

ANSLOW PARISH COUNCIL
Minutes of the Meeting of Anslow Parish Council (APC)
on 20th January 2021 held remotely starting at 6.30pm

<u>Parish Council Attendance</u>	<u>Members of the Public & Organisations</u>
Cllr Frank Thompstone (Chair)	3 Members of the Public (part)
Cllr David Page	1 Member of the Public (full)
Cllr Russell Jeans	Staffordshire County (SCC) Councillor Philip White (part)
Cllr Paul Joyce	East Staffs Borough (ESBC) Councillor Simon Gaskin (part)
Cllr Anne Greer	
Cllr Laura Hall	
Judy Tjon Soei Len (Clerk)	

The Chair opened the meeting and welcomed all council members and members of the public. At the request of the Chair, the order of the meeting was changed to allow for full discussion of B5017 (The Henhurst) Traffic Calming Proposals, Co-option of new councillor and items which involved specific involvement of Staffordshire County Councillor Philip White, who could only attend part of the meeting

2021/01/1 Public Question Time - SCC Traffic Calming Proposals for B5017 (agenda item 8b)

A constructive and full discussion took place. Members of the public raised numerous, specific concerns.

Resolved: Clerk to write to Guy Pryer (GP), Project Engineer, SCC with points raised Staffs County Cllr Philip White also expressed his objections and confirmed a meeting with GP on 22.1.21 to seek a revised scheme.

3 members of the public left the meeting.

2021/01/2 Apologies for Absence

No apologies received.

2021/01/3 Declarations of Interest

No Declarations of Interest received.

2021/01/10 Parish Council Vacancy. See below*

2021/01/16 Little Forest Longhedge Lane site See below**

2021/01/13 Damage to Village Green grassed verges See below***

2021/01/14 Tree on Main Road obscuring visibility to adjacent property See below****

2021/01/17 Councillors Reports See below ***** Cllr Philip White gave his apologies and left the meeting.

2021/01/4 Minutes of the Parish Council Meeting held on 4th November 2020

The Minutes were agreed by all present, proposed by Cllr Greer and seconded by Cllr Jeans and signed as a true and accurate record by the Chair.

2021/01/5 Clerk's Report & Correspondence Received

1. **FINANCE**

- a) TSB interest rates will reduce from 0.5% to 0.3% with effect from 7 February 2021.
- b) TSB was instructed on 8th October to close the 3rd Community Fund Account and balance of funds to be transferred to the Business Account. TSB have since returned documents to clerk for further amendments before actioning.
- c) Auditor will be contacted to confirm availability for 2020/21 internal audit.

2. 2020/21 DEVELOPMENT PLAN – Traffic Calming Project - see Agenda item 9

3. STAFFORDSHIRE COUNTY COUNCIL

a) Report a Fault (Highways) Update

DATE	Job Ref	DETAILS	ACTION
19.10.20	4215651	Overgrown tree encroaching onto road	26.10 Inspected
19.10.20	4215654	Uneven road/broken tarmacked area on Hanbury Road, past Holy Trinity Church. *Not able to identify any defects posing a safety risk that require remedial works at present. SCC not in a position to carry out repair. Will monitor this site during routine safety inspections.	23.10.20 Comments*
27/10/20	4216389	Running Pothole opposite planters on Hopley Road	29.10.20 non-urgent works instructions raised.

b) Temporary Traffic Regulation Orders received for Hopley Road, Anslow and Tatenhill Road, Rangemore.

c) Report a Fault - Rights of Way (ROW) (Footpaths and Bridleways) Update

(24.4.19) 29.4.20	10471 (PROW503015)	ROW 30 access immediately off Hanbury Road (opp Bell House Lane). Obstructed access/taped off into field due to stile being dangerous to use. Reported AGAIN 29.4.2020	Unresolved
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d) Stile repairs to be undertaken by Anslow Volunteers but with assistance from SCC ROW team. APC is awaiting information on availability and costs of stile repair kits from Colin Manning, SCC ROW team. All materials supplied by SCC will need to be logged against each stile on SCC system. SCC will assist APC in liaising with landowners for the repairs. All repair work and footpath clearance work, done by APC volunteers is to be reported on SCC on-line reporting system. ROW can then inspect the site once the work has been completed.

