

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

Minutes of a meeting held on Tuesday, 7th September 2021, at the Church Room, The Church of St Lawrence Church, Church Lane, Bramshall, ST14 5BQ. The meeting commenced at 7.30pm.

Present: Cllr Dartnell, Cllr Jones, Cllr Ollerenshaw, Cllr Oulsnam, Cllr Pattinson-Evans, Cllr Moore, Cllr P Smith, Mrs Gibson (clerk), Fay Phoenix (Allotment Rep), Mr. M. Stillwell, Mrs. P. Ollerenshaw, Mr. P. Gibson and Cllr C Whittaker (Borough)

Council advised by St Lawrence Church - please ensure everyone sanitizes in and out for the meeting, that's one thing we would like everyone to do entering church.

21.09.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Sargeant.

21.09.002 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 received.

21.09.003 TO RESOLVE THE MINUTES OF PARISH MEETING HELD ON 6th July 2021 ARE A CORRECT RECORD.

Clerk advised meeting that draft minutes were not a correct record. Clerk to report back to October meeting.

Cllr Oulsnam made a statement about the minutes.

Cllr Moore made a statement about the July minutes and Clerks September “Working” Minutes.

Councillors voted For: 6, Against: 1, Abstain: 1 to only receive the Agenda for the meeting from now on. RESOLVED

21.09.004 COUNCILLOR VACANCY – PROCEDURE UPDATE AND REALLOCATE RETIRING COUNCILLOR DUTIES

Council provided with procedure for Vacancy. Vacancy Notice on the website and Noticeboards. Notice to be displayed from 20.08.2021 to 09.09.2021.

Councillors discussed reallocating retiring Councillor’s duties and RESOLVED the following:

Role	Councillor
Internal Audit	Cllr Oulsnam
Uttoxeter Charities Representative	Cllr Pattinson-Evans
Staffing Committee	Cllr Sargeant
Bramshall Working Group	Cllr Sargeant

Clerk to update the website.

21.09.005 BRAMSHALL – TRAFFIC MEASURES – CONSIDER CORRESPONDENCE FROM RESIDENT
Councillors discussed the correspondence received by resident on 29.07.2021.

Councillors voted, For: 6 – Against: 0, Abstain: 1 and RESOLVED to hold an extraordinary meeting to discuss Bramshall Traffic Measures. Councillors to provide Clerk with dates they are available so the meeting can be called.

Initial of Chairman.....1

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

21.09.006 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.

Bramshall Traffic - Resident updated the meeting that Bennetts Lane, Bramshall has speeding traffic issues and is a bottle neck in places, which causes concerns. Resident requested the Councillors review the national speed limit on the road, concerns about the narrow bridge by the railway crossing, the security and safety of the railway level crossing and pedestrian access along the road. Resident stated that he had been informed by his neighbour of the contents of item 21.09.005 and was in full agreement with the suggestions sent to Council. Councillors RESOLVED to write to ESBC Planning Committee to ask if any S106 funds could be allocated to Bramshall, in light of the extra housing being proposed on Bramshall Meadows.

July Minutes – Resident addressed the meeting about the removal from the Draft minutes of her correspondence with the Council. The resident asked for a written explanation from Council within 14 working days on why her correspondence had been discussed in the July meeting, but not been included within the Minutes. Councillors RESOLVED to provide the explanation to the resident.

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

- **HOLLINGTON LANE – FLOWERBED – CONSIDER REQUESTS AND APPROVE**

Site visit took place 2nd August 2021 at 4.30pm

Chairman updated the meeting that residents requested a flower bed with fruit trees. Resident requested a layby be created. Residents requested an extension to the existing bollards.

Council RESOLVED: Cllr Ollerenshaw to liaise with residents on the design and plants needed for the flower bed, bringing a price back to Council by November meeting, so funds can be included in next years budget. Clerk to contact Staffordshire County Council regarding layby and bollards.

- **LOXLEY JUNCTION VEHICLE ACTIVATION SIGN (VAS) – CONSIDER INSTALLATION COSTS AND APPROVE**

July Meeting Minutes: 21.07.0011 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.

Update: Clerk obtained figures from contractors 20.07.2021 – Total £2616 (ex VAT). Budget reviewed and Clerk suggested using Loxley Junction Budgeted amount of £2,200 and to virement of funds originally allocated to Stramshall VAS sign moving, as this is now within S106 Funding project. The virement fund total is £416. Clerk sent email to SPCA for guidance on placing the order

Initial of Chairman.....2

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

between meeting 11.08.2021 and was advised to include in September agenda. Councillors RESOLVED by unanimous vote to virement funds for the costs, as above. Clerk to continue to manage project.

