



To: Members of Utttoxeter Town Council

Dear Councillor,

NOTICE IS HEREBY GIVEN that a meeting of the Utttoxeter Town Council will be held in the **Alan Dean Suite, Utttoxeter Town Hall** commencing at **7.00 pm** on **Tuesday, 13 January 2026** and Members are hereby summoned to attend for the purposes of transacting the following business.

The meeting will be open to the public and the press unless the Council otherwise directs as in accordance with Public Bodies (Admission to Meetings) Act 1960.

Any members of the public wishing to attend the meeting are encouraged to contact the Clerk 24 hours prior to the meeting to register their attendance within the meeting room for either addressing Council under Public Participation or wishing to attend within the public gallery.

Signed T L Jeffery

T L Jeffery
Town Clerk

7 January 2026

To: Town Councillors T Ashby, D Boot, J Glandfield, R Hawkins, D Holland, B Houlihan (Mayor), A Johnstone, P Krupski, Z Krupski, C Lancaster, A Mansfield (Deputy Mayor), A Noyes, S Page, C Sylvester, L Sylvester, C Wain

To: County Councillor P Allen and Borough Councillor G Allen (Town Councillors R Hawkins, P Krupski, Z Krupski and A Mansfield are also Borough Councillors for the Town)

AGENDA

1. CHAIR'S WELCOME

The Chair provide a welcome to the Meeting and a brief on the provisions of the Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014", a reminder that the Council has Signed up to the Civility and Respect Pledge, on the use of mobile phones during the meeting and the evacuation procedure in the event of a fire. Council is advised that the Clerk, Councillors Ashby and Boot are the Council's trained Evac Chair Operators.

2. APOLOGIES FOR ABSENCE

- (a) To report receipt of approved apologies for absence.
- (b) To minute the names of Councillors who are absent and apologies have not been received.

3. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e-h), the meeting be adjourned for up to 15 minutes to allow for public participation where members of the public may make representations, ask or answer questions and give evidence at a meeting which they were entitled to attend in respect of the business on the Agenda. The period of time designated for public participation at a meeting as in accordance with standing order 3(e) shall not exceed (3) minutes unless directed by the Chair of the meeting. It was noted that Members of the public may not take part in the Council meeting itself.

4. DECLARATIONS OF INTEREST

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

5. DISPENSATION PROCEDURE

To consider and approve dispensation requests as in accordance with Standing Order 13(d), that all Dispensation requests shall be in writing and submitted to the Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the Dispensation is required. Council will decide whether to grant the dispensation at the relevant meeting. Unless Council grant the relevant delegated power to Committee, it is Council that decides whether to grant the dispensation.

6. **MINUTES**

- (a) To approve the minutes of the Council Meeting held on 9 December 2025. See Appendix A.
- (b) To approve the Recommendations of the Policy and Planning Committee Meeting held on 16 December 2025. See Appendix B.

7. **ACCOUNTS**

- (a) Council is asked to authorise a transfer the balance of the RBS General Reserve Fund Account to the RBS Special Interest Account for use up to the end of the fiscal year. Council is advised that £100,000 will be transferred into the RBS General Reserve Account upon receipt of the Precept for 2026-27, as discussed and agreed with Council's Internal Auditor. Council's instruction is sought.
- (b) To consider and approve the accounts for payment. See Appendix C.
- (c) To consider the monthly summary of the Council's income for December 2025. See Appendix D.

8. **BANK BALANCES**

At 7 January 2026 the bank balances stood at:

RBS Current Account	£ 11,587.00
RBS Special Interest Account	£ 17,123.32
RBS General Reserve Fund Account	£100,000.00
RBS Town Mayors' Account	£ 471.50
RBS Deposit Account 32 Carter Street	£ 623.36
RBS 19A High Street Deposit Account	£ 337.80
CCLA Public Sector Deposit Fund Account	£ 85,000.00

9. **UTTOXETER TOWN MAYOR AND DEPUTY MAYOR EVENTS ATTENDED REPORT**

- (a) To report that the Mayor attended the following events since the last meeting:
 - 10 December 2025 Mayoral Christmas Residential Homes Visits
 - 11 December 2025 Cracker Night
 - 14 December 2025 The Mayor of Ashbourne's Carol Service
 - 16 December 2025 Mayoral Christmas Residential Homes Visits
 - 21 December 2025 Cheadle Town Mayor's Civic Carol Service
 - 22 December 2025 St Thomas' Day Sermon
 - 6 January 2026 Uttoxeter Rotary Meeting
 - 10 January 2026 Dove Valley Swimming Club's Annual Awards Presentation Night
- (b) To report that the Deputy Mayor had not attended any events since the last meeting.

10. **TO RECEIVE WRITTEN QUESTIONS FROM MEMBERS OF UTTOXETER TOWN COUNCIL**

11. **REPORTS FROM COUNTY AND BOROUGH COUNCILLORS**

- (a) To report that no County Councillor Report had been received at the time the Agenda was issued.
- (b) To report receipt of a combined Borough Councillor Report on ESBC matters arising since the date of the last meeting. See Appendix E.

12. **TOWN CLERK'S REPORT**

To report that since the date of the last meeting and in conjunction with the Mayor, the Clerk has received/responded/issued/actioned a number of matters. See Appendix F.

13. **REPORTS FROM MEMBERS WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE TOWN COUNCIL**

14. **POLICE UPDATE**

- (a) As reported to Council on 9 December 2025, information on Police Reports for Uttoxeter are available via <https://www.staffordshire.police.uk/area/your-area/staffordshire/east-staffordshire/uttoxeter-town/about-us/top-reported-crimes-in-this-area>
- (b) The following Police Drop In sessions will take place within the Town in November:
 - Every 3rd Wednesday morning - St Mary's Church Café - 14 January 2026,
 - Costa Coffee Dovefields Park - 16 January 2026, 5-6pm,
 - Eco Centre - 23 January 2026, 10am-12 noon,
 - Makers Market - 24 January 2026, 10-1pm,
 - Other drop In's may be done through the month.Councillors attendance would be welcomed at any of the above Police Drop In sessions.

15. ESBC - PLANNING APPLICATIONS

Council is asked to make its comments on the undermentioned Planning Applications as received from ESBC:

- (a) P/2025/01359 - Change of use from offices (Class E) to children's care home (Class C2) including internal and external alterations to accommodate disabled access at Eastfield, Church Street, ST14 8AA.
- (b) P/2025/01360 - Listed Building application for internal alterations to include installation of lift, reopening of an existing aperture, removal of internal walls, installation of new partition walls and door sets, existing doors to be reused where possible, conversion of rooms to wet rooms and external alterations to include installation of ramp to rear elevation to facilitate change of use from offices (Class E) to children's care home (Class C2) at Eastfield, Church Street, ST14 8AA.
- (c) P/2025/01362 - Display of one internally illuminated fascia sign at Unit B Poundland, Dovefields Retail Park, Town Meadows Way, ST14 8AZ.
- (d) P/2025/01380 - Application under Section 73 of the Town and Country Planning Act 1990 for the variation of Condition 4 of P/2023/01008 relating to the Change of use from C3 dwelling to C2 residential care home for 4(no) children to amend the age range of the children to 4-18 years at 48 Holly Road, ST14 7NA.
- (e) P/2025/01400 - Fell one Yew tree at 92 High Street, ST14 7JD.
- (f) P/2026/00017 - Erection of attached dwelling at 2 Oak Close, ST14 7PS.
- (g) P/2026/00020 - Installation of render to the front elevation, alterations to existing fenestration on the front and rear elevation, installation of two roof lights and formation of parking area including erection of metal railings at 14 Park Street, ST14 7AG.

Council is advised that ESBC has granted extensions for P/2025/01359, P/2025/01360, P/2025/01362, P/2025/01380, P/2025/01400 to enable Council to make its comments accordingly.

16. SCC – PLANNING APPLICATIONS

Council is asked to make its comments on the undermentioned Planning Application as received from SCC:

- (a) SUBMISSION OF DETAILS REF. No. SCC/25/0119/DA in compliance with condition 32 (restoration and aftercare details) of planning permission ES.16/15/524 MW at Uttoxeter Quarry, Ashbourne Road, Spath, ST14 5AP.

17. TOWN AND COUNTRY PLANNING ACT 1990 – APPEAL UNDER SECTION 78 – WRITTEN REPRESENTATION FOR P/2024/01199

To report receipt of an email on 17 December 2025 from ESBC's Development Control advising Council of the above mentioned Appeal for P/2024/01199 - Erection of a detached bungalow and formation of access at Adj. to Chorlton Terrace, ST14 7FA which has been made to the Secretary of State on 12 December 2025, as forwarded to Members on 18 December 2025.

18. HIGH STREET BOLLARD UPDATE

- (a) To report receipt of emails on 19 December 2025 from SCC's Community Highways Technical Support Officer and SCC's Community Highway Manager seeking the Town Council's assistance with the Intercom Management for the High Street bollard, as forwarded to Members on 19 December 2025 and 5 January 2026.
- (b) Councillor Hawkins requested that this matter be included within the Agenda and he requests Council give further consideration to the above mentioned. Councillor Hawkins to report. Council's instruction is sought.

19. ESBC PRECEPT REQUIREMENT AND SUPPORT TAX GRANT FOR 2026-27

To report receipt of a letter received 5 December 2025 from ESBC's Principal Accountant informing Council that the Support Tax Grant for 2026-27 had been calculated at £23,695 and the Taxbase for the Parish was 4,879.6 (last year 4,945.8), as forwarded to Members on 5 December 2025. Council is reminded that ESBC require the Parish Precept Requirement by 23 January 2026, as forwarded to Members.

20. ESTIMATES AND PRECEPT 2026-27

Council is asked to give consideration to:

- (a) **DRAFT BURIAL FEES 2026-27** - The Draft Proposed Burial Fees for Uttoxeter Cemetery for 2026-27 due to the significant increase in the associated costs for the Cemetery, have been increased by 15%. See Appendix G. Council's instruction is sought.

- (b) **DRAFT TOWN HALL VENUE HIRE CHARGES 2026-27** - The Draft Town Hall Venue Hire Charges for 2026-27, increased by 2.5%. See Appendix H. Council's instruction is sought.
- (c) **ESTIMATES AND PRECEPT 2026-27** - The Draft Estimates and supporting budget notes for 2026-27. See Appendix I for Draft Estimates and Appendix J for Budget Notes, as prepared and submitted by the RFO/Town Clerk, the Mayor, Deputy Mayor, the Chair of Finance and General Purposes and Councillor Z Krupski. Council's instruction is sought.
- (d) To determine Uttoxeter's Precept Requirement for 2026-27 (Gross and Net sums). Council's instruction is sought.
- (e) To seek Council's permission for the Town Mayor, the Chair of the F&GP Committee together with the RFO/Town Clerk to sign the completed Precept Requirement Form to be issued to ESBC before 23 January 2026. Council's instruction is sought.
- (f) Council is reminded that Council previously Resolved that the Mayor and the Clerk produce a leaflet to the populus providing an update on the increase and where the additional requirement is being spent. The Clerk to provide Council with an update.

21. **SAFE PLACE SCHEME**

The Clerk to provide Council with an update from the local Policing Team and ESBC, if available. Council's instruction is sought.

22. **S137 COMMUNITY SUNDRY GRANT APPLICATIONS**

Council is advised that £790.01 remains within the 2025-26 S137 Community Sundry Grant budget allocation for up to 31 March 2026.

To report receipt of the following:

- (a) Council is advised that on 9 April 2024 it Resolved that *'the Clerk liaise with the Organisers of Bramshall Road Junior Parkrun to advise that, the Council support the S137 Sundry Grant of £1,000 in principle, subject to confirmation being received that the remaining £3,800 has been pledged.'*

To report receipt of an email dated 19 December 2025 from Parkrun advising Council that they wish to approach the Council regarding its pledge of the above mentioned S137 Sundry Grant of £1,000 towards the Uttoxeter Parkrun, as pledged by Council on 9 April 2024, subject to Parkrun obtaining funding for the balance of £3,800.

Council is advised that Parkrun anticipate a positive decision being received over the coming weeks for the balance of the £3,800 funding.

Council is advised that due to the current balance of the budget allocation and the timescale, Parkrun have been advised that upon receipt of confirmation of the balance of funding, Council would further consider its pledge from the 2026-27 budget allocation. Council's instruction is sought.

- (b) Email of thanks dated 21 December 2025 from Wilfred House Committee expressing their sincere thanks to Council for the recent S137 Sundry Grants issued.
- (c) S137 Sundry Grant Application dated 3 January 2026 from a member of Stramshall Scouts seeking a grant towards the cost of equipment and travel costs to attend the World Scout Jamboree in 2027. See Appendix K. Council's instruction is sought.

23. **MILLENNIUM MONUMENT INSCRIPTION UPDATE**

To report receipt of an email on 6 January 2026 received from the Family of Gordon and Angela Stubbs confirming their agreement for incorporating Gordon and Angela Stubbs upon the Town Millennium Monument in recognition of many years as Poppy Sellers for the Town and for raising over £100,000 for the Poppy Appeal. Council is advised that the funding for this project has been included within the Precept for 2026-27/existing Earmarked Reserve.

24. **UTTOXETER FESTIVALS IN 2026**

Council is advised that the Uttoxeter Festival dates have been confirmed as the following for 2026 promoting as street food, produce, crafts and entertainment within the town centre on:

- Saturday, 13 June 2026 (10am-6pm)
- Saturday, 12 September 2026 (10am-5pm)
- Saturday, 5 December 2026 (10am-3pm)

25. **BRADLEY STREET TOILETS – REFURBISHMENT UPDATE**

Councillor P Krupski to report receipt of an update from ESBC's Enterprise Team on the refurbishment of Bradley Street Toilets as follows:

"Following the previous update, the CAD drawings have been signed off and works are currently aiming to commence w/c 26th January taking a period of 8 weeks, providing materials are delivered on time. In order to keep to the programme, ESBC are going to close the toilets for the duration of the works rather than work around limited operations. The team are looking at options for alternative provision during this time. Once we are confident of the material delivery/start date, ESBC will be issuing a short press notice to confirm the closure and works. We should know this a couple of weeks before the works are due to start."

26. **THE MALTINGS – UPDATE**

Borough Councillor P Krupski to provide Council with an update from ESBC's Enterprise Team on the Maltings if available.

27. **WEST MIDLANDS AMBULANCE SERVICE - FIRST RESPONDER FOR UTTOXETER**

Council is reminded of its Resolution from its meeting held on 14 October 2025 that 'the Clerk liaise with West Midlands Ambulance Service to seek an urgent update on when WMAS envisage recruitment of a First Responder for the Town to take place given Uttoxeter is some 12.9 miles away from the nearest hospital.'

To report receipt of an email dated 19 December 2025 from West Midlands Ambulance Service Regional Community Response Manager advising Council that 'WMASUFT currently have a live advertisement on NHS jobs for all interested parties. Perhaps you would kindly place information on your social media directing anyone interested parties to search NHS jobs. Closing date for applications is 11-1-2026. The CFR scheme vehicle is all in order and ready to be returned anytime we have new volunteers for the scheme.' Council is advised that updates will be provided in due course. Council's instruction is sought.

28. **THE WHEATSHAEF, FORMER PUBLIC HOUSE**

As Resolved by Council on 9 December 2025 that the Clerk liaise with ESBC's Planning Manager to:

- (a) Express the Council's concerns at the loss of a Listed Historic Building within the town centre.*
- (b) Express the Council's concern that insufficient pressure was applied to the owner of the former Wheatshaeaf to fulfil their duty in maintaining the Listed Historic Building.*
- (c) Following the recent demolition of the buildings, the site is now an 'eyesore' and is damaging the aesthetics of the town centre. Given this, the Council seeks ESBC's support in liaising with the Owner/Developer to request that the site is in need of clearing and/or installation of hoarding at the earliest opportunity.*

To report receipt of emails dated:

- (a) 19 December 2025 from ESBC's Planning Manager advising Council that 'The concerns are noted. In relation to point C, ESBC are of course seeking to engage with the site owner in relation to Pre-App/application proposals however no details have yet been submitted. The focus this far has been on historically recording the building and retaining materials for re-use.'*
- (b) 5 January 2026 from a local resident to ESBC's Planning Manager, copied to the Town Council, seeking an update to their email to ESBC on 12 December 2025.*
- (c) 6 January 2026 from a local resident to ESBC's Planning Manager, copied to the Town Council, seeking an update on the email from ESBC on 5 December 2025, as copied to a number of Town and Borough Councillors.*

Council's instruction is sought.

29. **CEMETERY UPDATE**

To report that:

- (a) The Cemetery Extension Infrastructure Project was completed on 15 December 2025.*
- (b) The Tree Planting (incorporated during Phase II works in December) and Hedge Project is anticipated to be completed over the coming weeks (weather permitting).*

30. **SCC INFORMATION GOVERNANCE SUPPORT – DECEMBER 2025 BULLETIN**

To report receipt of an email dated 8 December 2025 received from Council's Data Protection Officers providing Council with a copy of the above mentioned, as issued to Members and Council's Office Manager.

31. **PENINSULA – COUNCIL'S HR PROVIDER**

To report receipt of the following emails, as issued to Members, and Council's Payroll Provider:

- (a) What did we learn from the latest Employment Rights Bill debate dated 11 December 2025.
- (b) Stay compliant during Christmas dated 15 December 2026.
- (c) Getting your business ready for the Employment Rights Act 2025 dated 17 December 2025.
- (d) Your weekly Peninsula roundup dated 22 December 2025.

32. **HMRC SUPPORT**

To report receipt of the following, as forwarded to Members and Council's Payroll Provider:

- (a) Seasonal parties and presents – taxable or not? Dated 5 December 2025.
- (b) VAT returns and schemes – what you need to know dated 10 December 2025.
- (c) Employer Bulletin: important information for employers dated 10 December 2025.

33. **STAFFORDSHIRE PENSION FUND**

To report receipt of the Staffordshire Pension Fund: Christmas message to our Scheme employers dated 19 December 2025, as forwarded to Members and Council's Office Manager and Council's Payroll Provider:

34. **COUNCIL IN PRIVATE – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the above Act it is requested that the public and press are not present due to the confidential nature of the business to be transacted and are asked to withdraw.