4. EAST STAFFORDSHIRE BOROUGH COUNCIL

Fly-tipping reported and cleared by ESBC on Nankirk Lane, against The Gas Station

5. ALLOTMENTS

- a) Allotment Insurance renewed and increased from 25 members to 30 members due to sub-plots 5a, 5b and 5c being offered separately.
- b) Majority of rents (16) received.
- c) Plots 5a & 5b reallocated together to new tenant. **Resolved: At the meeting a rent of £20 pa was agreed for plots 5a & 5b. Proposed Cllr Joyce and seconded Cllr Hall.**
- d) Allotment hedge and verge have been cut and strimmed.
- e) Allotment ditch to be cleared in next 2 weeks at a cost of £50 + VAT.

6. VILLAGE MAINTENANCE

- a) **Village Maintenance Contract** quotes received for discussion Agenda item 11
- b) **Damaged planter** on Hopley Road – Replacement is still being sourced.

7. PARISH ITEMS

- a) Holy Trinity Remembrance Service was cancelled due to Covid-19. Cllr Page represented the parish council and laid the Remembrance Wreath at Holy Trinity. Second wreath laid by Cllr Page at the village Remembrance Garden. Mosley Academy also laid a wreath and read out poems at the Memorial.
- b) Defibrillator unit at The Bell had new battery installed.

8. **OTHER**

- a) Website Accessibility Requirements and Costings. Awaiting information from Parishcouncilwebsites
- b) Parish Council Vacancy – 1 application received. Agenda item 10

9. **PCSO/CRIME REPORTS**

Changes to Area Officers for Anslow have been confirmed:
PC Lee Parden Lee Parden Lee.Parden@staffordshire.pnn.police.uk
PC Simon Jevons: Simon.Jevons@staffordshire.pnn.police.uk,
PCSO Sarah Leadlay: Sarah.Leadlay@staffordshire.pnn.police.uk
SGT Amy Martin: Amy.Martin@staffordshire.pnn.police.uk

10. **CORRESPONDENCE RECEIVED**

- a) Letter of thanks from Holy Trinity Church for donation to Memorial Plaque
- b) Letter of thanks from Mosley Academy for donations
- c) SPCA AGM invitation - no further action
- d) Request for repairs to damaged stiles – Clerk liaising with SCC
- e) Letter to Chair “Looking After Those Around Us” from Cllr Victoria Wilson, Cabinet Minister for Communities and Culture – to be circulated to parish by email, website and notice boards
- f) Parishioners’ correspondence re Henhurst Hill Traffic Calming impact on Anslow Village
- g) Temporary Traffic Regulation Order for Hopley Road 11-15th January
- h) Temporary Traffic Regulation Order for Tatenhill Lane, 15-19 February

Cllr Gaskin gave his report (see 2021/1/17) and gave his apologies and left the meeting to attend another meeting.

2021/01/6 FINANCE

- a) **Finance Report** – this was circulated prior to the meeting. No items raised. Copy attached. Proposed by Cllr Page and seconded by Cllr Thompstone.
- b) **Payments for approval & Income Received** - circulated prior to the meeting. No items raised. Proposed by Cllr Page and seconded by Cllr Hall.
- c) **Backdated salary payment to Clerk** – the breakdown of the £290.02 payment was circulated prior to the meeting. Proposed by Cllr Page and seconded by Cllr Hall.

2021/01/7 a) Review and agreement of revised 2020/21 and 2021/22 budgets

a) The Clerk talked through the revised figures and totals including the Projection Statement 2021/2022. The Final 2021/22 budget was agreed. Proposed by Cllr Joyce and seconded by Cllr Jeans.

b) Setting of 2021/22 Precept

Further discussion took place regarding the current national financial position resulting from Covid-19 and impact of increasing the precept. **Resolved:** to increase the precept by 5% (£465) to £9,778.