- **BESPOKE COUNCILLOR TRAINING – UPDATE – DATE AND ATTENDANCE**

Councillors advised date for training:

Monday evenings. 20th September and 27th September. 6.30 pm – 9.00 pm

Clerk sent email 05.08.2021 to Kingstone, Leigh, Marchington, Town Council to offer 7 remaining places. Fee/donation would be £43.75 for a place. (£700/16)

Uttoxeter Town confirmed one place.

- **WILDFLOWER BORDER – STRAMSHALL – UPDATE ON PROGRESS**

Cllr Ollerenshaw updated Council that this project could not be completed.

Councillors discussed funding received for the project.

RESOLVED for Clerk to approach funding body to find out if funds can be transferred to a different project i.e.: to plant Wildflowers on the Playing Fields and on a site in Bramshall. Clerk to report back to October meeting.

- **VILLAGE GATEWAY SIGNS – CONSIDER QUOTES AND APPROVE**

Cllr Jones updated the meeting with a quote to provide the wood gateway fencing. Councillors reviewed the quote and budget (£3,738).

Councillors RESOLVED by a vote, For: 6, Against: 0, Abstain: 1 to accept the Bennetts Lane Gateway Quote for this year.

Bennetts Lane • Oak timber gateway 1.6 metres wide, handmade - £560.

Post and rail fencing – (approximately 4.8 metres) - £140. Oak timber gateway 1 metre wide - £540. Site levelling and sowing wild flower seeds (seeds not

included) - £80. Erecting of 2 gateways and post and rail fencing - £840 -

Total - £2160.

Cllr Jones advised that signage would need to be purchased separately and investigation into land ownership for the proposed site location is ongoing.

- **GRASS CUTTING CONTRACT – UPDATE**

SJL Landscapes Ltd confirmed they are pleased to extend the Grass Cutting

Contract for a further 12 months subject to price increase at the inflation rate of 2.5% - sent to Councillors 11.08.2021

- **COUNCIL MOBILE PHONE – CONSIDER ALTERNATIVE OPTION AND APPROVE.**

Council updated that Vital Business Communication are unable to provide the telephone, due to contract name needed.

Councillors RESOLVED by unanimous vote that Clerk to purchase a Tesco Pay as You go phone and £10 per month sim card.

21.09.008 TREE INSPECTIONS – CONSIDER ZURICH INSURANCE ADVICE AND APPROVE ACTION NEEDED.

Council updated that Zurich Insurance expects that trees within the Parish are included

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

in at least an annual inspection by a qualified individual, such as a tree surgeon, and their advice is followed up on as soon as is reasonably possible.

Council RESOLVED by a unanimous vote for the Clerk to gain two quotes for an annual inspection, for consideration in October meeting.

21.09.009 MARREN BENCH – CONSIDER AND APPROVE

Council RESOLVED by unanimous vote to accept the offer from the Marren Family to provide a bench for Stramshall Playing Fields. The bench will be located on the side of the football pitch.

21.09.0010 BRAMSHALL – SPEED VAN UPDATE

Cllr Dartnell updated Council with regards to the request to Staffordshire Safer Road Reference number 20-06-087 for the Speed Van to be located on B5027 Stone Road, Bramshall. The Speed Van site assessment process is underway and once confirmed the location will then be set up as a community concern mobile enforcement site and enforcement activity will commence. Chair thanked Cllr Dartnell for his work to resolve this issue.

21.09.0011 WEST MIDLANDS AMBULANCE SERVICE FIRST RESPONDER SERVICE FOR PARISH.

Clerk received two letters that Uttoxeter Town have sent to West Midlands Ambulance in response to the withdrawal of First Responders Service being based in Uttoxeter. Councillors RESOLVED for Clerk to write to West Midlands Ambulance Service in support of the Uttoxeter Town letters.

21.09.0012 ALLOTMENTS – CLERK AND ALLOTMENT REPRESENTATIVE REPORTS

Clerk Report:

Plot 6b contract issued 07.07.2021. Plot 6b gave notice of vacancy 09.08.2021.

Councillors RESOLVED to offer Plot 6b to first person on Waiting List.

