



UTTOKETER RURAL PARISH COUNCIL NOTICE OF PARISH COUNCIL MEETING (LGA 1972)
<https://uttoketerruralparishcouncil.org.uk/>

To Members of Council:

Cllr Dartnell, Cllr Ollerenshaw, Cllr Oulsnam, Cllr Pattinson-Evans, Cllr Jones, Cllr Sargeant.

NOTICE IS HEREBY GIVEN that a meeting of Uttoxeter Rural Parish Council will be held at Church Room, The Church of St Lawrence, Church Lane, Bramshall, ST14 5BQ commencing at 7.30 pm on Tuesday 5th October 2021 and members of the Council are hereby summoned to attend for the purposes of transacting the following business. The meeting will be open to the public unless the Council otherwise directs. (Public Bodies (Admission to Meetings) Act 1960

Issued by - *Mrs VRE Gibson* – Parish Clerk

Date: 28 September 2021

AGENDA

- 21.10.001 WELCOME
- 21.10.002 APPOINT A CHAIRMAN
- 21.10.003 APPOINT A VICE CHAIRMAN
- 21.10.004 APOLOGIES AND APPROVAL OF ABSENCES
- 21.10.005 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
- 21.10.006 TO CONSIDER AND APPROVE THE ADOPTION OF A COUNCIL PLEDGE
 - a) Let our debating be reasoned and temperate, recognising that others may have a different point of view; and may we always remember that our deliberations and decisions are ultimately for the good of the people of Uttoxeter Rural.
- 21.10.007 TO RESOLVE THAT THE MINUTES OF THE MEETING HELD ON 7th September 2021 ARE A CORRECT RECORD
- 21.10.008 TO RESOLVE THAT THE MINUTES FOR THE MEETING HELD ON 6th July 2021 ARE A CORRECT RECORD
 - a) Consider URPC Standing Order No. 12 regarding draft minutes 6th July 2021.
 - b) Received a paragraph from Chairman regarding the accuracy of the minutes.
- 21.10.009 COUNCIL VACANCY – CO-OPTION – UPDATE ON PROCEDURE
 - a) East Staffordshire Borough Council advised that co-option can take place.
 - b) Advert for Co-option vacancy on website and noticeboards with a closing date 8th October 2021
 - c) To consider a date for Chair, Vice Chair and Clerk for an informal discussion with applicants re co-option.

The Openness of Local Government Bodies Regulation 2014 – allows the filming and recording of Parish Council meetings

* 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.



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21.10.0010 COUNCIL VACANCY – CASUAL – UPDATE ON PROCEDURE AND REALLOCATE RETIRING COUNCILLOR DUTIES

- a) East Staffordshire Borough Council provided Notice of Casual Vacancy to be displayed until 1st October.
- b) Reallocation of retiring Councillor Duties – Highways (Stramshall), Staffing Committee, Working Group (Stramshall)

21.10.0011 COUNCIL VACANCY – CASUAL – UPDATE ON PROCEDURE AND REALLOCATE RETIRING COUNCILLOR DUTIES

- a) East Staffordshire Borough Council provided Notice of Casual Vacancy to be displayed until 14th October.
- b) Reallocation of retiring Councillor Duties – Footpaths (Stramshall), Staffing Committee, Speed Watch (Stramshall), Speed Indicator Data (Stramshall), Website, Working Group (Stramshall).

21.10.0012 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING:

- SPEED INDICATOR SIGN – LOXLEY JUNCTION – UPDATE ON INSTALLATION
- GATEWAY SIGN – BENNETTS LANE, BRAMSHALL, UPDATE ON INSTALLATION
- WILDFLOWER BORDER – STRAMSHALL – CONSIDER AND APPROVE
 - a) to consider and approve Doveridge Landscapes suggestion re: border contract. (contract is funded by Severn Trent Grant)
 - b) to consider and approve the purchase of wildflower seeds - separate to contract.
- BENNETTS LANE, BRAMSHALL – TRAFFIC COUNT REQUEST - UPDATE
 - a) Staffordshire County Council confirmed request will be discussed in Cllr Atkins Capital Expenditure meeting

21.10.0013 STRAMSHALL CHURCH YARD – EXTRA CUT REQUESTED FROM DOVERIDGE LANDSCAPES – CONSIDER AND APPROVE

- a) Doveridge Landscapes advised an extra cut needed this year– cost to be considered - £130

21.10.0014 COUNCIL GROUND MAINTAINANCE CONTRACTS – REVIEW PROCEDURE

- a) Council has grounds maintenance contracts with Doveridge Landscapes, Peter Smith, SJL Landscapes – Discuss if Working Group should review all contract details and length.
- b) Council to set up Working Group with at least 3 Councillors – as per minute Reference: 21.07.0011 (PARISH GRASS CUTTING TENDERS – DISCUSS PROCESS AND RESOLVE TIMELINE)
- c) Working Group Frame of Reference to be created.

21.10.0015 PUBLIC PARTICIPATION - 15 mins (3 mins per item)*

21.10.0016 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS (details on Council website)

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21.10.0017 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR

21.10.0018 FINANCE – TO CONSIDER AND AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCIAL UPDATE:

Reference/Cheque Number	Details	Amount
71/SO	Council Administration	£499.63
72/DD	Pennon Water	£25
73/269	Mrs VRE Gibson – Refund for Mobile Phone purchase (Tesco)	£89
74/270	Mrs VRE Gibson – Refund for Printer Ink - Black	£23.83
75/271	Mrs VRE Gibson – Refund for Speed Indicator metal pole (RP George)	£164.40 (inc £27.40 VAT)
76/272	Staffordshire Parish Council Association – Councillor Training – 2 sessions	£700
77/273	Doveridge Landscapes – 2 cuts of church yard and 1 cut around saplings	£320
Received		
007	Uttoxeter Town – payment for one place on Councillor Training	£43.75
Bank Balances		
Lloyds Balance	Date – 13.09.201	£8,652.49
Leek BS Balance	Date – 14.09.2021	£12,808.57

21.10.0019 CORRESPONDENCE

21.10.0020 CLERK REPORT

21.10.0021 ALLOTMENTS – REPORT FROM ALLOTMENT REPRESENTATIVE

21.10.0022 STAFFING COMMITTEE MEETING 14.09.2021 – UPDATE TO COUNCIL - PUBLIC EXCLUDED (Public Bodies (Admissions to meetings) Act 1960)

21.10.0023 COUNCILLORS REPORTS (INFORMATION ONLY)

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