

Rolleston on Dove Parish Council - Minutes of Meeting

Minutes – Meeting held Monday 14th May 7:30pm

Location	Old Grammar School, Rolleston on Dove
Attendees:	Cllr Sanderson, Cllr Gooding, Cllr Robson, Cllr E McManus, Cllr S McManus, Cllr Stewart, Cllr Macpherson, Cllr J Toon, Cllr B Toon, Jane Bucknall Clerk, Jacob Fowkes Youth Rep, County Cllr P White 8 member of the public
Distribution:	Attendees, those who gave apologies, Website, Burton Mail
Chairman:	Cllr Sanderson to point 1.3, Cllr S McManus for the remainder of the meeting.
Next Meeting:	Annual Parish Meeting Tuesday 22nd May 2018, 7:30pm Old Grammar School Full PC Meeting Monday 11th June 2018, 7:30pm Old Grammar School
Purpose of Meeting: To discuss regular parish council business AGENDA ITEMS <ol style="list-style-type: none"> Election of chairman To accept the chairman's declaration of acceptance of office Election of vice chair To accept the vice chairman's declaration of acceptance of office Members to be given opportunity to update register of members interests (blank forms circulated ahead of the meeting) To note or appoint representatives on outside bodies (current members noted below) To note or appoint representatives on Parish Council Sub Committees (current members noted below) Declarations of interest Clerks report Planning applications Planning decisions and other planning matters Report of County Councillor Report of Borough Councillor Report of Parish Councillors Correspondence received Minutes of meeting held 9th April 2018 Matters arising from minutes of previous meeting 	

16.	Memorial Policy to approve
17.	Civic trust seat, Cllr Sanderson
18.	Orchard, Cllr Robson
19.	Civic Trust plaque location
20.	Rollestonian of the year
21.	Clerks report Finance Annual Governance report section 1 Accounts for payment and income
22.	Items for next agenda

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	Cllr Sanderson opened the meeting.		
1.	ELECTION OF CHAIRMAN		
1.1	Cllr Wyatt has stated previously that he would like to serve another year as Chairman. He was proposed, seconded, and voted as Chairman for another year unanimously.		
2.	ELECTION OF VICE CHAIR		
2.1	Cllr S McManus was proposed, seconded and voted in as Vice Chair unanimously.		
2.2	Cllr S McManus took over the Chairing of the meeting and thanked Cllr Sanderson for his time as Chairman and Vice Chair.		
3.	DECLARATION OF INTEREST		
3.1	Cllrs were given the opportunity to update their Members Interests Forms for 2018-19. Remainder of Councillors to get their forms back to the Clerk as soon as they are able.	All	31.5.18
4.	TO NOTE OR APPOINT REPRESENTATIVES ON OUTSIDE BODIES		
4.1	Current representatives were happy to remain. There is no longer a requirement to have a PC rep on the Board of Governors since John of Rolleston became an Academy.		
5.	TO NOTE OR APPOINT REPRESENTATIVES ON PARISH COUNCIL SUB COMMITTEES		
5.1	Cllr S McManus to be added to each sub-committee as required by Standing Orders. Cllr Sanderson to be removed from the Alliance of Parish Councils. Cllr Stewart to be added to BKV sub-committee meeting.		
6.	PUBLIC QUESTIONS		
6.1	A resident commented that water from Rolleston Brook was not taking	Clerk	Complete