35. **LOCAL GOVERNMENT REORGANISATION**

36. **STAFFING INCLUDING TRAINING**

37. **AGENDA ITEMS FOR NEXT MEETING**



UTTOXETER TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY, 9 DECEMBER 2025 IN THE ALAN DEAN SUITE, UTTOXETER TOWN HALL COMMENCING AT 7.00PM AND THERE WERE PRESENT:

Chair and Town Mayor - Councillor B Houlihan

Councillors: T Ashby, D Boot, J Glandfield, R Hawkins, D Holland, A Johnstone, P Krupski, Z Krupski, A Mansfield (Deputy Mayor), C Wain

Officer in attendance – T Jeffery, Town Clerk/RFO

It was noted that County Councillor P Allen, Staffordshire FA's Head of Delivery and two members of the public were in attendance in the meeting.

1. CHAIR'S WELCOME

The Chair provided a welcome to the Meeting and a brief on the provisions of the Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014", a reminder that the Council had Signed up to the Civility and Respect Pledge, on the use of mobile phones during the meeting and the evacuation procedure in the event of a fire. Council is advised that the Clerk and Councillors Ashby and Boot were the Council's trained Evac Chair Operators.

2. APOLOGIES FOR ABSENCE

(a) The Clerk reported receipt of approved apologies for absence from Town Councillors C Lancaster, A Noyes, S Page, C Sylvester, L Sylvester.

RESOLVED that the same be accepted and approved.

(b) To minute the names of Councillors who are absent and apologies have not been received.
None.

3. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e-h), the meeting be adjourned for up to 15 minutes to allow for public participation where members of the public may make representations, ask or answer questions and give evidence at a meeting which they were entitled to attend in respect of the business on the Agenda. The period of time designated for public participation at a meeting as in accordance with standing order 3(e) shall not exceed (3) minutes unless directed by the Chair of the meeting. It was noted that Members of the public may not take part in the Council meeting itself.

The Chair welcomed the members of the public to the meeting. It was noted that one member of the public wished to address Council with respect to Item No. 32 High Street Bollard and he reported that 'At last month's meeting I addressed the Council regarding the High Street bollard and traffic driving through the pedestrian zone. Full pedestrianization is part of the Maltings Development Plan which appears to be significantly delayed so we need a solution now. The bollard is an agenda item for this meeting – in private. To save time, I will not read out my previous address again but ask that Council please remember what I said when considering the matter later. Thank you'.

The Chair expressed his thanks to the member of the public for their address to Council which would be further considered under Item No. 32 later in the meeting.

4. DECLARATIONS OF INTEREST

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members were reminded that they were required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

Councillor Glandfield declared an interest in Item No. 17(c)

Councillor Hawkins declared a non-direct interest in Item Nos. 15(e) and 17(c). He wished for it to be recorded that with respect to 15(e) he had a conversation with the Developer some two years ago.

5. DISPENSATION PROCEDURE

To consider and approve dispensation requests as in accordance with Standing Order 13(d), that all Dispensation requests shall be in writing and submitted to the Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the Dispensation is required. Council will decide whether to grant the dispensation at the relevant meeting. Unless Council grant the relevant delegated power to Committee, it was Council that decided whether to grant the dispensation.

None received.

6. MINUTES

(a) The minutes of the Council Meeting held on 11 November 2025 were approved as a correct record and signed by the Chair.

(b) Council gave consideration to the Recommendations of the Policy and Planning Committee Meeting held on 25 November 2025.

RESOLVED that the Recommendations of the Policy and Planning Committee Meeting held on 25 November 2025, be approved and ordered to form part of the minutes attached hereto as Appendix A.

(c) The minutes of the Extraordinary Council Meeting held on 25 November 2025 were approved as a correct record and signed by the Chair.

7. ACCOUNTS

(a) Council gave consideration was given to the list of accounts submitted for payment in the sum of £139,460.61 which included BACS/cheque payments made since the date of the last meeting.

RESOLVED that the list of accounts as above be accepted and approved, and the Mayor and Deputy Mayor be authorised to sign it.

(b) Council gave consideration to the monthly summaries of the Council's income for November 2025.

RESOLVED that the same be noted.

8. BANK BALANCES

At 9 December 2025 the bank balances stood at:

RBS Current Account	£ 6,068.69
RBS Special Interest Account	£189,314.46
RBS General Reserve Fund Account	£100,000.00
RBS Town Mayors' Account	£ 471.50
RBS Deposit Account 32 Carter Street	£ 622.82
RBS 19A High Street Deposit Account	£ 337.51
CCLA Public Sector Deposit Fund Account	£ 85,000.00

9. UTTOXETER TOWN MAYOR AND DEPUTY MAYOR EVENTS ATTENDED REPORT

(a) The Clerk reported that the Mayor had attended the following events since the last meeting:

21.11.25	Uttoxeter Christmas Lights Switch On
22.11.25	Uttoxeter Choral Society Concert
06.12.25	Uttoxeter Christmas Food Festival
07.12.25	Mayor of Stone's Civic Carol Service

(b) The Clerk reported that the Deputy Mayor had attended the following events since the last meeting:

07.12.25	Mayor of East Staffordshire's Charity Wrestling Event
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10. TO RECEIVE WRITTEN QUESTIONS FROM MEMBERS OF UTTOXETER TOWN COUNCIL

None received.

11. REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

- (a) County Councillor Allen reported that at this time, he was unable to provide Council with any further updates from SCC. He wished Council and members of the public a Happy Christmas and a Prosperous New Year and reported that he was looking forward to continuing to work with the Council in 2026.
- (b) The Clerk reported receipt of a combined Borough Councillor Report on ESBC matters arising since the date of the last meeting which included the following:
Borough Councillor P Krupski reported she had:
- Attended Redfern's Museum AGM.
 - Attended a Members briefing on the proposed government reorganisation within Staffordshire.
 - Attended an Extraordinary ESBC council meeting.
 - Attended a Leaders Advisory meeting.
 - Attended a Councillors surgery at the Uttoxeter Library.
 - Attended the Poppy Afternoon Tea.
 - Addressed a number of issues/queries raised by local residents including the car park lighting at the Leisure centre, blocked access in a passageway in Carter Street and providing updates on projects within the town.
 - Attended a Fair Trade committee meeting.
 - Supported a Social event at UHCC.
 - Attended the Remembrance Parade.
 - She reported that with respect to the Maltings, she had emailed ESBC with five questions about the proposed plans for the partial demolition of the Maltings and the Co-op building and regarding an update on the asbestos survey recently carried out.
 - She reported that ESBC's Regeneration Officer had advised that at this time, they were unable to answer questions 1-3 as raised given ESBC had only just received the Report relating to the asbestos survey and were yet to understand whether there were any implications.
 - She reported that with respect to questions 4-5 seeking an update on when the demolition work to begin and a timeline for completion of Phase I (demolition and landscaping). She reported that ESBC had advised that this remains dependent on the progress of the Planning Committee and approval of the application.
 - She reported that ESBC had advised that the Regeneration Team had started the procurement process for the demolition contractor, in anticipation, in order to ensure swift progress if the application is approved.
 - She reported that the 3 units located off the Maltings carpark would remain in place (Butchers and next two units) and be clad with the remainder of the site for demolition and the former Co-op building demolition would be a separate planning application. She reported that the 2 units located at the top of the Maltings (Max Spielman and Co-op Travel) would remain in place with the former Subway building and downwards being demolished.
 - She reported that with respect to Bradley Street Toilets, ESBC Team had met with Harvey & Clark on site and she could confirm the following:
 - CAD drawings had been received and ready to proceed, with minor amendments.
 - The materials were due to be delivered by mid-January, with a commencement of works towards the end of January for a 6-8 week programme. Any snagging or additional works would prolong the programme, so it was sensible to assume an April completion/reopening.
 - The team were currently looking at communications ahead of the works and temporary provision of facilities during the works. It would be more prudent to do both gendered toilets simultaneously and so closure with temporary provision seems more sensible than staggering the works. This may include using the existing disabled toilets or a new Portaloo provision however, options were still being reviewed.
 - On the second phase of works, options for layouts for the existing baby changing room were being looked at but phasing may depend on the above.

Borough Councillor Z Krupski reported he had:

- Attended Redfern's Museum AGM.
- Attended a Members briefing on the proposed government reorganisation within Staffordshire.
- Attended an Extraordinary ESBC council meeting.
- Attended the Poppy Afternoon Tea.
- Attended several UHCC meetings in the month.
- Supported a Social event at the Heath Community Centre.
- Attended a Leaders Advisory meeting.
- Attended the Remembrance Parade.
- Attended the ESBC Audit Committee meeting.
- Attended the Police ,Crime & Fire Commissioners 2025/26 budget meeting.

Borough Councillor R Hawkins reported he had:

- 2 November – Attended Redfern's Cottage Annual General Meeting
- 6 November – Attended a Local Government Reorganisation briefing meeting with representatives of local parish councils
- 9 November - Attended the Remembrance Sunday Parade.
- 10 November – Attended an meeting to discuss the Draft Estimates in the morning; and in the evening attended a meeting of ESBC in Burton Town Hall
- 13 November – Attended a meeting of the renamed Uttoxeter Nature Forum and agreed to become its Chair
- 18 November - Attended a meeting of the Oldfields Sports and Social Club Committee
- 20 November - Met with representatives of Trent & Dove Housing Association to discuss social housing in Uttoxeter
- 25 November - Attended a meeting of Uttoxeter Town Council to discuss the 2026/27 Budget Estimates
- During the month, I have had conversations with residents about Local Government Reorganisation, The Wheatsheaf, the reopening of St Johns Hall, improving sports facilities in the town, footpaths and regeneration.

Borough Councillor A Mansfield reported he had:

- Worked with Elkes Bowls Club to secure a grant of just under £1,500 for the Club to purchase new equipment from the ESBC Councillor Community Fund. This is part of a wider series of work they are carrying out to attract more members to the Club. We intend to follow this with an application to the Community Regeneration Fund.
- Continued to liaise with officers at ESBC to identify options available in relation to Trinity Square Car Park and its potential use as part of any Uttoxeter Neighbourhood Healthcare Hub.
- Responded to residents' queries on a number of issues, including green waste and council tax.
- Chaired meetings of the Audit Committee and the Statement of Accounts Committee.
- Attended Full Council and a meeting of the Standards Committee.

The Chair expressed his thanks for the detailed Combined Borough Councillor Report.

12. TOWN CLERK'S REPORT

The Clerk reported that since the date of the last meeting and in conjunction with the Mayor, she had received/responded/issued/actioned a number of matters including the following:

- (a) Various SPCA E-Bulletins/Correspondence received Re: Sponsor a shelf - Staffordshire History Centre dated 7 November 2025, SPCA membership Fees dated 10 November 2025, SPCA AGM & Local Council Conference: Monday 24th November 2025 From 10am received 11 November 2025, Re: Support Staffordshire training dated 12 November 2025, Briefing for Town and Parish Councils - Agendas and Minutes dated 13 November 2025, SPCA November bulletin dated 17 November 2025, FREE Event: Assertion 10 Made Simple: Strengthening governance and compliance received 19 November 2025, Does your council have a training policy dated 21 November 2025, Parkinson Partnership Upcoming & New Courses dated 27 November 2025, SPCA Partnership with Scribe dated 3 December 2025, as forwarded to Members.

- (b) NALC Correspondence - CEO Bulletin dated 6 November 2025, Events newsletter dated 11 November 2025, CEO Bulletin dated 13 November 2025, Events newsletter dated 18 November 2025, CEO Bulletin dated 20 November 2025, CEO Bulletin dated 27 November 2025, Star Council Awards 2025/26 finalists announced today dated 2 December 2025, Events newsletter dated 2 December 2025, as forwarded to Members.
- (c) SLCC Correspondence – SLCC Weekly News Digest dated 10 November 2025, News Bulletin dated 13 November 2025, SLCC Weekly News Digest dated 24/11/2025, Bulletin dated 28 November 2025, SLCC Weekly News Digest dated 01/12/2025, as forwarded to Members.
- (d) SCC PTTRO Temporary or Emergency Road Closure Orders – various PTTRO's for Uttoxeter (4459609 - Bennetts Lane, Bramshall & Loxley Lane, Loxley received 13 November 2025, 4456948 - Hobb Lane, Scounslow Green received 14 November 2025, 17716 - High Street, Carter Street, Market Place and Market Square for the Uttoxeter Food Festival on 6 December 2025, 4455418 - Bridge Street received 2 December 2025, 4455418 - Newborough Road, Six Roads End received 2 December 2025, 4463500 - Toothill Road received 2 December 2025, 4463387 - Bridge Street received 2 December 2025), as forwarded to Members and Staff.
- (e) Staffordshire Means Back to Business dated 7 November 2025, 21 November 2025, as forwarded to Members and Staff.
- (f) My Staffordshire dated 28 November 2025, as forwarded to Members and Staff.
- (g) The Circuit – To report that a Defibrillator Check was carried out on 12 November 2025 and The Circuit duly updated.
- (h) National Allotment Newsletter – November, dated 6 November 2025, as forwarded to Members.
- (i) Assisted/served at the Poppy Afternoon Tea on 6 November 2025.
- (j) Email received from Town and Parish Councils Website dated 11 November 2025 Re: Autumn Update: Digital Compliance Essentials for Councils, as forwarded to Members.
- (k) Received a number of calls from members of the public seeking an explanation on the volume of security personnel in attendance throughout the Remembrance Parade on Sunday, 9 November 2025. Council was reminded that SIA Trained Personnel were required to be in attendance as in accordance with the Guidance under Martyn's Law.
- (l) On 11 November 2025 the Mayor Signed the 3-Year Lease for 32 Carter Street commencing from 1 December 2025, on the terms and conditions as previously Recommended by the F&GP Committee/update as ratified by Council.
- (m) Received an email from SCC's CEO on 12 November 2025 in response to the Council's letter on 23 October 2025 Re: Flags upon lamp posts within Uttoxeter, as forwarded to Members.
- (n) Received confirmation that the works at Redfern Cottage have been completed on 14 November 2025 by Midland Conservation, as checked by Council's Architect. Photos as emailed to Members on 14 November 2025.
- (o) Email on 14 November 2025 from ESBC's Planning Support and Local Land Charges Manager Re: Planning - Accessing Applications and Weekly List following the incorporation of a new Planning System at ESBC, as forwarded to Members.
- (p) Email on from SCC A year of Staffordshire History dated 14 November 2025, as forwarded to Members.
- (q) Email dated 19 November 2025 from The Globe Foundation Re: Globe & Support Staffordshire Important Update, as forwarded to Members.
- (r) Met with Council's Architect to review the Town Hall alley works, Redfern Cottage, washer for the Ballroom kitchen and undercounter bar fridge for the Adam Peaty Suite.
- (s) Email dated 19 November 2025 from The Police, Fire and Crime Commissioner Re: Government Announcement on the role of the PCCs, as forwarded to Members.
- (t) Email from Rural Services Network dated 19 November 2025 Re: RMTG Roundup November 2025, as forwarded to Members.
- (u) Attended a meeting on 20 November 2025 in Leek with a number of Clerks and UVE regarding Community Trusts and potential uses.
- (v) Email 21 November 2025 Re: North Staffs Community Rail Partnership Annual General Meeting minutes, as forwarded to Members.
- (w) Received and responded to an email on 21 November 2025 from a local resident regarding the former Wheatsheaf Public House. Council was advised that the local resident had been encouraged to contact ESBC's Planning Manager with their comments.

- (x) Site meeting with the Cemetery Extension Contractors.
- (y) Received and responded to an email dated 23 November 2025 from a local resident to ESBC's Planning Team Re: Objections to further housing development Stafford Road Uttoxeter Application: P/2024/01382, as issued to the Chair of P&P Committee.
- (z) UTC Hosted the SPCA AGM and Conference on 24 November 2025.
- (aa) Received an email on 24 November 2025 from Birmingham City Council Re: Winter Newsletter, Christmas Toolkit & Black Friday Content - England Illegal Money Lending Team Resources, as forwarded to Members.
- (bb) Email on 26 November 2025 from Groundwork News Re: Groundwork Newsletter: November 2025 – Support our 'Cure for Cold' appeal this Fuel Poverty Awareness Day, as forwarded to Members.
- (cc) Attended a meeting with the Mayor and SCC Re: High Street bollard on 27 November 2025.
- (dd) Email from Parish Online dated 27 November 2025 Re: Newsletter #62, as forwarded to Members.
- (ee) Email dated 27 November 2025 from Katharine House Hospice Re: Care this Christmas, as forwarded to Members.
- (ff) Email on 30 November 2025 from SCC Re: Staffordshire Libraries in December, as forwarded to Members on 1 December 2025.
- (gg) Received and responded to a number of emails from a local resident dated 1 December 2025.
- (hh) Copied into emails from Borough Councillor Mansfield and Borough Councillor Allen to a local resident Re: URGENT ATTENTION The Wheatsheaf Development Uttoxeter dated 1 December 2025, providing an update on the current situation at The Wheatsheaf development and requesting Officers provide a detailed update in due course.
- (ii) Email on 1 December 2025 from The Ministry of Justice Re: Deputy Director & SRO: PFI Prison Expiry & Transfer, Operator Competitions Update, as forwarded to Members.
- (jj) Email on 1 December 2025 from ESBC Re: Home Office Funding for security measures on Faith Buildings, as forwarded to Members.
- (kk) Site meeting at the Cemetery on 2 December 2025 prior to the topcoats to the pathways and carpark area being incorporated throughout the week.
- (ll) Receipt of an email from ESBC's Legal and Assets Team providing the Signed Road Closure Order for Uttoxeter Christmas Food Festival on Saturday, 6 December 2025, as forwarded to Members.
- (mm) Received and responded to an email on 2 December 2025 Re: High Street bollard and other traffic offences. Council was advised that the member of the public was encouraged to issue the Police with photographic evidence of the unauthorised access/parking within the High Street and Carter Street.
- (nn) Email on 3 December 2025 from Vaughtons Re: Welcome to Vaughtons December Newsletter, as forwarded to Members.
- (oo) Carried out Cemetery Administrative duties at an interment at the Cemetery on 5 December 2025.

RESOLVED that with respect to 12(a)-(oo), the same be accepted and approved.

13. REPORTS FROM MEMBERS WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE TOWN COUNCIL

Councillor P Krupski reported attendance at the last Uttoxeter Fairtrade Meeting and Council had been issued with the Minutes from the meeting.

14. POLICE UPDATE

- (a) The Clerk reported receipt of the Town Ward Report for November 2025 as received from the local Police, as forwarded to Members on 3 December 2025.

