

ANSLOW PARISH COUNCIL
Minutes of the Meeting of Anslow Parish Council (APC)
on 6th March 2019
at 6.30pm in Anslow Village Hall, Main Road, Anslow

Parish Council Attendance

Cllr Frank Thompstone (Chair)
 Cllr David Page
 Cllr Laura Hall
 Cllr Miles Richardson
 Mrs Judy Tjon Soei Len, Clerk (part)

Members of the Public & Organisations

3 Members of the public (part)
 1 Member of the public (whole)

2019/3/1 Public Question Time

Traffic Calming Measures in Anslow

Jill Taylor from Morelock Signs Ltd demonstrated the Speed Indication Device (SID)– Vario. This model can capture traffic data which can be downloaded onto Memory Stick eg Date and time, vehicle speed, daily traffic volumes, average speed etc. Vehicle speed is displayed in green for within the speed limit and red for vehicles exceeding the speed limit. Text can include “thankyou”, “Slow Down” 30 or 40 Roundells etc. Full demonstration given and questions answered. 3 members of the public left the meeting after the SID demonstration.

2019/3/2 Apologies for Absence

Apologies received from Parish Cllrs John Tomlinson, Paul Joyce, Anne Greer, Staffordshire County Cllr Philip White, and East Staffs Borough Cllr Simon Gaskin,.

2019/3/3 Declarations of Interest

No declarations received.

2019/3/4 Minutes of the Parish Council Meeting held on 23rd January 2019

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.

2019/3/5 Clerk’s Report & Correspondence Received

1. **FINANCE**

- a) **Internet Banking:** covered separately in agenda Item 6.
- b) £30 donation given to Anslow Garden Club towards Seeds for this years’ planting of Flower Meadow.

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

Project on-going. Update covered in agenda item 8.

3. **STAFFORDSHIRE COUNTY COUNCIL**

1a) Report a Fault (Highways) Update below

DATE	Job Ref	DETAILS	ACTION
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.	28.3.18 OUTSTANDING Fault categorised by inspector. Awaiting works to fix the fault
25.1.19	4147078	Damaged road sign on Bell House lane off Hanbury Road	OUTSTANDING
25.1.19	4147079	Damaged road sign on Bell House lane off B road	OUTSTANDING
25.1.19	4147098	White road markings need repainting on Hopley Road	OUTSTANDING

- 1b) Refuse Bin on Main Road, near Sunset House has been installed.
- 1c) Grit bin on Bushton Lane has been refilled and moved further up the hill.

2) Report a Fault (Footpath and Bridleways) Update – Items still outstanding

- 2a) Replacement waymark disc offered to Bell House Lane Farm to replace faded disc on farm building.
- 2b) Broken footboard on Stile situated on Footpath 0.515 off Hopley Road reported 8.11.18
- c) Broken Stile reported 16.7.18 to SCC. OS SK210254 on Anslow 3 Footpath adjacent to the Mission Room, Bushton Lane. Ref No.3/24 (B) Anslow Parish. Report Reply - C3 work. Problem will be addressed as and when resources allow/by volunteers
- d) Stile – The legs of the upper step have rotted and now leans against the fence post. Location: start of Anslow 14 where it joins Anslow 16.
- e) Footpath 14 has been reported to Rights of Way team direct and via on-line reporting system. Slippery descent access to bridge requires maintenance which is out of scope for CPI volunteers.

4. EAST STAFFORDSHIRE BOROUGH COUNCIL

- a) **Polite “No Fouling” notices** to deter dog fouling on Hopley Road footpath have been repeatedly damaged but reinstated.
- b) **Litter bin** on Longhedge Lane – On 29.1.19 inspection request was made for bin to be made secure and padlocked. This was not actioned and the bin has been stolen for a 2nd time.
- c) **Fly tipping** of bricks and plaster left in ditch by allotments on Hopley Road.
- d) Clerk was advised at meeting of **fly tipping (concrete debris) on Nankirk Lane** and damaged Hopley Road road sign needs attention. Clerk to action.

5. ALLOTMENTS - Update covered under Item 11.

All renewing tenants have now paid their 2019 rent. 1 allotment remains to be filled, 2 interested parties being contacted.

6. VILLAGE MAINTENANCE

- 1. SCC have authorised Ground Control Ltd to carry out a crown reduction on the Whitebeam tree on the Green which is growing into the power lines (Western Power).
- 2. Contact made with Cadent Gas Company to cut back grass verge and hedge boundary to Gas works site on Hanbury Road/Nankirks Lane.

7. PARISH ITEMS

Gas Leak behind Val Lydon Memorial Garden reported by clerk to Cadent Gas Company.

8. OTHER

General Privacy Notice, Code of Conduct and Financial Regulations Documents are in the process of being reviewed.

