

**ANSLOW PARISH COUNCIL**  
**Minutes of the Meeting of Anslow Parish Council**  
**on 22<sup>nd</sup> March 2017**  
**at 6.30pm in Anslow Village Hall, Main Road, Anslow**

**Parish Council Attendance**

Cllr Frank Thompstone (Chair)  
Cllr David Page  
Cllr John Tomlinson  
Cllr Tom Frankland  
Cllr Laura Hall  
Cllr Anne Greer  
Cllr Paul Joyce  
Mrs Judy Tjon Soei Len, Clerk

**Members of the Public & Organisations**

Cllr Simon Gaskin, ESBC (part)  
Cllr Duncan Goodfellow ESBC  
PCSO Lucy Hatfield (part)

**2017/3/1 Public Question Time**

No members of the public were in attendance

**2017/3/2 Apologies for Absence**

No apologies received

**2017/3/3 Members to Declare an Interest**

No declarations received

**2017/3/4 Minutes of Anslow Parish Council meeting held on 22<sup>nd</sup> January 2017**

The minutes were agreed by all present, proposed by Cllr Greer and seconded by Cllr Joyce and signed as a true and accurate record by the Vice-Chairman.

**2017/3/5 Clerk's Report & Correspondence Received**

1. **Little Forest Project, Longhedge Lane** – Thanks received from the Committee for APC offer of £100 donation. Launch date was 8.3.17 and was well attended by 50 visitors from a variety of Parish, Borough and County Councils, Mayor of Burton, local support groups, schools, organisations, charities etc.
2. **Defibrillator** – Clerk made enquiries for training with West Midlands Ambulance Service (WMAS). Free training available, 2 training dates to be arranged. On-going maintenance costs to be discussed at APC meeting. "Guardian" for the Defibrillator required. **Resolved at Meeting:** Guardian to be discussed at Annual Parish Meeting. It was agreed that APC would take on the future maintenance and costs of the unit (eg £150 for new battery after 7 years and £20 for each new set of defibrillator pads).
3. **Allotments** – All rents received and deposited at bank. Instructed repair to main gate but unable to start due to excessive flooding on site. See main agenda item.
4. **PCSO/Crime reports:** Crime on Hopley Road and evidence of drug use/selling on Hanbury Road.
5. **Hopley Road** – Letter sent by clerk requesting overgrown hedge to be significantly cut back as it is growing over roadside kerb.
6. **Hanbury Cross Roads Junction** – Received emails from PCSO Julia Wells re reporting process of accidents. **Resolved:** Clerk to pursue confirming reporting process of accidents/incidents being sent to Highways Department and to liaise with Hanbury and Tutbury parish councils.
7. **Broadband update** – Email from Paul Chatwin w/c 20.3.17. Tutbury P21 is a brand new cabinet serving Anslow and went live w/e 17.3.17. He recommended residents should "contact their suppliers to see if they can upgrade to the new service but need to order a fibre broadband product to see a benefit". Complaint received by resident about process for pre-ordering Broadband resulting in full capacity apparently being reached in new cabinet. **Resolved:** Clerk to email parishioners and request they advise Clerk when their connection is made to Cabinet P21 (on Main Road, outside Anslow Farm Park).
8. **Parish Council Website** – Covered under main agenda item
9. **Parish Mowing** – Hedge and grass verge have been cut back along Main Road at Hopley Bends enabling pedestrians to use the footpath more easily. (See Correspondence Received/v)

## 2017/3/5 Clerk's Report & Correspondence Received Cont'd

10. **Social Media Course** – Clerk attended course on 8<sup>th</sup> March at Stafford
11. **Holy Trinity War Memorial** - Email received from Rev Whitehead regarding its restoration.  
**Resolved:** Cllr Thompstone will continue discussions with Rev Ian Whitehead regarding APC's annual donation being ring-fenced for this project and Clerk to email RW War Memorial grant information.
12. **Village Matters** – Permanent Speed Indication Device (SID). Awaiting response from Mosley Academy as to likelihood of permanent SID being placed outside Mosley Academy & cost being met as part of their safety budget for the school expansion. **Awaiting response from Mosley.**
13. **Pensions Regulator** – Letter to Clerk has been actioned by Cllrs Thompstone & Page
14. **SCC Highways Reports:**
  - i) Whitebeam Tree on the Green to be trimmed back away from power lines. No update since SCC email dated 20.1.17
  - ii) Hopley Road Highway/Hedge maintenance