RESOLVED that the same be noted.

- (b) Council was advised that going forward Police Reports would not be received from the local PCSO's and information would be available via <https://www.police.uk/pu/your-area/staffordshire-police/uttoxeter-town/?yourlocalpolicingteam=about-us>, as agreed with SPCA.

RESOLVED that the same be noted, with disappointment.

- (c) The Clerk reported that the following Police Drop In sessions would take place within the Town in December:

- 1st - Library drop in 14:00-15:00hrs
- 2nd - Redfern Cottage on Carter street 11:00-12:00hrs
- 3rd - St Marys Church 10:30-12:00hrs
- 5th - Leek Building Society 10:00-12:00hrs
- 6th - Xmas Food Festival (will be around the town from 10hrs)
- 12th - Globe Eco Centre from 10:30-12:00hrs
- 13th - Max Spielman drop in 10:00-12:00hrs
- 16th - Costa Coffee, Dovefields Retail Park 17:30-18:30hrs
- 24th - St Marys Church 10:30-12:00hrs
- Other drop In's may be done through the month.

The Chair encouraged Members to attend any of the Drop In sessions taking place within the town to show the Council's support to the PCSO's.

RESOLVED that the same be noted.

15. ESBC - PLANNING APPLICATIONS

Council gave consideration to the undermentioned Planning Applications:

- (a) P/2025/01287 - Erection of a substation and a 6 charger ultra-rapid electric vehicle charging hub at Town Meadows Way.
- (b) P/2025/01306 – Erection of a single storey rear/side extension with roof lantern and formation of an access ramp at 94 High Street, ST14 7JD.
- (c) P/2025/01307 - Erection of a single story rear extension with roof lantern at 8 Baxter Road, ST14 8WA.
- (d) P/2025/01326 – Crown reduce in height by up to 5 metres and reduce lower lateral branches (overhanging no. 10) in depth by up to 4 metres of one Lime tree (T2), reduce three lower limbs laterally in depth by up to 3 metres of one Ash tree (T3) and remove dead wood from one Ash tree (T4) (all of TPO 96-G1) at Wood Leighton House, Woodleighton Road, ST14 8FD.
- (e) P/2024/01382 - Outline planning application for up to 80 dwellings, associated open space and infrastructure including details of access (addition of land to application site to provide for a pedestrian crossing on the B5013, a signal-controlled crossing at A518/B5013, extension of the footway on the A518 and provision of a footway on the Old Pound traffic island) at Land at Stafford Road.

It was noted that Councillor Hawkins declared an interest in Item No. 15(e) and it was noted that he remained in the Chamber and took no part in the debate and vote.

The Clerk reported that, with respect to Item No. 15(e) P/2024/01382, she had issued Members with copies of redacted emails received from a local resident, copied to the Town Council for information, as issued to ESBC's Planning Team. She reported that she had issued Members with a copy of the Recommendations from Policy and Planning Committee Meeting on 25 February 2025. Following due debate, it was

RESOLVED that with respect to Planning Application Nos.:

- (i) P/2025/01287, Council had no comment to make at this stage.
- (ii) P/2025/01306, Council had no comment to make at this stage.
- (iii) P/2025/01307, Council had no comment to make at this stage.
- (iv) P/2025/01326, Council wishes to state that, in their opinion, the proposed reduction to the depth of the Lime tree by up to 4 metres appeared to be extreme.
- (v) P/2024/01382, Council Objects to the proposed development due to the following:
 - (a) Having considered the Adopted ESBC validation checklist 2023, it is noted that the following submission documents have not been submitted and therefore further query the validation of the application (as Recommended

by Policy and Planning on 25 February 2025) which remain unavailable on ESBC's Planning Portal:

- Certificate B
- Block plan or indicative site plan, noting that there is an indicative landscaping plan provided.

(b) The Council has considered the proposed outline application and recommend that it is refused for the following reasons:

(i) Principle of Development:

- Not a proposed site allocation in the adopted local plan a speculative site outside of the settlement boundary/incursion into the open countryside.
- Is concerned over the precedent that this development could create if permitted.
- Exceeds the growth strategy for Uttoxeter without any material justification for the departure from national, local or neighbourhood plan policy.
- Edge of settlement outside of the settlement boundary.

(ii) Design and Natural Environment:

- Council have been advised that a number of newt ponds are located within the proposed development site and request that ESBC request the necessary assessments be carried out.
- The proposed BNG provision makes clear that the scheme would result in a net loss of habitat to facilitate the urban extension on previously undeveloped land. There is no planning case to support departure from planning policy to deliver minimum 10% BNG on a speculative site in the open countryside.
- Proposed density at 45 DPH is an urban density and inappropriate for an edge of settlement into the open countryside.
- Provision of car parking is limited to the minimum space standards take account of neighbourhood plan policy requires a larger provision. It also does not include or take account of any visitor parking, motorcycle parking or disabled parking requirements.
- Site layout includes a play park adjacent to a main road tucked away in the furthest extent of the proposed development. This is a poor concept design and layout.
- The development is not tenure blind and seeks to provide affordable housing in an unsustainable location outside of the settlement.
- Design and access statement indicates mediocrity in design with off the peg housing specification, rather than site specific, climate resilient homes that take into account the future home standard that would be in place at the time of construction.

(iii) Transport and Movement:

- Council note the design and access statement makes reference to the limited bus service operating near the site. However, the proposed development is not at a scale to make new or improved services viable. Therefore, any future occupants would be reliant on private cars to make both local and further journeys. Given this is an intended affordable housing site, it further strengthens the case of how unsustainable the location is.
- The distance from the proposed development to town centre services and community facilities is not considered to be a walkable neighbourhood. Again, this supports the case that the development is an unsustainable location.
- Council noted that the Applicant has liaised further with SCC's Highways Team, however, wishes to point out that the Traffic Assessment provided is 10 years old and out of date given the volume of traffic has significantly increased during this time.
- Reiterates that the vehicular access is limited to one point onto B5013 via a proposed roundabout change. There is no supporting evidence

- to indicate the exiting MHN (main highway network) has capacity for the development.
- Reiterates its poor transport design to service a significant site from a single access to the existing MHN.
- (iv) Objects to a footpath/pathway being incorporated within the Listed Old Pound Traffic island in Stafford Road.
- (v) Development of this greenfield site will potentially exacerbate existing surface water flood issues on the Town Cemetery and could render the Cemetery un-usable because of surface water issues outside of the Cemetery control.
- (c) Reiterates its initial request that this Application be considered by the Borough Council's Planning Committee at its next available meeting.

16. UTTOXETER SPORTS HUB UPDATE

Council was advised that Staffordshire FA's Head of Delivery was in attendance to provide Council with a general overview of the Sports Hub Project at the Quarry Site. The Chair welcomed Staffordshire FA's Head of Delivery to the meeting and he Suspended Standing Orders.

Staffordshire FA's Head of Delivery expressed his thanks to the Council for inviting him to attend the meeting and he provided the following update:

- Formed in 1877, Staffordshire FA is the local governing body for grassroots football, supporting a network of over 45,000 people who are involved in the game across Staffordshire.
- Staffordshire FA are funded and supported by The Football Association profit (The FA), and like The FA, are a not for organisation who invest money into supporting, developing, protecting, and uniting grassroots football.
- Staffordshire FA is one of 15 (out of 50) achieving The FA / NSPCC County FAs to achieve The FA Code of Governance, in addition to Safeguarding 365 Standard.
- Staffordshire FA employ a team of 17 people to deliver our local strategy, which can be found via Staffordshire FA 2024-2028 Business Strategy via the FA website.
- The Challenge faced in Uttoxeter:
 - Uttoxeter's sporting infrastructure falls well short of the demand for accessible, quality facilities for the local community, highlighted in comparisons with other areas of the county and country.
 - Currently there are 42 full-size 3G pitches across Staffordshire, equating to 1 x 3G pitch per 85 teams countywide. There is no full-size 3G pitch in Uttoxeter, to service the 76 football teams in the town and surrounding area.
 - Currently there are 1,100 grass football pitches across Staffordshire, equating to 3.2 teams for every grass pitch. 251 of these pitches are rated as 'Good' or better. 0 grass pitches in Uttoxeter are rated as 'Good' or better
 - 1 National League Football Club (Uttoxeter Town) required to meet Ground Grading requirements.
 - 0% of teams in and around Uttoxeter have access to a full-size 3G pitch for training sessions or match play.
 - 0% of teams in and around Uttoxeter have access to a 'Good' quality grass pitch for match play.
 - He circulated a table showing areas of full-size 3G pitches within Staffordshire. It was noted that East Staffordshire (Uttoxeter) would require 2 no. 3G Pitches to meet demand, figures as at 2024-25.
- The Opportunity:
 - In 2009, Section 106 Agreement signed to provide funds to develop sports facilities on Aggregate Industries land.
 - ESBC identified a Sports Hub as a key project in their 2018 & 2023 Playing Pitch Strategies.
 - Sports Hub identified as a strategic need in East Staffs Local Football Facility Plan (2019 & 2025).
 - Need identified for a full-size 3G pitch, good quality grass pitches, a community building and infrastructure.

- No other viable options identified in the area to help address the problems in Uttoxeter due to lack of space, and existing facilities are still required to meet the continued growth of the game over recent years.
- Staffordshire FA can access funding from the 'Football Foundation' to support the development of the Sports Hub.
- A plan showing in red the boundary line of the Sports Hub site was perused, also showing the areas of the site that had been quarried and areas that had not been quarried at this time.
- Photos he had taken of the site 4 years ago were perused. He reported that the photos remained current as no works had progressed at this time. He was hopeful that works would progress in 2026.
- Current Position:
 - Planning Permissions granted in December 2024 with Ecology Planning Conditions added. Full planning provided once conditions have been met. He reported that one of the Conditions was for providing Compensatory Land by purchase or landowner for a period of 30 years. He stated that this had been reviewed by ESBC and reduced to 10 years. He reported that the FA were working with a local landowner and were hopeful that progress would be made over the coming weeks/early 2026 relating to this Condition.
 - Total Project Costs Phase 1 £3,987,336. He reported that confirmed Funding was Aggregate Industries £126,000, ESBC £1,700,000 (including S106 Contributions), Football Foundation £1,200,000. The total funding was £3,026,000 which had a £961,336 shortfall. He reported that due to an increase in associated costs, the associated costs for Phase 1 were more likely to be near £4,000,000.
- He provided Council with a brief on proposed timescales for up to 30 December 2026 however he reported that these were subject to change.
- Community Impact:
 - The Uttoxeter and surrounding communities have needed this facility for well over a decade now, and despite other attempts to make the facility happen in the past, frustratingly for the community it has never happened.
 - The Sports Hub will be a community facility for all, providing excellent facilities for players of different sports and leisure activities, in addition to football, supporting health and wellbeing and social engagement in the community.
 - Staffordshire FA have committed to delivering a Sports Hub the local community can be proud of.
 - This project also creates an opportunity to provide a bespoke, quality education hub to support existing and new local education programmes for young people and grassroots sport volunteers.
 - He reported that the FA were in contact with Oldfields Sports & Social Club.
 - He reported that the artist illustrations included a pavilion and spectators stand which would be part of Phase II which would be subject to funding being in place for such provisions.

It was noted that the address was followed by a brief question and answer session from Members and members of the public which included the funding of the shortfall, future provisions including maintenance of the Sports Hub facility once in place, safe access to/from the site including pedestrian access.

The Chair expressed his thanks to Staffordshire FA's Head of Delivery for his address to Council and he Reinstated Standing Orders. It was noted that Staffordshire FA's Head of Delivery left the meeting at this time. Following due debate, it was

RESOLVED that the Clerk liaise with Staffordshire FA's Head of Delivery:

- (i) To accept his offer to attend future Sports Provision Meetings with the Mayor, Deputy Mayor, County Councillor Allen, ESBC, the Clerk and Representatives from Oldfields Sports & Social Club.
- (ii) To request that, at the earliest opportunity, the FA progress conversations with SCC regarding the provisions of safe pedestrian access to/from the Sports Hub including exploring the options of enhancing the existing SCC's Rights of Way Footpaths located within the immediate area to/from the Town to/from the Sports Hub, to enable the facility to be available to those service users who require to access the Sports Hub on foot.

17. S137 COMMUNITY SUNDRY GRANT APPLICATIONS

Council was advised that £1,640.01 remained within the 2025-26 S137 Community Sundry Grant budget allocation for up to 31 March 2026.

The Clerk reported receipt of the following:

- (a) Emails of thanks between 12-14 November 2025 from Oldfields Sports & Social Club, Heath Community Centre and YESS expressing their sincere thanks to Council for the recent S137 Sundry Grants issued.

RESOLVED that the same be noted and welcomed.

- (b) S137 Sundry Grant Application dated 14 November 2025 from New Directions Support seeking a grant of £350. Members were advised that a copy of the New Directions Support Annual Report and Financial Statements for the Year Ended 31 July 2024 were available within the office for perusal prior to the meeting. Council's instruction was sought.

RESOLVED that a S137 Sundry Grant in the sum of £350 be awarded to New Directions Support, funded by the S137 Sundry Grant budget allocation.

It was noted that Councillors Glandfield and Hawkins declared an interest in Item No. 17(c) and it was noted that they remained in the Chamber and took no part in the debate and vote.

- (c) S137 Sundry Grant Application dated 15 November 2025 from Wilfred House seeking a grant of £500. Council's instruction was sought.

RESOLVED that a S137 Sundry Grant in the sum of £500 be awarded to Wilfred House, funded by the S137 Sundry Grant budget allocation.

18. THE MALTINGS – UPDATE

Borough Councillor P Krupski reported that she had provided Council with an update on The Maltings under Item No. 11(b) Borough Councillor Report.

RESOLVED that the same be noted.

19. LETTER FROM A LOCAL RESIDENT – SAFE PLACE SCHEME

The Clerk reported receipt of a letter dated 19 November 2025 from an 11-year old local resident asking Council to consider setting up a Safe Place Scheme within the town.

Council was asked to consider 'My name is XXXX, I am 11 years old and live in Uttoxeter. I am writing to ask if you could help make our town safer by setting up a Safe Place scheme. I recently learned about Safe Places and how they help people (especially children, elderly people, or anyone who feels scared or lost) find somewhere safe to go if they need help. I think this is a really good idea, but I noticed that there aren't any Safe Places in Uttoxeter.

Sometimes I walk into town or go out with friends, and I think it would make a big difference if there were places we could go if we ever felt unsafe or needed help. It would also help people with disabilities or anyone who might feel anxious when they're out. Please could you think about starting a Safe Place scheme in Uttoxeter? I think lots of people would feel happier and safer knowing it's there.' Council's instruction was sought.

Councillor P Krupski reported that ESBC had previously made contact with Councillors to seek locations for Safe Places within the Borough. Following due debate, it was

RESOLVED that the Clerk:

- (i) Express Council's thanks to the local resident for bringing this matter to the attention of the Council.
- (ii) Liaise with ESBC to seek information on the provisions for a Safe Place Scheme within the Town and ascertain if ESBC would consider additional places being proposed for the town (subject to liaison with the local Policing Team).
- (iii) Liaise with the local Policing Team regarding possible Safe Places being provided/if needed within the Town.
- (iv) Include this matter for further consideration by Council at a future meeting.

20. THE WHEATSHEAF, FORMER PUBLIC HOUSE

The Clerk reported receipt of correspondence received from Borough Councillors Allen and Mansfield, Town Councillors and local residents regarding the emergency road closure and works currently being carried out at The Wheatsheaf in Bridge Street. Council's instruction was sought.

Councillor P Krupski reported that a number of residents from Chamberlain Close had contacted her regarding the recent works carried out at the former Wheatsheaf. She reported that in her capacity as Borough Councillor, she had contacted ESBC's Planning Manager with the following questions:

'As the Wheatsheaf and the adjoining buildings have now been demolished, can I ask:

- 1. Will the Developer have to submit updated/adjusted plans for the development to ESBC?*
- 2. If the above answer is yes, will the new plans be open for public consultation especially for the residents of Chamberlain Close before they are presented and reviewed by ESBC Planning Committee?'*

She reported receipt of an email from ESBC's Planning Manager advising that *'The developer will be required to submit an application addressing the demolition along with any new build proposals. Whilst ESBC have been in regular dialogue with the developers, they have not given any indication to a date when an application(s) submission is likely. Once an application has been submitted and registered, ESBC will notify neighbours directly with a letter and also post a site notice to notify others'*. Following due debate, it was

RESOLVED that:

- (i) With respect to the correspondence received from Borough Councillors Allen and Mansfield, the same be noted.
- (ii) The Clerk liaise with ESBC's Planning Manager to:
 - (a) Express the Council's concerns at the loss of a Listed Historic Building within the town centre.
 - (b) Express the Council's concern that insufficient pressure was applied to the owner of the former Wheatsheaf to fulfil their duty in maintaining the Listed Historic Building.
 - (c) Following the recent demolition of the buildings, the site is now an 'eyesore' and is damaging the aesthetics of the town centre. Given this, the Council seeks ESBC's support in liaising with the Owner/Developer to request that the site is in need of clearing and/or installation of hoarding at the earliest opportunity.

21. JMW MEDIA – ADVERTISING ON DIGITAL BILLBOARDS IN THE BUS STATION

Council gave consideration to the further negotiated sums from JMW Media on 2 December 2025 for advertising Town Hall and Town Centre Events within the Bus Station as follows:

- 14 months for £800 plus VAT (including 2 complimentary months)
- 12 months for £600 plus VAT

Council was advised that *'you can include as many local events as you like within the same campaign at no extra cost. Just send over the updated artwork for each event and we can upload it to the system within 24 hours of receiving it. Once uploaded, your content goes live on the screens within around 5 minutes. If you prefer, you can also choose specific days for certain events to appear. For example, a regular weekly event could run Monday–Friday, with a different event promoted over the weekend. Whatever works best for your diary.'* Council's instruction was sought.

RESOLVED that the quotation received from JMW Media in the sum of £600 plus vat for 12 months Advertising on the digital billboard in the Bus Station, be accepted and approved, funded by the Town Hall Advertising budget allocation.

22. ADDITIONAL MAKERS MARKET WITHIN THE TOWN

The Clerk reported that, as suggested by the Town Centre Forum, the Organiser of the Makers Market would like to trial a Friday Makers market, once a month, commencing from Spring 2026 with the High Street / Market Place. Council's instruction was sought.

