

**ANSLOW PARISH COUNCIL**  
**Minutes of the Meeting of Anslow Parish Council (APC)**  
**on 7<sup>TH</sup> November 2018**  
**at 6.30pm in Anslow Village Hall, Main Road, Anslow**

**Parish Council Attendance**

Cllr Frank Thompstone (Chair)  
Cllr David Page  
Cllr Paul Joyce  
Cllr Laura Hall  
Cllr Anne Greer  
Cllr Miles Richardson  
Mrs Judy Tjon Soei Len, Clerk

**Members of the Public & Organisations**

3 Members of the public  
Cllr Philip White, Staffordshire County Council

**2018/11/1 Public Question Time**

**School Crossing Patrol** SCC Cllr Philip White (PW) explained the current position regarding SCC funding for the 240 patrol attendants across the county. He reaffirmed his sincere desire to support the Anslow school crossing patrol. He will advise APC of Government budget changes in December which could directly affect these jobs from Sept 2019. PW also stated that some communities have funded the positions via local businesses, schools and other organisations. If funding could be obtained for the salary, SCC would fund insurance, training, DBS checks, and uniform and there would be no liability or admin/management of the employee for the party/parties funding the salary.

**Traffic Calming Measures in Anslow.** A member of the public asked for more information regarding Hopley Road. The Chair stated the possible options for reducing speeding including, chicanes, village gateways and speed indication devices which show specific speeds. He reiterated the Parish Council's desire for parishioners to attend meetings to be part of the discussions. Cllr White explained that a public consultation period would take place prior to any in road traffic calming measures being agreed.

**2018/11/2 Apologies for Absence**

Apologies received from Parish Cllr John Tomlinson, Borough Councillors Duncan Goodfellow & Simon Gaskin

**2018/11/3 Declarations of Interest**

No declarations received

**2018/11/4 Minutes of the Parish Council Meeting held on 5<sup>th</sup> September 2018**

The minutes were agreed by all present, proposed by Cllr Page and seconded by Cllr Hall and signed as a true and accurate record by the Chair.

**2018/11/5 Clerk's Report & Correspondence Received**

1. **FINANCE**

- a) Transfer of **Accounts and Annual Budget** onto Excel Spreadsheets has been completed.
- b) **Internet Banking:** Cllr Thompstone and Cllr Hall are still in process of applying for access to accounts as on-line signatories.
- c) **TSB standing order for Clerk's Salary increase** has been amended and actioned by TSB
- d) **SCC Grant application** for the installation of WIFI router and sockets at Village Hall is being prepared.

2. **2018/19 DEVELOPMENT PLAN – Traffic Calming Measures in Anslow**

- a) APC's Traffic calming measures proposal was sent to SCC. See agenda item 9.
- b) Safer Roads Partnership 40mph Bin Stickers have been distributed to those parishioners requesting them.

### 3. STAFFORDSHIRE COUNTY COUNCIL - Report a Fault (Highways) Update

DATE	Job Ref	DETAILS	ACTION
5.2.18	4105999	Roadsign down lying on roadside verge near to Crest View, Cattery, Main Road, Anslow	<b>5.2.18 OUTSTANDING</b> Fault categorised by inspector. Awaiting works to fix the fault.
20.3.18	4114645	Road markings need repainting, particularly the main road marking down the centre of the road. From Village hall to Hopley Road junction.	<b>28.3.18 OUTSTANDING</b> Fault categorised by inspector. Awaiting works to fix the fault

- **New street lighting poles** on Hopley Road and Main Road have been installed and missing 30mph road-signs on Hopley Road have been replaced.
- Email request for **re-siting of refuse bins outside Sunset House and Mosley Academy** has been sent. Action awaited.

### 4. STAFFORDSHIRE COUNTY COUNCIL - Report a Fault (Footpath and Bridleways) Update

- New “**Horse-friendly**” latch has been installed on gate on Brideway No.18
- **Broken Stile** reported 16.7.18 to SCC. OS SK210254 on Anslow 3 Footpath Ref No.3/24 (B) Anslow Parish. Report Reply - C3 work. Problem will be addressed as and when resources allow/ by volunteers.
- New **parish OS map** obtained from SCC which can be copied and distributed showing all routes.
- **Local Ramblers Association** are willing to consider repairs to stiles and clearance of overgrown routes if Anslow volunteers also assist.