Fay Phoenix will provide guidance to new tenant on boundary of plot.

Waiting List – a resident from Checkley submitted an application for a large plot, added to waiting list 22.08.2021

Brown Bin Notice – created 20.07.2021

Parking Notice – created 30.07.2021

Question from Tenant – Can the Council explain the allocation of Plot 12a.

Clerk sent to Chair and Vice Chair for guidance.

Question from Tenant – Can the Council review how allotment reports are reported.

Allotment Administration: Report reputation regarding allotment administration is a concern. Councillors discussed holding a public meeting to resolve issues. Council RESOLVED by vote, For: 0, Against: 6, Abstain: 1 to not hold a meeting.

Plot 7a/7b/8a/8b – Letter from Chair sent regarding non cultivation and release of plots 8a/8b – no update.

Trip Hazard – main path – reported 01.09.2021 and resolved by WH Durose 01.09.2021, after site visit by Clerk.

Allotment Representative Report - FAY

01/09/2021

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

A plot holder has identified, on the main path alongside the top water trough, one of the slabs has sunken slightly leaving an edge on the next one sticking up. A potential trip hazard please can this be looked at. The vacant plot has now been taken on and we currently have one person on the waiting list for a second plot. A plot holder has indicated he is going to be giving his plot up due to health concerns at the end of the season, I have requested that he put this in writing to Clerk when he is ready to do so. No other concerns or issues raised to me at this current time.

21.09.0013 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS

NEW

P/2021/00900 - Former Stable at Dagdale Lane Dagdale Bramshall Uttoxeter ST14 5BJ - Conversion and alterations of existing stables to form dwelling (Revised Scheme) – No comment added 30.07.2021

P/2021/00793 - Spring Farm Stone Road Bramshall ST14 8SH - Conversion and alterations of agricultural building to form annexe and erection of a replacement building for domestic garage, home office and stables including change of use of land to part of domestic curtilage – No comment added 27.08.2021

P/2021/01088 - Joy Lane and Sons Firewood Merchants The Woodyard Hollington Lane Stramshall Staffordshire ST14 5ER - Retention of a mobile home for a further 3 years – No guidance received on comment to be added.

P/2021/01052 - West Lodge Stone Road Bramshall Staffordshire ST14 5BG - Erection of a detached 4 bay garage –No comment to be added.

DECISIONS

P/2020/00663 – Woodford Park Farm Moisty Lane Marchington ST14 8JY- Erection of an agricultural workers dwelling to replace existing temporary dwelling – PERMITS

P/2021/00713 – The Former Robin Hood Leigh Lane Bramshall ST14 5BH – Outline application for the erection of two dwellings with all matters reserved – REFUSES

P/2021/00772 – Railway Crossing House Stone Road Bramshall ST14 8SH – Erection of a single storey rear extension – PERMITS

P/2021/00606 – 3 Crakemars Hall Old Uttoxeter Road Crakemars ST14 5AR – Erection of a two storey and single storey rear extension and roof alterations, erection of a single storey rear extension to existing garage – PERMITS

P/2021/00819 – 5 The Orchard Stramshall Staffordshire ST14 5AY – Erection of a single storey rear extension – PERMITS

21.09.0014 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - Cllr Whittaker.

Cllr Whittaker addressed the meeting, with details of election for Tutbury and planning updates.

21.09.0015 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW:

All payments made on 07.07.2021

Cheques Reference: 50,51,52,55 signed in between meetings- 21.07.2021 and 12.08.2021

Leek BS – signature removal and adding new signature form completed.

Lloyds Bank – signature removal mandate for Cllr Slater, Dunn, Postlewaite completed.

Initial of Chairman.....5

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

24.08.2021

Lloyds Bank – signature adding mandate for Cllr Jones, Sargeant completed 31.08.2021

HMRC – new tax code issued for Clerk salary – Brightpay updated 29.07.2021

Clerk Overtime – July and August – reported to Staffing Committee. Council RESOLVED by unanimous vote to make payment to Clerk for overtime. Cllr Oulsnam and Cllr Moore addressed the meeting on overtime.

Source for Business (South Staffs Water) – provided 03.08.2021 statement for allotment water - £203.92 CR.

Council RESOLVED by vote, For: 6, Abstain: 1 for Clerk to reduce the Direct Debit from £25 per month to £5 per month.