RESOLVED that the Clerk liaise with the Organiser of the Makers Market to advise that Council welcomes them carrying out trial Friday Makers market, once a month, commencing from Spring 2026 with the High Street/Market Place.

23. UTTOXETER CHRISTMAS FOOD FESTIVAL – SATURDAY, 6 DECEMBER 2025

Councillors P Krupski provided Council with an update following the first Uttoxeter Food Festival which took place within the town centre on Saturday, 6 December 2025, 9am-4pm in inclement weather conditions.

She reported that 25 stalls had attended which was similar numbers to the June event. She asked Council to consider, in the absence of a Town Centre Forum meeting, authorising Food Festivals to take place in June, September and December in 2026. She reported that this was to enable the dates to be promoted within potential Traders at the earliest opportunity and for 'save the dates' to be promoted locally. She reported that a catch up meeting with We Heart Events was due to take place on 11 December 2025.

It was noted that Council unanimously supported the increase in visitors to the town and welcomed three Festivals taking place in 2026.

RESOLVED that Council fully supports Festivals taking place in June, September and December in 2026 (dates to be determined).

24. CEMETERY UPDATE

- (a) The Chair and the Clerk provided Council with an update on the Cemetery extension project which was near to completion subject to the white lining of the extension to the carpark on 15 December 2025. The Clerk provided Council with an update on legislation advice from the Company carrying out the white lining of the new permeable carpark only.

The Clerk circulated photos of the newly installed pathways and showing the 6 no. trees planted as at 9 December 2025. The Chair and Clerk reported that as previously reported to and accepted by Council on 11 November 2025, additional work (foundation and drainage enhancements) proved necessary due to excessive water ingress from the existing cemetery towards the top of the extension pathway. Additional work was also required mid-contract to the contractor's entrance and for tarmac patching to the area adjacent to the car park and the entrance following a water leak. The additional sum was £13,748.

She reported that as previously reported to Council, the provision for grass seeding associated costs would be deducted from the final invoice from the Contractor due to this not being carried out due to the time of year. She reported that if this was required next year, Council could liaise with its Grounds Maintenance Contractors accordingly. She reported that the installation of the hedge project (and tree planting) which was a separate contract would be completed by the end of January 2026. It was agreed a Councillor site meeting take place on 19 December 2025.

- (b) With respect to the previous water leak located on the Cemetery entrance, the Clerk reported that as previously reported to Council, this had been monitored and no further water leak had been identified and she reported that as agreed with the Mayor, Deputy Mayor, the Chair of Finance and Councillor Z Krupski, the above mentioned additional works included the provision of tarmac patching over the area located at the main entrance.

Council's instruction was sought.

RESOLVED that with respect to 24(a)-(b), the same be accepted and approved.

25. FAIRTRADE UTTOXETER

The Clerk reported receipt of the following emails, as forwarded to Members:

- (a) Dated 9 November 2025 received from the Chair Re: Next Meeting Fairtrade Group 24 November 4-30 at Redfern's Cottage.
- (b) Dated 17 November 2025 received from the Chair Re: Agenda for 24 November 2025, 4-30 pm at Redfern Cottage Museum and Minutes from the last meeting.
- (c) Council was asked to consider providing a table for outside the Town Hall on a weekday in 2026 for use for the promotion of Fairtrade Uttoxeter. Council's instruction was sought.

- (d) Email on 25 November 2025 from Fairtrade Uttoxeter Re: Minutes of Fairtrade Meeting 24 November 2025/Important statement on development of Fairtrade Standards, as forwarded to Members.

RESOLVED that with respect to:

- (i) 25(a)-(b) and (e) as above, the same be noted.
- (ii) 25(c) Council authorises the use of the table for use outside the Town Hall on a weekday in 2026 for the promotion of Fairtrade Uttoxeter.

26. SCC INFORMATION GOVERNANCE SUPPORT – NOVEMBER 2025 BULLETIN

The Clerk reported receipt of an email dated 14 November 2025 received from Council's Data Protection Officers providing Council with a copy of the above mentioned, as issued to Members and Council's Office Manager.

RESOLVED that the same be accepted and approved.

27. PENINSULA – COUNCIL'S HR PROVIDER

The Clerk reported receipt of the following emails, as issued to Members, and Council's Payroll Provider:

- (a) "Ping-pong" persists dated 6 November 2025.
- (b) A personal thank you for engaging with GLU dated 7 November 2025.
- (c) It's time for your weekly updates dated 10 November 2025.
- (d) What does 2026 mean for your business? dated 11 November 2025.
- (e) Your monthly newsletter is here dated 14 November 2025.
- (f) Employment Rights Bill: An update dated 18 November 2025.
- (g) How will your business be affected by the Autumn Budget dated 19 November 2025.
- (h) It's time for your weekly updates dated 24 November 2025.
- (i) How will your business be affected by the Autumn Budget dated 25 November 2025.
- (j) Reeves reveals new National Minimum Wage dated 27 November 2025.
- (k) [Live e-learning] Join us for "Your H&S and HR guide for the festive season" dated 28 November 2025.
- (l) Major unfair dismissal update announced dated 1 December 2025.
- (m) Prepared for the new National Minimum Wage rates dated 2 December 2025.

RESOLVED that with respect to 27(a)-(m) as above, the same be accepted and approved.

28. HMRC SUPPORT

The Clerk reported receipt of the following, as forwarded to Members and Council's Payroll Provider:

- (a) Payroll essentials for company directors dated 7 November 2025.
- (b) Stay updated on statutory payments dated 19 November 2025.
- (c) Extra hours mean extra risk – make sure you're paying NMW correctly this festive season dated 24 November 2025.
- (d) Autumn Budget 2025 – information from HMRC for employers dated 27 November 2025.
- (e) Mileage, motoring and meal allowances dated 28 November 2025.
- (f) Guidance for employers on RTI reporting obligations for payments made early at Christmas dated 3 December 2025.

RESOLVED that with respect to 28(a)-(f) as above, the same be accepted and approved.

29. STAFFORDSHIRE PENSION FUND

The Clerk reported receipt of the following, as forwarded to Members and Council's Office Manager and Council's Payroll Provider:

- (a) Staffordshire Pension Fund - 2025 Valuation Results and Funding Strategy Statement Consultation - LGPS (minor employer pool) **RESTRICTED** received 18 November 2025.
- (b) LGPS Employer Focus Newsletter dated November 2025 received 27 November 2025.

RESOLVED that with respect to 29(a)-(b) as above, the same be accepted and approved.

The Chair expressed his thanks to County Councillor Allen and to the members of the public for their attendance in the meeting and on behalf of the Council, he wished them the Compliments of the Season. It was noted that they left the meeting at this time.

30. **COUNCIL IN PRIVATE – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
Pursuant to Section 1(2) of the above Act it was requested that the public and press were not present due to the confidential nature of the business to be transacted and were asked to withdraw.

RESOLVED that the same be accepted and approved.

31. **EXTRAORDINARY COUNCIL MINUTES – 18 NOVEMBER 2025**
The minutes of the Extraordinary Council Meeting held on 18 November 2025 were approved as a correct record and signed by the Chair.

The Chair reported that the above mentioned Minutes had been included for ratification in Private due to the inclusion of Staffing as considered by Council.

32. **HIGH STREET BOLLARD UPDATE**
The Chair acknowledged the address from a member of the public under Item No. 3 Public Participation regarding the High Street Bollard.

The Chair and the Clerk provided Council with an update following the meeting with SCC to discuss the reinstatement of the High Street bollard. It was noted that County Councillor Allen had advised the Clerk that at this time, correspondence was awaited from SCC's Officers following the meeting on 27 November 2025. Council's instruction was sought. Following due debate, it was

RESOLVED that upon receipt of correspondence from SCC, this matter be included for further consideration by Council at a future meeting.

33. **MILLENNIUM MONUMENT**
Council was asked to consider, in recognition of many years as Poppy Sellers for the Town and for raising over £100,000 for the Poppy Appeal, incorporating Gordon and Angela Stubbs upon the Town Millennium Monument. It was noted that Council had an EMR in place towards the associated costs for the replacement plaques and had included the balance within the Estimates. Council's instruction was sought.

RESOLVED that Council accept and approve incorporating Gordon and Angela Stubbs upon the Town Millennium Monument in recognition of many years as Poppy Sellers for the Town and for raising over £100,000 for the Poppy Appeal, subject to their families consent being received.

34. **LOCAL GOVERNMENT REORGANISATION**
The Clerk reported receipt of an email on 1 December 2025 from The Head of Democratic Services for High Peak Borough Council and Staffordshire Moorlands District Council Re: Proposal on Local Government Reorganisation, as issued to Members. Council's instruction was sought.

RESOLVED that:

- (i) With respect to the above mentioned correspondence, the same be noted.
- (ii) Council give Local Government Reorganisation further consideration, in private, at its next meeting.

35. **STAFFING INCLUDING TRAINING**
(a) The Chair reported the staff lieu time hours for up to 30 November 2025 was 31¾ hours. Council were reminded of the previous two months lieu time hours were 37¼ (1 November) and 34 (5 October).

RESOLVED that the same be accepted and approved.

- (b) The Mayor provided Council with an update on staffing since the date of the last meeting. He reported that he together with Councillor P Krupski and Council's Office Manager would be shortlisting the Full-time Administrative Assistant Applications on 16 December 2025 and they would be carrying out the Interviews in the New Year and an update would be provided to Council in due course.

RESOLVED that the same be accepted and approved.

- (c) Events Team Update – The Chair provided Council with an update from the Events Team on events/interments since the date of the last meeting.
 - Ballroom Events/bookings 4
 - Tea Dances 2
 - Craft & Produce 1
 - ADS Events/bookings 0
 - Cemetery Interments 6

RESOLVED that the same be noted.

36. **AGENDA ITEMS FOR NEXT MEETING**
None received.

The Chair wished his fellow Councillors and the Clerk the compliments of the season and the meeting was closed at 8.59 pm.



B

UTTOXETER TOWN COUNCIL

RECOMMENDATIONS OF THE POLICY AND PLANNING COMMITTEE ARISING FROM ITS MEETING HELD IN THE ALAN DEAN SUITE, UTTOXETER TOWN HALL ON TUESDAY, 16 DECEMBER 2025 AT 10.00 AM

Chair – Councillor B Houlihan

Councillors: T Ashby (Vice-Chair), D Boot, P Krupski, C Lancaster, L Sylvester, Z Krupski (Observer), A Johnstone (Observer)

Officer in attendance – T Jeffery, Town Clerk

It was noted that one member of the public was in attendance in the meeting and three Representatives from Indurent were in attendance in the meeting for Item No. 5.

1. CHAIR'S WELCOME

The Chair provided a brief on the fire procedure in the event of a fire, provisions of the Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014", a reminder that the Council had Signed up to the Civility and Respect Pledge and the use of mobile phones during the meeting.

2. APOLOGIES FOR ABSENCE

- (a) The Clerk reported receipt of approved apologies from Councillor J Glandfield, A Noyes and A Mansfield (ex-officio).

RECOMMENDED that the same be accepted and approved.

- (b) The Clerk reported that all other Members were in attendance.

RECOMMENDED that the same be noted.

3. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e-h), the meeting be adjourned for up to 15 minutes to allow for public participation where members of the public may make representations, answer questions and give evidence at a meeting which they were entitled to attend in respect of the business on the Agenda. The period of time designated for public participation at a meeting as in accordance with standing order 3(e) shall not exceed (3) minutes unless directed by the Chair of the meeting.

It was noted that the Representatives from Indurent would be addressing Committee under Item No. 5 and no other members of the public were in attendance.

4. DECLARATIONS OF INTEREST

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which was not included in the register of interests. Members were reminded that they were required to leave the room during the discussion and voting on matters in which they had a disclosable pecuniary interest, whether or not the interest was entered in the register of members' interests maintained by the Monitoring Officer.

None received.

5. INDURENT – PREPARATION OF TWO PLANNING APPLICATIONS FOR INDURENT PARK, UTTOXETER

The Chair welcomed the Representatives from Indurent to the meeting and he Suspended Standing Orders accordingly.

The Representatives from Indurent expressed thanks to Committee for permitting them to attend to provide an update on the current preparation of two planning applications for Indurent Park Uttoxeter which borders the West of Uttoxeter Sustainable Urban Extension (SUE), also known as Bramshall Meadows. It was noted that Members were provided with a handout for Indurent Park Uttoxeter. They reported the following:

- Previous attendance to address Committee on Phase One which was located within the Town boundary.
- Provided an update on the merger of St Modwen Homes, St Modwen Logistics to Indurent in 2024.
- Indurent Park Uttoxeter Represented an opportunity to create a high quality environment encompassing a range of building sizes, accommodating industrial, logistics and ancillary office uses.
- The design and sizing of the units reflects institutional market requirements as well as considering the context of and impact on the adjacent site context.
- The Approved Phase One development site lies to the west of Uttoxeter, forming the northern part of the West Uttoxeter Sustainable Urban Extension (SUE) and comprises of two industrial units (Classes B2/B8) of differing scales and massing, totalling a gross internal floor area of 296,754 sqft and 85,994 sqft.
- The surrounding SUE allocation includes existing residential development at Bramshall Meadows to the south and east, with a further mixed use development extending across the wider area. The Outline permission for the principle of employment uses was granted by ESBC in 2022, with the Reserved Matters application granted, providing the remaining detail in 2024.
- They would be submitting a variation to ESBC over the coming weeks which would be a Section 73 application to seek to vary approved plans for Phase One to enable delivery of a new design code that Indurent were bringing as the new 'Indurent Standard' design code.
 - The revised design would differ slightly from the originally proposed scheme to incorporate enhanced sustainability and design measures, helping to attract leading occupiers. These changes would also ensure that the design, parking and servicing arrangements across both phases operate efficiently and safely in line with the updated scheme.
 - The floor print would remain as previously, which would be reconfigured internally to improve operational efficiency including mezzanine warehouse and flexible space.
 - The revised internal layouts, with office accommodation relocated and redesigned to improve functionality, appearance and relationship with surrounding uses.
 - Adjusted service yards and access arrangements to enhance safety and efficiency, with modest reductions in yard depth offset by improved surfacing and layout.
 - Additional car parking provision to support the increased floorspace.
 - Enhanced landscaping resulting in a net increase of approximately 2,171 sqm of landscaped area and a more welcoming estate entrance.
 - Updated elevations including new tonal green cladding, removal of hipped roofs and slightly increased parapet heights to improve visual quality and integration with landscaping.
- Phase Two adjoins the approved Phase One employment scheme and benefits from direct access via the approved Phase One spine road which links through to the wider SUE road network.
 - An Outline planning is being prepared for Phase Two and we are promoting the site to the emerging East Staffordshire Local Plan.
 - This would enable the next stage of employment development at Indurent Park Uttoxeter, delivering modern industrial and logistics floorspace through a landscape led masterplan. The Outline application will include:
 - 310,000sqft of flexible E(g)(iii), B2 and B8 employment space.
 - A masterplan that extends the approved Phase One access road ensuring a coherent internal network across both sites.
 - High quality industrial units built for institutional standards, with service yards, dock levellers, level access loading and extensive car and cycle parking.

- Integrated pedestrian and cycle routes linking into the Phase One spine road and supporting sustainable travel.
- The landscaped led design would include structural planting, green buffers and new habitats providing string visual screening for neighbouring communities.
- Biodiversity enhancements through ecological corridors, native planting and SuDS, strengthening the green infrastructure across both phases.
- Amenity spaces integrated into the masterplan to support employee wellbeing including areas for informal recreation and outdoor seating.
- Units built to modern energy efficiency standards with integral lighting, high performance fabric and potential for on-site renewables.
- EV charging and secure cycle storage to support sustainable travel.
- A Travel Plan promoting active travel and reducing single occupancy car use.
- The handout included information on Community Benefits which included a combined total for Phases One and Two - creation of 1,137 jobs, £47.4m GVA/year, £1,354m business rates/year, 355 construction major investment in skills, training and green infrastructure.
- Indurent would be consulting with local residents regarding Phase Two. They reported that an initial consultation had been carried out with within the surrounding area (650 leaflets issued) and that limited responses had been received.
- Indurent reported that the land beyond Phase Two was not within their ownership.
- Indurent would provide the Clerk with an document showing the Important Range of Opportunities for the Town, to be circulated to Members.

The address was followed by a Member question and answer session which included the following:

- Clarification that the units within Phase One remained at the original heights,
- Within the inlet 3 boxes which were Substation Provisions,
- Future provisions for widening of the A50 had been taken into consideration during the planning of the two development sites,
- The developments included employment provisions for skilled jobs,
- The importance of the need for a link road to/from Stafford Road to the A50 to reduce the number of HGV's using the town centre to access the A50,
- Request Indurent consider incorporating traffic lights within from site for Phases One and Two to ensure safe access to/from the sites,
- Ensure that Fire/Emergency Vehicle access is adequate into the sites,
- Timescales for Phase One and Phase Two (which was 12-14 months for Phase One subject to Section 73 application).

The Chair expressed his thanks to the Representatives from Indurent for their detailed informative update and it was noted that they left the meeting at this time. The Chair Reinstated Standing Orders. Committee instruction was sought.

RECOMMENDED that Committee give consideration to the Section 73 Application for Phase One and the Outline Planning Application for Phase Two upon receipt of notification from ESBC in due course.

6. **THE GLOBE FOUNDATION - EAST STAFFORDSHIRE CITIZEN JURY ON THE USE OF GLYPHOSATE - DO YOU WANT TO TAKE PART?**

The Clerk reported receipt of an email on 5 December 2025 from The Globe Foundation Eco Team Re: Would you like to have your voice heard - Support Staffordshire are running a 'Citizen Jury on the use of Glyphosate', commissioned by ESBC. This Citizen Jury approach aimed to give people who live, work and study in East Staffordshire a different way to engage in complex issues and decisions that the Council have to make, as forwarded to Members on 8 December 2025. Committee instruction was sought.

Councillor P Krupski stated that ESBC had previously ran trials on the reduction in use of Glyphosate.

RECOMMENDED that Councillor Boot would like to apply to join the 'Citizen Jury on the use of Glyphosate'.

