



UTTOXETER RURAL PARISH COUNCIL
<https://uttoxeterruralparishcouncil.org.uk/>

Minutes of the Annual meeting held on Tuesday, 3rd May 2022, at Wilfred House, 37 Carter Street, Uttoxeter, ST14 8EY. The meeting commences at 7.30pm.

Present: Cllr Brooks, Cllr Dartnell, Cllr Moss, Cllr Ollerenshaw, Cllr Pattinson-Evans, Cllr Sargeant, Mr Stillwell and the clerk.

A22.05.001 ELECTION OF CHAIRMAN – RESOLVED by unanimous vote to appoint Cllr David Brookes

A22.05.002 APOLOGIES. Cllr Dobson, Cllr Crosby, Cllr Jones, Cllr Whittaker (Borough), Fay Phoenix (Allotment Rep)

A22.05.003 ESBC DECLARATIONS OF INTERESTS FORMS. Cllrs provided Clerk with forms for ESBC

A22.05.004 CHAIRMAN REPORT – 2021-2022- Cllr Jones.

I cannot start this report without first mentioning the sad passing of former Councillor, David Oulsnam. Cllr Oulsnam was a very well-known and respected member of the community. He worked tirelessly for the betterment of the Parish.

As a relative newcomer to the Council, my period of knowing Cllr Oulsnam was quite short, but I soon learnt he was a very knowledgeable and helpful member of the Council who commanded respect from all Councillors.

As a mark of respect, the Parish Council are busy making a memorial area in the allotments (a place he loved), where people can go and reflect. His memory will live on.

It has been a year of change on the Parish Council. It was good to get back to meetings in person and in a new venue, Wilfred House.

After a turbulent period, we welcome several new councillors, Cllr Crosby, Cllr Sargeant, Cllr Dobson, Cllr Moss and Cllr Brookes. Stability has now returned to the Council and we look forward to working together to deliver the projects the community want.

In the last 12 months, the Council have been working hard on various projects, Speed signs have been installed in Bramshall and work has started on constructing a village gateway with more to follow.

We held an open meeting in Bramshall and without doubt, speeding and traffic is a big issue and we will continue to work with Staffordshire County Council and the local Speed Watch Group to manage the situation.

Similar traffic issues exist in Stramshall and we are pushing for the S106 funds to be spent on traffic calming, this was delayed due to Covid for 2 years.

The Wildflower border in Stramshall should soon be a welcome sight at the entrance to the Village.

Our work on the local footpaths continues, making a safe and accessible route to enjoy the beautiful countryside in our Parish.

The Football Goals have been installed this year on Stramshall Playing Fields along with a seesaw in the play area. A local family donated a bench so that residents can watch the football matches that are played. We continue to work to keep the playing fields a safe and enjoyable space. In the future it would be nice to have similar in Bramshall.

Work is also ongoing in negotiating with the Quarry in Spath to bring forward the green spaces and recreational facilities that have been promised.

Elsewhere, work on traffic warning signs have been installed at Loxley Lane Junction, this project was in conjunction with Kingstone Parish Council and Staffordshire County Council. Work is ongoing to redesign the junction to make it safer.

Thank you to all the Councillors for giving up their time and for the work in making the Council deliver their community wishes.

Finally, thank you to our Clerk, Mrs Gibson, for her hard work in sometimes difficult situations, in managing all aspects of the administration for the Parish Council.

The Parish Council would like to Thank Cllr Jones for his service to the Council during the last year.



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A22.05.005 ELECTION OF OFFICERS

Duties	Councillor
Vice Chair	Cllr Ollerenshaw
Bramshall Village Hall Committee x 1	Cllr Pattinson-Evans
Stramshall Village Hall Committee x 1	Cllr Crosby
Uttoxeter Charities Representative x 1	Cllr Pattinson Evans
Uttoxeter Quarry Representatives x 2	Cllr Jones, Cllr Brookes
Footpaths x 2	Cllr Dobson, Cllr Moss
Stramshall Play Area Inspections	Cllr Ollerenshaw
Stramshall Telephone Box Library	Cllr Ollerenshaw
Bramshall Telephone Box inspections	Cllr Pattinson Evans
Stramshall Defibrillator inspections	Cllr Crosby
Bramshall Defibrillator inspections	Cllr Dartnell
Highways x 2	Cllr Dobson, Cllr Dartnell
Internal Audit Trail x 1	Cllr Crosby
Planning	Cllr Jones
Speed Watch Representative x 2	Cllr Dartnell, Cllr Dobson
Staffing Committee x 3	Cllr Moss, Cllr Sargeant, Cllr Jones

A22.05.006 POLICY RATIFICATION

Councillors confirmed they had read the below policies and RATIFIED them for 2022-2023
 RESOLVED.

URPC Annual Leave Policy
 URPC Anonymous Contact with Council Policy
 URPC – Business Risk Assessment Table
 URPC Complaints Procedure
 URPC Data Audit Schedule Policy
 URPC Data Privacy Notice
 URPC Disciplinary Policy
 URPC Dispensation Policy - NEW
 URPC Document Retention and Disposal Policy
 URPC Document Retention – Appendix A List of Documents for Retention or Disposal
 URPC Expenses Policy - NEW



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URPC Financial Regulations
 URPC Frame of Reference for Working Group - UPDATED
 URPC Freedom of Information and Publication Scheme
 URPC Grant Application Form
 URPC Grievance Policy
 URPC Health and Safety Policy
 URPC Homeworking Policy
 URPC Media Policy
 URPC Responsibilities delegated to Parish Clerk with Appendix A
 URPC Protocol for Parish Councillor and Clerk
 URPC Staffing Committee – Frame of Reference
 URPC Standing Orders
 URPC Training Policy

A22.05.007 ANNUAL BANK RECONCILIATION - RESOLVED

Receipts and Payments - Reconciliation on 31.03.2022							
a	Opening Balance 1st April 2021						23,598.00
b	Total Receipts						36,396.85
c	Total Payments						35,818.48
d	Surplus/(Deficit) in year (b-c)						578.37
d	Closing Balance (a+d)						24,176.37

A22.05.008 DATES FOR PARISH MEETINGS FOR 2022/2023

All Meetings to be held at Wilfred House, 37 Carter Street, Uttoxeter, ST14 8EY

7th June 2022, 5th July 2022, 6th September 2022, 4th October 2022, 1st November, 6th December 2022, 7th February 2023, 7th March 2023, 4th April 2023, 2nd May 2023

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 2nd May 2023 at 7.30pm at Wilfred House, 37 Carter Street, Uttoxeter, ST14 8EY. The meeting was formally closed at 19.44.

Chairman.....