Job Ref **2102176** - Hanbury Road - Locate blockage and construct new manhole and relay outfall pipe also construct new gully opposite adjacent to tree. **COMPLETED but deleted from SCC on-line reporting system.**

Job Ref **2102196** - Nankirks Lane - investigate blocked outfall from ditch course with jetter. **COMPLETED but deleted from SCC on-line reporting system.**

Job Ref **2102206** - Hopley Road - cut back hedgerow and remove brambles and bushes for 2m width. **Raised by RRayson. Not completed but deleted from SCC on-line reporting system.** Clerk emailed SCC Highways direct 22.3.17. Original report was sent on 22.11.16!

Job Ref **4064556** – Blocked drain on corner of road opposite The Bell outside Mosley Academy. Status: Enquiry Ongoing 11.12.16. No update.

Job Ref **4066584** - Blocked drain corner of road opposite The Bell outside Mosley Academy. (2<sup>nd</sup> report logged see 11.12.16 after blockage caused by snowfall). Status: Ongoing Email 19.1.17 not high risk 60 days + to do repair. No update.

Job Ref **4074398** Blocked drain outside allotments. Allotments and road flooded on Hopley bends. Outstanding

Job Ref **4075677** 30MPH road sign needs repositioning on pole near village hall car park.

**Added at meeting: Signage on Belmont Road,** near Hanbury Cross roads and drain/gully outside Mosley Academy have been damaged. **Resolved:** Clerk to report

### Correspondence Received by the Clerk

- i) New dog litter bin installed on footpath near Leyfields.
- ii) Invitation to speak at ESBC Planning meeting re Belmont Road Shot Blasting application.  
Cllr Joyce attended, nothing further to report.
- iii) Community Council Membership. **Resolved:** No subscription agreed
- iv) SPCA (Staffordshire Parish Councils Association) Annual Subscription  
**Resolved:** £228 subscription agreed. Proposed by Cllr Thompstone and seconded by Cllr Page
- v) Neighbourhood Highways Team available in April for maintenance tasks in Anslow. **Resolved:** Clerk to send in worksheet of tasks to SCC to include: further strimming of bank and grass verge at Hopley Bends from Memorial Garden to opposite the allotments, clear nearby layby of debris and cut back overgrowth, clean road-signs, cut back hedges around posts in parish which have been missed by mechanical hedge-cutter, clean benches and trim around post-box on Main Road.

### 2017/3/6 Finance

- i) Statement of Accounts: Statement of Accounts was circulated and is attached with these Minutes.
- ii) Internal Auditor 2016/17 and Audit Requirements for 2017/18 – **Proposed:** Peter Cawood to be asked to carry out internal audit again this year. Grant Thornton is the external auditor. Clerk outlined no legal requirement for external audit next year but would strongly recommend that written report is requested from internal auditor in place of Grant Thornton. Cllr Page and Clerk to draft letter proposing an ex-gratia payment from APC to internal auditor for cost of the proposed 2017/18 audit report. Payment amount to be confirmed at next meeting.

## 2017/3/7 Accounts for Payment and Receipts

Payee	Amount	Details
Judy Tjon Soei Len, Clerk	£241.67	Clerk's Salary 6 February 2017
Judy Tjon Soei Len, Clerk	£241.67	Clerk's Salary 6 March 2017
Judy Tjon Soei Len, Clerk	£79.86	Clerk's Expenses up to 19 <sup>th</sup> March 2017 including additional £31.50 for Website project
Little Forest Project	£100	Donation to Little Forest Project
Staples	£61.46	Stationery
<b>Payments already made</b>		None
<b>Receipts</b>		
Mr K Alkis	£31	Allotment Rent
Mr R Baker	£41	Allotment Rent

### 2017/3/8 Parish Council Bank Account:

- i) The Burton branch of the Yorkshire Bank will close on 7<sup>th</sup> June 2017. Clerk will action necessary paperwork.
- ii) Opening of New Account - Clerk had researched 4 options: TSB, Nationwide, Nottingham and HSBC. Recommendation was to move Yorkshire Bank accounts (3) to TSB in Burton. TSB offer monthly statements, cheque book, on-line banking facility but no monthly charges. Clerk advised that to process APC payments, (whether by cheque or on-line banking) it required authorisation from each Councillor to become cheque/on-line signatories. Clerk distributed authorisation forms to all Councillors who completed and returned them during the meeting. **Resolved:** Move accounts to TSB. Proposed by Cllr Thompstone and seconded by Cllr Joyce. Cllr Tomlinson declined being a bank signatory.
- iii) Internet Banking – Clerk to set up facility after accounts successfully opened.