7. UTTOXETER NEIGHBOURHOOD PLAN – SCREENING VERSION OF THE EMERGING NEIGHBOURHOOD PLAN

The Chair reported receipt of an update from the Uttoxeter Neighbourhood Plan Steering Group meeting held on 15 December 2025 following consideration of the SEA / HRA Screening Report as received from ESBC on 16 October 2025 which included the following:

- UVE reported that the screening opinion had been received from ESBC and that SEA and HRA were not required. This negative screening opinion means the Plan can move to the next stage of the process. This was the preparation and delivery of Regulation-14 Consultation.
- The suggested next steps proposed for consideration were:
 - Committee to liaise with ESBC to confirm the housing figure for the Neighbourhood Area in light of the ESBC Autumn 2025 housing monitoring report. Note: If the figure remains unchanged the Plan can move to Regulation-14. If it has changed, the Town Council and UVE CIC would need to check the Plan had capacity and a growth strategy that supports the delivery of the target.
 - Prepare the Consultation Strategy and materials to bring the Plan to the attention of everyone that lives and works in the Neighbourhood Area. UVE aims to do this at the forthcoming January NHPlan Steering Group meeting (19 January 2026).
 - Ensure the Evidence Base and background materials are all available on the relevant webpage.
 - Prepare the Neighbourhood Plan version for Regulation-14 and get the Town Council approval to commence the process and agree the version of the Plan.

The Clerk reported that UVE CIC had advised that a budget would be required for carrying out the associated public consultation for Regulation 14, approximately £7,000 would be required, which would have to be included within the Estimates.

The Chair reported that the consultation would be included within Uttoxeter Voice, leaflets within the town, via the Council's social media and website, and hand delivering to local businesses. Committee instruction was sought.

RECOMMENDED that:

- (i) The same be accepted and approved.
- (ii) The Clerk be tasked forthwith with incorporating £7,000 within the Draft Estimates for the NHPlan Regulation 14 associated costs for consideration by Council on 13 January 2026.

8. ENFORCEMENT OF THE PLANNING CONDITIONS FOR BRAMSHALL MEADOWS/ST MODWEN DEVELOPMENT FOR THE LINK ROAD

Committee was advised that due to timings of meetings, the Recommendations from 25 November 2025 as ratified by Council on 9 December 2025 were actioned on 10 December 2025. The Clerk reported receipt of an acknowledgement from Jacob Collier MP however, no further updates had been received from the MP or ESBC at this time. Committee instruction was sought.

RECOMMENDED that the above mentioned be included for further consideration by Committee at its next meeting.

9. UTTOXETER NATURE FORUM

The Clerk reported receipt of an email on 26 November 2025 Re: Minutes of the Uttoxeter Nature Forum Meeting 13 November 2025 and advising that the next Meeting would take place on 14 January 2026 at 7pm, as forwarded to Members.

RECOMMENDED that the same be noted.

10. RURAL SERVICES NETWORK

The Clerk reported receipt of the following emails, as forwarded to Members, dated:

- (a) Rural Services Network Rural Bulletins dated 25 November 2025.
- (b) The Rural Bulletin dated 2 December 2025.
- (c) RSN Rural Funding Digest - December 2025 Edition dated 3 December 2025.

/2025-26

Signed: Date: 13/01/2026

(d) The Rural Bulletin - 9 December 2025.

RECOMMENDED that with respect to 10(a)-(d), the same be noted.

11. **COMMITTEE IN PRIVATE – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
Pursuant to Section 1(2) of the above Act it was requested that the public and press were not present due to the confidential nature of the business to be transacted and were asked to withdraw.

RECOMMENDED that the same be accepted and approved.

12. **FUTURE SPORTS PROVISIONS FOR THE TOWN**

The Chair provided Committee with an update following meetings with County Councillor Allen, Councillors Ashby and Houlihan, the Clerk and Representatives from Oldfields Sports Club on 5 December 2025, meeting with ESBC Officers on 16 October 2025 and the address to Council on 9 December 2025 from Staffordshire FA. Committee instruction was sought. Following due debate, it was

RECOMMENDED that this matter be included for further consideration by Committee, in private, at its next meeting.

13. **WAR MEMORIAL**

Committee was advised that the meeting with the Chair, the Clerk and the Chair and Secretary of the local Royal British Legion would now take place in the New Year. He reported that an update would be provided to Committee/Council in due course. Councillor Boot circulated a photo of the War Memorial taken circa 1966 for Members information. Following due debate, it was

RECOMMENDED that the Chair and the Clerk provide Committee with an update, in private, following the meeting with the Royal British Legion.

14. **SUPPORT IMPROVEMENTS TO HEALTH PROVISIONS FOR THE TOWN RESIDENTS – UTTOXETER NEIGHBOURHOOD HEALTH HUB**

The Chair provided Committee with an update on the above mentioned. He reported that as the Town Council was taking lead on this Project, he would be issuing a letter to GP Surgeries as previously reported by Committee within 30 minutes from Uttoxeter to seek their interest in a Uttoxeter Neighbourhood Health Hub which would be followed up in the New Year with a questionnaire produced by Balance Street PPG. Committee instruction was sought.

RECOMMENDED that this matter be included for further consideration by Committee, in private, at its next meeting.

The meeting closed at 11.15am.

UTTOXETER TOWN COUNCIL

C

ACCOUNTS TO BE PASSED FOR PAYMENT AT THE MEETING TO BE HELD ON 13 JANUARY 2026

ACCOUNTS ALREADY PAID BY CHEQUE - CURRENT ACCOUNT

Cheq No.	Payee	Description	Net	Vat	Amount
009476	Bilthfield Construction	Cem. Extension Infrastructure Project	82,471.60	16,494.32	98,965.92
009477	P Krupski	Reimb. T/Hall Equip. - T/Hall Equipment	35.96	-	35.96
009478	Wilfred House	S137 Sundry Grant	500.00	-	500.00
Already Paid by Cheque Sub - Total			83,007.56	16,494.32	99,501.88

ACCOUNTS ALREADY PAID BY BACS PAYMENT - CURRENT ACCOUNT

Payment ID	Payee	Description	Net	Vat	Amount
544644813	P M Gravedigging	Cem. - Gravedigging Services - Nov	880.00	-	880.00
545156791	New Directions Support	S137 Sundry Grant	350.00	-	350.00
545537145	XX Jeffery	Reimb. - Petty Cash	190.65	-	190.65
545945383	A Maddox	Cover for UTC Event - Craft & Produce add. Market 08/12/25	118.75	-	118.75
547239844	HMRC	Staff Salaries - Contribs - Mth 10	2,306.89	-	2,306.89
547240369	Staffordshire Pension Fund	Staff Salaries - Contribs - Mth 10	2,592.52	-	2,592.52
547240492	Combined Staff Salaries	Staff Salaries - Mth 10 09/01/26	7,117.28	-	7,117.28
547215020	Uttoxeter Lions	Misc. Exp. - Return of £200 Refundable Deposit - Cracker Night	200.00	-	200.00
547214618	XX Rodriguez	Return of Market Pitch Fee	17.00	-	17.00
Already Paid BACS Payments Sub - Total			13,773.09	-	13,773.09
Payments already made by Cheques/BACS Sub - Total			96,780.65	16,494.32	113,274.97

NO CHEQUE PAYMENTS TO BE PASSED

Cheq No.	Payee	Description	Net	Vat	Amount
-	-	-	-	-	-
Cheque Payments to be made Sub - Total			-	-	-

ACCOUNTS TO BE PASSED FOR PAYMENT BY BACS

Pay. ID	Payee	Description	Net	Vat	Amount
TBA	A Hill	T/Hall Ents. - Christmas Disco - Face Painter	125.00	-	125.00
TBA	C Bradbury	T/Hall Ents. - Tea Dance Entertainment Fee - Nov 25	240.00	-	240.00
TBA	Cropper Grounds Maintenance Limited	Grounds Maint. - Cemetery & St Mary's Churchyard - Dec	6,000.00	1,200.00	7,200.00
TBA	Draycott Nurseries and Landscape Sales Ltd	Cem. Tree and Hedge Planting Project	3,957.61	791.52	4,855.57
As Above	Draycott Nurseries and Landscape Sales Ltd	Cem. - Mem. Trees x 2	88.70	17.74	
TBA	Eon Energy Solutions Limited	Footway Ltd. - Street Lighting Maint. & Energy Charges 2024-2025	875.38	175.08	1,050.46
TBA	East Staffordshire Borough Council	T/Hall Rep./Maint. - Empty Trade Refuse Bin - Paper	50.16	-	131.10
As Above	East Staffordshire Borough Council	T/Hall Rep./Maint. - Empty Trade Refuse Bin	80.94	-	
TBA	Forvis Mazars LLP	Accounts - External Audit Fees for Year Ended 31 March 2025	1,050.00	210.00	1,260.00
TBA	InReach Group Limited	Office Equip. - Photocopier 19.11.25 - 15.12.25	90.98	18.20	109.18
TBA	JMW Media Ltd	Advertising - Bus Station Advertising Provision 1/4/26-31/3/27	600.00	120.00	720.00
TBA	L G Woodward Ltd	Dr Johnson - Pop Up Electrics Testing	80.00	16.00	96.00
TBA	MidMC Computer Services	Office Equip. - Monthly IT Support Services	226.80	45.36	951.60
As Above	MidMC Computer Services	Office Equip. - Offsite Back up	37.20	7.44	
As Above	MidMC Computer Services	Office Equip. - Microsoft Plan 2 Subscription x 1 for 1 year	109.00	21.80	
As Above	MidMC Computer Services	Office Equip. - Collect SIDS Data - December	112.50	22.50	
As Above	MidMC Computer Services	Office Equip. - Collect SIDS Data - November	112.50	22.50	
As Above	MidMC Computer Services	Office Equip. - Annual Subs. Web Hosting Discoveruttoxeter.co.uk	195.00	39.00	
TBA	Molly Maid	T/Hall Cleaning Contract - November	360.00	72.00	1,398.00
As Above	Molly Maid	T/Hall Cleaning Contract - Quarterly Clean	215.00	43.00	
As Above	Molly Maid	T/Hall Cleaning Contract - December	590.00	118.00	
TBA	Npower Commercial Gas Limited	Footway Ltd. - Street Lighting Elect. 01.10.25 - 31.12.25	660.93	33.05	693.98
TBA	P M Gravedigging	Cem. Gravedigging Services - Dec	1,650.00	-	1,650.00
TBA	Polaris Catering & Refrigeration Ltd	T/Hall Rep./Maint./H&S - Repl. & Install Burco Hot Water Boiler BR	642.50	128.50	771.00
TBA	SLCC Enterprises Ltd	Training - Practitioners Conference x 1 (28.01.26)	200.00	40.00	240.00
TBA	S Hamilton	T/Hall Rep./Maint. - Window Cleaning	47.50	-	47.50
BACS Payments to be made Sub - Total			18,397.70	3,141.69	21,539.39
Payments to be made Sub - Total			18,397.70	3,141.69	21,539.39

DIRECT DEBITS

Dec	Payee	Description	Net	Vat	Amount
	Royal Bank of Scotland	Bank Charges to 28/11/25	25.15	-	25.15
	Bankline	Bank Charges	40.00	-	40.00
	BT Group Plc	Telephone	414.37	82.87	497.24
	EE	Office Equip. - Clerk Office Mobile	21.00	4.20	25.20
	E-On Next	Cem. Chapels Elect - S/Charge	25.95	1.30	27.25
	E-On Next	T/Hall S/Charge - Elect.	16.80	0.84	17.64
	E-On Next	Feeder Pillar - Elect.	50.99	2.55	53.54
	British Gas Business	T/Hall Elect.	723.43	144.69	868.12
	British Gas Business	Cemetery Gas	41.05	2.05	43.10
	Go Cardless / EPOS Now Ltd	EPOS Standard Sup. License & Protection Care Plan	25.00	5.00	30.00
	Go Cardless / EPOS Now Ltd	EPOS Protect No Care Plan	14.00	2.80	16.80
	Go Cardless / EPOS Now Ltd	EPOS Receipting Pay Now System Charge	15.00	3.00	18.00
	Peninsula	Admin. Professional Fees - HR Services	200.50	40.10	240.60
	Total Energies Gas & Power	T/Hall - Gas	409.16	81.83	490.99
	Pennon Water Services	Cemtery Water	38.00	-	38.00
	ESBC	T/Hall - Rates	2,071.00	-	2,071.00
	ESBC	Market - Rates	97.00	-	97.00
	Water Plus	T/Hall - Water	150.59	-	150.59
Sub - Total			4,378.99	371.23	4,750.22
GRAND TOTAL			119,557.34	20,007.24	139,564.58

Approved: UTC 13/01/2026 Town Mayor Cllr B Houlihan

Deputy Mayor Cllr A Manefield

UTTOXETER TOWN COUNCIL

SALES LEDGER INVOICES ISSUED AND ACTUAL INCOME RECEIVED IN DECEMBER 2025

SALES LEDGER INVOICES ISSUED – 01.12.2025 TO 31.12.2025

4499 Hire of Ballroom (2, 9 December 2025)	£ 40.00
4500 Rent (Jan) – 32 Carter Street	£ 600.00
4501 Rent (Jan) – 19a High Street	£ 440.00
4502 Rent (Jan) – Allotment Building	£ 72.33
4503 Rent (Jan) – Kiosk	£ 256.50
Total sum of Inv. Issued	£ 1,408.83

ACTUAL INCOME RECEIVED

General

RBS – Bank Interest up to 31.12.25 – Current Account	£ 85.89
RBS – Bank Interest up to 31.12.25 – Special Interest Account	£ 97.04
Civic Trust – Redfern Cottage – Reimburse Insurance	£ 40.00
Sub-Total – General Inc.	£ 222.93

Town Hall Entertainments

Tea Dance Admissions	£ 540.00
Tea Dance Raffle	£ 98.00
Christmas Disco Ticket Sales	£ 34.00
Christmas Disco Ticket Sales	£ 9.00(- 9p charge)
Sub-Total – T/Hall Ent.	£ 681.00

Markets

Wednesday Outdoor	£ 119.00
Saturday Outdoor	£ 45.00
Craft & Produce Market	£ 215.00
Sub-Total – Markets Inc.	£ 379.00

Cemetery

Chapel Donations	£
Interments/Memorials/Transfer of Ownership	£ 192.00(-1.92 charge)
Interments/Memorials/Transfer of Ownership	£ 3,219.00
Sub-Total – Cem.	£ 3,411.00

TOTAL INCOME RECEIVED DEC. 2025 BEFORE CHARGES	£ 4,693.93
TOTAL EPOS CARD PAYMENT CHARGES	£ 2.01
TOTAL <u>ACTUAL</u> INCOME RECEIVED DEC. 2025	£ 4,691.92

Borough Councillor P Krupski reports she has:

- Attended UHCC Christmas Fayre
- Attended ESBC Council meeting.
- Received the following update on the refurbishment of the public toilets in Bradley Street from an ESBC officer.

"Following the previous update, the CAD drawings have been signed off and works are currently aiming to commence w/c 26th January taking a period of 8 weeks, providing materials are delivered on time. In order to keep to the programme, we are going to close the toilets for the duration of the works rather than work around limited operations. The team are looking at options for alternative provision during this time. Once we are confident of the material delivery/start date, we will be issuing a short press notice to confirm the closure and works. We should know this a couple of weeks before the works are due to start."

Borough Councillor Z Krupski reports he has:

- Attended UHCC Christmas Fayre
- Attended ESBC Council meeting.
- Attended a Teams meeting with ESBC officers to discuss Value for Money Scrutiny issues.

Borough Councillor R Hawkins reports he has:

- 8th December - Attended a meeting of the full Council at Burton Town Hall.
- 10th December - Attended a Teams Meeting of the Development Committee to consider the latest timeframe for the Local Plan and agree the way forward.
- 12th December - Met with Support Staffordshire to discuss how the Uttoxeter Nature Forum could be supported.
- 15th December - Met with ESBC's Climate Change and Environment Officer to discuss how the council could support the Uttoxeter Nature Forum.
- Spoke with a number of residents about a range of matters related to borough council business, which included sports provision in the town, the Maltings regeneration progress and on-street parking enforcement.

Borough Councillor A Mansfield reports he has:

- 1st December - attended a meeting of the Staffordshire County Council Health and Care Overview and Scrutiny Committee.
- 8th December - attended a meeting of full Council.
- In January, working with Bramshall Meadows School to explore options around road safety education and equipment, following the opening of the link road between the two sides of the estate.
- Been in contact with residents on a range of individual issues, from waste disposal to sports facilities within the town and the wider area.