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	water from the Dove flood plain. He asked who checks water courses, and how often. Clerk reported it is the Environment Agency, but will find out how often this happens.		
6.2	A resident noted that he had witnessed a man playing golf on the playing fields. He advised the person that it was against byelaws. Clerk had said she would put more copies of byelaws up, but this hasn't happened. Clerk to ensure this is done.	Clerk	Ongoing
7.	DECLARATION OF INTERESTS		
7.1	None noted.		
8.	CLERKS REPORT		
8.1	Planning Applications		
8.1.1	P/2018/00490 – Listed Building application for internal and external alterations to include construction of pitched roof over existing flat roofed rear extensions including installation of boiler flues, replacement of front dormer windows, remodelling of kitchens and bathrooms, alterations to existing roof to include re-tiling, re-lathe and installation of foiled insulation, replacement and repair roof timbers, re-pointing of chimneys and chimney pot haunch, replacement of windows on ground floor rear elevation, installation of new windows on ground floor rear elevation, replacement rainwater goods, removal of plaster and installation of plasterboard and thermal upgrade the end dwelling gable walls and installation of rooflights (revised scheme) previously has been passed. The amendment is to include rooflights to the rear elevation. Cllrs had no objection.		
8.1.2	P/2018/003884 – Reserved matters application for the erection of 100 dwellings and associated garages, including details of access, appearance, landscaping, layout and scale, College Fields Chairman asked if any members of the public wished to comment. A resident raised the issue of surface water. Three reports have been included in the application but they are all lacking information and all are provisional. The resident wishes for the PC to object on these grounds. Another resident commented on water drainage. The Water from Craythorne fields goes under meadow view and Station Road then Netherfield Grange into a ditch. The surface water from the Westbury development drains into the same, and the ground cannot take it. He asked for the view of the PC view on the flood risk reports. Cllr S McManus commented he cannot see how the water will dissipate. These comments were echoed by Cllr Sanderson who lives opposite the fields,	Clerk	Complete

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	<p>and has seen them flooded. It was noted that the outline permission granted stated the water should be deposited into a culvert on Meadow View. The Planning Officer at the time suggested it should drain into Station Road.</p> <p>The same resident noted that the Parish Council are the riparian owners of the water courses so could object to further water draining into the water courses.</p> <p>A resident noted that if ESBC staff don't have the expertise to evaluate reports submitted, they need to buy in expertise to ensure the plans are interpreted directly.</p> <p>It was noted that there are numerous mistakes in the reports, for example the number of dwellings noted as 119 instead of 100. This undermines the credibility of the whole application. These should be corrected before the plans are considered.</p> <p>A resident who could not attend questioned the construction management plan stating that Fairfield Avenue may be used for construction traffic. It was commented that a deadline of when the Construction Management Plan is consulted on should be requested. ESBC need to ensure it aligns with decision of the Secretary of State. The application does not align with Strategic Policy 16 concerning the % of house sizes.</p> <p>Cllr White supported everything said. In his opinion it is not good enough for the CMP to come later, and has made this clear. He stated that it should be decided by committee not delegated powers.</p> <p>He went on to explain that there is a chance that building may not go ahead. In 2013 a village green application was submitted. This village green application will need to be considered before any building can start. If granted, nothing can be built. Cllr White stated that it is a strong application.</p> <p>Finally, residents were advised to submit their own observations to individually object too.</p>		
9.	PLANNING DECISIONS		
9.1	Noted from the Clerks report.		
10.	REPORT OF COUNTY COUNCILLOR		
10.1	Funds should be available soon for the improvement works to assist with the flood risk. Cllr White is also hopeful that Beacon Road will be resurfaced. Cllr White thanked everyone for support and encouragement over the year.		
11.	REPORT OF BOROUGH COUNCILLOR		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
11.1	Andy Mason is leaving the Council. The PC should write and thank him as he has done a lot for the PC, especially in respect to Brook Hollows.	Clerk	Complete
12.	REPORT OF PARISH COUNCILLORS		
12.1	<p><u>Cllr Robson</u> – A new fence has been erected on the front garden of the house next to the hairdressers. It means the owners cannot maintain that side of the bank. The pavement side needs strimming by the bridge due to brambles and stingers. Clerk to write and check on the intentions of the owners for the maintenance of the river bank.</p> <p>Cable has been attached to bridge outside 14-16 but the temporary pipe has been left. Clerk to write and thank them but ask if they intend to remove the temporary one.</p> <p>Elizabeth avenue – safety surface needs a jet wash and the goal mouths to be repaired. Clerk to ask Mr Deacon, and goal mouths are in the contract annually.</p> <p><u>Jacob Fowkes</u> – there is debris along the road from the drain outside 34 Church Road. Cllr White confirmed that the property has now been identified and enforcement action is being taken.</p> <p><u>Cllr Sanderson</u> - there are a number of quotes which have been approved which are awaiting the Clerk to action.</p> <p><u>Cllr J Toon</u> – Lots of potholes to be addressed - Marston Lane, Rolleston club, Anslow lane and Station Road.</p> <p>Other potholes further afield were also noted.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Complete</p>
13.	CORRESPONDENCE RECEIVED		
13.1	All noted the correspondence in the Clerks report. Cllrs agreed a donation to the Scouts Carnival of £50.	Clerk	Complete
14.	Cllrs agreed the use of the Croft for the village gala on 27 th August.	Clerk	Complete
14.1	Thanks to the Clerk and Cllr Stewart for talking to the organisers of the wedding on Saturday afternoon who hadn't asked for permission for use of the Croft.		
15.	MINUTES OF LAST MEETING		
15.1	Richard Rayson has been left lots of messages but has not been responding. Cllr White explained he is exceptionally busy at the moment and will endeavour to arrange a date for a meeting.	Cllr White	Ongoing
15.2	It was noted that the owners of Sloan's Kitchen has written to local residents explaining their intentions. The Licensing Hearing is on Wednesday 16 th May. Clerk to attend.	Clerk	Complete
15.3	Tractor sale fell through, so will keep looking.	Jacob and Clerk	Ongoing

