

Uttoxeter Rural Parish Council - Minutes

Minutes of a meeting held on Tuesday, 6th July 2021, at the Church Room, The Church of St Lawrence, Church Lane, Bramshall, ST14 5BQ. The meeting commenced at 7.30pm.

Present: Cllr Dunn, Cllr Dartnell, Cllr Jones, Cllr Moore, Cllr Ollerenshaw, Cllr Oulsnam, Cllr Pattinson-Evans, Cllr P Smith, Mr Gibson, Jane Sargeant and Mrs Gibson (clerk).

In line with Government COVID guideline please note: everyone attending must wear a mask (unless exempt), use hand sanitiser, sit in designated 2m distance areas and follow the one-way system to enter and exit the venue. SPCA update about Rule of Six which allows only 5 members of public to attend, as Council is 1 of 6. Residents are encouraged to email the Council with any questions, rather than attend. Track and Trace Forms to be provided for public.

21.07.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Whittaker (Borough), Fay Phoenix (Allotment Rep) – Accepted.

21.07.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. A failure to declare a disclosable pecuniary interest at a meeting is a criminal offence under section 34 of the Localism Act 2011 - NONE

21.07.003 TO RESOLVE AS CORRECT RECORD, THE MINUTES THE MEETING HELD ON 1st June 2021 – RESOLVED

21.07.004 COUNCILLOR CO-OPTION TO COUNCIL– TO CONSIDER AND APPROVE

Clerk adverted the vacancy, as per ESBC Election Team guidelines, with a deadline for 18th June 2021. One application received. Clerk advised by ESBC that as Jane Sargeant had attended June meeting, permission to co-opt in July meeting agreed, as legally should be appointed as soon as practicable.

Vote taken – unanimous – RESOLVED to co-opt Jane Sargeant to the Parish Council. Cllr Sargeant signed the Acceptance of Officer. Clerk to inform ESBC, create a Council email address, issue New Councillor Welcome pack and arrange a Clerk welcome meeting.

21.07.005 ELECTION OF OFFICERS AS REPRESENTATIVES ON– BRAMSHALL VILLAGE HALL COMMITTEE, STRAMSHALL VILLAGE HALL COMMITTEE, UTTOXETER QUARRY.

Councillors discussed Officer roles. SPCA Guidelines were issued by Clerk regarding conflict of interests.

Cllr Pattinson-Evans advised she was no longer on Bramshall Village Hall Committee, so no conflict of interest. RESOLVED Cllr Pattinson Evans as Bramshall Village Hall Representative.

Cllr Oulsnam advised still Chair of Stramshall Village Hall Committee, so a conflict of interest. Councillors RESOLVED Cllr Oulsnam as Stramshall Village Hall. Cllr Oulsnam will declare interest when Village Hall discussed in meeting. Clerk will gain guidance from Monitoring Officer for Council to consider re: declaration of interest.

Cllr Jones advised interest in Quarry Representative, no conflict of interest – RESOLVED Cllr Jones to attend Quarry Meetings.

Responsibility	Councillor
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Initial of Chairman.....1

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Quarry Representative	CLLR JONES
Bramshall Village Hall Representative	CLLR PATTINSON-EVANS
Stramshall Village Hall Representative	CLLR OULSNAM

21.07.006 QUARRY MEETING MINUTES – DISCUSS AND UPDATE QUARRY RE SITE VISIT

Councillors discussed minutes of Quarry Meeting. Councillors RESOLVED to continue with the Quarry minuted disabled parking request and Cllr Jones to attend site visit. Cllr Jones will attend next Quarry meeting 26th October 2021 and Clerk will distribute minutes of Quarry Meetings.

21.07.007 FINANCIAL REGULATIONS – CONSIDER AND APPROVE AMENDMENTS TO SECTIONS:

CONTRACTS and BANKING ARRANGEMENTS AND AUTHORISATION OF PAYMENTS

Clerk advised Councillors for the need to update the Financial Regulations with the following amendments: Councillors discussed.

Financial Regulations amended:

Contracts section Reference 11. L – to include the following:

“Clerk to monitor all contracts issued by Council as RFO, Clerk delegated to review and monitor contracts terms and conditions and monitor contractual obligations. See also Responsibilities Delegated to Clerk Policy – Appendix A”.