12. TOWN CLERK'S REPORT – 13 JANUARY 2026

To report that since the date of the last meeting and in conjunction with the Mayor and the Deputy Mayor, the Clerk has received/responded/issued/actioned a number of matters:

F

- (a) Various SPCA E-Bulletins/Correspondence received Re: Further request to promote NALC/BTA public toilets survey to member councils received 4 December 2025, Small Business Saturday is this weekend dated 5 December 2025, Utility Aid - Smarter energy solutions dated 8 December 2025, November 2025 Employment Law Update Newsletter & Office Christmas Closure dated 9 December 2025, SPCA Email Re: NALC AI Testers dated 9 December 2025, Severn Trent Storm/Flooding Flyer dated 9 December 2025, SPCA 2025 Annual Report dated 9 December 2025, Grass Pitch Improvement Fund dated 9 December 2025, Parish Online free GOV.UK domain dated 10 December 2025, CEO's Bulletin dated 11 December 2025, Are you a local council superhero dated 11 December 2025, Bulletin dated 12 December 2025, Events newsletter dated 16 December 2025, Your Councils New Year's Resolution: Local Council Award Scheme dated 7 January 2026, as forwarded to Members.
- (b) NALC Correspondence - CEO Bulletin dated 4 December 2025, Newsletter dated 9 December 2025, CEO Bulletin dated 18 December 2025, Newsletter dated 23 December 2025, Open letter to parish and town councils dated 5 January 2026, as forwarded to Members.
- (c) SLCC Correspondence – SLCC Weekly News Digest dated 8 December 2025, News Bulletin dated 11 December 2025, News Digest dated 15 December 2025, SLCC Weekly News Digest dated 22 December 2025, SLCC Weekly News Digest dated 29 December 2025, as forwarded to Members.
- (d) SCC PTTRO Temporary or Emergency Road Closure Orders – various PTTRO's for Uttoxeter (4462877 - Stafford Road received 9 December 2025, 4460460 - Cullamore Lane received 9 December 2025, 4461008 - Lane from Netherland Green to Highwood Close, Scounslow Green received 9 December 2025, 4464005 - Pigeonhay Lane, Beamhurst received 19 December 2025, 4464003 - Stocks Lane, Bramshall received 19 December 2025, 4464000 - Stone Road, Bramshall received 19 December 2025, 4465540 - Loxley & Bennetts Lane, Bramshall received 19 December 2025, 4467874 - Holly Road received 7 January 2026), as forwarded to Members and Staff.
- (e) Staffordshire Means Back to Business/SCC News dated 5 December 2025, 11 December 2025, 17 December 2025 and 19 December 2025, as forwarded to Members and Staff.
- (f) The Circuit – To report that a Defibrillator Check was carried out on 9 December 2025 and The Circuit duly updated.
- (g) National Allotment Association Newsletter for December dated 4 December 2025, as forwarded to Members.
- (h) Received an email from Borough Councillor Allen to ESBC on 4 December 2025, copied to the Town Council, seeking an update from ESBC Officers Re: Urgent Update on the Wheatsheaf Development Uttoxeter as issued to ESBC Officers on 1 December 2025.
- (i) Received the SID Data for November from MidMC, as forwarded to Members on 4 December 2025. Council is advised that the Data has been included within the Council's website.
- (j) Email on 5 December 2025 from ESBC Re: Parish Precept Request and Tax Base for 2026-27 - East Staffordshire Borough Council, as forwarded to Members.
- (k) 8 December 2025 - Received and responded to an email from a local resident regarding Drone Services for assessing Churches and the Town Hall.
- (l) Received on 9 December 2025 a copy of an email from a local resident as issued to ESBC Re: Objections for P/2024/01382, redacted email forwarded to Members.
- (m) Hosted the Annual Meeting of the SLCC Staffordshire Branch on 11 December 2025 for 20 Town and Parish Clerk's and SLCC Members from around Staffordshire.
- (n) Email from PSGA Re: PSGA latest news and updates dated 12 December 2025, as forwarded to Members.
- (o) Email on 12 December 2025 from Severn Trent Re: Introduction of Community Flood Officers at Severn Trent, as forwarded to Members.
- (p) My Staffordshire dated 12 December 2025, as forwarded to Members and Staff.
- (q) Received a copy of an email dated 12 December 2025 from the Chair of Chamberlain Close to ESBC's Planning Manager Re: Wheatsheaf development, seeking an update on the planning consent given the former Wheatsheaf has been demolished.

- (r) Liaised with the Clerk at Berkswich PC on 15 December 2025 regarding queries on turning their SID Signs. Council is advised that the Clerk copied in Council's SID's Contractor into the email for their action.
- (s) Council is advised that the Cemetery extension infrastructure project was completed on 15 December 2025, as verified by the Mayor, Deputy Mayor, Councillor Hawkins and Councillor Z Krupski and as agreed by Council's Internal Auditor.
- (t) Received The Rural Bulletin dated 16 December 2025, as forwarded to Members.
- (u) The Circuit Newsletter – Winter edition dated 17 December 2025, as forwarded to Members.
- (v) Parish Online Newsletter #62 - Christmas Hours dated 17 December 2025, as forwarded to Members.
- (w) 18 December 2025 - Liaised with the new Neighbourhood Policing Sergeant Riley for the Town.
- (x) Liaised with ARC regarding the replacement radiator valves upon some of the Town Hall radiators and seeking an update on the servicing of the Town Hall boilers, due 8 January 2026.
- (y) Email on 18 December 2025 from Support Staffordshire's Partnerships Manager Nature and Food providing Council with an update for promotion for the Invitation to East Staffordshire Citizen Jury. It is noted that they are unable to accept applications from borough, town or parish councillors for the Citizen Jury, as forwarded to Members and Staff.
- (z) Received and responded to emails from an adjacent Tenant of the Town Hall regarding the fan located within the cellar. Council is advised that following recent heavy rainfall/condensation within the cellar, the fan had been increased to no. 2. The Clerk switched this back to no. 1 on 18 December 2025.
- (aa) Attended the Councillor Cemetery Extension tour on 19 December 2025.
- (bb) Received Groundwork Newsletter: December 2025, as forwarded to Members on 19 December 2025.
- (cc) Following a number of complaints and E-on assessment on a UTC owned Street Light (column 1) in Chorlton Terrace, an urgent order was place on 19 December 2025, as agreed with the Mayor, Deputy Mayor and Chair of F&GP for £1,635.94 plus vat, funded by the Footway Lighting budget allocation.
- (dd) Email dated 22 December 2025 from NHS/WMAS Re: Community First Responders Recruitment, as forwarded to Members and Staff on 5 January 2026.
- (ee) Email dated 22 December 2025 from Severn Trent Re: Your Severn Trent Councillor Newsletter - Winter 2025 Edition, as forwarded to Members on 5 January 2026.
- (ff) ESBC ES News Issue 45 and ES Business News 24 dated 23 December 2025, as forwarded to Members on 5 January 2026.
- (gg) Received and responded to emails from a member of the public on 27 and 29 December 2025 Re: damage to a car in Market Place seeking CCTV footage. Council is advised that the member of the public has been advised to liaise with ESBC and the local PCSO's.
- (hh) Received email from SCC on 31 December 2025 Re: Staffordshire Libraries in January, as forwarded to Members on 5 January 2026.
- (ii) Received email from ESBC's Electoral Services on 5 January 2026 providing Council with January Monthly Update.
- (jj) Received and responded to a number of emails regarding stall attendance at the Uttoxeter Festivals for 2026. Council is advised that We Heart Events will be liaising with stall holders for attending the events scheduled to take place in June, September and December 2026.
- (kk) Received the SID's Data for December 2025, as forwarded to Members and to The Chair of the Community Speed Watch Team on 5 January 2026.
- (ll) Email on 6 January 2025 from Uttoxeter Nature Group Re: Next Meeting 14 January, 7pm - 9pm, as forwarded to Members.
- (mm) ES Business News - Issue 25 and ES News Issue 46 dated 6 January 2026, as forwarded to Members.
- (nn) The Rural Bulletin - 6 January 2026, as forwarded to Members.
- (oo) Received an email on 7 January 2026 from a member of the public Re: Seeking support for organising an event in Aug 2028 for the 380th anniversary of the surrender of the Duke of Hamilton's Royalist Cavalry to the Parliamentary Army, in Uttoxeter. Council is advised that the Council's Town Hall Entertainments Committee and the Events Team will liaise with the member of the public direct in due course.



UTTOXETER TOWN COUNCIL

PROPOSED BURIAL FEES AND CHARGES FOR UTTOXETER CEMETERY FOR 2026-27

From 12 April 2017, Council Resolved to waiver the Interment and the Exclusive Right of Burial Fees for the interment of a child under the age of 18 years old within a new single grave or within a re-open grave within Uttoxeter Cemetery.

	Residents	Non-Residents
1. INTERMENTS		
(a) <u>For the interment in a Grave in respect of which An Exclusive Right of Burial has NOT been granted:</u>		
(i) of the body of a stillborn child or of a child whose age at the time of death was under the age of 18 years.	No Fee	£261.00
(ii) of the body of a person whose age at the time of death exceeded 18 year and over.	£718.00	£1,436.00
(b) <u>Exclusive Right of Burial in Earthen Grave</u>		
(i) <i>For a Child under the age of 18 years - for the Exclusive Right of Burial for a period of <u>60 years</u> in either an Earthen or Brick Grave 9 feet by 4 feet.</i>	No Fee	£1,704.00
(ii) <i>for the Exclusive Right of Burial for a period of <u>60 years</u> in either an Earthen or Brick Grave 9 feet by 4 feet</i>	£852.00	£1,704.00
(iii) <i>for the Exclusive Right of Burial for a period of <u>100 years</u> in either an Earthen or Brick Grave 9 feet by 4 feet</i>	£1,419.00	£2,838.00
(c) <u>For the interment in a Grave in respect of which an Exclusive Right of Burial HAS been granted: -</u>		
(i) of the body of a stillborn child or of a child whose age at the time of death was under the age of 18 years.		
1 body	No fee	£1,211.00
2 bodies	£670.00	£1,340.00
(ii) of the body of a person whose age at the time of death exceeded 18 years and over.		
1 body	£842.00	£1,684.00
2 bodies	£895.00	£1,790.00
(d) <u>Placing of Cremated Remains in Above Ground Level Sanctum</u>		
(i) Above Ground Level Sanctum and for the Exclusive Right of Burial for a period of <u>60 years</u>	£1,696.00	£3,392.00
<i>(Fee includes the placing of the first set of cremated remains and up to 80 letters inscription)</i>		
<i>(Photo/artwork/additional letters – additional charges will apply)</i>		
(ii) Above Ground Level Sanctum and for the Exclusive Right of Burial for a period of <u>100 years</u>	£2,265.00	£4,530.00
<i>(Fee includes the placing of the first set of cremated remains and up to 80 letters inscription)</i>		
<i>(Photo/artwork/additional letters – additional charges will apply)</i>		
(e) <u>Interment of Cremated Remains in Earthen Grave</u>		
(i) for the Exclusive Right of Burial for a period of <u>60 years</u> in an Earthen Grave	£1,079.00	£2,158.00
(ii) for the Exclusive Right of Burial for a period of <u>100 years</u> in an Earthen Grave	£1,646.00	£3,292.00
2. <u>Monuments, Headstones and Vases</u>		
• A Flat Stone – not to exceed 2 feet 6 inches in length	£259.00	£518.00
• A Headstone – not to exceed 2 feet 6 inches in height including base and 2 feet in width	£259.00	£518.00
• Vase not to exceed 18 inches in height and not to exceed 12 inches in width and 12 inches in depth	£90.00	£180.00
• For each additional inscription on a memorial/vase	£90.00	£180.00
• For an additional inscription upon an Above Ground Level Sanctum (including up to 80 letters)	£245.00	£490.00

BREAKDOWN OF BURIAL FEES AND CHARGES FOR UTTOXETER CEMETERY

	Residents	Non-Residents
3. <u>Use of Cemetery Chapel</u> - 45-minute service	£85.00	£170.00
4. <u>New Double Grave (60 yr. E.R. of Burial)</u>	£1,747.00	£3,494.00
5. <u>New Double Grave (100 yr. E.R. of Burial)</u>	£2,314.00	£4,628.00
6. <u>New Single Grave (60 yr. E.R. of Burial)</u>	£1,694.00	£3,388.00
7. <u>New Single Grave (100 yr. E.R. of Burial)</u>	£2,261.00	£4,522.00
8. <u>Re-open - Single</u>	£842.00	£1,684.00
9. <u>Re-open - Double</u>	£895.00	£1,790.00
10. <u>New Cremated Remains – Earthen Grave (60 yr. E.R. of Burial)</u>	£1,079.00	£2,158.00
11. <u>New Cremated Remains – Earthen Grave (100 yr. E. R. of Burial)</u>	£1,646.00	£3,292.00
12. <u>Above Ground Level Sanctum (60 yr. E.R. of Burial)</u>	£1,696.00	£3,392.00
13. <u>Above Ground Level Sanctum (100 yr. E.R. of Burial)</u>	£2,265.00	£4,530.00
14. <u>For the interment of cremated remains in:</u>		
(i) An Earthen Grave which has an Exclusive Right of Burial granted	£227.00	£454.00
(ii) For the placing of second set of cremated Remains in an Above Ground Level Sanctum which has an Exclusive Right of Burial granted	£227.00	£454.00
15. <u>Memorial Trees</u> Memorial Tree, including plaque and planting	£374.00	
16. <u>Book of Remembrance</u> 2 lines free with each interment, additional lines (Maximum of 5 lines to each complete entry)	£10.50 per additional line	
17. <u>Memorial Benches</u> Purchase of 150cm wooden bench, plaque and siting	£957.00 Inc. vat	
18. <u>Transfer of Ownership</u> For the Transfer of the Exclusive Right of Burial Grant	£52.00	
19. <u>Miscellaneous Charges</u>		
(a) For certified copy of an Entry in the Register of Burials	£17.00	
(b) For searching Register – one year	£34.50	
(c) For searching Register for each additional year	Fee to be determined on application	
(d) Above Ground Level Sanctum only – Photo	Fee to be determined on application	
(e) Above Ground Level Sanctum only – Artwork	Fee to be determined on application	
(f) Replacement plaques for Above Ground Level Sanctum available on request	Additional fees apply	
(g) Refurbishment Fee for headstones/vase, available on request, additional fees may apply		
(h) Chapel Hire	£85.00	
20. <u>Reservation Fee</u> Subject to prior approval by the Office Manager only	£334.00	

RESIDENTS:

The aforementioned fees and charges apply to those residing in the Town of Uttoxeter at the time of death and to those where the Exclusive Right of Burial in the grave in question or vault was acquired at the single fee listed. A stay in hospital immediately prior to death is acceptable when determining the place of residence.

NON-RESIDENTS:

For non-residents of the Town at the time of death, all Cemetery fees are doubled.

UTTOXETER TOWN COUNCIL, TOWN HALL,
HIGH STREET, UTTOXETER, STAFFORDSHIRE. ST14 7HN. TEL: 01889 564085
FEES FOR UTTOXETER CEMETERY FROM 1 APRIL 2026 TO 31 MARCH 2027



UTTOXETER TOWN HALL

PROPOSED VENUE HIRE CHARGES FOR 2026-27

<u>ROOMS FOR HIRE:</u>	<u>WEEK DAY</u> MONDAY-FRIDAY 8.00AM-4.00PM	<u>EVENING</u> MONDAY-THURSDAY 4.00PM-10.00PM	<u>PEAK</u> FRIDAY 4.00PM – SUNDAY MIDNIGHT
The Ballroom inc. Adam Peaty Bar, kitchen boiler, crockery, drink dispensers	21.00 per hour	36.00 per hour	52.00 per hour
Ballroom Kitchen Hire for Hot/Cold Food Prep.	50.00 per event (full use of all kitchen facilities including fridge, cookers, hot cupboards, plate warmer and dishwasher)		
The Alan Dean Suite	16.00 per hour	31.00 per hour	42.00 per hour
Landing/2 nd Foyer	13.00 per hour	19.00 per hour	24.00 per hour
Ballroom Corporate Event Hire:	Start from 275.00 per day-time event rate (includes hire of the Ballroom, Adam Peaty Bar Suite, kitchen, round table and table cloths, glasses and crockery, LED Lighting and PA System) Please liaise with the Events Team regarding Corporate Event Packages available for evenings and Peak times		

WEDDING CEREMONIES:

The Ballroom	255.00	280.00	330.00
The Alan Dean Suite	205.00	230.00	280.00

ADDITIONAL ITEMS AVAILABLE FOR HIRE:

Please speak to a member of the Town Hall Events Team via 01889 564085 or via admin.assistant@uttoxetertowncouncil.gov.uk to discuss additional items available for the hire to make your event even more special.

Payment Terms and Conditions:

- A 50% deposit is payable on confirmation of booking,
- Balance must be paid, in full, a minimum of 28 days prior to the function together with refundable deposit of £200 (to be returned following booking subject to no damage incurred). Payment can be made by cash, bank transfer or by card payment.
- All Hire charges are inclusive of VAT.

Cancellation Administration Fee: £75

Venue Hire Charges for Uttoxeter Town Hall commencing from 01/04/2026 to 31/03/2027

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Uttoxeter Town Council

Annual Budget - By Centre (Actual YTD Month 6)

Note: DRAFT ESTIMATES FOR 2026-27

<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>				<u>DRAFT ESTIMATES 2026-27</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	General Administration								
4000	147,000	147,163	150,000	81,465	162,930	0	177,500	0	0
4003	400	285	400	229	400	0	400	0	0
4056	3,750	1,395	4,000	974	4,000	0	4,000	0	0
4057	7,250	5,330	7,250	734	5,000	0	5,000	0	0
	158,400	154,174	161,650	83,402	172,330	0	186,900	0	0
6001	0	85,000	0	0	0	0	0	0	0
	<u>(158,400)</u>	<u>(69,174)</u>	<u>(161,650)</u>	<u>(83,402)</u>	<u>(172,330)</u>		<u>(186,900)</u>		
102	Establishment								
1100	0	1,373	0	0	0	0	0	0	0
1176	299,935	299,935	358,265	358,265	358,265	0	0	0	0
1180	23,695	23,695	23,695	23,695	23,695	0	23,695	0	0
1190	3,000	5,376	4,500	1,469	3,500	0	4,500	0	0
1191	0	0	0	1,744	3,250	0	3,000	0	0
	326,630	330,379	386,460	385,173	388,710	0	31,195	0	0
4100	Total Income								
4100	3,600	3,513	3,600	165	3,600	0	3,600	0	0
4105	4,550	5,033	4,550	2,064	4,550	0	4,550	0	0
4110	5,000	5,168	5,000	4,735	7,000	0	8,000	0	0
4111	500	1,306	1,000	120	500	0	500	0	0
4112	3,000	3,580	3,000	2,755	2,755	0	3,500	0	0
4113	2,228	2,228	1,280	1,280	1,280	0	1,350	0	0
4116	1,250	2,290	750	695	750	0	750	0	0

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Uttoxeter Town Council

Annual Budget - By Centre (Actual YTD Month 6)

Note: DRAFT ESTIMATES FOR 2026-27

Last Year 2024-25			Current Year 2025-26				DRAFT ESTIMATES 2026-27		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4118		0	0	-3,635	0	0	3,195	0	0
4119		0	1,790	652	1,790	0	1,800	0	0
4120	7,820	7,330	7,820	7,647	7,647	0	7,820	0	0
4122	500	500	500	0	500	0	500	0	0
4123		0	0	0	260	0	260	0	0
4125	500	500	500	0	250	0	500	0	0
4156	2,250	1,352	1,500	475	1,500	0	1,500	0	0
4157	1,500	1,077	1,500	-1,050	1,500	0	1,500	0	0
4171	17,682	1,687	0	0	0	0	0	0	0
4172	0	0	8,400	8,400	8,400	0	16,800	0	0
4173	0	0	2,500	0	0	0	2,500	0	0
4209	1,500	0	0	0	0	0	0	0	0
4905	0	0	0	0	0	0	8,500	0	0
4990	0	390	0	781	781	0	0	0	0
Overhead Expenditure			43,690	25,083	43,063	0	67,125	0	0
102 Net Income over Expenditure			342,770	360,090	345,647	0	-35,930	0	0
6001	0	390	0	521	521	0	0	0	0
6000	0	17,995	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve			342,770	360,611	346,168		(35,930)		
104	Civic								
1104	0	1,918	0	575	575	0	0	0	0
Total Income			0	575	575	0	0	0	0

