

# Minutes of the Annual Meeting of the Parish Council – Wednesday 25<sup>th</sup> May 2022

Present;

Councillors: Cllr Jeans, Cllr Greer, Cllr Thompstone, Cllr Joyce, Cllr Price;

Also present C Holmes; Cllr Lock; 1 Parishioners

## **1. Election of Chairman & Signing of Declaration of Acceptance of Office**

Cllr Thompstone proposed Cllr Jeans for Chairman. Seconded by Cllr Joyce. All in favour

## **2. Election of Vice Chairman & Signing of Declaration of Acceptance of Office**

Cllr Greer proposed Cllr Page. Seconded by Cllr Jeans. All in favour

A note from Cllr Page. Firstly, this will definitely be my last term in the VC role. I have been a parish councillor for approx. 12 years and at least 7 years have been as Vice Chair. I am now 70 and at this time of life wish to step back and let fresh blood take over that responsibility. At that point (May 2023) I would look to continue as a Councillor, subject to health and family circumstances, unless I was required to stand down to create a vacancy for someone on our councillor waiting list.

## **3. Apologies for Absence**

Cllr Page, Cllr Hall

## **4. Declarations of Interest**

None

## **5. Chair's Welcome**

Thanking everyone for coming and looking forward to serving the parish council for the next term.

## **6. Public Forum**

Parishioner raised the parking at Church Farm in Anslow which was further discussed in item 12.

## **7. Minutes of the Meeting of the Parish Council held on 23<sup>rd</sup> March 2022**

All agreed to be a true record of the meeting

Action; Clerk to convert to upload to website

## 8. Matters arising from those minutes

None

## 9. Review Planning Applications

Planning Meeting Date		APC Decision/Comments	ESBC Decision
Planning Meeting 21/06/21			
P/2021/00397	Mayfield Farm, Hanbury Road, Anslow. Remodelling of existing dwelling including converting attached garage etc	No objections	Awaited
Planning Meeting 09/03/22			
P/2021/01548	Sunset House, Main Road Change of use of agricultural land, demolition of porch, bay windows, single storey conservatory. Erection of two-story front extension + side + cladding. Addition of Juliet balcony and alterations to fenestration and drive	Objection (visual impact)	Awaited
Planning Meeting 22/03/22			
P/2022/00108	9, Hopley Road. Formation of a dropped kerb and parking alterations	Observations/concerns	Approved
P/2021/01673	4, Bushton Lane. Erection of a front porch	No objections	Approved
Planning Meeting 29/04/22			
P/2022/00174	Taberner Plant Hire, Bell House Lane, Anslow.	No Objections	Refused
P/2021/01491	East Lodge, Tutbury Road, Needwood.	No Objections	Awaited
P/2022/00396	The Yews, Tutbury Road, Needwood.	No Objections	Awaited
P/2021/00309	Oaks Farm, Burton Road, Needwood.	No overall objections/some comments	Awaited

## 10. Receive Borough and County Councillors reports

No report received from Cllr White

Cllr Lock explains that it has been very quiet in relation to contact from parishioners from Anslow Parish. A change in the contract for mowing the verges has occurred with the Borough council no longer holding the contract for this work. Any missed cuttings for verges should now be reported through the MyStaffs App. Open spaces within ESBC will still be looking after the larger mowed areas. Cllr Thompstone explained the issues with the green footpath as the Parish Council have been struggling to get this mown in recent times and Cllr Lock agreed to look in to this further.

Cllr Lock discussed the changes to the recycling collection and ensuring that all the correct recycling information is given to parishioners.

**Action; Clerk to report the verges to be mown on the MyStaffs App.**

## **11. Annual Governance & Accountability Return**

### **11a: Minute to accept in the internal auditor's report**

The internal report was accepted by the council.

### **11b: Complete the Annual Governance Report**

The Annual Governance report was signed by the RFO & Chair

### **11c: Complete the Accounting Statement for 2021/2022**

The Accounting Statement was signed by the RFO & Chair

A thank you was issued to the internal auditor for their assistance

Action; Clerk to send to Mazars, add to website & noticeboard

## **12. To discuss the parishioner correspondence in relation to the parking issues at Anslow Church Farm**

The situation regarding parking on the road during busy periods and the danger this causes was discussed. It was suggested by a Cllr to write to church farm regarding the possibility of extending the car park or to discuss spare capacity for parking elsewhere. It was agreed to take this course of action and for Church Farm to take the opportunity to address this problem before further action is needed.