Vote taken: FOR 3 – AGAINST 6. Chair/Clerk to contact SPCA for further advice.

Banking Arrangements and Authorisation section Reference 5.2 to include the following

During January and August, invoice cheques will be signed between meetings, as no meetings are held. All payments will be reported at the next meeting.

Vote taken: FOR 6 – AGAINST 2 – RESOLVED – Clerk to update policy and upload to website.

21.07.008 PARISH COUNCIL ADMINISTRATION – CONSIDER AND APPROVE - MOBILE PHONE, COUNCIL STATIONARY ACCOUNT and HOME WORKING ALLOWANCE

Clerk requested the Council consider the following changes to Parish Council Administration:

Stationary Account – open one with Lyreco

<https://www.lyreco.com/webshop/ENEN/office-supplies-category-003.html> as Vote unanimous - RESOLVED – Clerk to complete account opening procedure, with Clerk, Chair and Vice Chair as signatories.

Homeworking Allowance: HMRC Home Working Allowance discussed.

RESOLVED to increase from £10 per month to £13 per month. Vote unanimous.

Mobile Phone – To replace clerk home phone number:

Two quote options considered from Vital Communications:

Sim Only Option:

Samsung A02 sim free £139.00

Business Sim Only Plan (24 month)

Unlimited minutes and texts 5GB data £10.00pm

Pay Monthly Business Plan Option:

Samsung A02 or A12 free of charge.

Business Essential Plan (24 months) including unlimited minutes & texts

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1GB data £21.00pm. All prices and charges are plus VAT.

RESOLVED to accept Sim Only option. Clerk to arrange contract, with Clerk, Chair and Vice Chair as signatures.

21.07.009 SPECIAL MOTION TO CHANGE RESOLUTION (Standing Orders No 7, Previous Resolutions) – PREVIOUS MINUTE REFERENCE 21.06.007 – ALLOTMENT LETTERS TO TENANT 7A/7B/8A/8B/11A/11B.

In line with Standing Orders No 7, the Clerk received 3 requests, Cllr Smith, Cllr Moore, Cllr Oulsnam to reverse the previous resolution regarding sending letters to plot holders made in 1st June 2021 meeting, reference 21.06.007.

Previous Resolution:

Plot 7a/7b/8a/8b – Clerk to write letter requesting path between boundary fence and allotment be reinstated, items on fence to be removed, rubbish on plot 8a to be removed and plot cultivated, rubbish in Greenhouse to be removed.

New Resolution:

Councillors discussed the content of the letters drafted in June by Clerk. Councillors RESOLVED for Cllr Moore to write a letter inviting tenant to a site visit with Chair and Vice Chair to discuss non-cultivation of his 4 plots, with the view to releasing two plots.

VOTE – FOR 8 – AGAINST 1

Previous Resolution:

Plot 11a/11b – Clerk to write letter advising that tenant signed contract for two plots and to reinstate the path between the two plots. Tenant to write to Council for the December 2021 meeting, if any contractual changes to be requested for 2022/2023 contract.

New Resolution:

Councillors RESOLVED to not send a letter to tenant regarding reinstatement of path between plots.

21.07.0010 TREE SAPLINGS ON STRAMSHALL PLAYING FIELDS – DISCUSS DAMAGE AND APPROVE SOLUTION

Councillors discussed damage to Saplings and RESOLVED for Clerk to write to both Grass Cutting Contractors highlighting the need for care while cutting around Saplings and to include a map of the Saplings planting area for reference.

21.07.0011 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

- ALLOTMENT REPORT – FROM CLERK AND ALLOTMENT REPRESENTATIVE.

CLERK REPORT:

Plot 3a/3b – Clerk sent email with Council decision regarding concrete base/path.

Plot Numbering – Clerk put notice on noticeboard requesting numbering.

Trip Hazard was reported to Allotment Representative, who resolved the issue with the Plot holder 3a. Clerk was informed by Allotment Representative. Clerk advised Chair and Vice Chair for the need of a risk assessment.

Strawberry Garden Centre discount card - Plot 4b informed clerk that card had

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not arrived, Clerk arranged for a new card to be collected 18.06.2021

Plot 6b gave notice – Clerk emailed tenant asked for confirmation of notice.