9. PCSO/CRIME REPORTS – None to report

10. CORRESPONDENCE RECEIVED

Invitation to a Public Consultation - Fauld Mine
Rolleston United Foundation – Trustee Vacancy
Closure of The Mosley Academy (as a Company)
ESBC - Temporary traffic regulation notice for a road closure in Bushton Lane
Miss K Bevington – Road Traffic Accident and Planning Application 00398

2019/3/6 Finance

a) Finance Report for March 2019 is attached.

b) Accounts for Payment and Receipts

Payee	Amount	Details
Judy Tjon Soei Len, Clerk	£318.50	Clerk's Salary 7 February 2019
Judy Tjon Soei Len, Clerk	£34.90	Expenses
Transfers - None		
Payments already made		
Staples UK	£212.95	Shredder and other stationery items
Jane Farebrother	£5	Overpayment of allotment rent
Ted Bell	£30	Donation to Garden Club for Flower Meadow
Anslow Village Hall	£180	Annual charge for the Hire of Village Hall for meetings
Receipts		
Interest on TSB Community A/c	0.08	January 2019
Interest on TSB Savings A/c	0.36	January 2019
Interest on TSB Community A/c	0.08	February 2019
Interest on TSB Savings A/c	0.36	February 2019

c) Internet Banking Update

Clerk had advised APC's 2 on-line bank signatories (Cllrs Thompstone and Hall) that she had liaised with TSB who confirmed technical difficulties can be resolved by contacting their branch either by phone or in person. Cllr Thompstone confirmed he had already resolved his technical query using the mobile App ready to authorise online payments. Cllr Hall will liaise with TSB asap.

d) Budget 2018/19 Clerk distributed hard copies and outlined current position being an underspend of £2,181 against budget due to underspend on maintenance work in place of Neighbourhood Highways Team, IT, Training Courses, Contingency budgets etc. Clerk advised that £80 donation to Little Forest Project had not been made to date. **Resolved:** Clerk to action. Budgeted Income spreadsheet to be included at May meeting. Cllr Page expressed thanks to Clerk for preparing the document.

e) Electronic Accounts All APC accounts are now electronically stored. Clerk was asked to review security of documents via Cloud storage or other means. **Resolved:** Clerk to action with IT.

f) Auditor 2018/19 Peter Cawood was proposed as auditor for the parish council's accounts for this year. Proposed by Cllr Thompstone and seconded by Cllr Page. **Resolved:** Clerk to action

2019/3/7 Planning Report

- Planning meeting took place at the end of the council meeting. The Clerk distributed copies of the planning report in Cllr Joyce's absence. Clerk to upload report onto website.
- Letter received regarding fatal accident on B5017 Burton Road, Callingwood. Concern and sympathy were expressed and the associated planning applications associated with the accident were reviewed. **Resolved:** Clerk to offer condolences and reply.

2019/3/8 Development Plan 2018/19 – Traffic Calming Measures

The Clerk left the meeting at this point and Cllr Hall took over minute taking. 3 SID location sites were discussed subject to Highway approval including Anslow Nursery location on Hopley Road, Methodist Chapel location on Hopley Road and Main Road location close to Anslow Business Park. Budgeted funds to be redirected from School Crossing project which is now being funded by SCC for next 4 years. **Resolved:** Traffic Modelling for nearby new developments to be requested from SCC again. Clerk to action.

2019/3/9 Parish Council Elections 2nd May

Clerk had distributed information regarding nomination process prior to the meeting. No matters arising.

2019/3/10 Annual Parish Meeting 1st May

Main item on agenda will be Traffic Calming proposals. **Resolved:** All councillors and local organisations to be invited to attend including new landlords of The Bell and Church Farm Tea Room.

2019/3/11 Allotments Update

Despite one interested party showing interest, 1 plot remains vacant.

2019/3/12 Community Paths Initiative (CPI)

Ref: Clerks Report 3.2. **Resolved:** Clerk to establish who is responsible for maintaining ROW stiles. Member of the public offered to help repair the 3 damaged stiles already reported, clerk to liaise.

2019/3/13 Revised Code of Conduct, Financial Regulations, Risk Register and General Privacy Notice documents to be deferred for review at next meeting.

2019/3/14 Rolleston United Foundation

This was discussed and agreed to advertise the vacancy at the Annual Parish Meeting.

2019/3/15 2019 Councillors' Reports

Nothing additional to report

2019/3/16 Close of Meeting

The Chair advised that the next meeting of the **Parish Council** will be on **8th May 2019** and the Annual Parish Meeting will be held on Wednesday 1st May at 7.30pm.

With that the Chairman thanked everyone for attending and closed the meeting at 9pm.

Frank Thompstone, Chair

Date

ANSLOW PARISH COUNCIL

MARCH 6th 2019 FINANCE REPORT

Completed 27.2.19

Opening Cash Book Position			£8251.54
Total Income 2018/19			£8240.99
Total Expenditure 2018/19 (including VAT)			£6640.14
<u>Current Cash Book Position</u>			£9852.39 *
 <u>TSB Bank Statements</u>			
<u>Club, Charity & Trust Account</u> A/c No 50483760 £6903.42	<u>Business Instant Access (Savings) Account</u> A/c No 50484160 £2759.77	<u>Business Instant Access (Community Fund)</u> A/c No 50484568 £617.15	£10280.34
Unpresented Cheques up to <u>27.2.19</u>			£ 427.95
Unpresented Income up to <u>27.2.19</u>			£ 0.00
<u>Banking Position</u> <i>(Total Bank Funds minus Total Unpresented Cheques/Proposed Payments)</i>			
Total Bank Funds as at <u>27.2.19</u>			£9852.39

Notes:

****Excludes Proposed Payment of clerk's expenses as per 6th March 2019 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 **£184.70**