

Uttoxeter Rural Parish Council

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Minutes for a meeting held on Tuesday, 1st November 2022, at Wilfred House, 37 Carter Street, Uttoxeter, ST14 8EY. The meeting commenced at 7.25pm.

Present: Cllr Brooks, Cllr Crosby, Cllr Dobson, Cllr Jones, Cllr Moss, Cllr Ollerenshaw, Cllr Pattinson-Evans, Fay Phoenix (Allotment Rep), Cllr Atkins (County) and the clerk.

22.11.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Dartnell, Cllr Sargeant, Cllr Whittaker (Borough)

22.11.002 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

22.11.003 TO RESOLVE THE MINUTES OF THE PARISH MEETING HELD ON 4th October 2022 ARE A CORRECT RECORD. RESOLVED

22.11.004 DRAFT BUDGET 2023-2024 – CONSIDER FIGURES AND DISCUSS PROJECTS FOR 2023-2024

Draft budget prepared along with Asset Repair budget and issued to Councillors. Councillors discussed a number of projects for inclusion:

Leigh Lane, Bramshall – Speed Indicator Sign – Councillors RESOLVED to review the current data from Stock Lane and Stone Road and to consider request again in November 2023.

Bramshall Gateway Planter, Stone Road – Councillors RESOLVED to include a planter into this year budget to replace the white one currently in place.

<https://www.broxap.com/glenfield.html> £451.00 +VAT and delivery.

King Charles III coronation mementos for Parish Children – Councillors RESOLVED to include £500 in Budget.

Allotment Main Path – from Plot 12a to Plot 9a – Councillors RESOLVED add £800 to Budget but to use General Reserves for remainder of project cost.

Create New Footpath, St Michaels Road, Stramshall – Councillors RESOLVED to use General Reserves for this project.

St Michaels Road, Stramshall – Speed Indicator Sign – Councillors RESOLVED to use General Reserves for this project.

Councillors RESOLVED for Clerk to update DRAFT Budget and include for consideration and approval in December 2022 meeting.

22.11.005 POINTS OF LIGHT REPORT – DISCUSSION FOR BUDGET - RE: ORDERLY/LENGTHSMAN FOR PARISH

Councillors discussed the orderly idea for the Parish, as outlined in the Churchill and Langford Parish Council, Avon article in the Points of Light Report from NALC.

The Councillors RESOLVED to support local litter picking groups by including £200 in next year's budget for litter picking equipment to be distributed to litter picking groups in the Parish.

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

- ALLOTMENTS - MANAGEMENT – DISCUSS REPORT FROM ALLOTMENT REPRESENTATIVE (Minute Ref: 22.10.0010)
Councillors discussed the Allotment Representatives previous report regarding the management of the allotments.
The Council RESOLVED to hold a meeting with Allotment Holders in January 2023 to discuss all questions relating to a self or devolved management structure. Clerk to investigate how to set up a self or devolved management structure.
Council noted the history of the current management:
Allotment Representative voted into role 3rd November 2020 – Meeting Reference 20.11.004.
Allotment Representative Term of office voted as 4yrs in July 2022 and added to Appendix A in September 2022 – Meeting Reference 22.09.0014.
- STRAMSHALL SPEED INDICATOR SIGN – CONSIDER AND APPROVE ADDITIONAL RELOCATION COST
Clerk received a quote for £354 from Morelock signs for a site visit to ensure sign in correct location to avoid houses on Broomyclose Lane. RESOLVED to accept Morelock quote. Clerk to arrange site visit with Morelock and MP Bloor (installation contractor).
- STONE ROAD, BRAMSHALL – WATER MAIN REPLACEMENT – UPDATE ON ROAD CLOSURES 2023
Dates for the works to be carried out and traffic management details:
2-way traffic lights control of traffic - 9th January 2023 – 02nd April 2023.
Complete Road closure - 13th & 14th Jan 2023, 20th & 21st Jan 2023, 24th & 25th Feb 2023, 3rd & 4th March 2023
The Water Company will distribute Letters in mid - November. Plus, they will be deploying a Media Vehicle in advance which should allow anyone to ask any further questions. Council NOTED the information.
- BRAMSHALL SPEED INDICATOR SIGN (STONE ROAD)– INSTALLATION UPDATE
Networks have liaised with SCC and it has been agreed by Richard Rayson that the cost for this S50 license will be waived. License was issued on 01.11.2022. Councillors RESOLVED to send a Thank You letter to Richard Rayson.
Mick Bloor has agreed to apply for the permit to dig and add this to his installation invoice. Clerk ordered pole and paddocks- £287.60. SID sign delivery complete. Installation of sign should be w/c 14.11.2022