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
15.4	The outstanding invoices from the previous month were both signed.		
16.	MEMORIAL POLICY		
16.1	No changes were made, policy to be reviewed May 2019.		
17.	CIVIC TRUST TREE SEAT		
17.1	Concerns have been raised about the base of the bench and whether the Contractor will be able to mow/trim beneath the bench. After a short discussion it was agreed that metal cuffs be constructed for the legs to prevent strimmer damage. Costs to be obtained prior to any work.	Clerk	31.5.18
18.	ORCHARD		
18.1	<p>Cllr Robson requested approval for a bench in the Orchard to attract more community use. The memorial bench will be outside the orchard. Due to the lack of finances, Cllrs questioned whether it could be afforded, or whether we could consider donations or sponsorship. Clerk to request funding from the County Councillor fund.</p> <p><i>Post meeting note: a simple bench made out of a tree trunk will be donated by local tree surgeon against the fencing in the Orchard</i></p> <p>It was further agreed that recipe's for fruit/veg as they come into season could be published to encourage more community use.</p>	Clerk	11.6.18
19.	CIVIC TRUST PLAQUE LOCATION		
19.1	<p>It was decided that the empty pole opposite the Club should be used. Quote to be obtained for a wooden back and metal clip.</p> <p><i>Post meeting note: the post concerned is not in the location Cllrs thought, plaque to be installed on the railings instead.</i></p>	Clerk	11.6.18
20.	ROLLESTONIAN OF THE YEAR		
20.1	The three nominations were noted, to be voted for by Cllrs in part 2. The Nominees are Michael Wardell, Anna Evans and Richard Bush.		
21.	FINANCE		
21.1	Quotes for the Jinny trail, and replacement planters for an application from the Borough Councillor to be requested. Jinnie trail will be one day of a tree surgeon and volunteers for a clean day.	Clerk	11.6.18
21.2	All noted the available funds from the Clerks report. Shotwood Close bollards have been allocated in the budget.		
21.3	Annual Governance for the annual audit were talked through and answered. All were agreed to and all were answered yes and signed accordingly.		
21.4	It was noted that improvements have already be made to the risk management process of a draft register which will be reviewed quarterly.		
21.5	Section two of the audit paperwork was agreed by all and signed		

	<u>Note</u>	<u>Action</u>	<u>Deadline</u>
	accordingly.		
22.	ITEMS FOR THE NEXT AGENDA		
22.1	Summer meeting, Website, footpaths walk		
22.2	The Youth Rep and members of the public were thanked for their attendance and were asked to leave at this point.		
22.3	Cllr Gooding gave a brief update on the Neighbourhood Development Plan. It is now out for consultation. Once this period has finished any comments received will be decided on whether to include them or not. On Saturday 19 th May there will be a drop in session in the Grammar School Room, and the Steering Group will need Cllr assistance. Mail shot has now gone out with the Rollestonians. Thank you to the Clerk for arranging for the leaflets to be put inside the Rollestonians, and a big thank you to the steering group who have put in an exceptional amount of work.		
22.4	Rollestonian of the Year was voted, a decision was made, with the winner being presented at the Annual Parish Meeting on Tuesday 22 nd May.	Clerk	<i>Complete</i>