Vice Chair advised Clerk to contact first person on waiting list. Allotment representative will show the first person on the waiting list the site, Clerk will issue the contract. Clerk reported that site visit taken place and first person on waiting list would like to become a tenant. Councillors RESOLVED to accept as new Tenant. Clerk to issue Contract. Clerk advised to forgo rent due to non cultivation and only half year of growing season. Councillors RESOLVED to forgo rent for this contractual year and charge from 1st February 2022. –

Plot 12b - Clerk approached by tenant for permission to grow potatoes in 1 rows of Plot 12c for this contractual year – Council gave permission.

Plot 5a – letter received by tenant, with request for wife to be added to contract – Clerk sent letter to confirm 29.06.2021 (see previous minutes)

Plot 12a non cultivation of 2/3 of plot reported to Clerk.

The council discussed a possibly ill-informed informal arrangement between plotholders for one to cultivate another's plot. All parties were reminded that decisions regarding tenancy arrangements must be brought to Council for agreement. The Council RESOLVED to allow the agreement to stand temporarily.

Plot 4a – Clerk had reports of weeds, tenant advised weeds will be cleared by weekend.

Contractual Letters for non-cultivation- Clerk provided draft copies of Contract Letters 1,2,3 for consideration – Councillors RESOLVED to accept letters, but altering 7 days to 14 days and Council would instruct Clerk who/when to send out letters.

Allotment Rep Report

No new issues or concerns raised to Allotment Rep.

On going issues:

The brown bin continues to be overfilled , maybe a sign could be put on it reminding people of what should be put in it and not to overfill.

The weeds have been removed off plot 13b as was requested so resolved. Plot 4a has been weeded again as was requested also resolved. Notice has been given on plot 6b and Clerk is notifying the next person on the waiting list. Other allotment holders have cut down the weeds on this plot and rotavated it to prevent weeds spreading across the allotment. A trip hazard was identified on edging by the path, the plot holder removed the edging so no further action is required. There are currently three people on the waiting list

Councillors discussed the Brown Bin – RESOLVED that notice to be created by Clerk, with the following wording. If the Brown Bin continues to be overfilled, which is against Contract point X, the Council will take actions to remove the facility. VOTE – FOR 8 – AGAINST – 0 – ABSTAIN – 1.

- SEE SAW INSTALLATION – PLAY AREA, STRAMSHALL PLAYING FIELDS, UPDATE.
Clerk confirmed order with Streetscape for a Ghost See Saw – 02.06.2021
Clerk advised Wicksteed they were unsuccessful. 02.06.2021
Clerk attended site visit with Streetscape to mark out area, (behind climbing

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frame and next to slide) 05.07.2021. Streetscape advised installation within the next 10 working days of site visit.

- VILLAGE GATEWAY SIGNS – WORKING GROUP UPDATE – CONSIDER AND APPROVE

Clerk provided project matrix to Working Group so quotes could be gained.
No update from Working Group.

- BRAMSHALL SPEED INDICATOR SIGNS – WORKING GROUP UPDATE - CONSIDER AND APPROVE

Clerk confirmed acceptance of Quote with ElanCity.

Clerk advised Morelock their Quote unsuccessful 02.06.2021

Clerk provided project matrix to Working Group so installation could begin.
No update from Working Group.

- BRAMSHALL STILE REPAIRS – UPDATE – CONSIDER AND APPROVE FURTHER REPAIRS

Clerk ordered stile stock from Rights of Way Team 02.06.2021

Clerk confirmed with WH Durose the order for repairs 02.06.2021

All stiles except 2 were repaired – the two not repaired were due to landowner advising that gateway in field deemed sufficient for access.

Clerk carried out site visit and took photos of all stiles repaired 17.06.2021

Clerk created a Rights of Way update so stock used confirmed, sent to Rights of Way Team on 02.07.2021 with photos. Copy sent to Cllr Pattinson-Evans, Chair and Vice Chair.

Cllr Pattinson-Evans advised Council for the need to carry out 3 further repairs: Dagdale Stile, Stocks Farm signage, Pigeonhay Finger Post:

WH Durose quote reviewed:

Dagdale Stile - £250 +VAT, Stocks Farm signage - £50 +VAT, Pigeonhay Lane – fingerpost - £30 +VAT

RESOLVED TO ACCEPT QUOTE – Clerk to instruct WH Durose to carry out works.
Clerk unable to gain second quote as second Lengthsman details not provided by Councillors. Clerk to report back to Rights of Way Team that all works have been completed with Stile stock provided.