22.11.007 PUBLIC PARTICIPATION - NONE

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22.11.008 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS

NEW

P/2022/01173 - The Beeches Cullamore Lane Willslock Staffordshire ST14 8NJ - Prior Approval for the conversion of an agricultural building to form a dwelling – comments by 17.11.2022

DECISIONS:

P/2022/00799 - Springfields St Michaels Road Stramshall Staffordshire ST14 5DU - Conversion and alteration of outbuilding in part to form bathroom and replacement rooflight – PERMITS

P/2022/00803 - Springfields St Michaels Road Stramshall Staffordshire ST14 5DU - Listed Building Consent for alterations to include repointing, replacement windows to annex, replacement rooflight and blocking up doorway for the conversion and alteration of outbuilding in part to form bathroom including a new floor – GRANTS

P/2022/00739 - Unit 1 Bramshall Industrial Estate Bramshall Staffordshire ST14 8TD - Demolition of existing building to facilitate the erection of a building to form 3 units covering Use Classes E (Commercial, Business & Service), B2 (General Industry) & B8 (Storage & Distribution) – PERMITS

P/2022/00355 - The Former Robin Hood Leigh Lane Bramshall ST14 5BH - Outline application for the erection of a replacement dwelling with all matters reserved - PERMITS

22.11.009 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - Cllr Atkins.

Cllr Atkins updated the meeting that funding for Loxley Junction redesign is ongoing. County Council Budgets are currently being discussed. The Quarry Liaison Group are still awaiting sign off of the S106 Agreement.

The Councillors requested an update on the Bramshall Traffic Calming requests and Cllr Atkins confirmed that his DHP Funding meeting will be held in early January 2023 and all his Ward projects will be considered for funding.

The Councillors requested that Highways look again at the hedge cutting requests that have been made, as some are affecting junctions.

22.11.0010 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE

FINANCE UPDATES:

All payments for October meeting sent 05.10.2022

Internal Audit Trail took place by Cllr Crosby

Toplis Associates will carried out a full internal audit in early December 2022.

DSK Engineering – Monthly Play Inspections – advised of price increase from £30 to £35 from April 2023 –RESOLVED to accept increase

Eric Roy Website Hosting – advised of price increased from £150 to £160 from April 2023 – RESOLVED to accept increase

Earmarked Funds – vote to move from Current Account to Leek BS - £7,000 –RESOLVED to move funds

Bramshall Plaque – new plants – Doveridge Landscapes have provided the following:
To tidy up and removal of obscuring shrubs and replanting with a selection of perennials,

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filling of the surrounding area with bark chipping. Total price: £399 – RESOLVED to accept quote as 2022-2023 have budgeted funds.

Cheque Number	Details	Amount
97/DD	Pennon Water - Allotment	£5
98/SO	Pension – Staffordshire County Council	£163.33
99/SO	Council Administration - October	£496.30
100/433	Bramshall Telephone Box Door hinges – x 2 – refund Clerk	£49.80
101/434	Staffordshire Playing Fields Association – membership renewal	£20
102/435	Support Staffordshire Annual Membership	£25
103/436	SJL Landscapes – Cut 10 of 11	£665.95 (in £110.99 VAT)
104/437	Doveridge Landscapes – Strimming Church Yard	£135
105/438	Doveridge Landscapes – Strimming Church Yard	£135
106/439	Doveridge Landscapes – Strimming around tree saplings – playing fields x 3	£180
107/440	DSK Engineering – Speed Indicator Sign sockets x2	£168 (in £28 VAT)
108/441	RBL Poppy Appeal – Wreath for Bramshall and Stramshall	£120
109/442	Software update – Google cloud- refund to Clerk	£24.99
110/DD	Pennon Water – Allotment Water	£5
111/443	WH Durose – Stile Replacement Footpath 43, Stramshall	£276 (in £46 VAT)
112/444	WH Durose – Bramshall Telephone Box door repair	£72 (in £12 VAT)
445	VOID	
114/446	WH Durose – Main Allotment Path Project	£1080 (in £180 VAT)
115/447	Allotment Society – Annual Subs	£66 (in £11 VAT)
RECEIVED AFTER AGENDA ISSUED		
116/448	Wilfred House Centre– Meeting Room Rent	£33