Continued on next page

Uttoxeter Town Council

Annual Budget - By Centre (Actual YTD Month 6)

Note: DRAFT ESTIMATES FOR 2026-27

	<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>			<u>DRAFT ESTIMATES 2026-27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
4275 Dr Johnson	125	148	375	10	200	0	375	0
4277 Election Costs	7,250	0	7,250	0	7,250	0	7,000	0
4278 Mayoral Donations	0	1,918	0	614	614	0	0	0
4280 Misc Civic Expenditure	2,600	921	2,600	488	2,600	0	2,600	0
4281 Expenses - Civic	3,250	1,071	3,250	390	3,250	0	3,250	0
4990 Miscellaneous Expenditure	500	0	500	30	500	0	500	0
Overhead Expenditure	13,725	4,057	13,975	1,532	14,414	0	13,725	0
104 Net Income over Expenditure	-13,725	-2,139	-13,975	-957	-13,839	0	-13,725	0
6000 less Transfers to EMR	0	7,250	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(13,725)	(9,389)	(13,975)	(957)	(13,839)		(13,725)	
105 Running Costs								
1020 Income-Christmas Lights	5,000	5,000	5,000	0	5,000	0	5,000	0
1030 Income-Allotments-Mill. Victory	1,049	1,049	1,480	1,705	1,705	0	1,524	0
1031 Income-Allotment Bldg Rent	1,038	838	1,038	419	1,038	0	868	0
1033 Income-Park Avenue Allotment	147	147	151	151	151	0	156	0
Total Income	7,234	7,034	7,669	2,275	7,894	0	7,548	0
4200 Footway Lighting	2,000	2,243	2,000	1,467	2,000	0	2,000	0
4206 UIB - UTC Contribution	9,000	7,641	9,000	5,130	9,000	0	9,000	0
4215 Christmas Lights	14,140	15,040	15,040	0	15,040	0	15,040	0
4220 Uttoxeter Neighbourhood Plan	0	0	0	0	0	0	7,803	0
4367 Bus Shelter - Repair/Main	250	120	250	0	0	0	250	0
4368 War Memorial	4,088	5,458	2,000	0	2,000	0	16,370	0

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Uttoxeter Town Council

Annual Budget - By Centre (Actual YTD Month 6)

Note: DRAFT ESTIMATES FOR 2026-27

Last Year 2024-25			Current Year 2025-26			DRAFT ESTIMATES 2026-27			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4990	0	120		0	0	0	0	0	0
	29,478	30,622	28,290	6,597	28,040	0	50,463	0	0
	-22,244	-23,588	-20,621	-4,322	-20,146	0	-42,915	0	0
6001	0	3,490	0	0	0	0	0	0	0
6000	0	4,380	0	2,000	2,000	0	0	0	0
	(22,244)	(24,477)	(20,621)	(6,322)	(22,146)		(42,915)		
106									
	3,000	2,681	3,500	1,750	3,500	0	3,750	0	0
	600	454	650	368	700	0	736	0	0
	3,600	3,135	4,150	2,118	4,200	0	4,486	0	0
	2,760	1,968	2,880	1,200	2,400	0	2,875	0	0
	150	85	150	95	150	0	150	0	0
	2,000	1,085	5,000	663	6,500	0	12,000	0	0
	4,910	3,138	8,030	1,957	9,050	0	15,025	0	0
	(1,310)	(3)	(3,880)	161	(4,850)		(10,539)		
110									
	1,500	0	800	0	0	0	0	0	0
	6,900	8,755	14,000	5,175	14,000	0	15,000	0	0
	1,000	0	1,000	0	0	0	1,000	0	0
	9,400	8,755	15,800	5,175	14,000	0	16,000	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: DRAFT ESTIMATES FOR 2026-27

Last Year 2024-25			Current Year 2025-26			DRAFT ESTIMATES 2026-27			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6000	0	2,500	0	0	0	0	0	0	0
	(9,400)	(11,255)	(15,800)	(5,175)	(14,000)		(16,000)		

Continued on next page

Uttoxeter Town Council

Annual Budget - By Centre (Actual YTD Month 6)

Note: DRAFT ESTIMATES FOR 2026-27

Last Year 2024-25			Current Year 2025-26			DRAFT ESTIMATES 2026-27			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
120 Net Income over Expenditure									
6001	8,972	8,929	8,600	-11,932	-7,026	0	8,953	0	0
	0	0	0	15,995	15,995	0	0	0	0
6000	0	1,050	0	0	0	0	0	0	0
	<u>8,972</u>	<u>7,879</u>	<u>8,600</u>	<u>4,063</u>	<u>8,969</u>		<u>8,953</u>		
Movement to/(from) Gen Reserve									
150 Markets									
1040	2,112	2,469	2,000	901	1,800	0	2,000	0	0
1041	0	17	0	0	0	0	0	0	0
1042	1,132	568	500	334	650	0	500	0	0
1049	3,000	3,000	3,000	0	3,000	0	3,000	0	0
	<u>6,244</u>	<u>6,053</u>	<u>5,500</u>	<u>1,235</u>	<u>5,450</u>	<u>0</u>	<u>5,500</u>	<u>0</u>	<u>0</u>
Total Income									
4320	50	3	0	0	0	0	0	0	0
4322	0	5	0	0	0	0	0	0	0
4325	1,500	973	1,500	585	1,500	0	1,500	0	0
4377	250	122	250	103	250	0	250	0	0
	<u>1,800</u>	<u>1,103</u>	<u>1,750</u>	<u>688</u>	<u>1,750</u>	<u>0</u>	<u>1,750</u>	<u>0</u>	<u>0</u>
Overhead Expenditure									
Movement to/(from) Gen Reserve									
	<u>4,444</u>	<u>4,950</u>	<u>3,750</u>	<u>547</u>	<u>3,700</u>		<u>3,750</u>		
201 Town Hall									
1050	1,500	1,631	1,500	1,571	2,000	0	3,500	0	0
1051	0	0	0	50	100	0	50	0	0
1052	1,500	508	500	365	500	0	750	0	0
1053	150	259	450	182	250	0	450	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)
Note: DRAFT ESTIMATES FOR 2026-27

	Last Year 2024-25		Current Year 2025-26			DRAFT ESTIMATES 2026-27		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
								Carried Forward
1060	Income-Bar DPS Fees	1,200	322	500	0	0	100	0
1063	Income-TH Sat Craft/Produce M	3,240	3,565	3,500	1,898	4,000	3,850	0
1066	Income-19A HighSt (Rent/Elect)	3,735	4,400	5,040	2,870	5,040	5,600	0
1100	Income-Miscellaneous	0	1,179	0	200	200	0	0
	Total Income	11,325	11,864	11,490	7,135	12,090	14,300	0
4000	Staff Salaries inc PAYE/Pen/NI	3,000	1,955	3,500	2,093	3,000	3,500	0
4057	Professional Fees	0	3,533	0	0	0	0	0
4059	Cupola Roof Light - Annual sum	500	0	500	0	500	500	0
4350	Advertising and Promotion	1,000	0	2,000	0	600	1,000	0
4353	Staff Costs T/H Bookings	3,000	624	3,000	188	1,000	3,000	0
4355	Licenses	500	295	500	318	318	500	0
4360	Equipment	1,000	958	1,000	0	1,000	1,000	0
4365	Repairs and Maint Property	19,500	93,811	22,000	8,345	22,000	35,000	0
4366	Repairs and Maint Equipment	2,000	1,652	2,000	734	1,500	2,000	0
4370	Cleaning Contract / Materials	5,500	5,860	5,750	2,438	5,750	6,037	0
4375	Rates	21,000	20,709	22,000	12,425	22,000	23,000	0
4376	Water	1,000	1,124	1,000	1,860	2,200	3,000	0
4377	Gas and Electric	15,000	16,246	15,000	3,960	10,500	12,500	0
4378	Town Hall Clock	500	280	500	0	0	0	0
4394	Staff Costs Craft Produce Mkt	1,500	1,459	1,500	987	1,974	1,500	0
4990	Miscellaneous Expenditure	0	510	0	420	420	0	0
	Overhead Expenditure	75,000	149,017	80,250	33,767	72,762	92,537	0
	201 Net Income over Expenditure	-63,675	-137,153	-68,760	-26,633	-60,672	-78,237	0

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Uttoxeter Town Council

Annual Budget - By Centre (Actual YTD Month 6)

Note: DRAFT ESTIMATES FOR 2026-27

	Last Year 2024-25		Current Year 2025-26			DRAFT ESTIMATES 2026-27		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
6001	0	79,605	0	0	0	0	0	0
6000	0	6,000	0	5,500	5,500	0	0	0
	(63,675)	(63,548)	(68,760)	(32,133)	(66,172)		(78,237)	
301 Redfern Cottage(Former H Cent)								
1073	1	1	1	1	1	0	1	0
1074	480	480	480	240	480	0	480	0
	481	481	481	241	481	0	481	0
Total Income								
4057	0	0	2,500	3,450	3,450	0	0	0
4365	500	1,606	10,000	160	9,775	0	1,710	0
	500	1,606	12,500	3,610	13,225	0	1,710	0
	(19)	(1,125)	(12,019)	(3,369)	(12,744)		(1,229)	
Overhead Expenditure								
Movement to/(from) Gen Reserve								
401 Cemetery								
1090	46,500	47,647	55,000	25,854	53,000	0	60,000	0
1092	16	0	0	0	0	0	0	0
1093	62	186	75	0	75	0	85	0
1094	1,255	2,106	1,380	627	1,254	0	2,992	0
1095	630	0	630	0	0	0	797	0
1096	261	0	287	290	290	0	334	0
1097	480	653	480	221	442	0	624	0
1098	0	500	0	1	0	0	0	0
	49,204	51,091	57,852	26,993	55,061	0	64,832	0
Total Income								

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Uttoxeter Town Council

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Annual Budget - By Centre (Actual YTD Month 6)
Note: DRAFT ESTIMATES FOR 2026-27

<u>Last Year 2024-25</u>			<u>Current Year 2025-26</u>				<u>DRAFT ESTIMATES 2026-27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4230 Tree Maintenance & Planting	2,500	950	2,500	0	2,500	0	1,000	0	0
4231 Memorial Testing	250	0	250	0	250	0	500	0	0
4233 Sanctum Plaques	500	864	500	445	500	0	500	0	0
4234 Sanctums Purchase	0	0	0	0	12,640	0	0	0	0
4236 Sanctum Plinths Install	0	0	0	0	2,999	0	0	0	0
4360 Equipment	1,000	934	1,000	0	500	0	500	0	0
4365 Repairs and Maint Property	2,000	17,551	2,000	650	6,000	0	2,000	0	0
4376 Water	500	1,006	1,796	228	750	0	750	0	0
4377 Gas and Electric	1,250	2,538	1,250	384	850	0	750	0	0
4500 Gravedigging	18,000	17,040	19,000	4,770	12,000	0	15,000	0	0
4502 Grounds Maintenance	30,000	36,500	58,000	24,825	58,000	0	59,000	0	0
4520 Memorial Benches	1,437	0	335	0	0	0	400	0	0
4521 Memorial Trees	300	869	200	239	400	0	400	0	0
4530 Health and Safety	300	2,108	300	0	300	0	300	0	0
4996 Cem. Ext. Hedge & Tree Project	0	0	18,500	0	18,500	0	0	0	0
Overhead Expenditure			105,631	31,541	116,189	0	81,100	0	0
401 Net Income over Expenditure			-47,779	-4,548	-61,128	0	-16,268	0	0
6001 plus Transfers from EMR	0	4,250	0	0	0	0	0	0	0
6000 less Transfers to EMR	0	4,250	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve			(47,779)	(4,548)	(61,128)		(16,268)		

Continued on next page

	<u>Last Year 2024-25</u>		<u>Current Year 2025-26</u>			<u>DRAFT ESTIMATES 2026-27</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Budget Income	414,840	422,077	483,802	430,839	484,602	0	138,645	0	0
Expenditure	414,840	477,090	483,802	217,376	512,686	0	540,400	0	0
Net Income over Expenditure	0	-55,013	0	213,463	-28,024	0	-401,755	0	0
plus Transfers from EMR	0	172,735	0	16,516	16,516	0	0	0	0
less Transfers to EMR	0	43,425	0	7,500	7,500	0	0	0	0
Movement to/(from) Gen Reserve	0	74,297	0	222,480	(19,008)		(401,755)		

Uttoxeter Town Council

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Budget Notes

A/c Code	Description	Centre	Description	Budget Notes
4000	Staff Salaries inc PAYE/Pen/NI	101	General Administration	Inc -TC/RFO LC3(37-41), O/ManLC2 (24-28), Admin x3 LC1(5-6/7-12) Pens/NI/NALC-Bradleys 14/11inc1KO/T
4003	Millage - Staff & Cllr Prov	101	General Administration	As prev - Reim Staff & Cllrs for using vehicles for UTC Wk/Cllrs Rep. UTC
4004	Salaries/Wages Contingency	101	General Administration	Removed - due to new process of L/Time management
4056	Accounting Services	101	General Administration	As prev - RBS Support, Yr End, 2x Healthchecks, etc & Off-Site Back-up & O/Sourcing Payroll costs Inc
4057	Professional Fees	101	General Administration	Red - Internal & Interim Audit Fees & Data Protection GDPR Prof. Fees/inc part HR Prov costs Red. Fee
1176	Income-Precept	102	Establishment	UTC 10/1/23 - ESBC Require Precept Requirement by 13/1/23
1180	Income-Support Tax Grant	102	Establishment	ESBC confirmed STGrant Payment of £23,695 5/12/25
1190	Income-Bank Interest	102	Establishment	As prev
1191	Income-CCLA Interest	102	Establishment	New - Interest received from CCLA Deposit Account (based on 6mth figures)
4100	Postage, Stationery & Adverts	102	Establishment	As prev - Incl Photocopier, periodicals, adverts, etc
4105	Telephone	102	Establishment	As prev - Due to new Contract with Dial Direct £4549.20 pa - Email Dial Direct 26/9/22
4110	Office Equipment inc EPOS Fees	102	Establishment	Increased due to receipting system assoc. fees & additional Email and IT Support UTC 10/6/25
4111	Website & Emails	102	Establishment	Reduced. - Assoc. costs for new office emails/new Cllr emails, etc
4112	Subscriptions	102	Establishment	Increased - Add. Subscriptions inc SPCA to £750pa
4113	Street Bunting	102	Establishment	Increased as per email 30/10/25 City Illuminations
4116	Training	102	Establishment	As prev - Staff and Cllr Training
4118	Millennium Monument Plaques	102	Establishment	Balance for Prof Fees and Exp over EMR for replacement plaques - Quote 20/10/25 & P&P Cmt 28/10/25
4119	Speed Indicator Devices SIDS	102	Establishment	Increase - Includes Services of MidMC - downloading data/cleaning/manual resets/reports UTC 10/6/25
4120	Insurance (UTC Assets, etc)	102	Establishment	As prev - Contract from 29 April 24 for 3-yrs - £7819.09 pa plus excess for claims
4122	Tourism Website	102	Establishment	As prev - Tourism/Local Community Website Production (initial costs 2022) - ongoing admin costs
4123	Com. Speed Watch Radar Repl.	102	Establishment	New - Replacement of Community Speed Watch Radar in 2026-27 (following repl. in 2025 @ £249 + inc)
4125	Health and Safety	102	Establishment	As prev
4156	Bank and Bankline Charges	102	Establishment	As prev - Inc Bankline assoc. costs
4157	Audit Fees	102	Establishment	As prev. - External and Interim Audit Fees Inc. - TBD

Continued



Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4160	Monitor High St Bollard	102	Establishment	Removed - UTC no longer monitor the High Street bollard
4161	Climate Change and Biodiversit	102	Establishment	Removed to S137 Sundry Grant allocation for future Grant Applications for Biodiversity
4171	St John's Hall(Community Hub)	102	Establishment	Removed
4172	CAB Provision for the Town	102	Establishment	Increased - 2-days per week CAB Provision at the Town Hall - As UTC 9/9/25 - CAB 17/9/25
4173	Town Centre Reg - Improve/Proj	102	Establishment	As prev - Town Centre Forum Quick Wins
4209	Footpaths Contib Def. Map/Fund	102	Establishment	Removed
4211	Contrib to Footpath Improvemen	102	Establishment	New S137 Contribution to Footpath No 27 to reduce flooding - Not owned by UTC/SCC/ESBC-Improvements
4905	Contribution to Reserves	102	Establishment	Removed - As agreed with Council's Internal Auditor on 8 Jan 25 due to current 31/12 figures
4990	Miscellaneous Expenditure	102	Establishment	Misc. Expenditure to date
4275	Dr Johnson	104	Civic	Inc - cover electrical checks to pop-up - As req by Events Team
4277	Election Costs	104	Civic	Contested Election Town(10k)/Heath(14k)/ContestNot Combined Elect Town 13k/Heath18k-ESBC 25/4 +EMR
4280	Misc Civic Expenditure	104	Civic	As prev - Civic Exp. Jewel/Ann. Awards/C. Cards, etc
4281	Expenses - Civic	104	Civic	As prev inc. Parade Assoc. costs for closure, Switch on, etc
4285	Exp-Four Town Civic Ball	104	Civic	Cost of Tickets - Subject to Event being reorganised
4990	Miscellaneous Expenditure	104	Civic	As prev
1020	Income-Christmas Lights	105	Running Costs	As previous - Grant from ESBC TBC - ESBC request formal written agreement be in place Nov 23
1025	Income-Uttoxeter in Bloom	105	Running Costs	Reduced - No grant being received from ESBC
1030	Income-Allotments-Mill. Victory	105	Running Costs	Increased by 3% inc assoc. costs for hedge cut 400 (note: approx 13750 sq m x 0.1108 per sq m)
1031	Income-Allotment Bldg Rent	105	Running Costs	Increased by 3.6% - P&P 23/9/25 2yr fixed Lease from 1/11/25
1032	Income-Victoria Allotments	105	Running Costs	Removed due to UTC declining to take over these allotments
1033	Income-Park Avenue Allotment	105	Running Costs	Inc. by 3% - Based on Area of 1935 sq m x 0.0806 per sq m
1034	Income-Westlands Rd Allotment	105	Running Costs	Removed due to UTC declining to take over these allotments
4200	Footway Lighting	105	Running Costs	As prev.
4205	Uttoxeter in Bloom	105	Running Costs	Removed due to these monies being allocated and spent directly by ESBC
4206	UIB - UTC Contribution	105	Running Costs	As prev- UTC funding all UIB ass. costs