### 2017/3/9 Annual Parish Meeting on 24<sup>th</sup> May

Meeting start time agreed as 7.30pm. Agenda items to include Broadband (Paul Chatwin to be invited), new website, reports from Village Hall Committee, WI, Holy Trinity Church, ESBC Councillors, County Councillor, Mosley Academy and PCSO Julia Wells (maximum speaking time 3 minutes), introduction to newly appointed County Councillor, Defibrillator training, CPI volunteers and open discussion for use of the 2017/18 precept.

**Resolved:** Clerk to action Yellow Annual Parish Meeting road-signs to display wording "Defibrillator and Broadband" text. Cllr Joyce to obtain refreshments and glasses.

**2017/3/10 Planning Report** - Cllr Frankland gave a brief update of recent applications. Report attached.

### 2017/3/11 Development Plan 2016/17

**a) New Website:** Clerk has requested expenses to be submitted from previous website designer. New domain name (anslowparishcouncil.org.uk) has been purchased. Annual cost of website hosting and domain name is £41.86 inc vat. Proposed website style to be similar to Outwoods Parish Council. Cllr Goodfellow recommended new site should be mobile-compatible with the use of "mobile optimisation".

**b) Community Paths Initiative:** Cllr Frankland has contacted volunteers with update on the 2 worst areas of footpaths (Leyfields and Whitestone Lane) which have been cleared by SCC. First Aid Box to be purchased.

### 2017/3/12 Development Plan 2017/18

Discussion took place regarding suggestions for this year. **Resolved:** Discuss at Annual Parish Meeting and invite suggestions from parishioners.

### 2017/3/13 Village Maintenance

- i) **Flower Meadow:** Area has been cut back and sprayed with weed killer. Cllr Greer will organise working party with Anslow WI to rake and set seeds.
- ii) **Dog Fouling:** no further problems reported since new dog bin installed. **Resolved:** Clerk to request dog litter bin sticker be affixed by ESBC

**2017/3/14 Allotments**

i) recent flooding of the site from adjacent ditch and overflow has been reported to SCC. Initial ditch clearing of the pipework has been done by local contractor, but problem requires SCC to jet under the road.

**Resolved:** Clerk to chase up SCC.

ii) Annual Maintenance Plan – 2018/19 budget to include funds to adequately clear the surrounding ditches, drains and gully.

iii) Thanks expressed to Cllr Hall who has agreed to inspect the area once a month and report back to Clerk any overgrown/untended plots.

iv) Repair to main gate has been impossible due to recent flooding.

**2017/3/15 Sponsorship of Bridge to Bridge Swimming Event**

Sponsorship request received from Burton Swimming Club for event on 1<sup>st</sup> October. Clerk stated that there were 9 children either attending Mosley Academy or living in the parish who were going to be attending this event. **Resolved:** £50 donation to be made. Proposed by Cllr Joyce and Seconded by Cllr Tomlinson.

**2017/3/16 Councillors' Report: Cllrs Gaskin ESBC**

Cllr Gaskin confirmed that there are increased incidents of fly-tipping but ESBC are dealing with it very efficiently. Little Forest gateway should be secured to prevent any trespassing. Pot holes on Field Lane have been repaired (22.3.17). ESBC charges have been frozen for 2017/18 as stated on recent Council Tax statements.