Mazars confirmed completion of Local Council Annual Return (AGAR) for 2020/21, and provided AGAR, completion letter, completion notice and client satisfaction survey. Clerk forwarded to Councillors and uploaded onto website 16.08.2021

South Staffs Water (Allotment Water) – advised name change to Source for Business.

ASSET REGISTER – updated with see saw and goal posts – Chairman signed. Clerk to update website.

VAT 126 REFUND for £1,589.80 submitted 22.08.2021

Bank Reconciliation provided to all Councillors with Agenda – 31.08.2021.

Precept payment – second payment of £15,928.50 due in September 2021

Cheque Number	Details	Amount
50/252	SJL Landscapes – grass cut 4 & 5 of 11	£649.72
51/253	Streetscape Ltd – See Saw installation	£2,298 (£383 VAT)
52/254	Doveridge Landscapes – grass cut x 3 – tree saplings x 1	£450
53/SO	Council Administration – August 2021	£499.63
53a/DD	Pennon Water – Allotment Water	£25
54/255	Staffing Committee documents photocopied and postage – refund Clerk	£46.20 + £11.95 Total £58.15
55/256	Vital Business Communications Ltd – Mobile Phone contract	£139
55a/DD	Pennon Water – Allotments	£25
56/257	Clerk Expenses – July 2021	£21.46
57/258	Clerk overtime – July (6hrs)	£69.18
58/SO	Council Administration	£499.63
59/Leek BS	ElanCity – VAZ Sign	

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

60/Leeks BS	Mrs Gray – Refund of Bond for Plot 6b Allotment	£12
61/259	SJL Landscapes – grass cut 6&7 of 11	£649.72 (£108.29 VAT)
62/260	DSK Engineering Services – Playing Inspection and repairs – playing fields	£240 (£40 VAT)
63/261	Doveridge Landscapes – Stramshall Church Yard grass cutting.	£130
64/262	WH Durose – Stile Replacement and Fingerpost hedge	£336 (£56 VAT)
65/263	WH Durose – Asset Repairs – 3 Benches	£492 (£82 VAT)
66/264	Mazars LLP – External Audit fee	£240 (£40 VAT)
67/265	Bramshall and Loxley Parish Hall – Meeting room hire 2.5hrs	£25
68/266	Clerk Expenses – August 2021 – includes Ink, paper and Stamps	£71.04
69/267	Clerk overtime – August (10hrs)	£115.30
Received after Agenda issued		
70/268	SJL Landscapes – grass cut 8&9 of 11	£649.72 (£108.29 VAT)
Received by Council		
	Plot 6b Allotment Bond	£12
	Leek BS interest	£14.35

21.09.0016 CORRESPONDENCE

Code of Conduct Issues and the Role of the Monitoring Officer – SPCA bulletin 08.07.2021

ESBC Code of Conduct – updated version provided to Councillors

Please be advised that the meeting of the Borough Council held on Monday 28th June 2021, the Council agreed to amend the Code of Conduct for Councillors. The report which was submitted to this meeting and the amended Code of Conduct document (with tracked changes) can be accessed by clicking the following link:

<http://www.eaststaffsbc.gov.uk/council-democracy/committees/council/2021-06-28-000000> (item 8 appendix 3 & 4 refers). The updated Code of Conduct is available to view online: <https://www.eaststaffsbc.gov.uk/council-democracy/constitution/part-5> and is attached to this email for ease of reference.

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 on website

Initial of Chairman.....7

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

14.07.2021

Rural Services Network - Parish Council Guide to Affordable Housing -

<https://ruralhousingalliance.net/wp-content/uploads/2021/07/parish-councillors-guide-to-rural-affordable-housing.pdf> - sent to Councillors.

Road Closure - Loxley Lane/Bennetts Lane, Loxley – Railway Crossing – 8th August 2021 overnight.

Road Closure - B5027 Stone Road, Bramshall – Railway Crossing - 14th August 2021 and the said works (which will take place overnight from 21:00)

Bramshall Speeding – Police operation to curb speeding took place – 27th July 2021

Parish Council Forum in East Staffordshire - Thursday 12th August, at 6:30pm via Zoom – sent to Councillors asking for one member to attend 30.07.2021. Cllr Pattinson-Evans will attend, sent details to Sara Botham 10.08.2021

The Tesco Community Grant Scheme is a rolling funding programme open to any not-for-profit organisation. Three applications from each local area will be shortlisted to go to the public vote every three months. Tesco customers will be able to vote for the group they want to see funded every time they shop in store. The project with the highest number of votes will receive £1,500 (or the amount that was requested up to this value), the second placed project £1,000 (or the amount that was requested up to this value), and the third placed project £500. The application form as well as further guidance information can be found online: <https://tescocommunitygrants.org.uk/apply-for-a-grant/>

All Parish Meeting – email received from Chair of Outwoods PC and Horninglow and Eton PC) proposing that East Staffordshire Parish Councils form a group to resolve issues together. Council RESOLVED by unanimous vote to remain with ESBC Parish Forum. Clerk to update Chair of Outwoods PC.

