



UTTOXETER RURAL PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING (LGA 1972)

To Members of Council:

Cllr Brookes, Cllr Crosby, Cllr Dartnell, Cllr Dobson, Cllr Jones, Cllr Moss, Cllr Ollerenshaw, Cllr Pattinson-Evans, Cllr Sargeant

NOTICE IS HEREBY GIVEN that an **ANNUAL** meeting of Uttoxeter Rural Parish Council will be held at Wilfred House, 37 Carter Street, Uttoxeter, ST14 8EY commencing at 7.30 pm on Tuesday 3rd May 2022 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

Council Pledge:

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.

Issued by – Cllr Michael Jones *Chairman*

Date: 26 April 2022

AGENDA

A22.05.001 ELECTION OF CHAIRMAN – Chairman to sign form

A22.05.002 APOLOGIES.

A22.05.003 ESBC DECLARATIONS OF INTERESTS FORMS

All Councillors to complete and return to Clerk within 14 days

A22.05.004 CHAIRMAN REPORT – 2021-2022

A22.05.005 ELECTION OF OFFICERS

Duties	Councillor
Vice Chair	
Bramshall Village Hall Committee x 1	
Stramshall Village Hall Committee x 1	
Uttoxeter Charities Representative x 1	
Uttoxeter Quarry Representatives x 2	
Footpaths x 2	
Stramshall Play Area Inspections	
Stramshall Telephone Box Library	
Bramshall Telephone Box inspections	

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.



Stramshall Defibrillator inspections	
Bramshall Defibrillator inspections	
Highways x 2	
Internal Audit Trail x 1	
Speed Watch Representative x 2	
Staffing Committee x 3	

A22.05.006 POLICY RATIFICATION

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

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

URPC Financial Regulations

URPC Frame of Reference for Working Group - UPDATED

URPC Freedom of Information and Publication Scheme

URPC General Power of Competence

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

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A22.05.007 ANNUAL BANK RECONCILIATION

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

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