2021/01/8 Planning Report

A Cllr Joyce explained the situation with current planning applications. (report attached). Report to be uplifted onto website and notice boards by Clerk.

b) SCC Traffic Calming Proposals for B5017 (Henhurst Hill)

As discussed above. **Resolved:** Clerk to write to Guy Pryer, SCC (cc Branston parish council clerk), with full comments raised and request to be included in future consultation proposals.

2021/01/09 Development Plan 2020/21 - Traffic Calming Project

- a) **Report on SID Analysis data:** Updated report compiled by Cllr Jeans was circulated prior to the meeting, and he highlighted key points.
Main Road - 40mph zone. Evaluation period 5th November to 18 Jan 2021 = 9 weeks. 37000 vehicles recorded. Average daily number of vehicles = 496 of which 21% were speed violations. Point made that general traffic volume was down, but HGV traffic appeared to remain same as before lockdown. Maximum speed recorded 95mph. The Unit was moved onto Hopley Road on 18 January.
- b) **Hard Standing area adjacent to SID posts.** Cllr Thompstone explained requirement for 2 square metre area of hard stone (non-slip material) behind the 3 posts to support a ladder safely when removing and transferring unit between locations. No funding from SCC available, but contractors may be available. **Resolved:** Clerk to contact SCC Highways Department with requirements for the job and obtain quote for work for March meeting. Proposed by Cllr Page and seconded by Cllr Thompstone.

* 2021/01/10 Parish Council Vacancy

One application received and forwarded to Cllrs prior to the meeting. Chris Price withdrew from the meeting whilst a discussion of his application took place. **Resolved:** Unanimously agreed to co-opt him onto the Parish Council. Proposed by Cllr Page and seconded by Cllr Greer. Mr Price re-joined the meeting and an Acceptance of Office form was emailed to him, which he signed and put on view to the camera as having accepted his position of office.

2021/01/11 Village Maintenance 3-year Contract

Details of the 2 quotes received were circulated to Cllrs prior to the meeting.

Option 1 – £872 per annum

Option 2 – £1270 per annum

After full discussion, it was agreed to offer the contract to Contractor of option 1.

Resolved: Clerk to action. Proposed by Cllr Thompstone and seconded by Cllr Page.

2021/01/12 Maintenance of Overgrown Plot - Leyfields Mews

Cllr Thompstone confirmed he is still making efforts to contact the original builder of the development to discuss the ownership and on-going maintenance of this area.

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**2021/01/13 Damage to Village Green

Residents had raised concerns regarding delivery vehicles mounting and damaging the grassed verge on The Green and driving along the pedestrian pavement behind it. They requested polite “no parking” notices to be installed to prevent further damage. **Resolved:** Clerk to discuss options with residents, including wooden bollards and to contact SCC for advice on this and situation regarding SCC licence fee.

***2021/01/14 Tree on Main Road causing visibility obstruction to adjacent property

Resident had raised safety concerns with Cllr Thompstone about a tree in the grass verge on Main Road, which severely interferes with visibility of horse riders and vehicle drivers exiting Meadow View Stables. **Resolved:** Clerk to write to Cllr White to raise with SCC Highways Department to inspect the site.

2021/01/15 Maintenance of Overgrown Roadside Hedges

List of identified areas requiring maintenance was discussed including Longhedge Lane, Hopley Road, Main Road and Hanbury Road. **Resolved:** Clerk to write to land/property owners. Proposed Cllr Thompstone and seconded by Cllr Joyce.

***2021/01/16 Little Forest Longhedge Lane site

East Staffordshire Borough Cllr Simon Gaskin joined the meeting. Cllr White expressed disappointment about the current demise of the project for outside learning and education at the site. Responsibility for the site has returned to SCC Farms. Concerns raised about the security of the boundary hedge and overgrown trees on Longhedge Lane. Residual monies from the Little Forest Project were discussed with suggestion made to transfer funds to a future tenant if they were going to fulfil its educational potential for local communities. **Resolved:** Clerk to write to SCC regarding boundary hedge and trees and liaise with Lawrence Oates, Chair of the Project.