- WILDFLOWER BORDER – HIGH STREET, STRAMSHALL – DISCUSS, CONSIDER AND APPROVE SOLUTION

Clerk advised SJL Landscapes change of contract, maintenance no longer required 02.06.2021

Clerk put a request for volunteers onto website and Allotment Noticeboard – 09.06.2021.

Clerk updated Severn Trent Water on the change to the project funding allocation, in line with the Funding Contract.

Severn Trent Water advised Clerk that Severn Trent will “*update our system to show there has been a change to how the remaining part of the grant will be spent. Please send copies of the receipts for the wild flower plants you purchase*”

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each year with the allocation so that we have proof of spend, and that you let us know if for any reason the amount isn't spent in full. It would be great if you could also keep us updated with how the project is coming along".

Clerk reported to Council that 4 Volunteers had come forward:

Les Tench, Fay Phoenix, Steve Dobson and Pauline Wilson.

RESOLVED to accept their offer of help. Clerk to advise volunteers that Cllr Ollerenshaw will be contact between Council and Volunteer Group with Clerk to administer all purchase invoices/receipt and continue to liaise with Severn Trent on budget spend each year.

- STRAMSHALL HIGH STREET BENCH INSTALLATION– UPDATE

The bench was installed on 03.06.2021 by WH Durose. The resident donated the asset to the Parish Council, via email 18.06.2021. Clerk updated the Asset Register and informed insurance company. 22.06.2021

The Council would like to thank the resident for providing this invaluable asset to the Village and RESOLVED Clerk to write a Thank you letter.

- LOXLEY JUNCTION – WORKING GROUP UPDATE

Site visit arranged between Working Group and Richard Rayson, Staffordshire County Council, for 5th July 2021 @ 2pm. Working Group is Chair, Vice Chair and Clerks from Kingstone Parish Council and Uttoxeter Rural Parish Council. Clerks of Kingstone and Uttoxeter Rural updated their Councils with the following from site visit:

SCC will produce plans for a staggered junction and will provide both Councils with designs. Funding for this project will need a contribution from Parish Councils.

SCC agreed to provide plans to site 3 flashing VAR Signs (Solar) at the approach to the junction (2 in Kingstone Parish, 1 in Uttoxeter Rural), to be installed in the interim, as staggered junction project could take 18 months. SCC will provide decision to Clerks within 10 days on location and if permission granted.

Councillors discussed the VAR sign for Loxley Lane and RESOLVED to install the VAR Sign in between meetings, if permission granted by SCC, using Ear Marked Budget Funds £2,200. Clerk to continue to manage project.

Working Group issued a letter of complaint to Chief of Police regarding report to Coroner by Police with regards to Loxley Junction accidents – 11.06.2021

Kingstone Clerk collated list of accidents from 1997 – 2020 – forwarded to working group 17.06.2021

Uttoxeter Rural Clerk collated a list of junction improvement requests forwarded to the Working Group 18.06.2021

Working Group meeting scheduled for 29th June 2021 at 6pm – did not take place.

- COUNCILLOR TRAINING – CONSIDER QUOTATION AND APPROVE

Clerk contacted SPCA who advised they can arrange bespoke Councillor training based on Becoming a better Councillor Training course.

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Quote received: £ 700 for 16 places – to be delivered over 2 nightly sessions via Zoom. Clerk updated Councillors and advised them to review Budget before Vote. Councillors RESOLVED to accept quotation and requested Clerk to contact neighbouring Council to offer the 7 remaining places. Fee would be £43.75 for a place. (£700/16) Councils to be contacted by email are: Kingstone, Leigh, Marchington, Town Council 15.06.2021

- HOLLINGTON LANE, STRAMSHALL – SITE VISIT FOR REQUESTED FLOWER BED – DATE TO BE APPROVED

Councillors discussed the suggestion for a flower bed on the verge in Hollington Lane, Stramshall which was brought to Council in March 2021 Meeting.

Councillors will meet with residents to discuss requests on 2nd August 2021 at 4.30pm. Clerk to create a flyer and print 30. Cllr Ollerenshaw and Cllr Oulsnam to distribute to Hollington Lane residents.

