

# ROLLESTON PARISH COUNCIL

Email: [clerk@rolleston-pc.gov.uk](mailto:clerk@rolleston-pc.gov.uk)

Website: <https://rollestonvillage.uk>

## Statutory Annual Meeting of Rolleston Parish Council

Tuesday 5th May 2026 at 7.30 pm, in The Greenaway, Rolleston

*Councillors, I hereby give you notice that the Statutory Annual Meeting of Rolleston Parish Council will be held in The Meeting Room, The Greenaway, Rolleston on Tuesday 5<sup>th</sup> May 2026 at 7.30 pm. All members of the Council are summoned and members of the public and press are welcome to attend.*

*Please submit apologies to the Clerk.*

*Denise Bryant  
Rolleston Parish Clerk  
28<sup>th</sup> April 2026*

## AGENDA

1. **Election of Chair** (Declaration of Acceptance of Office to be signed)
2. **Election of Vice Chair** (Declaration of Acceptance of Office to be signed)
3. **Chair's Welcome**
4. **Apologies**
5. **Declarations of Interest.** To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.
6. **To approve the Minutes of the meeting held on 13th April 2026**
7. **District/County Council Reports**
8. **Public Participation**
9. **Planning**
  - a. No planning applications have been received as of the date of this agenda.
  - 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.

## **10. Finance**

- a. To approve payments as listed on payment schedule if any.
- b. To receive and approve bank reconciliation and bank balances.
- c. To review and approve money transfer to savings accounts.
- d. To review and approval the insurance renewal and asset register, confirming items are in situ
- e. Any other matters appertaining to finance.

## **11. Rolleston Parish Council Policy and Procedure Documents**

- a. To review and approve Rolleston PC Standing Orders
- b. To review and approve Rolleston PC Equality Policy
- c. To review and approve Rolleston PC Financial Regulations
- d. To review and approve Rolleston PC Councillor Code of Conduct
- e. To review and approve Rolleston PC Overall Risk Assessment
- f. To review and approve Rolleston PC Playpark Risk Assessment

## **12. Footpaths and Highways**

- a. Litter-picking event – date to be arranged

## **13. Update on Tree Planting project**

## **14. Flooding Issues and Emergency Plan**

- a. Flood Warden Report
- b. Emergency Plan Update

## **15. Parish Council Owned and Managed Village Land and Facilities**

- a. Playpark Committee update
  - i. Grant applications

## **16. Community / Neighbourhood Issues**

- a. Update on land transfer at the Greenaway – Cllr Melton
- b. Licensing update for Southwell Racecourse.
- c. Rolleston Neighbourhood Plan update
- d. Potholes, Occupation Lane and road repairs.
- e. Dog fouling
- f. Defib pads and battery report
- g. “Stop the Bleed” packs
- h. Feedback from Annual Parish Meeting

## **17. Correspondence**

## **18. Agenda items for next meeting**

## **19. Date of next meeting – Monday 1st June 2026**

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