

ROLLESTON PARISH COUNCIL

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Meeting of Rolleston Parish Council

Monday 13th April 2026 at 7.30 pm, in The Greenaway, Rolleston

Present: Cllr Steele in the chair, Cllr Geraghty, Cllr Kyte, Cllr Gemson, Cllr Melton (NSDC), the clerk (D Bryant) and one member of the public.

MINUTES

1. Chair's Welcome

The Chair welcomed everyone to the meeting at 7.30pm

2. Apologies

Apologies were received from Cllr Sanders and Cllr Saddington.

3. Declarations of Interest.

There were no declarations of interest.

4. To approve the Minutes of the meeting held on 2nd March 2026

The minutes were received as a correct account, the vote was unanimous, and the minutes were signed by the Chairman.

5. District/County Council Reports

Cllr Melton commented that the trees planted as the NSDC Trees Scheme looked very attractive. He volunteered to assist with the litter picking day and also said that he was ascertaining if other NSDC officers could attend too.

Cllr Melton reported that he had contacted the NSDC Licensing Committee to see if there was a possibility of a public meeting regarding the Southwell racecourse and that, as far as he was aware, there had been no progress on the acquisition of the village hall land.

Cllr Steele commented that the Racecourse postcode had been amended on the publicity for the racecourse and he hoped that this would deter traffic from driving through Rolleston.

Cllr Melton reported that he had attended a briefing on NSDC grants and reported that there was a new grant process opening in June/July which might be relevant to Rolleston could apply for. However, it was pointed out that match funding was necessary.

6. Public Participation

There were no public participation comments.

7. Planning

- a. 25/01652/HOUSE Proposed Two Storey Extension at Old Corner Farm House Staythorpe Road, Rolleston.

This was debated by the Councillors. Cllr Steele proposed to support the application which was seconded by Cllr Gemson. This was approved with a unanimous vote..

- b. Any other items notified to Rolleston Parish Council prior to this meeting and requiring submission of comments before the following scheduled Parish Council meeting.

There were no other items

8. Finance

- a. To approve payments as listed on payment schedule if any.

The payments were approved, voted unanimously and the Chair signed.

- b. To receive and approve bank reconciliation and bank balances.

The bank reconciliation was received, voted unanimously and signed by the Chair.

- c. Approval of amendments to signatories on bank mandate

Cllr Gemson explained that Cllr Colman had to be removed from the bank mandate as she was no longer on the Council. Cllr Gemson proposed that Cllr Kyte be added to the mandate to replace Cllr Colman. Cllr Steele seconded and this was approved with a unanimous vote.

- d. Renewal of fixed term deposit account

Cllr Gemson reminded the Councillors that the Council had set up a Fixed Term (6 Month's) Deposit account for some of the funds in the Corner Farm account as it could earn interest and that it had been agreed that £15,000 was to be deposited in this account. This account matured on 7th April 2026. Upon maturity the capital and the interest was automatically transferred back to the Corner Farm main account. Cllr Gemson proposed that this arrangement be renewed for both the capital and the interest but proposed to fix the term to be 9 months. This was seconded by Cllr Steele and approved with a unanimous vote.

- e. Acceptance of Ulyetts quote for 2026/27 grounds maintenance

This quote was reviewed and approved

- f. Approval of NSDC Dog Bin Contract for 2026/27

This contract was reviewed and approved

- g. Review of insurance renewal and asset register

Cllr Gemson had commenced reviewing the insurance and also the asset register including ensuring that all items were in situ. This would be confirmed at the next meeting.

- h. Any other matters appertaining to finance.

The Council received, approved and signed the Letter of Engagement from the internal auditor, David Dixon.

9. Footpaths and Highways

- a. NSDC litter picking equipment purchase

Cllr Kyte reported that she had purchased 8 litter pickers and 4 hoops. They are being stored in the Village Hall office. Cllr Kyte suggested that a team of regular litter pickers is put together. Cllr Kyte suggested that she publicise this to solicit volunteers. Cllr Steele suggested that date in mid-May could be suitable.

