unit, erection of a rear extension to form warehouse, erection of a rear canopy, installation of a new shop front and associated external alterations, Co Op Retail Services Ltd, 39 Burnside.

Members of Rolleston on Dove Parish Council would like to raise the following concerns with regards to the proposed development:-

Members object to the proposed trolley shelter, which is not ascetically pleasing or in keeping with the adjacent Conservation Area

Members are concerned about the noise that the proposed fans will create.

The proposals do not seem to allow access to the rear of the property for bin storage etc.

Members are very concerned about the increase in vehicular movements that the development will create. The junctions and area in front of the shops are already under extreme pressure and a larger store is likely to exacerbate the issue.

2. PLANNING DECISIONS

It was noted that the following applications had also been approved:-

P/2014/00263 Erection of a part single storey part two story rear extension, including the installation of doors and windows to west elevation and the formation of garden steps, 230 Station Road.

P/2014/00393 Felling of a Walnut tree (Tree 212 of TPO1) Brereton, Hall Grounds.

3. SCHOOL COMMUNITY DAY

Cllr Toon proposed, Cllr Warren seconded and it was moved to make a donation of £150.00 towards one of the attractions at School Community Day.

It was agreed to allow use of Elizabeth Avenue Playing Fields for car parking for Community Day and concluded that due to other commitments the Parish Council would not have a stand at this year's event.

4. NEIGHBOURHOOD DEVELOPMENT PLAN (Clerks Report, Item 5)

Cllr Adams proposed, Cllr Barnfield seconded and it was moved that members of the Parish Council are satisfied with the proposed number of dwellings within the Neighbourhood Development Plan and therefore feel that ESBC should proceed with making arrangements to progress the plan to referendum. It was agreed that Cllr Adams would act as interim chair of the group and arrange a meeting of the Neighbourhood Development Plan group within the next few weeks to advise the group that the Parish Council have agreed to write to ESBC and advise that we are sticking with the proposed number of dwellings within the Neighbourhood Development Plan.

It was moved that a letter of thanks should be sent to Mr Edwards.

5. EAST STAFFORDSHIRE BOROUGH COUNCIL – CONSULTATIONS & LOCAL PLAN (Clerks Report, Item 6)

Revised Settlement Hierarchy Topic Paper: Cllr Adams advised that he was very unsettled by the revised Settlement Hierarchy Topic Paper. He added that there were several areas within the document that were incorrect. It was agreed that the Planning Committee should meet on Monday 19th May to consider a response to the document.

Alliance of Parish Councils: It was agreed that a meeting of the Alliance should be called. A proposed date was put forward of Monday 2nd June, 7.30pm, Old Grammar School Rooms.

6. DEFIBRILLATOR / COMMUNITY FIRST RESPONDER SCHEME

It was agreed to defer this item until the August agenda.

7. RECREATIONAL / TAFFLANDS MAINTENANCE (Clerks Report, Item 7)

Cllr Barnfield advised that he felt that the Tafflands play area looked scruffy with regards to grass collection. It was agreed that a copy of the play areas contract should be forwarded to members so that the matter could be considered. It was also noted that there was an issue of bottles/rubbish and agreed to write to the Local Police Authority and what the police presence is in Rolleston at the moment, including shift pattern for undertaking visits etc.

8. WEB PROVISION (Clerks Report, Item 8)

It was agreed to defer this item until Cllr Wyatt was present.

9. DOG FOULING

It was agreed to write to the complainant and advise of the action that the Parish Council are taking, but advise of difficulties around the existing byelaws. It was also agreed that the existing byelaws and amendments to them should be investigated.

10. SCC HIGHWAYS (Clerks Report, Item 10)

It was agreed to ask SCC for the latest speed data from Knowles Hill. Discussion took place with regards to the resurrection of Speed Watch.

It was agreed to defer consideration of the minutes from the SCC Highways meeting until the June meeting.

11. BROOK HOLLOW (Clerks Report, Item 11)

It was agreed to respond to ESBC and push them to undertake a feasibility study as left to deteriorate Brook Hollows is liable to become very unsafe. It was noted that villagers through their Council tax pay for an element of upkeep for the Public Open Space yet ESBC failed to maintain Brook Hollows to the same standard of other Borough Council open spaces.

12. JINNY NATURE TRAIL

Cllr Sanderson proposed, Cllr Toon seconded and it was moved to allow permission for the Heritage Lottery banners to be displayed on the frontage and along the platform wall of the Trail. It was noted that it was planned that Phase 1 of the refurbishment would be celebrated with an opening ceremony on 4th November 2014.

