

ROLLESTON PARISH COUNCIL

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Statutory Annual Meeting of Rolleston Parish Council

Tuesday 7th May 2024 at 7.30 pm, in The Greenaway, Rolleston

Minutes

Present

Cllr Bob Steele (BS) (in the Chair), Cllr J Geraghty (JG), Cllr Melton (KM), Cllr Saddington (SS), D. Bryant (Clerk), S Bosworth, flood/snow warden (SB),
1 member of the public

1. Election of Chair

Councillor Steele was proposed to be re-elected as the Chair by Cllr Colman. This was seconded Cllr Geraghty. Passed with a unanimous vote. The Declaration of Acceptance of Office was signed.

2. Election of Vice Chair

Cllr Geraghty was proposed to be re-elected as Vice-Chair by Cllr Steele. This was seconded by Cllr Colman. Passed with a unanimous vote. The Declaration of Acceptance of Office was signed.

3. Chair's Welcome

4. Apologies

Cllr Gemson apologised.

5. Declarations of Interest.

None were received.

6. To approve the Minutes of the meeting held on 2nd April 2024.

The minutes were received, approved and signed.

7. District/County Council Reports

Cllr Melton discussed the village walk to potentially identify areas in the village for tree planting. He had brought the Rolleston large scale village map to assist this process. It was decided that the village walk would be held on Tuesday 14th May at 1pm. This would be followed by a full Rolleston village meeting to discuss this further using the map with NSDC attendance from Matt Adey, Ben Stacey and Shaun Davis.

Cllr Saddington reported that the Environment Agency are holding a "Drop-in Session" at Thurgarton Village Hall on Thursday 9th May between 4pm and 7pm. Drain issues within

Rolleston were discussed. SB had received an email stating that the Station Rd (digging out the ditch) and Staythorpe Rd (broken drain) incidents are now closed. This is not the case. Cllr Saddington to investigate.

Regarding the current planning application for building on the land at Greenaway, Cllr Saddington informed the Council that she had called the Chair of Planning to ask that the members of the NSDC Planning Committee have a site meeting on the day of the Committee Meeting so that the parking issues and the safety issues that would arise would be accurately considered. To further enforce this stance, Cllr Steele agreed to phone Cllr Melton to ask him to also request that the Committee Members and the relevant Officers hold a site visit regarding the Village Hall. Cllr Melton was to be reminded that Rolleston village had previously been promised a consultation on the application and this has not happened.

8. Public Participation

No items were raised.

9. Planning

- a. No planning applications have been received as of the date of this agenda.
- b. Update on 24/00402/FUL, Demolition of two bungalows and erection of five dwellings including parking provision and amenity spaces on the land at the Greenaway, Rolleston
Progress on this was discussed under the District Reports. Concern was expressed about the new process for members of the public speaking at the NSDC Planning Committee meetings. Cllr Melton was informed that Rolleston PC do wish to speak at the committee meeting where this application will be considered.
- c. Update on GNR and Solar Farms, multi-parish Steering Group.
Cllr Melton informed the Council that the government was minded to approve the solar farms. NSDC looking for mitigating factors to be solicited. Cllr Steele is liaising with the Staythorpe lead and will work together if relevant.
- d. Any other items notified to Rolleston Parish Council prior to this meeting and requiring submission of comments before the following scheduled Parish Council meeting.
 - i. 24/00553/HOUSE Pear Tree Farm Staythorpe Road Rolleston, Single storey front extension.
The Council considered this application and voted unanimously not to comment.

10. Finance

- a. To approve payments as listed on payment schedule if any. Approved and signed by the Chair.
- b. To receive and approve bank reconciliation and bank balances. Approved and signed by the Chair.
- c. To review the 2023/24 Internal Audit report (signed by auditor). Reviewed and approved
- d. To review, complete and approve the 2023/24 Annual Governance Statement. Reviewed, completed and signed by the Chair.
- e. To review and approve 2023/24 AGAR Accounting Statement – section 2. Received, approved and signed by the Chair.
- f. To receive and approve the AGAR 2023/24 Exemption Certificate. Received, approved and signed by the Chair.

- g. To note that the Period for Exercise of Public Rights will be Monday 3rd June 2024 to Friday 12th July 2024. Noted and approved.
- h. Any other matters appertaining to finance.
The Council discussed the recent presentation at the Annual Parish Meeting from Mr Coombs regarding the bee hives in Rolleston Allotments. Cllr Steele proposed, and Cllr Geraghty seconded that a donation of £50 be made to Mr Coombs to enable the sustainable maintenance of the Rolleston bee hives.

12. Rolleston Parish Council Policy and Procedure Documents

- a. To review and approve Rolleston PC Standing Orders. Reviewed and approved.
- b. To review and approve Rolleston PC Equality Policy. Reviewed and approved.
- c. To review and approve Rolleston PC Financial Regulations. Reviewed and approved.
- d. To review and approve Rolleston PC Councillor Code of Conduct. Reviewed and approved.
- e. To note progress on Rolleston PC Risk Assessment.
Cllr Colman and Cllr Geraghty are working on the Risk Assessment. It was decided that "Rolleston Parish Council Accept No Liability" signs should be erected in the playground.

13. Footpaths and Highways

- a. Dog Fouling signs update.
Cllr Colman reported that laminated signs have been erected.
- b. Hedges
A parishioner contacted Cllr Colman regarding the hedge between 18th Fiskerton Rd and Corner Cottage as it is impacting the pavement. Clerk to write to them officially. The Clerk was asked to send an email to the village notifying them of the need to keep frontages and verges chopped back.
- c. Rubbish Removal
Cllr Colman reported that NSDC had cleared the rubbish from the private land on Station Rd (in front of Mill House) and were planning to return with a digger to remove the gravel etc.

14. Flooding Issues and Emergency Plan

- a. Flood Warden Report.
SB informed the Council that he was to attend the Thurgarton Village Hall Drop-in meeting and would update the Council at the next meeting.

15. Parish Council Owned and Managed Village Land and Facilities

- a. Tree planting/wildflower gardens meeting update.
Date now arranged 14th May (minuted above).
- b. Playpark
The Council wished to formally thank SB for replacing the gatepost. The Council agreed the increase in NSDC charges to £65 for quarterly inspections of the play park.

16. Community / Neighbourhood Issues

- a. Potholes update. No update.
- b. Rolleston Pub ownership. Resolved.
- c. First Aid Training. Ongoing.
- d. Phone box – notice board ongoing



17. Parish Council Administration

Cllr Geraghty to meet with the Clerk to resolve email issues.

18. Correspondence

None received in addition to the items minuted above.

19. Agenda items for next meeting

Nothing raised.

20. Date of next meeting – Monday 3rd June 2024

There being no further business, the Chair thanked everyone for attending and closed the meeting at 21.01.

I declare that the above is a true account of the meeting held on 7th May 2024 (approved at the PC meeting held on 3rd June, 2024).

Signed Date
Chair Rolleston Parish Council

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