Clerk advised Councillors that no budgeted funds within this financial year. The project could be considered for 2022 and project costs to be presented for consideration in Budget meeting in Nov/Dec 2021.

- PARISH GRASS CUTTING TENDERS – DISCUSS PROCESS AND RESOLVE TIMELINE

Clerk advised Council on the process to gain quotes for the 3yr grass cutting contract, ie Clerk to review previous grass cutting spec, to advertise tender, approach at least 3 companies locally to submit tenders. Clerk to arrange site visit and set deadline for submission of quotes.

Clerk requested Council to delay this process by one year due to requirement for Councillor involvement in the process. Council RESOLVED to delay by One Year and to set up a Working Group to review the process.

Councillors RESOLVED to extend the current contract with SJL Landscapes by one year, Clerk to inform SJL Landscapes and request a price increase for the year of inflation only, as per existing contract.

21st September.

- ASSET REPAIRS – BENCHES – CHURCH YARD (STRAMSHALL), PLAYING FIELDS (STRAMSHALL) VILLAGE GREEN (SPATH) – CONSIDER QUOTE AND APPROVE

Clerk gained quote from WH Durose, Clerk unable to gain a second quote:

Church Yard bench - £110 +VAT

Playing Fields bench - £150 +VAT

Spath Bench - £150+VAT

VOTE: FOR 7 – AGAINST 0 – ABSTAIN – 2. RESOLVED.

21.07.0012 PUBLIC PARTICIPATION - The item, Public Participation, allows 15 minutes of each Parish Council Meeting, for members of the public to make representations or give evidence in connection with items included on the agenda. Each representation must be a maximum of 3 minutes. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest. NONE.

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21.07.0013 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS:

Councillors reminded to send comments to Cllr Jones, so he can collate and present at meeting, no need to copy clerk to comments. Clerk will upload final comments to ESBC website.

UPDATE on previous Planning Applications:

P/2021/00539 - Field Head Farm Combridge Lane Combridge Staffordshire ST14 5JA - Screening Opinion – clerk received email with details of the location and extent of all sites, monuments and historic buildings recorded within the area from Croxden Parish Council.

NEW

P/2021/00713 - The Former Robin Hood Leigh Lane Bramshall ST14 5BH - Outline application for the erection of two dwellings with all matters reserved – Comments added 30.06.2021 - Uttoxeter Rural Parish Council have the following comments to make on this application: The development is outside the settlement boundary and we would not want this development to set a precedent. However, as the site has suffered extensive fire damage and is in a dilapidated state, the Council would welcome a sympathetically designed development.

P/2021/00772 - Railway Crossing House Stone Road Bramshall ST14 8SH - Erection of a single storey rear extension – No comment added 30.06.2021

P/2021/00819 - 5 The Orchard Stramshall Staffordshire ST14 5AY - Erection of a single storey rear extension – No comment added 30.06.2021

DECISIONS

P/2021/00379 - Unit 19 Bramshall Industrial Estate Bramshall Staffordshire ST14 8TD - Retention of a detached industrial unit for storage & distribution (Class B8) – PERMITS

P/2021/00550 - Springfields St Michaels Road Stramshall ST14 5DU - Installation of package treatment plant and discharge to existing land drain - PERMITS

21.07.0014 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - NONE

21.07.0015 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RATIFY UPDATED ASSET REGISTER AND TO RECEIVE UPDATE REGARDING FINANCE:

June payments sent on 02.06.2021

Audit Papers sent to Mazars on evening 01.06.2021 – forwarded to Chair and Vice Chair 02.06.2021 – All papers onto website.

P11D – HMRC updated re: remote working expenses. The Council currently pay £10 per month.

Zurich insurance onto website – 08.06.2021

Zurich Insurance – New Bench – Zurich advised adding this bench to your policy would incur an additional premium of £2.76, which will be waived, nothing extra to pay between now and renewal – New TAP Schedule received 23.06.2021 Chair and Vice Chair informed.

Allotment Water – Quarter Reconciliation highlighted South Staffs Water DD not taken in April, May, June 2021. Clerk contacted and asked for DD to be reinstated FROM 01.07.2021– Chair and Vice Chair advised 11.06.2021

Asset Register updated with new bench – New Asset total is £60,903.59 – RATIFIED –

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Clerk to add to website. (previous total was £60,497.42)

Banking – Lloyds and Leek BS – signatures:

Lloyds - Clerk to arrange remove Cllr Slater and to add Cllr Jones and Cllr Sargeant.