It was noted that for the purpose of records the group undertaking the works were the "Rolleston Station Site Group" and not "TREATS".

Reference was made to the badger sett with particular note made that the group were not working within the vicinity of it.

13. JOHN OF ROLLESTON SCHOOL GOVERNOR

Cllr Adams advised that he would consider the role and advise accordingly.

Cllr Sanderson proposed, Cllr Warren seconded and it was moved to suspend standing orders at 9.30pm.

14. ANNUAL MAINTENANCE PLAN FOR PUBLIC OPEN SPACES / TREE WORKS

(Clerks Report, Item 13 & 26)

It was agreed that the Highways committee should meet week commencing 26th May, with a view to undertaking an inspection of The Croft and to consider works that may be required to the Lime Trees and the trees on the boundary wall at the far end.

15. COUNCILLORS REPORTS

- Cllr Toon conveyed thanks to everyone who turned up for Village Clean up Day. It was noted that a further ½ day clean up would be required.
- Cllr Adams advised that he had received a complaint about the overhanging hedge next to road build out adjacent to 2A Station Road
- Cllr Adams and Cllr Barnfield raised concerns about the level of the land on the Meadow View development and added that it had been raised with unsightly blocks. Cllrs Barnfield advised of issues with contractor's cars parking at inconsiderate locations and the damage to the highway that had been caused by plant vehicles.
- Cllr Sanderson advised that weed killer had been applied around the Spread Eagle Island and it was agreed to respectfully ask Mr Gould not to weed kill the area.
- Cllr Sanderson advised of the Civic Trust plant swap being held on Sunday 18th from 2pm until 4pm.
- Cllr Barnfield asked members for their thoughts on the proposed newsletter. It was concluded to suggest that if people felt strongly about the proposals and wanted to help then to contact the Parish Council.

16. ACCOUNTS FOR PAYMENT

It was moved that the accounts below should be paid:-

Mrs. H Light (Salary)	2719	£772.55
HM Revenue & Customs (Tax & NI)	2720	£50.22
Mrs. H Light (Telephone & Internet)	2721	£41.31
Mr. P Gould (Mowing Contract)	2722	£853.33
Mr. J Deacon (Environmental Contract)	2723	£419.84

Mr. J Deacon (Play Areas Contract)	2724	£216.00
Rainbow Waste (Bin emptying)	2725	£255.48
Rolleston Scout Group (Donation 2014 Scout Carnival)	2726	£150.00
Rolleston Scout Group (Flags for flag pole)	2727	£45.72
Zurich Municipal (2014/2015 Insurance Premium)	2728	£3124.05
Mr R Bush (Web fees)	2729	£50.80
JRB Enterprises (Dog Waste Bags)	2730	£132.90
Petty Cash	2731	£106.62
Staffordshire Parish Councils Association (Cllr Wyatt, Planning Training Course)	2732	£40.00
Mr. J Deacon (Concrete round removable posts on Croft)	2733	£300.00
Mr. J Deacon (The Croft, Various works)	2734	£510.00

Cllr Toon and Cllr Warren signed the corresponding cheques and invoices.

17. CORRESPONDENCE RECEIVED

The clerk raised additional correspondence that had been received raising concerns with the Craythorne Golf Club.

18. ITEMS FOR THE NEXT AGENDA

There were no additional items for the June agenda.

19. UNRESOLVED MATTERS FROM PREVIOUS MEETINGS

Members noted the details of this item from the clerks report.

The Chairman moved that due to the confidential nature of the business to be transacted that the Public and press should be excluded for the remainder of the meeting.

20. CONTRACTORS ANNUAL REMUNERATION – JOHN DEACON

Cllr Toon proposed, Cllr Warren seconded and it was moved to approve the annual increment at the rate of CPI.

21. CONTRACTORS ANNUAL REMUNERATION – PHIL GOULD

Cllr Toon proposed, Cllr Warren seconded and it was moved to approve the annual increment at the rate of CPI. .

22. CLERKS TERMS & CONDITIONS OF CONTRACT

Cllr Toon proposed, Cllr Warren seconded and it was moved that following satisfactory service the clerk proceed to salary scale SCP 23.

23. VILLAGE NOTICEBOARDS (Clerks Report, Item 23)

It was agreed to defer this meeting until the June agenda.

24. NEIGHBOURHOOD PRIORITIES – STATION ROAD BUS SHELTER (Clerks Report, Item 24)

It was agreed to defer this meeting until the June agenda.

25. GRASS CUTTING (Clerks Report, Item 25)

It was agreed to speak to SCC Highways with regards to this item.

CHAIRMAN