

## Rolleston on Dove Parish Council - Minutes of Meeting

Minutes – Meeting held Monday 13<sup>th</sup> November 2017, 730pm

Location	<b>Old Grammar School, Rolleston on Dove</b>
Attendees:	Cllr Wyatt, Cllr Sanderson, Cllr E McManus, Cllr S McManus, Cllr B Toon, Cllr J Toon, Cllr C Stewart, J Fowkes, (Youth Rep), Jane Bucknall Clerk, 4 members of the public.
Distribution:	Attendees, those who gave apologies, Website, Burton Mail, County Councillor Philip White
Chairman:	Cllr J Wyatt
Next Meeting:	<b>December 11<sup>th</sup> 2017, 7:30pm Grammar School Room - Full PC Meeting</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 9<sup>th</sup> October 2017 (to approve)
10. Matters arising from minutes of previous meeting
11. Neighbourhood plan  
Meeting with ESBC
12. Best Kept Village competition
13. Policy development – Memorial Policy (to review)
14. Website
15. Potential projects and funding
16. Clerks report (part 2)  
Finance  
Accounts for payment and income
17. Items for next agenda

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

Contracts review

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
<b>1.</b>	<b>PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS</b>		
	Mr Baker raised an occurrence of vandalism at the station. It is the second time a bench has been set alight. This time it was burnt lighters and broken glass was left. This has been cleared away. Mr Baker proposed to remove the bench over the winter for refurbishment and bring it back in the Spring. This should combat people leaving litter and other anti-social behaviour. All Councillors agreed with this course of action.		
	Mr Baker also raised the issue of litter around the bench near the bridge pillars. Litter is currently being collected by volunteers. A sign to be placed on the bin at the bottom of the Trail to let dog owners know they can place bagged dog waste in it.	Clerk	<i>Complete</i>
<b>2.</b>	<b>APOLOGIES FOR ABSENCE</b>		
2.1	Apologies received from Cllr Gooding.		
<b>3.</b>	<b>DECLARATION OF INTEREST</b>		
3.1	Cllrs Robson and Wyatt declared an interest in the application P/2017/01255 at 19 The Lawns. Both Councillors live in the vicinity of the application address.		
<b>4.</b>	<b>CLERKS REPORT PART ONE</b>		
4.1	<b>Planning Applications</b>		
4.1.1	P/2017/01372 – whilst a very substantial extension there does seem to be access to the rear, there is still sufficient parking, and the garden is very large therefore it is not overdevelopment of the plot. Councillors had no objection to this application.		
4.1.2	P/2017/01323 Erection of a single storey front extension, 71 Beacon Road, Councillors had no objection to this application.		
4.1.3	P/2017/01255 Erection of a two storey rear and single storey side extension and single storey front extension (Amended Description) 19 The Lawns – These are amended plans and as per previous application for this address Councillors had no objection.		
4.1.4	P/2017/01392 Erection of a part two storey part single storey rear extension including balcony, 128 Walford Road, Councillors had no objection.		
4.1.5	P/2017/01129 – This application was discussed at the previous meeting and the papers are additional documents giving information on noise reduction (based on a different piece of equipment of a similar type), and some errors have been corrected and removed. They are very technical documents. There is mention of a community benefit amount of £10,000 proposed to be split between Tutbury and Rolleston. Questions were		