### 5. EAST STAFFORDSHIRE BOROUGH COUNCIL,

- a) **Dog fouling on bridleways off Leyfields and on Chapel/Nankirk Lane** has been reported to the Enforcement Dept. ESBC has inspected and marked the affected areas and confirmed they will investigate erecting “polite notices” and the installation of dog bin on Nankirk Lane.
- b) **Litter bin** on Longhedge Lane – update requested from Cllr Gaskin who previously confirmed he would challenge SCC’s refusal to install a bin on this lane. He is awaiting reply from Open Spaces Manager.

### 6. ALLOTMENTS

- a) **Remapping of plot measurements** has been completed by DofE students
- b) **Site inspection** covered under Item 11
- c) Clerk instructed contractor to **clear out allotment ditch** which has been done.

### 7. VILLAGE MAINTENANCE

- a) **Litter Picking** – New DofE Bronze Student has started covering Main Road and Outwoods Lane. Clerk has sent an email thanking all litter-picking volunteers for their continued support.
- b) Clerk sent in **Assessor’s report to DofE** for Bronze student after completing their volunteer work.
- c) **Defibrillator** recently inspected - no issues. Email sent to West Midlands Ambulance Service requesting clarification regarding replacement date for Defibrillator pads. Awaiting reply.

### 8. PARISH ITEMS

- a) Clerk has thanked Anslow Garden Club for taking over the **maintenance of the flower meadow**.
- b) **Community Banner(s)** are to be donated to Mosley Academy
- c) **Little Forest Open Day** on 20<sup>th</sup> Sept was cancelled – new date of 8<sup>th</sup> November 11-2pm
- d) The return of the **Old vestry and Parish Council minute Record Book** has been requested after being digitally archived by parishioner.
- e) **Yellow road notice** has been erected by the Remembrance Garden stating this year’s 100<sup>th</sup> Celebrations Service of Remembrance on 11<sup>th</sup> November will be held at Holy Trinity and not in the village. Cllr Page will represent APC.

## 9. OTHER

As part of the recent large stationery order, a free Coffee Machine was gifted by Staples to be used at future APC meetings.

## 10. PCSO/CRIME REPORTS

- a) **New PCSO** - Katie Fellows has joined the team
- b) **Police Community Day** was held on 3<sup>rd</sup> October in Arcade, Lower High Street, Tutbury

## 11. CORRESPONDENCE RECEIVED

- i) Grass Cutting Tender enquiry. **Resolved:** Keep details on file
- ii) Letter of Thanks received from Holy Trinity Church for £100 Donation
- iii) Enquiry about installation of pavement from Holy Trinity to Mosley School. Cllr Thompstone had responded to this enquiry prior to the meeting.

## 2018/11/6 Finance

a) **Finance Report for November 2018** (attached). The new presentation of report was discussed and amendments were requested for next meeting. **Resolved:** Clerk and Cllr Page to action.

### b) Accounts for Payment and Receipts

£78 WIFI payment was proposed by Cllr Page and Seconded by Cllr Hall. Cllr Thompstone was thanked for his personal £120 donation towards the cost of the booster for WIFI access at the village hall.

Payee	Amount	Details
Judy Tjon Soei Len, Clerk	£318.50	Clerk's Salary 7 October 2018
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Judy Tjon Soei Len, Clerk	£74.46	Clerk's Expenses (1)
Sam Gregson	£240.00	Allotment Ditch Clearance
Eyden Signs	£36.00	Amendment to Remembrance Service Notice
Michael Tomlinson	£120.00	Cutting of Allotment Hedges
Village Hall Committee	£78.00	New socket under Consumer Unit for WIFI at Village hall
Wilson Parish Gardens	£318.00	Replanting of Village Planters and Memorial Garden
<b>Transfers</b>		
VAT transfer from 50483760	£114.29	Reclaimed VAT transferred back into Community Fund
<b>Payments already made</b>		
Staples stationery	£283.40	Via Clerk's expenses (2)
Mr John R Langton	£220.00	Installation of WIFI Aerial and Router at Village Hall
<b>Receipts</b>		
ESBC	£3717.50	Precept 2 <sup>nd</sup> half of year payment
Interest on TSB Community A/c	£0.04	September 2018
Interest on TSB Savings A/c	£0.19	September 2018
Interest on TSB Community A/c	£0.08	October 2018
Interest on TSB Savings A/c	£0.34	October 2018

- c) Councillors confirmed that they were all willing to remain as APC cheque signatories and Cllr Richardson also agreed to be a new signatory for the 3 TSB accounts and was given a mandate to complete.

## 2018/11/7 Planning Report

Cllr Joyce gave an update of recent applications and report was circulated. Clerk to upload onto website.