Leek BS – Clerk to arrange remove Mr Postlewaite and add Cllr Moore.

Council Administration Standing order – letter created to increase Council

Administration standing order Chair, Vice Chair and Cllr Pattinson-Evans signed. Clerk to deliver to Lloyds Bank. New standing order to start 01.08.2021

Cheque Number	Details	Amount
40/SO	Council Administration – 1 st July	£449.67
41/DD	Pennon Water – Allotments	£25
42/244	Council Administration – April, May, June, July underpayment	£184.48
43/245	WH Durose – Bramshall Stile repairs	£1632 (inc £272 VAT)
44/246	Doveridge Landscapes – May - 2 cuts of Stramshall Church Yard	£260
45/247	SJL Landscapes Ltd – cut 2 and 3 of 11	£649.72 (inc £108.29 VAT)
46/248	Ccleaner computer software – refund Clerk	£24.95
47/249	SPCA – Community Events Training – Clerk	£30
48/250	Clerk expenses	£14.50
49/251	Council Administration – overtime for June	£155.65
Bank Balances		
01.06.2021	Lloyds	£18,930.33
09.12.2020	Leek BS	£15,157.02

21.07.0016 CORRESPONDENCE – DISCUSS AND APPROVE ACTIONS REQUIRED

Road Closure Notice - Stone Road, Bramshall 4th – 5th July 2021 TTRO Plan details:

<https://one.network/?tm=122017837> – put on website

Emergency Alerts - The government is launching a new Emergency Alerts system this summer, For further details see: www.gov.uk/alerts (SPCA bulletin 10.06.2021)

Footpath 87 – Land Adjacent To Uttoxeter Old Road, Spath – ESBC update

Clerk received a report that Cllr George Allen, ESBC has reported to ESBC Enforcement Team, who carried out a site visit and advised both the persons doing the work and the owner that planning permission would be required for the works and advised to stop the works pending planning permission. If works continue a temporary stop notice will be served. Clerk updated Councillors 11.06.2021

Footpath 87 – Land Adjacent to Uttoxeter Old Road, Spath – Chair informed Councillors that Cllr Allen from East Staffordshire Borough Council are in contact with the owner

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regarding planning permission requirements and Environment Agency (incident number 1953332) has been informed by ESBC - 15.06.2021

Footpath 87 – Hedge and vegetation overgrown – resident telephoned clerk regarding footpath – Clerk advised SCC will be informed, details sent to Cllr Smith to report 15.06.2021. Clerk updated resident on 18.06.2021 that landowner had cut back all vegetation. Resident contacted Clerk – “On behalf of all of us who walk the path, a big thank you. It has certainly made a difference.” 19.06.2021

Speed Limit Reduction – Creighton Lane/Farm Lane (Broomyclose Lane), Stramshall – Resident requested that Parish Council include within the S106 funding plan a speed limit reduction for Creighton Lane/Farm Lane from 60mph to 30mph. Councillors discussed request and will add request to Staffordshire County Council Highways ReportIT system.

Stocks Lane, Bramshall –bollards– Resident contacted Clerk regarding parking on verges. Clerk advised to contact SCC Highways to request bollards – 11.06.2021

Bus Stop Sign – Spath – resident advised that the bus stop sign has not been replaced – Clerk to contact First Bus Company for an update – 11.06.2021 - Case Reference: CC/20/137234. SSC-CustomerFeedback@firstgroup.com

School Holiday activities and food – information provided and added to website - <https://www.staffordshire.gov.uk/Education/Educational-awards-benefits/Holiday-activities-and-food/Holiday-Activities-and-Food.aspx> 15.06.2021

Road Closures – Bennetts Lane and Loxley Lane – various dates in July/August – details on website 15.06.2021

CPRE Staffordshire, the countryside charity have a new initiative to promote the Staffordshire Way and need Volunteers. <https://www.cprestaffordshire.org.uk/get-involved/> Details on website 15.06.2021

Bramshall Stile Repairs – Clerk received an email from a resident thanking the Council for carrying out the works 18.06.2021 – forwarded to Councillors.