Bramshall Footpath – email from resident regarding land cultivated by farmer across right of way – clerk provided resident with Rights of Way enforcement information - <https://www.staffordshire.gov.uk/environment/RightsOfWay/Enforcement-policy.aspx>

Allotment Parking – resident complained about parking opposite driveway, which is causing a visibility issue (photos provided). Clerk responded to confirm notice regarding parking on notice board and provided details of the Staffordshire County Council website on how to report parking issues, as Parish Council has no powers to enforce parking. <https://www.staffordshire.gov.uk/Highways/Parking-and-enforcement/On-Street-Parking/Problem-parking/Report-problem-parking/Report-problem-parking.aspx>

IAC Audit and Consultancy Ltd – introduction letter for Audit Services 03.08.2021

Play Inspection -DSK July Report received. Recommended - Middle slat needs replacing 115mm x 35mm 2M –Council RESOLVED by unanimous vote to replace slat.

SJL Landscapes – 2021-2022 Public Liability and Employer Liability insurance received 03.08.2021 – Council RESOLVED by unanimous vote to accept insurance cover.

First Responder Service – letter from Uttoxeter Town Council has issued to West Midlands Ambulance Service with respect to seeking an urgent update on the First Responder Service for the Town and surrounding areas. Sent to Councillors 03.08.2021

Spath Flooding – update on Highways issue number 4224656. A drainage solution funded by Severn Trent and the County Council has finally been agreed. This will be

Initial of Chairman.....8

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

delivered in the current financial year – forwarded to Stramshall Highways Councillor 10.08.2021

Staffordshire Day 2022 – New Logo – email requesting a vote for your favourite – forwarded to Councillors 10.08.2021.

Staffordshire Police Commissioner – email received asking for insight into local issues. Councillors RESOLVED by unanimous vote for Chair to create a reply to Commissioner.

S106 Stramshall – resident contacted Council about a near miss with a vehicle on Stramshall High Street and ask the Council to resolve – the resident made the following suggestion - I think a chicane like in Bramshall would be more effective and have one at bottom of village and at top end of at Micheal's road.

Council discussed email and RESOLVED that S106 plans will resolve issues, once issued by SCC.

Covid - Self Isolation guidelines - added to website 16.08.2021 - can be found at www.gov.uk/coronavirus .

CLERK SALARY - NALC salary update – SPCA bulletin 12th August 2021 - The National Employers have made a final offer to trades unions on this year's pay claim, which includes: With effect from 1st April 2021, an increase of 2.75 per cent on NJC pay point 1. With effect from 1st April 2021, an increase of 1.75 per cent on all NJC pay points 2 and above. <https://www.local.gov.uk/national-employers-local-government-services-local-government-pay-july-2021> -Clerk sent to Staffing Committee.

Uttoxeter Master Plan - ESBC consultants requested details of the on line survey be put onto our website: <https://www.surveymonkey.co.uk/r/UttoxeterMasterplan>

Level Crossing – Bramshall - Imposition of Temporary Speed Restriction for trains from 13 miles 40 chains to 13 miles 30 chains between Leigh (auto half barrier crossing) and Sargeants User crossing (Bramshall). The temporary speed restriction applies to rail traffic only - Forwarded to Councillors 18.08.2021

Fire Station, Uttoxeter, New Manager – email of introduction by new Station Manager Mark Tattum 5260. Council RESOLVED by unanimous vote to invite him to October meeting. Clerk to send invitation.