	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
6.1	<p>Planning enforcement have been out to look at 51 Beacon Road to reassure local residents that all building work being completed is permitted under application P/2016/01156. A Tree Officer has been out to Woodlands following concerns from local residents about the amount of trees being felled. The Tree Officer has written back to the local residents in question stating all works are permitted under applications P/2017/01298 and P/217/01299.</p> <p>Brookhouse has been called in.</p> <p>New lights have been purchased for the village Christmas Tree.</p> <p>Complaints have been received about the Scouts Bonfire Night regarding parking and traffic issues, mainly people parking inconsiderably. Cllr Wyatt has spoken with Graham Jacks who also received complaints. He explained that due to the time of the year, parking can't be provided. Mr Jacks will attend the Parish Council meeting in December to discuss what can be done next year. This is an important fund raiser for them so he has taken the <i>complaints</i> seriously.</p> <p>The trial for the one way system is Coopers Square car park is working very well, and will likely stay in place.</p>	Clerk	<i>Complete</i>
<b>7.</b>	<b>PARISH COUNCIL REPORTS</b>		
	<p><u>Cllr B Toon</u> – dog faeces is becoming an issue again. We have been contacted by the school about mess outside the school and also complaints from the farmer too. Beryl also stated that she had received a number of letters recently which had been copied to 'Barry Edwards Chair of Parish Council'. A list of Cllrs will go onto Noticeboards.</p> <p><u>Cllr Sanderson</u> – Civic Trust have asked the PC to lend support to a project to place a bench around the millennium oak on The Croft. It was noted that there is no other seating on the croft other than those facing the Brook. As long as the bench conformed to the Memorial Policy and we can see a picture at the next meeting all were in agreement in principle. We have been informed anonymously that the Silver Birch in the church grounds is being considered for removal. Cllr Wyatt has requested a meeting with the PCC to discuss trees. Craythorne Lane carpark railings were bent in an incident of vandalism and a temporary repair was affected. Permanent repair will be done in the near future.</p> <p>Skid marks have been observed on Craythorne carpark and on the road. Clerk to report to PCSO.</p> <p><u>Cllr Stewart</u> – The parking on South Hill is now alleviated.</p> <p><u>Cllr McManus</u> – Contacted by a resident regarding incidents of fly tipping at Craythorne Road, Marston Lane, and Fiddlers Lane. Clerk agreed to</p>	<p>Clerk</p> <p>Cllr Sanderson</p> <p>Cllr Wyatt</p> <p>Clerk</p>	<p><i>Complete</i></p> <p>11.12.17</p> <p>11.12.17</p> <p><i>Complete</i></p>



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	Councillors discussed the amount of time taken in PC meetings on planning matters. Sal Khan admitted that sometimes ESBC are frustrated by planning laws too. Cllr Wyatt asked for Mr Khan or another Officer to come and meet the PC to advise on how we could provide better feedback on planning matters. It was noted that all Cllrs in attendance should remember to be respectful of them. Cllr McManus commented that once the Neighbourhood Plan is adopted we can apply each planning application to that plan.		
9.4	Neighbourhood Planning Steering Group have met again and are now in a position to get Urban Vision back to work through amendments. A grant of £7500 has been awarded, despite applying for £9k. Draft new policies are also now complete.		
9.5	Cllr Wyatt also noted from the meeting with ESBC that despite outline permission being granted outside the Settlement Boundary, it has in no way set a precedent for other areas of the village. Each application is taken on its own merit.		
9.6	It is believed that the Post Office is to remain open – an advert has been placed on Linked In for the hosting of a Post Office in Rolleston.		
<b>10.</b>	<b>NEIGHBOURHOOD PLAN</b>		
10.1	Covered above.		
<b>11.</b>	<b>BEST KEPT VILLAGE</b>		
11.1	A sub-committee meeting was held. Three major areas of action were agreed. It was agreed an application would be made in 2019. Cllr Gooding will create a proforma based on the scoring sheet for each area of the village; Cllr McManus will create a project plan. The sub-committee will meet again in January 2018. It was agreed that the PC would go through a self-assessment for Sept 2018.	Cllr Gooding Cllr S McManus  Clerk	31.1.18   31.1.18
	Cllr Robson had sought information on boundaries of properties along the Brook, which are not the same for each property. It was noted that the Parish Council needs to lead by example. The cash flow document will be an important resource to aid decision making for this project. Clerk and Cllrs S McManus and E McManus will work on this document on 1.12.17.	Clerk, Cllrs McManus	<i>Complete</i>
<b>12.</b>	<b>POLICY REVIEW – MEMORIAL POLICY</b>		
12.1	The Memorial Policy was approved for a further 12 months with a small number of inconsequential amendments. To be reviewed again in May 2018 via sub-committee then ratified by the full PC.	Clerk	8.5.18