## 2018/11/8 Anslow Parish Council 2019/20 Budget

Budget spreadsheets were circulated to the Cllrs prior to the meeting and all income, expenditure and future projects (including funding of possible traffic calming measures (i) and donation towards the retention of Mosley School Crossing patrol officer (ii)) were further discussed. Cllr White stated that some Section 102 money MAY be available to assist with APC's future projects.

Item **2018/11/8** was then adjourned until items **2018/11/9** and **2018/11/10** had been further discussed.

After full discussion of items **2018/11/9** and **2018/11/10**, APC's 2019/20 Precept was set and agreement made for the use of Cash Reserves to pay for increased expenditure for items (i) and (ii).

**Resolved:** Clerk to request an increased precept of £9,435 for 2019/20. £1,000 to be budgeted for Mosley School Crossing Patrol officer and £3,000 for traffic Calming measures.

Proposed by Cllr Page and seconded by Cllr Greer.

## 2018/11/9 Development Plan 2018/19 – Traffic Calming Measures

In addition to the Public Question Time discussion, further debate took place. SCC's email response to APC's Traffic calming measures proposal was discussed. Cllrs discussed the costs of different traffic calming options.

**Resolved:** A sub-committee to be set up to gather additional information for January meeting including exact cost of village gateway options and Speed Indication Devices. Cllrs Richardson and Page to implement with assistance from other Councillors.

## 2018/11/10 Mosley School Crossing Patrol

Cllr Hall informed the meeting that Mosley Academy PTA are proposing to fundraise to help to pay for the school crossing patrol salary each year. **Resolved:** After significant discussion, APC resolved unanimously to support this and make a contribution towards the 2019/20 salary cost.

## 2018/11/11 Allotments Update

Clerk to contact/send out letters to current tenants to discuss renewal of 2019 tenancies. Still waiting for SCC to visit site and inspect allotment pipe to ensure no future possibility of drain blockages/flooding of road and allotments.

## 2018/11/12 Community Paths Initiative (CPI)

Clerk confirmed that the local Ramblers Association do use Anslow's routes and would be willing, with the help of Anslow's volunteers, to help repair stiles and carry out some clearance work to footpaths when required, subject to their availability.

## 2018/11/13 2019 APC Meeting Dates – all on Wednesdays

23<sup>rd</sup> January 2019

6<sup>th</sup> March

1<sup>st</sup> May **ANNUAL PARISH MEETING**

8<sup>th</sup> May **ANNUAL MEETING OF THE PARISH COUNCIL**

10<sup>th</sup> July

11<sup>th</sup> September and 6<sup>th</sup> November 2019

## 2018/11/14 Councillors' Reports

County Council report already covered in previous discussion items above. No reports received from Borough Councillors.

## 2018/11/15, Close of Meeting

The Chair advised that the next meeting of the **Parish Council** will be on **23<sup>rd</sup> January 2019**

With that the Chairman thanked everyone for attending and closed the meeting at 9.45 pm

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Frank Thompstone, Chair

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Date

# ANSLOW PARISH COUNCIL

## NOVEMBER 2018 FINANCE REPORT Completed 5.11.18 Revised format 22.11.18

Opening Cash Book Position	£8251.54
Total Income 2018/19	£7668.25
Total Expenditure 2018/19 (including VAT)	£3862.02

**Current Cash Book Position** £12057.77 \*

### TSB Bank Statements

<u>Club, Charity &amp; Trust Account</u>	<u>Business Instant Access (Savings) Account</u>	<u>Business Instant Access (Community Fund)</u>	
A/c No 50483760	A/c No 50484160	A/c No 50484568	
£8,682.59	£2,758.35	£616.83	£12057.77

Unpresented Cheques up to 5.11.18 £ 0.00

Unpresented Income up to 5.11.18 £ 0.00

### Banking Position

*(Total Bank Funds minus Total Unpresented Cheques/Proposed Payments)*

**Total Bank Funds as at 05.11.18** £11509.31

### **Notes:**

**\*Excludes Proposed Payments of £548.46 as per 7<sup>th</sup> November 2018 agenda**

### Internal Transfers:

A/c No 50483760 Transfers Out £600 & £114.29

A/c No 50484160 Transfer In £600

A/c No 50484568 Transfer In £114.29

CPI Grant £800 from 2016/178 - Remaining Balance **£217.67**

Website Grant £1350 (£900 + £450) from 2017/18 - Remaining Balance **£156.29**

Anslow Garden Club Donation **£25**

2018/19 VAT Running total to be reclaimed in 2019 **£63.23**