Covid Vaccine for Young People - Everyone aged 18 and over can book their vaccine via the NHS national booking system <https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/book-coronavirus-vaccination/> or by calling 119. Details of all the latest walk-in clinics in Staffordshire are available on the Together We're Better website. <https://www.twbstaffsandstoke.org.uk/coronavirus/under-18>

Bennetts Lane traffic – email from resident asking if this issue will be discussed at the meeting -Clerk replied inviting them to speak in public participation section of the meeting – 24.08.2021

Draycott Nurseries and Landscapes - 01782 405355– leaflet giving details of their services – 24.08.2021

Streetscape – provided inspection and maintenances services for play equipment – Clerk advised DSK Engineering and the Play Inspection Company are Council contractors 24.08.2021

Trent and Dove Rural Housing – Stramshall scheme– email from Trent and Dove regarding a proposed rural affordable housing scheme in Stramshall, gave details

Uttoxeter Rural Parish Council – Minutes

<https://uttoxeterruralparishcouncil.org.uk/>

regarding rural development Rural Housing Alliance <https://ruralhousingalliance.net/> and provided leaflet regarding rural housing. Requested to address the Parish Council. Chairman advised they would be invited to address the Council after the plans are live on ESBC planning portal – 24.08.2021

SPCA – New Bank details received – does not affect paying by cheque – 27.08.2021

Play Inspection – Playing Fields – report that wooden bench slat needs replacing, crack in goal post frame, goal fixtures need attention, MH Goals are replacing goal post.

LGA report on principal councils working with local councils - This document presents a framework for principal councils looking to support parish and town (local) councils to play an increased role in local service delivery and place-shaping. While it is aimed at principal councils, the research has also been steered by interviews and discussion with representatives of the local council sector. Includes case studies - SPCA Bulletin 26.08.2021

Road Closure - B5027 Stone Road, Bramshall, for a distance of approximately 250 metres in a generally south-westerly direction. Stocks Lane, Bramshall, for a distance of approximately 230 metres in a generally westerly direction.

The order will come into operation on 4th October 2021 and the said works (which will start at 08:00) will commence on or as near as practicable to that date. It is anticipated that the works will be completed by 19th December 2021 (at approximately 16:00). The works are scheduled to take place as follows:

B5027 Stone Road, 4th October 2021 to 14th November 2021

Stocks Lane, 15th November 2021 to 19th December 2021

An alternative route for traffic is available and will be signed on site. For more information, visit: <https://one.network/?tm=123265878>

Stramshall Speed Indicator Sign data – Freedom of Information Request for Speed Indicator Sign data re: the speeds recorded for this year from January 1st to date by both sensors. Clerk replied confirming a reply by 17th September 2021. Clerk to obtain data.

Speed Watch – Stramshall – volunteers needed for Speed Watch Team – Councillors RESOLVED by unanimous vote to display posters on website and Stramshall Noticeboards. Resident to provide contact details for posters.

Speed Watch – Stramshall – resident requested that a Councillor be allocated to Stramshall Speed Watch, as Bramshall has one. Council RESOLVED by unanimous vote to appoint Cllr Moore as contact.

S106 Stramshall Traffic Calming – resident requested update on plans for the JCB S106 funding and when the design will be available for view and when installation to take place. Council advised that information will be in Public Domain once it has been received by SCC. Clerk to update resident.

21.09.0017 CLERK UPDATE

See Saw Installed on Stramshall Play Area – 14.07.2021 and added to Asset Register.

Marren Family – Playing Fields Bench - invite sent to meet Chair and Vice Chair for site visit sent 14.07.2021

Assets Repairs - Orme Bench, Playing Fields Bench, Spath Bench – all varnished

Uttoxeter Rural Parish Council – Minutes

<https://utttoxeterruralparishcouncil.org.uk/>

16.07.2021

Hollington Lane Flowerbed site visit leaflet created – 20.07.2021.

Cllr Sargeant Register of Interest form sent to ESBC

Pavement from Bramshall to Uttoxeter has been cleared of grass by SCC.

Clerk overtime – provided Staffing Committee with July timesheet 30.07.2021 – 6hrs overtime - £69.18. Councillors to vote for payment or time off in lieu

Clerk overtime – provided staffing committee with August timesheet – 10 hours overtime –£115.30. Councillors to vote for payment or time off in lieu

Mobile phone – clerk advised that her name could not be on contract, this will go back on Agenda

Tree Survey – Clerk advised by Zurich for the need to carry out. Put onto agenda.

SJL Landscapes – Grass Cutting contract – clerk contacted and asked if they would continue with the grass cutting for a further year. 03.08.2021

Councillor Training – Clerk made booking for Monday evenings. 20th September and 27th September. 6.30 pm – 9.00 pm.