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
12.2	<b>WEBSITE</b>		
13.	Carry forward.	Cllr Wyatt	11.12.17
13.1	<b>POTENTIAL PROJECTS AND FUNDING</b>		
14.	Cllr Wyatt shared a simple scoring method. This was slightly amended after discussion. Cllr Wyatt will amend the form and distribute for all Cllrs to complete for each project.	Cllr Wyatt All Cllrs	<i>Complete</i> <i>Complete</i>
15.	Cllrs discussed ideas for a Mission Statement and came up with the following ideas: <ul style="list-style-type: none"> <li>• promoting pride in the community,</li> <li>• oversee maintenance and appearance,</li> <li>• safe environment for residents to enjoy,</li> <li>• manage assets for the needs of the community,</li> <li>• quality local environment the community has pride in and ownership of,</li> <li>• pride, engagement, open spaces, assets, finance, budgets, amenities, maintaining history but looking to the future,</li> <li>• effective, efficient</li> </ul> Cllr Wyatt and Cllr Stewart will put this into sentence format for further consideration.	Cllr Wyatt, Cllr Stewart	<i>Complete</i>
15.1	Standing orders were suspended at 930pm.		
17.	<b>CLERKS REPORT PART TWO</b>		
17.1	<b>Finance</b>		
17.1 .1	Cllrs noted the content of Clerks report.		
17.2	<b>Accounts for Payment</b>		
17.2 .1	All paid as per report plus xx for John Deacon to repair the shelter on Tafflands, and xx for Midshire for copier charges.		
18.	<b>ITEMS FOR NEXT AGENDA</b>		
18.1	Tractor, Tree seat, Trent Valley Brook Hollows	Clerk	<i>Complete</i>
19.	<b>PART TWO CONFIDENTIAL ITEMS</b>		
19.1	It was agreed to apply to Cllr White for the Tractor of £1200.	Clerk	<i>Complete</i>
19.2	All Councillors to review both contracts ready for tender in the new year. Cllr Robson requested that the Orchard cut be included, paths along the Jinny Trail, that it will be a five year contract, with no cost of living rise.	All Cllrs	11.12.17
	A donation of £50 was agreed for the Poppy appeal.		
	Clerk has been contacted by Bellway Homes who wish to come and talk to Councillors. It was agreed that when the formal request is received suggest that they come along to a PC meeting but ensure they are aware	Clerk	Once contacted formally

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	that we will listen to their pitch but we will not be commenting.		

Table of Matters Arising from Oct 2017 Meeting.

1.1	Railings on Burnside to be reported	clerk	complete	will repaired in 60 days
1.2	Another note to MP about Post Office	clerk	complete	events overtook and now remaining open
1.3	Involve FC in any plans for Craythorne changing room out of S106 funds	clerk	ongoing	
4.1	Comments on planning apps	all Cllrs	complete	no comments received on time
6	Speak to residents about parking on South Hill	Cllrs S McManus Cllr Stewart		
	Quotes for replacement plastic planters	Clerk	ongoing	1 quote received
	Overgrown hedge at Mosley Farm	Cllr Wyatt		
	Tractor replacement - ROSPA	Clerk	complete	copies of concerns and ideas circulated
	Tractor replacement - Chatsworth contact	Clerk		
7.1	Land transfer from Almshouses Trust to PC	Clerk, Cllr Sanderson, Cllr White	complete	meeting held with Chairman
7.2	Concerns over Himalayan Balsam, speak to EA	Clerk	complete	
7.3	Parking issues around the school			
7.4	Meeting with ESBC re Craythorne application	Clerk, Cllr Wyatt, Cllr Sanderson, Cllr Gooding	complete	meeting held, notes circulated
7.5	Potholes on Chapel Lane to be marked up by Highways	Clerk	complete	
12.1	New links to be created to ESBC polices on village website	Clerk	complete	
14.1	Clean up day to be decided on in	clerk	complete	25.11.17

	November, and advertise			
15.1	Summarise wish list for funding ops	Clerk, Cllr Wyatt		
15.2	Mission statement to be created - 20 words	All Cllrs		
16.2	Concerns to be addressed re P/2017/01156 Beacon Road	Clerk	complete	allowed within application
17.2	All invoices to be signed for payment	Clerk, Cllr Wyatt, Cllr Sanderson	complete	
19.1	Management accounts to be created	Clerk, Cllr E McManus	ongoing	