Action; Clerk to organise a letter to Church Farm

## **13. To discuss and approve the purchase of Queen's Jubilee decorative items for the village**

Ensuring the Jubilee is celebrated within Anslow was discussed. A suggestion by a parishioner to purchase lamp post signs was discussed and it was agreed to purchase 50 of these to be displayed from Hopley Road down to Little Monsters Day Nursery, Bushton Lane and Layfields. These will kindly be put up by the parishioner for the village to enjoy with thanks from the Parish Council.

Action; Clerk to purchase the lamp post signs & liaise with parishioner

## **14. To nominate the trustee of the Rolleston Almshouse Charity**

The request for a nomination for the Rolleston Almshouse Charity was discussed. It was decided to advertise the position on the noticeboard & website as well as liaise with the church.

Action; Clerk to advertise the position & liaise with the church

## **15. To discuss and decide on a potential donation and attendance by the Parish Council to the John Taylor High School presentation evening**

It was decided that the clerk, Charlotte Holmes would attend the presentation evening and a donation of £25 would be given.

Action; Clerk to inform John Taylor High School and send donation

## 16. Clerk's Report: to include banking changes, finance & correspondence

- **CORRESPONDENCE & ONGOING MATTERS**

Mandate to sign for David so Lloyds have his signature

Posters added for the Queen's Jubilee and some ideas for lamppost stickers and a picnic sent in by parishioners

Currently still chasing Tilkes for the fingerposts

Re-siting of the bench paperwork signed and sent off, so this is now with SCC

Still chasing Cllr Gaskin in relation to the green footpath

VAT Claim processed

New Asset Register & Financial Regs added to the website

APM organised for 1<sup>st</sup> June

Potholes reported to SCC

Half precept received

Parishioner Correspondence regarding the SIDs set to 30mph in a 40mph zone

Correspondence regarding permitted development rights from C3 (dwelling house) to C4 (Small HMO) within the settlement boundary of Burton on Trent

Parishioner Correspondence regarding lorries from the housing development using Longhedge Lane

Correspondence from Kate Griffiths regarding connecting with parishes

Parishioner Correspondence regarding the parking at Church Farm

Parishioner Correspondence regarding the local PSCO

Parishioner Correspondence regarding jubilee décor

Parishioner Correspondence regarding a potential jubilee event

- **FINANCE**

Online Payment Number	Supplier	Invoice Detail (Reason for Payment)	Invoice Amount		
			Net	VAT	Gross
1	Charlotte Holmes	Clerks Salary - March	£205.63		£345.71
2	HMRC	HMRC - March	£47.00		£80.00
3	Charlotte Holmes	Clerks Salary - Apr	£205.63		£345.71
4	HMRC	HMRC - Apr	£47.00		£80.00
5	Anslow Village Hall	March	£24.00		£24.00
6	Judy Tjon Sei Len	Salary Agreement	£23.25		£23.25
7	AJG Communtiy Schemes	Insurance	£463.00		£463.00
8	R Wilson	Planters	£504.00		£504.00
					<b>£1,865.67</b>

Balance at 30 <sup>th</sup> April 2022	
Treasurers Account - 56980463	<b>£18922.22</b>

## 17. Councillors Reports

Cllr Jeans discussed the planning meeting that was undertaken on Monday 16<sup>th</sup> May with Staffordshire County Council regarding the upcoming traffic calming plans as well as the ETRO. The drawings seen on 16<sup>th</sup> May were agreed within that meeting and information of this was passed on to the Cllrs. The next steps for these projects include public consultation as well as informing local businesses as to what this will mean for them.

It was agreed that to ensure the public were well informed that a meeting would be held on 6<sup>th</sup> July with the July Parish Council meeting being moved to this date.

Cllr Price discussed the potential phone box library. It was agreed that he would look at fitting a book shelf & the council would look in to sourcing appropriate book.

Cllr Thompstone reminded Cllrs of the Staffs County Show taking place next week on Wednesday and Thursday.

Action; Clerk to inform SCC & Amey of the change of date & to update the website with the change of meeting date; Clerk to arrange signs publicising the event

**Meeting closed at 20.25 pm**

Date of Annual Parish Meeting  
7.30pm on Wednesday 1<sup>st</sup> June 2022

Date of Parish Council Meeting:  
6.30pm on Monday 8<sup>th</sup> July 2022

Parish Council Information can be found on the internet at –  
[www.anslowparishcouncil.org.uk](http://www.anslowparishcouncil.org.uk)