**ANSLOW PARISH COUNCIL**

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| **Date of Meeting** | **Wednesday 22nd September 2021** at 6.30 pm |
| Meeting held at **Anslow Village Hall**, Main Road, Anslow DE13 9QE | |
| **Public Participation time is from 6.30-6.45pm** | |

**Minutes**

1. **Welcome by the Chair**

The Chair welcomed those in attendance

1. **Public Question Time** (15 minutes)

No members of the Parish attended

1. **Apologies for absence**

Received from Cllr Laura Hall, Cllr Philip White, Cllr Anne Greer, Cllr Chris Price, (noted that Cllr Raybould had retired from his position)

In attendance: Chair, Cllr Russell Jeans (RJ), Vice Chair David Page (DP), Cllr Paul Joyce (PJ), Cllr Frank Thompstone (FT), Cllr Simon Gaskin (SG)

1. **Declaration of Interests** – Members to declare any Interests

No declarations were received

1. **To approve the Minutes** of the Anslow Parish Council meeting held on 15th July 2021

Duly approved

1. **Clerk’s Report** & Correspondence Received

* 3 (b): Directional finger post had been repaired twice. Cllr Joyce said he would ask his builder to assess (likely beginning of October). **ACTION:** PJ
* 3 (c): Cllr Thompson said he would progress the stile repair on Footpath 19.
* 5 (-): Allotments – RJ reminded the meeting of the disrepair to a number of plots and the safety issues on individual plots that tenants needed to address especially regarding broken fencing, exposed screws, wire etc. During the Clerk transition, a holding email had been sent out to those on the waiting list informing them that a new Clerk was starting. **ACTION**: Clerk undertakes an ‘audit’ so that tenants can be chased to put right their plot disrepair, and that new tenants can be allocated plots. It was noted that APC may have to pay to ‘straighten’ up some plots prior to handing over to a new tenant.
* 6 (a): Noted, that the hedges at the bottom of Hopley Road needed tidying. **ACTION**: RJ to ask for landowner/tenant list from JTL.
* 6 (b): Old Mission Room – no update. **ACTION**: RJ to ask RR to see if there was any progress
* 6 (c): No reply from SCC from email dated 28.07.21. **ACTION**: Clerk to chase.
* 6 (d): Damaged planter on Hopley Road, can’t source an identical. Source Similar. **ACTION**: Clerk to acquire similar.

1. **Finance**a) Finance Report – was presented for the 15th of July (as APC was temporarily without a Clerk).

b) Payments Made, Payments for Approval & Income Received, Clerks expenses (overpage)

* Ex Clerk Holiday Pay – Ex Clerk to calculate
* Ex Clerk outstanding remuneration & expenses approved.
* Payments approved as per Finance Schedule 6 (b).

1. **Planning Report** – PJ submitted the APC Planning Report. As this was PJ’s last meeting, RJ formally thanked PJ for his work on the APC and the Planning Committee.
2. **Highways**  
   a) Interim TEAMS meeting 14th September with SCC Highways and PW

RJ reported on the meeting.

HGV:

1. HGV's - noted by all (and concerned Parishioners) that this was a serious issue including concerns regarding lorry frequency, speed, proximity to the pavement etc. This predominately related to vehicles going to and from the Beamhill Heights site.
2. The 'Routing agreement' at the time of the Planning Consent for Beamhill was deemed to be unenforceable unless done directly by Borough Council Enforcement Officers.
3. As a viable solution, an 'Experimental TRO order (ETRO)' was proposed.
4. If the ETRO is granted, 7.5T limit signage enforceable by the Police would be established at all three points of access to the village. The ETRO does not apply to HGV vehicles accessing & stopping at premises within the village. As part of an ETRO, a public consultation must be done within 6 months of the order being granted.

Wider Scheme:

1. The S106 wider scheme was being worked on by SCC, with a view to a third iteration being presented at a TEAM meeting on the 28th of October 21. It was hoped that this meeting would make substantial progress given the previous discussions. All parties were keen to resolve design and budget issues and begin implementation. It was noted that ‘price inflation’ was affecting highway building material costs. RJ, AG, SG and PW attending.

b) Traffic from Outwoods development and correspondence received from Parishioners

Related to a) above, in response to a very concerned Parishioner, RJ agreed to call/meet them, compare notes and explain APC progress & frustrations as well as scope of proposals. **ACTION**: RJ

c) The matter of the footpath to Anslow Church from the corner of Hopley Road and the pavement outside of the Church was discussed. Replies regarding the mowing and pavement repair still outstanding from SCC. **ACTION**: SG offered to follow up with SCC over this matter.

1. **SID (Speed Indication Device)**   
   a) Analysis of recent data (RJ)

Enclosed with the minutes.

1. **SID – Solar panels (replace battery power)**

RJ enquired as to replacing batteries with solar panel. Costs was ascertained at £584 + £80 delivery (all plus VAT). No decision was made at this stage until more was known about whether they fitted to the device or the pole. **ACTION**: RJ

1. **Pride of Mosley Award 2021 – Update**

**ACTION:** New Clerk to arrange

1. **Other Parish matters/issues**
   1. Footpath maintenance volunteer – noted that were a number of willing and active volunteers **ACTION**: new Clerk to administer
   2. Litter picking –noted that there were a number of active and willing volunteers: **ACTION**: new Clerk to administer
   3. Clerk recruitment - RJ discussed the recruitment and selection process for the new Clerk. The application process had been successful and following a round of interviews he sought approval from the meeting for the preferred candidate. The appointment of the new Clerk was made. This is Charlotte Holmes. Charlotte is also Clerk for both Hanbury and Newborough.
   4. Hardstanding plan – discussed and dependant on the SCC Road layout. Mr Bloor proposal noted.
   5. Budget: needs to be a draft budget in November, with it being finalised in January 2022. **ACTION**: RJ & Clerk.
2. **Review of APC Risk Register**

No Additional risks identified

1. **Discuss Remembrance Service Arrangements 11th November**

**ACTION:** Clerk to organise – invite Vicar, School etc…

**ACTION**: FT to forward picture of signs to RJ

**ACTION**: DP to place a wreath at the Church Memorial

1. **2022 Meeting Dates**

To be discussed at the next meeting

1. **Councillors’ Reports:** ESBC Cllr Simon Gaskin

Discussed the lack of yellow lines around the centre of the village. Would look to add to SCC agenda.

1. **Close of Meeting (next PC meeting Wednesday 10th November 6.30pm)**

**ANSLOW PARISH COUNCIL**

Wednesday 22nd September 2021

**6. Finance (Continued)**b) Payments for approval (Expenditure) & Income Received (Receipts)

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| **Payee** | **Amount** | **Details** |
| Judy Tjon Soei Len, Clerk | £tbc | Clerk’s Expenses |
| Judy Tjon Soei Len, Clerk | £tbc | Clerk’s final salary payment for 7 – 18 Aug ‘21 |
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| **Total Payments for Approval** | **£tbc** |  |
| **Payments already made** |  |  |
| Judy Tjon Soei Len, Clerk | £357.29 | Clerk’s Salary 6 August 2021 |
| Information Commissioners Office | £35 | Annual Premium |
| Holy Trinity Church, Anslow | £100 | War Memorial Donation (ref Village Fete Sept 21) |
| Brian Clarke Computer Services | £40 | Printer support |
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| **Transfers - None** |  |  |
| **Receipts/Income** |  |  |
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| TSB Savings A/c | £tbc  £tbc | Interest August and September 2021 |

**Issued By Russell Jeans (Chair) in place of**

**Clerk to Anslow Parish Council Date: 16th September 2021**