Uttoxeter Town Council

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4207	Town Crier	105	Running Costs	Removed - no longer used by Events Team
4215	Christmas Lights	105	Running Costs	Inc - Contract £15,040 fixed rate (Not inc. sum for the Maltings - Sug. use TCF Town Centre Reg)
4220	Uttoxeter Neighbourhood Plan	105	Running Costs	New - Following NHPlan S/Group Mtg - UVE Prof. Fees for Reg 14 Assoc. costs - 5/1/26
4365	Repairs and Maint Property	105	Running Costs	Removed - New EMRes for War Memorial Works
4367	Bus Shelter - Repair/Main	105	Running Costs	As Previous - Repair/Maint to UTC Bus Shelters
4368	War Memorial	105	Running Costs	Increased - Phase I & II repairs (quotes obtained UTC 9/9/25 - UTC precept 25k inc EMR of £8630)
1081	Income-TH Ent Tea Dance	106	Town Hall Entertainments	Inc. - Estimated Income by 6-mth figures plus inc. to admittance as agreed with Events Team
1082	Income-TH Ent Raffle	106	Town Hall Entertainments	inc - based on 6-mth figures
1083	Income-TH Ent Ticket Sales	106	Town Hall Entertainments	As prev.
1084	Income-Lottery/Grant Coronation	106	Town Hall Entertainments	Removed due to Cont. Cancellation of THEnt Events
4222	TH Ent Tea Dances	106	Town Hall Entertainments	Reduced. - 23 x £125 per event Accom. as agreed with Events Team 7/1/25 £125 per event
4223	TH Ent Raffle	106	Town Hall Entertainments	As prev
4224	TH Ent Events & Town Events	106	Town Hall Entertainments	Increase - inc. add security measures for events Annual Parade, SwitchOn/Cracker based on 2025
4235	Church Clock	110	St Mary's Closed Churchyard	Reduced - Annual Service only for St Mary's Church Clock EMR 327
4502	Grounds Maintenance	110	St Mary's Closed Churchyard	Increased - New Contract from 16/9/24-31/3/25 £5k, 1/4/25-31/3/26 £14k, 1/4/26-31/3/27 £15k
4503	St. Mary's Tree works	110	St Mary's Closed Churchyard	As prev as agreed Office Manager
4906	Contingency	110	St Mary's Closed Churchyard	REMOVED as per UTC ExOrd Mtg 24/1/20
4250	Sundry Grants (S137)	115	Grants and Allowances	Increase S137 Sundry Grant budget to £10k - UTC 14/1025
4252	Sports Fund TalentedYoungsters	115	Grants and Allowances	Removed
4254	Compassionate Community Contrib	115	Grants and Allowances	Removed
4255	Mayoral Allowance	115	Grants and Allowances	Increased by 3%
4256	Deputy Mayor Allowance	115	Grants and Allowances	Increased by 3%
1000	Income-Kiosk	120	Properties	As Lease 21/12/23 for 5yrs (3x241.68 and 9x264.15) - Rates payable direct

Uttoxeter Town Council Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1010	Income-32 Carter Street	120	Properties	As prev - New 3Yr Lease F&GP - Remain at £600 per mth Yr 1, 625mth Yr 2, 650mth Yr 3
4300	Kiosk-Expenditure	120	Properties	Reduced due to EMR 343 of £1,500
4305	Town Council Benches	120	Properties	As prev
4310	32 Carter Street Expenditure	120	Properties	Reduced - Wks to Ext. windows, etc carried out 25-26
4315	Telephone Box Micro Library	120	Properties	Removed
4316	Jubilee Stone Bench	120	Properties	New - Cleaning of the Jubilee Stone Bench in Market Place - Quote 20/10/25 - P&P Cmt 28/10/25
1040	Income-Market Stalls (Weds)	150	Markets	As prev. - Proposed Income from Wednesday Market on current traders
1041	Income-Market Stalls (Fri)	150	Markets	As prev.
1042	Income-Market Stalls (Sat)	150	Markets	As prev. - Proposed Income from Saturday Market due to loss of trader
1049	Income-Market Grants (ESBC)	150	Markets	As prev - New Grant from ESBC as revised
4320	Market Expenses (Weds)	150	Markets	Reduced - due to no Stall provision for WED O/D market - Purchase of receipt bks only
4321	Market Expenses (Fri)	150	Markets	Reduced. - Potential expenses for Friday Market - rubbish removal if market increases
4323	Market Expenses (Occasional)	150	Markets	Potential costs for Occasional Markets - None predicted at present
4325	Market - Business Rates ESBC	150	Markets	As prev
4350	Advertising and Promotion	150	Markets	Removed - O/Man 24/11 Advertising and promotion of Market will be via social media
4354	Four Market Towns Funding	150	Markets	Removed
4377	Gas and Electric	150	Markets	As prev.- Elect - Feeder Pillars Market Place/Market Square
1050	Income-Ballroom	201	Town Hall	Increased - Additional Bookings/Increase in hire charges/inc. in marketing
1051	Income-Refreshments (vatable)	201	Town Hall	Based on 6 mth figures
1052	Income-Alan Dean Suite	201	Town Hall	Increase Income from bkggs due to lack of enquiries for Alan Dean Suite based on 6-mth figures/Increa
1053	Income-Hire of Equip & kitchen	201	Town Hall	As prev based on 6-mth figures
1060	Income-Bar DPS Fees	201	Town Hall	Reduced - Need progression of events for DPS % to UTC
1062	Income-TH Wed I/DMarket Stalls	201	Town Hall	Removed
1063	Income-TH Sat Craft/Produce M	201	Town Hall	Increased based on 6mth figures plus 2.5% inc. in rent
1066	Income-19A HighSt (Rent/Elect)	201	Town Hall	Inc- As Lease from 1/12/24 for 3yrs-Yr 1 350mth x8, Yr 2 380 x4, Yr3 420 plus 720pa elec
4000	Staff Salaries inc PAYE/Pen/NI	201	Town Hall	As prev - As agreed by Payroll LC1 (7-12) 3/11/25 inc increase of 22 hrs min per mth
4057	Professional Fees	201	Town Hall	Removed - Wks to be carried out this Fiscal year
4058	Town Hall Restoration	201	Town Hall	Removed

Uttoxeter Town Council

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4059	Cupola Roof Light - Annual sum	201	Town Hall	EarMarkRes - UTC Agreed £500 annually for cleaning of the cupola roof lights (c/f 5 yrs +)
4350	Advertising and Promotion	201	Town Hall	Reduced - marketing strategy soical media for TH/Bus Station Advert £600 UTC 9/12 25-26
4353	Staff Costs T/H Bookings	201	Town Hall	As prev - Ass. costs for bookings for Evenings/Weekends, NALC/Int. Audit/agreed Payroll 3/11
4355	Licenses	201	Town Hall	As prev - Marriage Licence due for renewal April 2027
4360	Equipment	201	Town Hall	As prev - Pot. inc. Bar undecounter fridge, washer/dryer for ADS kitchen
4365	Repairs and Maint Property	201	Town Hall	Increased - inc. annual £2k Int. Decor/3k ext. decor inc Contib to side/roof wks - Quote 5/1/26
4366	Repairs and Maint Equipment	201	Town Hall	As Previous - Incl. Boiler Maint, Office Equip PAT Testing
4370	Cleaning Contract / Materials	201	Town Hall	Increased - Cleaners and purchase of Gen. Cleaning Equip. for daily use by 5%
4375	Rates	201	Town Hall	Increased - TBC by ESBC
4376	Water	201	Town Hall	Increased - based on 6mth figures
4377	Gas and Electric	201	Town Hall	Reduced - More economical system in place/Contract/6mth figures
4378	Town Hall Clock	201	Town Hall	Service carried out 24 - Sug. 4-5 yrs - EMR of £1,000 to fund if req'd
4390	Loan Repayments	201	Town Hall	Removed - Loan repayments completed 2020
4393	Expenses - TH Wed Market Stall	201	Town Hall	Removed
4394	Staff Costs Craft Produce Mkt	201	Town Hall	As prev. staff assoc. costs inc. NALC/Int. Audit increase - TBC Payroll
4906	Contingency	201	Town Hall	REMOVED as per UTC ExOrd Mtg 24/11/20
1073	Income-Peppercorn Rent	301	Redfern Cottage(Former H Cent)	As previous - Annual Peppercorn Rent as agreed by UTC
1074	Income-Reim Insurance Costs	301	Redfern Cottage(Former H Cent)	As prev (sum as agreed with Zurich g/f)
4057	Professional Fees	301	Redfern Cottage(Former H Cent)	Reduced - ESBC Conservation Officer in agreemnt for no Listed Building Requirement
4365	Repairs and Maint Property	301	Redfern Cottage(Former H Cent)	Red. - ESBC Cons. Officer confirmed Repl. doors 5/12 - Redfern Cott. Contrib £2k/balance UTC
1090	Income-Cemetery Fees	401	Cemetery	Increased - based on 6-mth figures/15% increase in fees
1092	Income-Book of Remembrance	401	Cemetery	As prev. - 2 free with each interment as previously (fee for 2 add. lines)
1093	Income-Chapel	401	Cemetery	Increased - cost 1x Chapel Service
1094	Income-Memorial Trees	401	Cemetery	Increased - income for Est. 8 trees @ £374 each (limited supply) - UTC Estimates 25/11/25
1095	Income-Memorial Benches	401	Cemetery	Increased - Provision of 1 bench NOT incl. VAT (915 inc vat - 762.50 plus vat)

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1096	Income-Reservation Fees	401	Cemetery	Increased
1097	Income-Transfer of Ownership	401	Cemetery	Increased - (prov. for 12 transfers during the yr)
1098	Income-Donations Cemetery	401	Cemetery	Reduced
4230	Tree Maintenance & Planting	401	Cemetery	Reduced - Planting within the Cem. inc extension inc tree planting 25-26+EMR £2110/Poss Bloom Proj
4231	Memorial Testing	401	Cemetery	Increased - ass. costs for visit and repairs
4233	Sanctum Plaques	401	Cemetery	As prev - Ass. Costs for Above Ground Level Sanctums (based 6-mth)
4234	Sanctums Purchase	401	Cemetery	Purchased add. 20 x in 2025-26 UTC9/9/25 due to loss in income if not available inc Install Serenity
4236	Sanctum Plinths Install	401	Cemetery	Installed 2 no. plinths in 2025-26 - UTC 9/9/25 due to loss in income if not available
4360	Equipment	401	Cemetery	Reduced
4365	Repairs and Maint Property	401	Cemetery	As prev. Chapel Maint/guttering and add. works req. to ext
4376	Water	401	Cemetery	Reduced - based on 6-mth figures and recent repairs
4377	Gas and Electric	401	Cemetery	Reduced
4500	Gravedigging	401	Cemetery	Reduced - New 3-yr Contract from 1 April 24
4502	Grounds Maintenance	401	Cemetery	Increased - Contract from 16/9/24-31 March 2027 £24k, 1/4/25-31/3/26 £58k, 1/4/26-31/3/27 £59k
4520	Memorial Benches	401	Cemetery	Increased provision for one bench
4521	Memorial Trees	401	Cemetery	Increase in assoc. memorial trees costs
4530	Health and Safety	401	Cemetery	As previous - Rep. bollards, etc
4531	Memorial Garden inc C/R Area	401	Cemetery	Removed
4990	Miscellaneous Expenditure	401	Cemetery	Removed - Misc. Exp
4996	Cem. Ext. Hedge & Tree Project	401	Cemetery	Removed - Project due to be completed in 2025-26

COMMUNITY SUNDRY GRANT

From REMOVED PRIOR TO CIRCULATION
Date Sat 01/03/2026 02:01 PM
To Tina Jeffery <tina.jeffery@uttoxetertowncouncil.gov.uk>
Cc REMOVED PRIOR TO CIRCULATION

 1 attachment (836 KB)

S137-Community-Sundry-Grant-Form-Updated-14-October-2025.pdf;

Dear Tina,

Hello, my name is REMOVED and I am 12 years old. I am a Scout from Stramshall Scouts, and I have been a Scout since I was 6 (starting as a Beaver!). I really enjoy Scouts because I like learning new skills, helping others, and having adventures outdoors.

I am writing to you because I have been successfully selected as 1 of 32 from the whole of Staffordshire, to attend the World Scout Jamboree in 2027. To attend I need to raise £3,400 to be able to go. I am writing to submit my application for the Community Sundry Grant (from attached). This is a huge opportunity for me.

What is the World Scout Jamboree?

The World Scout Jamboree is a very special event that happens once every four years. Scouts from all over the world come together in one country to camp, learn, and make new friends. In 2027, the Jamboree will take place in Poland, at Wyspa Sobieszewska near Gdańsk, from 30 July to 8 August.

There will be over 40,000 Scouts from nearly every country in the world. It is one of the largest outdoor events for young people on the planet. The theme of the Jamboree is "Bravely", which is about being brave, trying new things, and standing up for what is right.

How this benefits me and the community

Going to the World Scout Jamboree would help me grow as a person. It would help me:

- Become more confident and independent
- Learn about different cultures and ways of life
- Be more adventurous and try new activities
- Develop leadership and teamwork skills
- Make friendships that could last a lifetime

I believe it would be a life-changing experience that I would remember forever.

How it will benefit the local community

When I return to Uttoxeter, I plan to share everything I have learned with my local Scout group and my school. I want to encourage other young people in our town to be brave, get involved in their community, Scouting and aim high.

Scouting is about giving back, and I want to use this opportunity to inspire others.

What I have done already to raise money

I am working very hard to raise the money myself. So far, I have raised around £100 by:

- Selling 3D-printed fidget toys I created at a local fair and at Scouts
- Selling hot chocolate cones
- Washing cars

I am also planning to do a sponsored bike ride and more fundraising activities over the next two years.

How you could help

I would be extremely grateful for any support, whether that is a donation, a grant, or help with fundraising. Every contribution, no matter the size, brings me one step closer to attending the World Scout Jamboree.

Thank you very much for taking the time to read my letter and for supporting young people in the community. I really appreciate any help you are able to give.

Yours sincerely,

REMOVED PRIOR TO CIRCULATION



S137 COMMUNITY SUNDRY GRANT APPLICATION FORM



Applicant Details:

Name (if an individual): REMOVED PRIOR TO CIRCULATION

Name (if an organisation): Staffordshire Scouts

Address inc. postcode: REMOVED PRIOR TO CIRCULATION

Contact person: REMOVED FOR CIRCULATION Daytime Telephone No: REMOVED FOR CIRCULATION

Project / Activity Information:

What is your project / activity? World Scout Jamboree

What would this grant be used to pay for? The grant would be used towards the cost of equipment and travel costs to attend the World Scout Jamboree in 2027. Including preparation camps.

When and where will the activity take place? Wyspa Sobieszewska near Gdańsk, from 30 July to 8 August

Have you previously received a sundry grant for this project/activity? Yes / No (please delete as applicable)

If yes, please provide date and amount awarded: _____

Grant Request and Income:

What is the amount of grant that you wish to apply to the Council for? £ any amount towards my £3,400 target

Council asks that Applicants are mindful that the Council only has £8,000 available within its Sundry Grants budget for the entire year. This money is to be used to provide Grants to support as many local groups/organisations/individuals as possible with their worthwhile projects.

Please outline the use of the grant applied for: The grant will be used to help cover the costs of attending the World Scout Jamboree 2027 in Poland.

The total cost of attending is £3,400, which includes international travel, accommodation, food, activities, training, insurance, and official event equipment.

Any funding received from Uttoxeter Town Council would directly reduce the amount I need to raise through personal fundraising and would help make it possible for me to take part in this once-in-a-lifetime international Scouting event, representing my Scout group and local community.

What is the total cost of your project/activity? £ 3,400

Please state how much money have you currently secured towards your project and where the monies have come from? _____

I started in October and have raised £100 already. I have done this by Selling 3D-printed fidget toys I created at a local fair and at Scouts
Selling hot chocolate cones
Washing cars

I also plan to complete a sponsored bike ride and other activities over the next 18 months.

If you need to secure additional income beyond this grant, please advise the Council on how you intend to do that? _____

I have already started my own fundrasing and will continue to do this via other forms of sponsorship and _____

Paid work, such as car washing, gardening odd jobs. This will be supplemented with other grants and group _____

Scout activities _____

Please provide the current Bank Balance and Financial Information on the individual / organisation applying for the grant.

Enclosures (please state): At present I have £100 towards my target. _____

If successful, my/our preference would be to receive the sundry grant via cheque OR BACS payment, payable to (please delete as appropriate and provide details below):

Cheque or BACS is fine, if BACS we will provide details and unique payment reference to the Staffordshire Scouts bank account. _____

Impact on our Community:

Which of the following purposes does your project/activity support? (please tick relevant boxes):

- ☐ Improve the Uttoxeter area (within the Town boundary) and/or
- ☒ Encourage involvement in Uttoxeter community activities, and/or
- ☐ Improve community facilities in Uttoxeter, and/or
- ☒ Benefit/Support the community of Uttoxeter and its residents, and/or
- ☐ Support local charities/organisations, and/or
- ☒ Support local youth services, young people inc. school activities, and/or
- ☐ Support Fairtrade priorities, and/or
- ☒ Support Biodiversity and Climate Change initiatives

Please advise the Council how will you measure the impact that your project/event has? _____

The impact of attending the World Scout Jamboree will be measured in several ways. _____

I will gain new skills such as teamwork, leadership, independence, and confidence by taking part in international activities with Scouts from around the world. _____

After returning, I will share my experiences with my Scout group, school, and local community through talks or presentations. I will explain what I learned about other cultures, global cooperation, and personal development. My Scout leaders will also be able to confirm the skills and personal growth I have achieved as a result of attending the Jamboree. _____

Completed by: REMOVED FOR CIRCULATION Date: 03/01/2026

Important Applicant Information: All decisions made by the Council in relation to awarding S137 Community Sundry Grants are final and are made at the sole discretion of the Council. The budget available to the Town Council for Sundry Grants is limited and set annually. The Council has a responsibility to manage this budget effectively, in order to ensure that it is open to applications for as much of each year as is possible.