10. Update on Tree Planting project

Cllr Steele reported that the bulbs have now been planted and that the grass in 2 Acre field needs attention. Cllr Gemson commented that the newly planted trees will need watering quite urgently due to the dry weather. Cllr Steele suggested that they organise for the irrigation container (IBC) to be filled with water as soon as possible. All the watering equipment, including the irrigation water container, would be stored in the resilience store. Steve Bosworth to organise for an evening in the next week for this to be done.

Cllr Gemson suggested that the session for the bark to be laid and the fertiliser spread would be done at the same time as filling the water tanks.

11. Flooding Issues and Emergency Plan

a. Flood Warden Report

Nothing to report.

b. Emergency Plan Update

Nothing to report

c. Defib pads and battery report

Cllr Kyte reported that she was still progressing acquiring the pads. Cllr Gemson suggested that we purchase 2 sets of pads so that the spare set can be deployed in the event that the defib is used. Cllr Kyte is also progressing the Stop the Bleed kits.

12. Parish Council Owned and Managed Village Land and Facilities

a. Playpark Committee update

Cllr Steele had received an update from the Committee. It was reported that the silver birch needed to be cut back and some of the shrubbery needs to be cut back too. This needs to be done as soon as the bird nesting season is finished. There was debate regarding who empties the waste bins in the Play Park. Cllr Steele to investigate.

b. Parish Parks Legacy Scheme Fund

This is an NSDC scheme for non-council owned playparks. The grant must be match funded. It was discussed that this could be used for the rubberised matting underneath the equipment. Cllr Steele to investigate further and also investigate Cllr Melton's suggestion that NSDC officers could assist with identifying potential sources for the match-funding.

c. Review costings for Playpark reparations.

Cllr Steele discussed the potential for a rolling scheme of replacements.

13. Community / Neighbourhood Issues

a. Update on land transfer at the Greenaway

This had been reported by Councillor Melton and is minuted in agenda item 5.

b. Licensing update for Southwell Racecourse.

This had been reported by Councillor Melton and is minuted in agenda item 5.

c. Rolleston Neighbourhood Plan update

Cllr Geraghty reported that the questionnaires had been sent out and responses had been received. There would be a meeting scheduled in the near future to discuss responses.

d. Potholes, Occupation Lane and road repairs.

Nothing to report. It was noted that parishioners should report issues using the mynotts app.



e. Dog fouling

It was reported that Staythorpe Rd had improved but that there was a large amount of dog fouling on the footpath and the village hall grass. Cllr Gemson proposed that a fourth dog poo bin should be bought by the Parish Council and installed near the footpath near Holly Court. This was seconded by Cllr Greagty and approved with a unanimous vote. The Clerk was asked to apply for S115 license as this new bin would be on a public footpath. Cllr Gemson to supply what3words and photos for the license application.

f. "Stop the Bleed" packs for defib

This was ongoing

g. Planning for Annual Parish Meeting.

All completed.

h. Litter picking Weekend – organisation

All completed.

14. GDPR Training for Rolleston Parish Council

The Clerk and Cllr Gemson reported that they had completed the training and had passed the test. Cllr Kyte and Cllr Geraghty committed to complete this asap.

15. Correspondence

a. Request for noticeboards in the Village

This was debated and it was felt that there were sufficient noticeboards in the village.

16. Agenda items for next meeting

Grant application for the park

Review of APM

17. Date of next meeting – Tuesday 5th May 2026 (please note date change)

There being no further business, the Chair thanked everyone for participating and the meeting was closed at 21.00

I declare that the above is a true account of the meeting held on 13th April (approved at the PC meeting held on 5th May 2026).

Signed **Date**

Chair Rolleston Parish Council

Distribution: Parish Councillors, Cllr S Saddington, Cllr K Melton, Noticeboards, Website