High Sheriff's Tour of the Trent Valley – details sent by Staffordshire.Community.Foundation@dotdigital-email.com forwarded to Councillors 18.06.2021

Queen’s Platinum Jubilee Beacons – 2nd June 2022 – SPCA bulletin 24.06.2021 – Councillors RESOLVED not to take part.

Boundary Commission Review of Parliamentary Constituencies – SPCA Bulletin 24.06.201 <https://www.bcereviews.org.uk/> deadline for comments 8th August 2021

S106 Stramshall – email from SCC regarding access required by farm equipment to Vicarage Drive. Clerk contacted Landowner and forwarded response to SCC.

NALC update via SPCA bulletin 24.06.2021 - Member councils are respectfully reminded that electronic copies of NALC publications, including “The Good Councillor’s Guide” and Legal Topic Notes should not be uploaded to publicly accessible areas of member councils’ websites. Such documents contain proprietary information which needs to be safeguarded and is only made available to member councils and individual councillors as part of the subscription-based service. Clerk removed Good Councillor Guide from website 24.06.2021

Allotment Parking – email received from Stramshall Resident.

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Resident advised Council that parking opposite driveway causing visibility obstruction, resulting in near collision. Councillors RESOLVED for Clerk to post a notice on Allotment Noticeboard to advise tenants to park responsibly.

Play Inspection Report – June 21 – DSK Engineering reported goal post issues (crack on welded joint, rocking on foundations) and wooden Bench in need of varnish. Cllr Ollerenshaw to carry out an inspection and liaise with MH Goals on solution and report back to Council.

Supportive Communities Training Sessions that are being delivered by Support Staffordshire. To book, visit:

<https://www.supportstaffordshire.org.uk/events/upcoming-training> Forwarded to Councillors 02.07.2021

Uttoxeter Master Plan Consultation – details sent to Councillors for July on line events. Public consultation will take place in August – 02.07.2021

2021 Community Fund is now live until the end of October, and applicants can see the detail and apply at www.staffordshire.gov.uk/2021CommunityFund

21.07.0017 CLERK REPORT/UPDATE

Project Management training took place, 1st, 8th, 15th June – slide provided and saved in Clerk Training folder

Community Events Planning training took place 09.06.2021 – 10 -12.30

Speeding Traffic Concerns – Clerk uploaded the following onto the website:

Do you have concerns about speeding traffic within the Parish? If so, Parish Councils would guide you to the report facility via the Staffordshire County Council Report IT website – <https://apps2.staffordshire.gov.uk/web/reportfault/#divSelectionHeader>. First click on Create a new report, then by choosing the traffic management button and then traffic calming button. You will need a postcode to continue with the report.

Parish Councils would also encourage residents to report speeding concerns to Staffordshire Road Safety Partnership, using their dedicated form-

<https://staffssaferroads.co.uk/report-a-speeding-concern/>

Parish Councils can report concerns to both agencies above, but have no powers other than this, but the more residents report issues to both of the above, the more likely the concern will be investigated by both Staffordshire County Council and Staffordshire Road Safety Partnership.

Speed Van “Bramshall” – Clerk received an update from Staffordshire Safer Roads Partnership – “it may be possible to include this road on our cyclical programme of Community Concern mobile enforcement sites. We are at present awaiting the results of a traffic speed survey that has been requested, which may also be used by other organisations within our partnership to undertake further investigation in the future or; be used as evidence to support enforcement activities at this location in the future. Upon receipt of the completed traffic speed data survey, following an assessment, an update will be provided in relation to the results of the survey and what if any, action will be undertaken. Forwarded to Councillors 04.06.2021

Goal Posts – Stramshall – Press Release and photo sent to Echo newspaper and Uttoxeter Voice magazine – 04.06.2021 – article in Echo newspaper 09.06.2021- article in Uttoxeter and Cheadle Voice Magazine (issue 105) – sent to Councillors

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JCB Speed Watch – received an update that once their teams become operational again (COVID), they will carry out a session in Stramshall. 09.06.2021

Footpath 87, Spath – Hedge laying – Clerk contacted new landowner providing details of hedge laying plan. He will review the idea and update the Council.