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117/449	Bramshall and Loxley Parish Hall – Defib Electricity	£6
118/450	Stramshall Village Hall – Defib Electricity	£6
119/451	Clerks Expenses – includes stamps	£37.48
452	VOID	
120/453	Elan City Ltd – Bramshall Speed Indicator Sign (Stone Road)	£2700 (in £450 VAT)
121/454	Clerk – Refund for Foolsap hanging files	£17.49
122/455	Bramshall SID sign pole and padlocks – Refund Clerk	£287.60 (in £47.93 VAT)
123/456	Tesco Mobile Top Up – refund Clerk	£10
124/457	WH Durose – New slabs on Allotment path – between plot 7-8	£298 (in £49 VAT)
125/458	Uttoxeter Rural Parish Council – Earmarked Funds to Leek BS	£7,000
RECEIVED		
23.09.2022	ESBC – second Precept payment	£22,386
BANK BALANCES		
Lloyds	27.09.2022	40,136.66
Leek BS	07.09.2022	£5,904.77

22.11.0011 ALLOTMENT REPORTS – RECEIVED REPORTS FROM REPRESENTATIVE AND CLERK.

REPRESENTATIVE:

All plots are being maintained as per contracts no issues identified to me. The water to the water troughs has been turned off. The work on the path has been completed. Re: the request made for a proposal for self or devolved management please can it be discussed the request made by plot holders at last month's meeting that a Parish Council representative be available to attend a meeting to answer any questions. We currently have two people on the waiting list and no vacant plots.

Suggested that when main path is carried out next year, that Allotment Holders are asked for any spare slabs to contribute to the project. Councillors agreed a notice will go up next year.

CLERK:

Main Path Project (from top to plot 12a) has now concluded. Photos sent to Councillors. Main Path extension between plot 7 and 8 is now completed.

Allotment Representative requested permission for her house guests to tend her plot. Chairman gave permission, but not as a sub-let.

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22.11.0012 CORRESPONDENCE

Staffordshire Playing Fields Association – AGM 19th October 2022 at 2.00pm at the Stafford Post Office Sports & Social Club, School Lane, Stafford, ST17 4HR – paperwork for renewal of membership received.

Loxley Junction – Working Group – letter received from Kingstone PC regarding parish contributions for project and confirmation they adopted the Working Group Frame of Reference 07.10.2022 – forward to Chairman and Vice Chairman

Pigeon Hay Lane, Bramshall – resident emailed to advise that it is being used as a rat run at the 4pm, requested URPC contact SCC and Police –Councillors NOTED the comments but advised this road is 60mph speed limit with no restrictions.

Leigh Rd, Bramshall – resident emailed to advise that speeding cars are using lane. Councillors NOTED the comments but advised this road is 60mph speed limit with no restrictions.

Old Rectory and Broadlands, Leigh Lane, Bramshall – resident email to advise that hedges are in need to being cut back –Councillors NOTED the comments but advised this is a private matter.

East Midlands Airport – Airspace Modernisation Programme Stage 2, Phase two – details of meeting received, Cllr Jones to attend

Here to Help Campaign - The aim of the campaign is to signpost people to existing national and local advice and support and encourage them to get support earlier rather than later. www.staffordshire.gov.uk/heretohelp

Coronation of King Charles III will take place on Saturday 6th May 2023

Speed Watch - Focus Group – This group has been organised by Michelle Shaker, Community Speed Watch (CSW) Coordinator for Friday 18th November at Uttoxeter Community Fire Station at 6.30pm.

