

Uttoxeter Rural Parish Council

Minutes of an Annual meeting held on Tuesday, 14th May 2019, at the St Lawrence Church, Church Lane, Bramshall at 7pm.

Present: Mrs. G. Smith, Mrs J. Pattinson-Evans, Messrs. T. Ollerenshaw, D. Oulsnam, P. Smith, A. Dartnell, M. Slater and the clerk. Members of Public: Mr and Mrs Moore, Ann Walker, Dave Gregory.

A19.05.001 DECLARATION OF ACCEPTANCE OF OFFICE – All Councillors present signed – Resolved to accept Cllr Dunn form before next meeting

A19.05.002 ELECTION OF CHAIRMAN – Cllr T Ollerenshaw was voted as Chair and signed acceptance form

A19.05.003 APOLOGIES – Cllr Dunn

A19.05.004 DECLARATION OF INTERESTS – ESBC requires this form returned by 30.05.2019 – Councillors to provide a copy to Clerk, for filing.

A19.05.005 CHAIRMAN REPORT FOR 2018/2019 – Mrs Pattinson-Evans

URPC have had a successful and busy year with many projects being undertaken. We have had 10 full Council meetings and other site visits have taken place to oversee projects. There have been approx. 50 planning applications received for 2018/2019, some from bordering areas of our neighbourhood and some which have gone to appeal.

The following are just a few highlights from this year:

The Parish Council undertook a Parish Questionnaire which was distributed to all houses in the Parish. There was a good return with several issues being highlighted in the responses – primarily, volume of traffic, speeding traffic, traffic calming and pot holes. There is still a lot of work to do around the issues raised and the concerns of parishioners.

There is a successful Speed Watch team in Bramshall, who are doing a sterling job, but volunteers are needed for Stramshall, especially as through traffic is increasing.

Work on the Bramshall Chicane should be started later this year as S106 Funds have now been released for the work.

S106 Funding has been secured for traffic calming to be installed in Stramshall.

New Swings were installed at Stramshall Playing Fields following a successful grant application from Tesco Bags of Help for this project.

Stramshall turned their Telephone Box into a micro library and this has proved to be a successful move.

Bramshall were highly commended in the Best Kept Village competition and have entered again this year. A litter pick and village clean up took place in Bramshall to help prepare for this.

Two commemorative World War 1 Benches have been installed – one in each Village. They both look stunning in their respective settings. Thank you to Tesco and Cllr Colin Whittaker for funding for this project.

A comprehensive tender process was undertaken for the grass and hedge cutting in the Parish so that best value could be maintained. A 3-year contract was awarded.

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The Woodland Trust provided saplings which have been placed around Stramshall Playing Field with the help of the Scouts.

A Gateway Sign was installed in Stramshall, thanks to the funding obtained by Aggregate Industries.

Once again Stramshall held a successful Christmas Tree lights switch on, with Bramshall to join them this year.

That just leaves me to thank our Clerk, Ginny Gibson, for all her hard work and support, Tom Ollerenshaw for this support as Vice Chair and all Councillors for their hard work this year. Thank you to Colin Whittaker for his continued advice, support and funds.

One last thanks you to the retiring Councillors, Cathy Smith and Tom Postlethwaite for their work as Councillors and a warm welcome to our two new Councillors Andrew Dartnell and Matt Slater.

There was a Vote of Thanks to Mrs Pattinson-Evans for her hard work as Chair.

A19.05.006 ELECTION OF OFFICERS

Vice Chair – Matt Slater

Bramshall Village Hall Committee – Jean Pattinson-Evans

Stramshall Village Hall Committee – David Oulsnam

Defibrillator inspections – Bramshall – Andrew Dartnell. Stramshall – David Oulsnam.

Telephone Box inspections – Bramshall – Jean Pattinson-Evans. Stramshall – Tom Ollerenshaw.

WW1 Bench inspection – Bramshall – Jean Pattinson-Evans.

Uttoxeter Poor Charities – Matt Slater

Uttoxeter Quarry – David Oulsnam

Footpaths – Philip Smith

Stramshall Allotments – David Oulsnam

Stramshall Playing Fields weekly inspections – Tom Ollerenshaw

Highways – includes Speed Watch – Andrew Dartnell

Website - Clerk

Internal Audit Trail – Rachel Dunn

Noticeboards – Bramshall – Jean Pattinson-Evans, Stramshall – David Oulsnam, Willslock – Matt Slater.

A19.05.007 POLICY RATIFICATION – All Policies RATIFIED by Councillors

Business Risk Table

Standing Orders & Financial Regulations

Publication Scheme

Adopt ESBC Code of Conduct – by signing Declaration of acceptance of office

Media Policy

Grant Application process

Freedom of Information

Complaints Procedure

Health and Safety

Discipline and Grievance Policy

Asset Register

Uttoxeter Rural Parish Council

Document Retention Policy and Appendix A
Responsibilities delegated to Clerk Policy.

A19.05.008 FINANCIAL REPORT/AUDIT

To confirm that the Parish Council is able to exercise the General Power of Competence.
(Localism Act 2011, ss1-8, Local Government Act 1972 s137)

Annual Audit 2018-2019

Annual Internal Audit Report – signed by Internal Auditor – Alan Toplis 16.04.2019

Annual Governance Statement (Section 1) signed by Chair and Clerk

Annual Accounting Statement (Section 2) Signed by Chair and RFO(Clerk)

Certificate of Exception signed by Chair and RFO(Clerk)

Bank Reconciliation prepared

Explanation of significant variances in the accounting statements prepared.

Confirmation of Parish Council contact details to Mazars

Notice of appointment of date for the exercise of public rights – 3rd June – 12th July
2019 – Notice to be posted on website by 20.05.2019

All above documents to be displayed on the Parish Council website by 3rd June 2019

**Certificate of Exception & Confirmation of Parish Council contact to be sent to Mazars
LLP, Salvus Aykley Heads, Durham, DH1 5TS by 20.05.2019.**

A19.05.009 DATES AND TIMES OF 2019/2020 MEETINGS –

Councillors agreed to hold meetings in Bramshall and Stramshall at 7.45pm.

4th June (S), 2nd July (B), No Meeting in August, 3rd September (S), 1st October (B), 5th
November (S), 3rd December 2019 (B), No Meeting in January, 4th February 2020(S), 3rd
March 2020 (B), 7th April 2020(S), 5th May 2020(S)

S= Stramshall B=Bramshall

The meeting was formally closed at 19.19. The Next Annual Meeting will take place on
5th May 2020.

.....CHAIRMAN