Staffing Committee – Clerk provided all documents requested to Committee members by post 03.08.2021

Staffing Committee – Clerk provided SPCA guidance to Committee regarding Agenda and appropriate Venue. 04.08.2021

Financial Regulations – updated and put onto website – included table of changes that was resolved in May 2021 Annual Meeting. 10.08.2021

Council Contracts File – Clerk set up a folder for SJL Landscapes, Doveridge Landscapes, P. Smith. Clerk requested contracts to be reviewed in October meeting. Council RESOLVED by unanimous vote to add to October Agenda.

Speed Van – Bramshall – Clerk requested a follow up on progress of our application submitted in July 2020 – Reference 20-06-087. 13.08.2021

Plot 12a – Clerk updated plot holder that Council RESOLVED to allow the agreement for another to tend the plot on temporarily basis.

Plot 11a/11b – Clerk updated plot holder that the Council RESOLVED not to send the letter regarding paths. – 13.08.2021

Budget – Clerk created a new design Budget sheet in view of training

Asset Register – Clerk created a new style Asset Register

Parish Tour – Clerk took new Councillor on tour 20.08.2021

Bus Stop Sign – Spath - Case Reference: CC/20/137234 – sent follow up email to First Bus and updated resident – 13.08.2021

Police Village Surgeries – Clerk contacted PCSO Sean Elliott requesting dates – 22.08.2021

Parish Maps – contacted ESBC and requested 3 Parish Maps for new Councillors – 24.08.2021

Stationary Account – Lyreco confirmed account set up 25.08.2021

Allotment Waiting List – Clerk provided Chairman with an updated Waiting List, as requested. 01.09.2021

Saplings Letter – Clerk sent both contractors a letter and map regarding saplings on the playing fields (Minute Ref: 21.07.0010) – 02.09.2021

Initial of Chairman.....11

Uttoxeter Rural Parish Council – Minutes

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Chairman Guidance – Standing Orders and chairman role in meetings sent to Chairman 03.09.2021

Stramshall Bench – located at Allotments Bus Stop, High Street, Stramshall – Letter of thanks to resident for providing this asset to the Parish Council. 07.09.2021

Council Contractors – list updated and loaded onto website 07.09.2021

21.09.0018 STAFFING COMMITTEE – RECOMMENDATIONS TO COUNCIL – PUBLIC EXCLUDED

(Public Bodies (Admission to Meetings) Act 1960

Cllr Pattinson-Evans update the Council on Staffing Committee meeting held on 23.08.2021.

21.09.0019 COUNCILLORS REPORTS (information only)

Pavement, Bennetts Lane, Bramshall – Clerk to collate information about Stramshall pavement (High Street/Allotments to Spath) and bring information to next meeting for consideration regarding Bennetts Lane, Bramshall. Will need historic info from Councillors who were on Council at time pavement installed.

Cycle Lane – Bennetts Lane, Bramshall, The Times article read and Clerk to investigate Department of Transport new strategy and £338m funding for October meeting.

Bench on corner of Broomyclose Lane – needs to be sanded and painted –Quote from WH Durose will be obtained for next meeting.

MH Goals are ordering replacement frame, due to crack found in play inspection – Cllr Ollerenshaw updated Council. Velcro strips that hold the net are being replaced.

Parish Council Forum – Cllr Pattinson-Evans updated Council on the Zoom meeting.

Bramshall Speed Indicator signs – Bramshall Working Group feel these need to be discussed in the Extraordinary meeting that will be arranged for Bramshall Traffic issues – see item 21.09.005.

POLICIES – Councillors will review throughout the year.

Defib Checks – received for Stramshall

Bennetts Lane, Bramshall – Railway Crossing – Cllr Dartnell advised Council this is an Automatic Open Crossing with lights (AOCL) – Cllr Dartnell will advise October meeting if yellow hatch boxes can be installed on this type of junction.

Bramshall Asset Safety Check sheets provided.

Spath Green – Trees need to be maintained, as touching overhead cables. Clerk to gain two quotes for consideration in October Meeting.

Bennetts Lane – the street sign has now been replaced, but the Warning sign is still damaged. Clerk to follow up.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 5th October 2021 at 7.30pm at St Lawrence Church, Church Lane, Bramshall, ST14 5BQ. The meeting was formally closed at 21.27.

.....CHAIRMAN

Initial of Chairman.....12