

# 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

### MINUTES

#### Present

Cllr Steele (in the Chair), Cllr Geraghty, Cllr Gemson, Cllr Sanders, Cllr Saddington (NCC), Cllr Melton (NSDC), D. Bryant (Clerk), 2 members of the public

#### 1. Election of Chair

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

#### 2. Election of Vice Chair

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

#### 3. Chair's Welcome

The Chair welcomed everyone to the meeting at 7.37pm

#### 4. Apologies

Apologies were received from Cllr Kyte

#### 5. Declarations of Interest.

There were no declarations of interest.

#### 6. To approve the Minutes of the meeting held on 13th April 2026

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

#### 7. District/County Council Reports

Cllr Steele asked Cllr Melton if there had been an update on the Village Hall land, but Cllr Melton said there had been no progress.

Cllr Steele asked about an update on the racecourse meeting. Cllr Melton reported that there had been email traffic, but that Cllr Melton felt that the village needed clarity from the licensing committee.

Cllr Steele and Cllr Geraghty explained that the village expected that the racecourse would put obligations onto 3<sup>rd</sup> party hirers to provide proper traffic management etc when the racecourse was hired for external events. Cllr Geraghty suggested that the Parish Council request a formal meeting be held with Kirsty Edwards, the new manager of the racecourse, to discuss matters further. Cllr Melton would be happy to attend.

Cllr Saddington reported that the new owner of Holly Court has offered the PC the ownership of the Millenium Garden for £1. This was previously offered by the County Council, but the Parish Council had refused due to the obligation to pay all the legal costs. The new owner asked Cllr Saddington to state that the new owner is now happy to pay all reasonable legal costs.

It was proposed that a local solicitor was approached to investigate the purchase of the land. Proposed Bob, Seconded Michael vote unanimous. Cllr Geraghty agreed to approach a local solicitor.

## **8. Public Participation**

There was discussion regarding a pump that could be purchased for watering the trees using the water held in the ICB. Cllr Steele proposed that the pump be purchased with a budget of £400 which was seconded by Cllr Gemson. This was agreed with a unanimous vote.

## **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.

There were no other items.

## **10. Finance**

- a. To approve payments as listed on payment schedule if any.  
This was received and signed by the Chair.
- b. To receive and approve bank reconciliation and bank balances.  
This was received and signed by the Chair
- c. To review and approve money transfer to savings accounts.  
Cllr Gemson proposed that £15,000 be moved from Corner Farm Current Account to the Fixed Term deposit. This was seconded by Cllr Geraghty and agreed with a unanimous vote.
- d. To review and approval the insurance renewal and asset register, confirming items are in situ.  
Cllr Gemson and Cllr Steele reported that they had reviewed all the insurance documents and had reviewed the asset register confirming the items are in situ. The insurance renewal was approved with a unanimous vote.
- e. Any other matters appertaining to finance  
The Council voted to accept the NCC VIA Lengthsman scheme for 2026 to 2029. Cllr Gemson agreed to be main councillor contact.

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

- a. To review and approve Rolleston PC Standing Orders  
Reviewed and approved with a unanimous vote

- b. To review and approve Rolleston PC Equality Policy  
Reviewed and approved with a unanimous vote
- c. To review and approve Rolleston PC Financial Regulations  
Reviewed and approved with a unanimous vote
- d. To review and approve Rolleston PC Councillor Code of Conduct  
Reviewed and approved with a unanimous vote
- e. To review and approve Rolleston PC Overall Risk Assessment  
Reviewed and approved with a unanimous vote
- f. To review and approve Rolleston PC Playpark Risk Assessment  
Reviewed and approved with a unanimous vote

## **12. Footpaths and Highways**

- a. Litter-picking event  
The date for the event has yet to be arranged. This was postponed due to the absence of Cllr Kyte.

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

The cutting of the grass between trees has been discussed with Kirsty Edwards from the racecourse. It was agreed to put a circle of wood chippings around the base of each tree to protect the trees and irrigation bags from being clipped by lawn mowers.

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

- a. Flood Warden Report  
There was nothing of note to report.
- b. Emergency Plan Update  
There was no update and it was decided to remove this item from future agenda.

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

- a. Playpark Committee update  
The committee had reported no major problems. The Council asked Mr Bosworth to get a quote from Giffords for replacement cushion-floor.
- b. Grant applications  
It was decided that Cllr Sanders would lead a team to source and submit grant applications and the lead the fund raising for the playpark replacement.

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

- a. Update on land transfer at the Greenaway  
This had been reported on by Cllr Melton and is minuted under item 7.
- b. Licensing update for Southwell Racecourse.  
This had been reported on by Cllr Melton and is minuted under item 7
- c. Rolleston Neighbourhood Plan update  
It was reported that there had been a meeting on 6<sup>th</sup> May and that the questionnaire results were now in. The team were pleased to report that there had been a very high response rate which the Council was pleased with.
- d. Potholes, Occupation Lane and road repairs.  
No update
- e. Dog fouling  
It was reported that a license applied for from NCC.
- f. Defib pads and battery report



“Stop the Bleed” packs. A resident had volunteered to supply Stop the Bleed Packs to the village. The Chair agreed to contact him regarding his offer.

g. Feedback from Annual Parish Meeting.

Cllr Geraghty reported that the meeting went well and was reasonably well attended. Kirsty Edwards from Southwell Racecourse had been warmly received. The Chair thanked the Vice-chair for chairing the meeting in his absence.

**17. Correspondence**

No correspondence of note had been received.

**18. Agenda items for next meeting**

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

There being no further business, the Chair thanked everyone for attending and declared the meeting closed at 20.56

**I declare that the above is a true account of the meeting held on 5<sup>th</sup> May 2026 (approved at the PC meeting held on 1<sup>st</sup> June 2026).**

**Signed .....**      **Date .....**

**Chair Rolleston Parish Council**

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