Clerk contacted Mr Barker (Hedge Layer) to advise of the situation – 11.06.2021

Clerk advised by landowner that hedge had been cut back to enable walkers to pass unhindered. 17.06.2021. Clerk informed SJL Landscapes that our contract with them had changed for cutting this hedge, this element was no longer required 22.06.2021

Defib inspections – Clerk requested weekly/monthly reports, both Bramshall and Stramshall received. 06.07.2021

Clerk contract amendments and salary amendments – Clerk prepared an amendment to the contract for Chair to sign – amendment of hours from 9 per week to 10 per week. Reference 21.03.0015 March Meeting 2021. Clerk created letter for Lloyds Bank for Standing Order payments to be raised from £449.67 to £499.63 from 1st August and will include in the cheque payments a cheque for £184.48 for back pay -Cllr Moore and Cllr Dunn to provide confirmation of correct amount. Clerk holiday entitlement to be recalculated by Staffing Committee – see Annual Leave Policy.

Clerk holiday request –23rd, 27th, 28th July (10hrs), sent email to Staffing Committee– RESOLVED.

Emails to Councillors – Clerk/Vice Chair would like to reduce the amount of emails sent to councillors and only send SPCA and Planning, plus Important ones, the rest to be reported in the correspondence section of Minutes. Councillors RESOLVED new system.

Mileage - SPCA confirmed the following: the 2009 agreement mileage rates are concerned - 45p. E13-09 Employment briefing provided to Chair and Vice Chair

STRAMSHALL BENCH FOR PLAYING FIELDS –DONATION BY MARREN FAMILY -

Clerk sent follow up email to Marren Family, asking for details 22.06.2021 – nothing received by deadline, so unable to add to July Agenda.

Councillor Training Log – Clerk created and asked Councillors to update her before end of July with further training they have attended. 30.06.2021

Clerk Training Log – Clerk Created and updated 30.06.2021

Clerk Holiday Reporting Log created and sent to Councillors with Annual Leave Policy – 30.06.2021

ESBC Electoral Role update – current electorates in Parish is 1,313

Bramshall Footpath Stile Repairs – Collated repairs report for Rights of Way Team – sent 02.07.2021

Overtime – Clerk sent timesheets for June to Staffing Committee. Reported 13.5 hours overtime. Councillors to decide if offering Time off in Lieu or Payment. Vote Taken: FOR 8 – AGAINST – 0 – ABSTAIN 1. RESOLVED for Cheque to be signed at meeting.

Timesheets – Clerk will submit monthly time sheets, rather than Meeting time sheets, to Staffing Committee and will advise when hours worked reaches 38, so guidance of work to be carried out can take place.

21.07.0018 COUNCILLORS REPORTS (information only)

Bus Stop sign opposite Allotments is obscured – Chair to approach landowner to remove vegetation.

Initial of Chairman.....12

Uttoxeter Rural Parish Council - Minutes

Litter Bins and Litter Signs for Bramshall – Clerk to follow up previous request from ESBC.

Standing Orders were suspended and VOTE to continue meeting for 30 mins.

Speeding Traffic on Bennetts Lane – Clerk to follow up previous request for Speed Van to be located on lane.

Speed Van, Stone Road, Bramshall – update received – Waiting for Data to be provided to Speed Van Team. Bramshall have an active Speedwatch Group in the village which provides regular reports to the Partnership. The Council wondered why the info that the Group has collected, over several years, can not be used to justify police van presence. Why is another traffic survey needed?

Staffing Committee – meeting updated a workshop held, request for Clerk to provide various items for review by end of July.

Stramshall Playing Fields Bench – Marren Family provided an update on location and type of bench to be installed - 5 trees down from the side entrance, under trees for shade. Bench measurement are 5 foot wide 26 inches width and 40 inches high and is made of wood. It will donate bench to the Parish Council, but Marren Family will maintain it. Councillors to advise if concrete or slab base required, the base will be donated by Stramshall Football Club Committee.

Councillors discussed offer and SPCA advised Clerk that offer can be accepted at this meeting, but put onto Agenda for September Meeting to ensure a RESOLUTION is passed. Councillors to meet with Marren Family to decide on exact location and base requirements. Clerk to send invitation to Marren Family, with Chair and Vice Chair contact details in order that site visit can take place.

Monthly Risk Assessment for Playing Fields provided to Clerk for filing.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 7th September 2021 at 7.30pm at St Lawrence Church, Bramshall - The meeting was formally closed at 21.43.

.....CHAIRMAN