*****2021/01/17 Councillors Reports

i) SC Cllr White gave his report addressing Covid-29 update for East Staffs and rollout programme of vaccine

ii) Cllr Gaskin confirmed the following: a) Burton Town Centre regeneration project was still on-going, b) Planning submission for Reserved Matters for 70 houses on Beamhill Road had been passed with assurance that only the specified access road would be used and not the farm track, c) He gave his support for diverting HGV traffic away from Anslow Village (point 8b) d) raised issue of increased demands on ESBC Enforcement Team to empty bins and fly-tipping. Cllrs thanked ESBC Enforcement Team for their efforts.

iii) Cllr Page raised the issue of increased dog waste around the parish and the stile on Leyfields which requires repair. Clerk to action.

iv) Cllr Thompstone notified the meeting of his decision not to stand for the position of Chair in May and welcomed interest/consideration from other members for the position.

2021/01/18 Close of Meeting

With that the Chair thanked everyone for attending and closed the meeting at 9.05 pm

(Frank Thompstone, Chair

Date

ANSLOW PARISH COUNCIL

FINANCE REPORT 20th January 2021

Prepared by: Judy Tjon Soei Len, Clerk to Anslow Parish Council Date: 14.1.2021

Amended 19.1.2021

Opening Cash Book Position	£10366.82
Total Income 2020/21	£11236.48
Total Expenditure 2020/21 (including VAT)	£ 8126.51
<u>Current Cash Book Position</u>	<u>£13476.79</u>

TSB Bank Statements

<u>Club, Charity & Trust Account (Current)</u>	<u>Business Instant Access (Savings)</u>	<u>Business Instant Access (Community Fund)</u>
A/c No 50483760	A/c No 50484160	A/c No 50484568
£10041.72	£2766.39	£618.68

Total Bank Funds	£13426.79
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Cancelled Cheque 00009	£ 50.00
	= £13476.79

Total Unpresented cheques up to 14.1.2021	£ 0.00
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Payments awaiting authorisation at 20 Jan meeting	£ 597.01*
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Unpresented Income up to 14.1.2021	£ 67.00**
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Banking Position as at 14.1.2021	£12946.78
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(Total Bank Funds minus Total Unpresented cheques/Payments awaiting authorisation plus Unpresented Income/cash)

Notes:

* £73.80 Clerk's Expenses + £36.98 Allotment Lock + £196.21 Staples order
+ £290.02 Clerk's o/s back-pay = **£597.01**

** Cash payments for allotment rents £31 + £36

2020/21 Vat Total to date, to be reclaimed in 2021 = **£134.49**

Website Grant **£1350** (£900 + £450) from 2017/18 - Remaining Balance = **£126.29**

Planning Report for Parish Council Meeting – 20/01/21

Planning Meeting: Various Prior			
Planning REF		APC Decision/Comments	ESBC Decision
P/2018/00714	Hill Top Farm, Main Road, Anslow. Minor alterations, additional window, satellite dish and TV aerial	No objection	Approved 26/11/20
P/2020/00387 & 00389	The Yews, Tutbury Road, Needwood. Listed building consent for internal and external alterations	No objection	Approved (Revised plan) 14/12/20
P/2020/00110	Oaks Farm, Burton Road, Needwood. Demolition of existing storage units and outbuildings to facilitate a single storey extension	No objection	Refused 05/11/20
Planning Meeting: 07/09/20			
P/2020/00890	Weavers Green, Tutbury Road, Needwood. Raising of ridge height to facilitate first floor extension, formation of vehicular access and dropped kerb	Serious objection to creation of new access, no objection to property alterations	Approved (Revised plan) 23/12/20
Planning Meeting: 07/10/20			
P/2020/00818	Stockley Park, Hanbury Road, Anslow Gate. Change of use of agricultural land to a dog exercise area, erection of 2m high deer fence & gates.	No objection	Approved 10/11/20
P/2020/00905	Crest View, Main Road, Anslow. Proposed side extension and conversion of existing detached garage, change of use of land to form domestic curtilage	No objection	Approved 03/12/20
Planning Meeting 30/11/20			
P/2020/01228	106, Hopley Road, Anslow. Proposed erection of garage, widening of access and dropped kerb	No objection	Awaited
Planning Meeting 06/01/20			
P/2020/01376	Hawthorn House, Main Road, Anslow. Erection of single storey rear extension	No objection	Awaited