Community Recovery Fund - The Community Foundation for Staffordshire is working with Staffordshire County Council to deliver a brand-new fund. The aim is to provide support via the allocation of grants to help support the effects that the pandemic has had on the voluntary, community and social enterprise sector. To apply <https://ukcf.secure.force.com/forms/Staffs/communityrecovery>

Midlands Air Ambulance Charity – confirmed receipt of the donation - £116.

Traffic data survey carried out on Stafford Road, Gratwich, Uttoxeter and details sent to Clerk and Chairman by Cllr Atkins. Conclusion: The data captured shows the 85th percentile in both directions being within Police Enforceable limits along Stafford Road, Gratwich, Uttoxeter. In this instance, we would not recommend traffic calming measures.

Bramshall Memorial Poppy Field by Bramshall Village Hall – residents created a poppy field of over 500 poppies created using recycled materials. Photos of website – 01.11.2022 –Councillors requested a Thank you letter be sent to the resident who coordinated the display.

Bramshall Traffic Calming Measures – Extraordinary Meeting 14.10.2021 – resident enquired if any updates on the various requests made to Cllr Atkins for his DHP Budget. Clerk responded to advise no update from Cllr Atkins re his DHP budget for 2023-2024.

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Clerk sent email to Cllr Atkins for an update 01.11.2022. See County Council Report above, Ref: 21.11.009

22.11.0013 CLERK UPDATE

Defib check sheets – requested from Cllr Crosby and Cllr Dartnell 11.10.2022

Defib battery site visit – Clerk requested AEDdonate carry out a site visit to check both Stramshall and Bramshall battery life of Defibs.

Clerk unavailable – 19th and 21st October 2022 – making up time over w/e 23rd October

Bramshall Telephone Box – door hinge repairs – 2 hinges ordered from

www.x2connect.com – WH Durose replaced 13.10.2022.

Footpath 43, Stramshall – broken step/stile – repaired after landowner consent – 12.10.2022

Poppy Wreaths for Stramshall and Bramshall delivered to Councillors.

Stramshall Land Registry documents – clerk sent an email requesting an update

Complaint meeting – The Complainant was offered dates of 23rd November 2022 or 24th November 2022 at 9.30am for the interview/meeting to take place (email sent on 18.10.2022) and confirmed 23rd November at 9.30am. Wilfred House room booked.

Who to Contact leaflet provided to Bramshall Newsletter along with a request for a paragraph each month.

Who to Contact leaflet provided to Stramshall Newsletter/website

Perch Seats – Bus Stops – Clerk emailed suppliers to ask for suggestions to stop the flex when sat on – 26.10.2022 – supplier advised, “Any twin legged seat will flex, this is exaggerated because of the greater distance from ground to seat height compared to a standard seat.”

Spath SID data- failed, so unable to email – 26.10.2022

Allotment Main Path Project – Thank you letters to Aggregate Industries and Western Power for materials/Funds for the project – 28.10.2022

Bramshall Speed Indicator Signs Data – Clerk will receive training on data download by next meeting.

PAC Testing of computer will take place at Woodward's, Uttoxeter by next meeting.

Give Way Sign, Bennetts Lane has fallen from pole – reported again to Highways with photo - 01.11.2022

22.11.0014 COUNCILLORS REPORTS (information only)

Cllr Crosby – can road markings of white lines be painted in Stramshall – especially at the entrance to Broomyclose Lane and the slow signs on road at top of St Michaels Hill. Clerk to put onto Staffordshire Report IT system and send reference to Cllr Atkins.

Cllr Crosby – The Stramshall and Bramshall Speed Indicator Data needs an android mobile for Cllr Dartnell and Cllr Dobson to download data. Councillors RESOLVED to purchase an android “pay as you go” for approx. £60.

Cllr Crosby – attended Stramshall Village Hall AGM and received a copy of the Accounts for distribution to Council. A new Committee has been voted in place.

Cllr Jones – reported that Wildflower seeds have been put at Bramshall Gateway sign, Bennetts Lane.

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Cllr Jones – requested an update on the priority signage for the narrow bridge, Bennetts Lane. Cllr Atkins requested that all correspondence from both SCC and Network Rail be sent to him for further consideration.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 6th December 2022 at 7.30pm at Wilfred House, 37 Carter Street, Uttoxeter, ST14 8EY. The meeting was formally closed at 20.15.

.....CHAIRMAN