**2017/3/17 Close of Meeting**

The Chair advised that the next meeting of Anslow Parish Council will be the ANNUAL MEETING OF THE PARISH COUNCIL on **Wednesday 10<sup>th</sup> May 2017** at 6.30pm and the next Planning Meeting will be on **29<sup>th</sup> March**. With that, the Chairman thanked everyone for attending and closed the meeting at 8.35 pm

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(Frank Thompstone, Chairman)

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Date

ANSLOW PARISH COUNCIL  
**FINANCE REPORT Completed 21.3.17**

Opening Cash Book Position	=	£8702.10 *	
Total income	=	£9445.23	
Total Expenditure	=	£6482.78 + £3076	= £9558.78
<b>Current Cash Book Position</b>	=	<b>£8588.55</b>	

**Bank Statements (13.3.17)**

Yorkshire Bank Current A/c	=	£ 4569.58
Yorkshire Bank Deposit A/c	=	£ 3355.95
Yorkshire Bank Community A/c	=	£ 902.00
(minus unrepresented cheques)	=	£ 269.98
(plus unrepresented Income)	=	£ 31.00
<b>Total Bank Funds</b>	=	<b>£8588.55</b>

**Unrepresented Cheques (Up to 13.3.17)**

(CANCELLED Winman Domain Charge March chq)	=	£ 28.66
Staples Stationery	=	£ 61.46
Clerk's March 2017 Expenses	=	£ 79.86
Little Forest Project Donation	=	£100.00
<b>Total Unrepresented Cheques</b>	=	<b>£269.98</b>

**Unrepresented Income (up to 13.3.17)**

K Alkis Allotment Rent & Insurance	=	£31.00
<b>Total Unrepresented Income</b>	=	<b>£31.00</b>

**BANKING POSITION**

<b>Total Bank Funds as at 13.3.17</b>	=	<b>£8588.55</b>
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\*Opening Cash Book Position includes Winman £28.66 cheque raised in March 2016 which was cancelled, reissued and cleared in September 2016

Total Bank Funds include £900 NALC Website grant and £443.25 CPI grant balance (£800 awarded in total)

**Planning Report for Anslow Parish Council Meeting – 22<sup>nd</sup> March 2017**

<b>Committee meeting – 11<sup>th</sup> January 2017</b>			
<b>Application Reference</b>	<b>Description</b>	<b>APC Committee decision</b>	<b>ESBC decision</b>
P/2016/01596	<b>Prior approval</b> for the conversion of barn to a dwelling, off Main Road, Anslow	No reason to object	Refused 18/01/17
P/2016/01780	Erection of a single storey rear extension, The Hayloft, 6 Leyfields Farm Mews, Anslow	No objection in principle	Refused 06/02/17

<b>Committee meeting – 8<sup>th</sup> February 2017</b>			
<b>Application Reference</b>	<b>Description</b>	<b>APC Committee decision</b>	<b>ESBC decision</b>
P/2016/01602	Demolition of 2 outbuildings to facilitate the conversion and alterations to agricultural buildings to form 6 detached dwellings to include the erection of single storey extensions, detached double garage and the formation of a new vehicular access, Hill Top Farm, Main Road, Anslow, DE13 9QE	No objection in principle subject to clarification of several issues	Awaited
P/2016/00581	Retention of an industrial unit with associated extractor unit for the purposes of shot blasting, Belmont Shot Blasting, Belmont Farm, Belmont Road, Needwood, DE13 9PH	No objection	Permitted with conditions 28/02/17

<b>Committee meeting – 8<sup>th</sup> March 2017</b>			
<b>Application Reference</b>	<b>Description</b>	<b>APC Committee decision</b>	<b>ESBC decision</b>
P/2016/01742	Outline application for the erection of a single dwelling including details of access and layout, OS Field 2489, Bel IHouse Lane, Anslow Gate, DE13 9PA	Strong objection	Awaited
P/2017/00178	Erection of two detached office buildings (Class B1a), installation of sewage treatment plant and alterations to vehicular access, Council Yard, Newborough Road, Needwood, DE13 8PD	No objection	Awaited
P/2017/00173	Erection of 3 buildings, 2 feed bins, water tank and associated works in connection with approved poultry unit, Anslow Park Farm, Main Road, Anslow, DE13 9QE	No objection	Awaited

<b>Next Committee meeting – 29<sup>th</sup> March 2017</b>			
<b>Application Reference</b>	<b>Description</b>	<b>APC Committee decision</b>	<b>ESBC decision</b>
P/2017/00275	Demolition of existing single storey extensions to facilitate conversion of existing public house to form a single dwelling including the erection of an attached garage, brick skin and the erection of two detached dwellings		

*Tom Frankland, Chair APC Planning Committee – 22.03.17*