



To: Members of Uttoxeter Town Council's Policy and Planning Committee

Dear Councillor,

NOTICE IS HEREBY GIVEN that a meeting of the Town Council's **Policy and Planning Committee** will be held in the **Alan Dean Suite, Uttoxeter Town Hall** commencing at **10.00am on Tuesday, 23 June 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.

SignedT L Jeffery.....

T L Jeffery
Town Clerk

17 June 2026

To: Councillors: B Houlihan (Chair), T Ashby (Vice-Chair), D Boot, J Glandfield, A Johnstone, P Krupski, A Noyes, L Sylvester, Z Krupski (ex-officio), A Mansfield (ex-officio)
Copy to: R Hawkins, D Holland, C Lancaster, S Page, C Sylvester, C Wain

AGENDA

1. CHAIR'S WELCOME

The Chair to 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, the use of mobile phones during the meeting and the evacuation procedure in the event of a fire. Committee 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, 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. **ESBC - PLANNING APPLICATIONS**

Committee is asked to give consideration to Planning Applications:

- (a) P/2026/00564 - Felling of one pear tree (T0083) Felling of nine Holly trees (T0084, T0085, T0086, T0091, G1, T0092, T0095, T0096 & T0097), Felling of one Black Elder tree (T1) and cut Ivy and epicormic growth at ground level and clear to 2 metres of one Holly tree (T0089) at Uttoxeter Library, High Street, ST14 7JQ (*As deferred by Council on 9 June 2026 as below*).

As Resolved by Council on 9 June 2026 that with respect to Planning Application No. P/2026/00564, Council request that the Planning Authority:

- (a) *Provide detailed information on the proposals; and*
(b) *Request an extension to enable the Council's Policy and Planning Committee to consider this application further at its meeting on 23 June 2026.*

To report that at the time the Agenda was issued, no response had been received from ESBC. The Clerk to provide Committee with an update, if available.

- (b) P/2026/00604 - Remove to ground level one Scots Pine tree at Old Brewery Cottage, Balance Street, ST14 8JE.
(c) P/2026/00607 - Construction of a garden shed fronting the highway at 16 Picknalls Avenue, ST14 7QN.
(d) P/2026/00615 - Prune back from property and back to kerb edge along fuel station entrance up to 5m of one Acer platanoides (Norway Maple) (T77) at Tesco Stores Ltd, Dovefields Retail Park, Town Meadows Way, ST14 8AZ.

6. **ESBC – PLANNING COMMITTEE ON 23 JUNE 2026**

To report receipt of an email dated 12 June 2026 from ESBC's Democratic Services extending an invitation for a Representative of the Council to attend ESBC's Planning Committee on 23 June 2026 to speak on P/2024/01382, as forwarded to Members on 12 June 2026.

Council is advised that Councillor Houlihan will attending the above mentioned meeting to speak on behalf of the Council.

7. **UTTOXETER NEIGHBOURHOOD PLAN – UPDATE**

Committee is advised that the updated Draft Neighbourhood Plan will be included for consideration and approval by Council on 14 July 2026, in readiness for it to be issued to ESBC for Screening.

8. **NEIGHBOURHOOD GOVERNANCE DUTY**

As previously Resolved by Council that the Town Council adopts the Motion as provided by SPCA and agrees to:

- (i) *Liaise with Jacob Collier MP to press the Secretary of State for Housing, Communities and Local Government to:*
- *Ensure that parish and town councils are formally recognised as key partners within the emerging neighbourhood governance framework;*
 - *Guarantee that the forthcoming regulations and guidance clearly set out how parish and town councils will be integrated into neighbourhood governance structures;*
 - *Provide assurance that new neighbourhood governance arrangements will not duplicate functions or undermine the democratic legitimacy of parish and town councils.*
- (ii) *Liaise with Jacob Collier MP enclosing a copy of this Motion as adopted by Council, and to request active lobbying on behalf of parish and town councils during the development of regulations under the EDCE Bill.*
- (iii) *Engage with SCC and ESBC as principal authorities for the Town, to express the Council's expectation that parish and town councils be meaningfully involved in shaping local responses to the neighbourhood governance duty.*
- (iv) *Publicly communicate the Council's position to residents, reaffirming our commitment to maintaining strong, local, democratic representation.*

To report receipt of the following emails dated:

- (a) 5 June 2026 from ESBC's CEO advising Council that *'ESBC will be sure to pass on the Council's expectation that parish and town councils be meaningfully involved in shaping the local responses to the neighbourhood governance duty to the future joint committee overseeing LGR for our area as well as the Shadow Authority.'*
- (b) 6 June 2026 from County Councillor Allen Re: Neighbourhood Governance Duty advising the Council that:
 - *'I agree that parish and town councils must be I agree that parish and town councils must be meaningfully involved as this work develops. That should not be optional or inconsistent it needs to be a clear, shared expectation across all principal authorities.'*
 - *From a County Council perspective, while we are not responsible for leading local governance at that level, we do have a responsibility to ensure the right framework and approach to engagement is in place. That includes making sure parish and town councils are involved early, not as an afterthought, and that their input genuinely informs how local responses are shaped.'*
 - *This sits with senior officers within our communities and engagement functions, and I will be raising this at that level to ensure there is clear ownership and a coordinated approach with ESBC. There needs to be clarity on how parish and town councils will be engaged in practice, and that approach should be transparent and consistently applied across the area.'*
 - *I will update the Council once I've had those discussions and can confirm the proposed approach.'*
- (c) 10 June 2026 from Jacob Collier MP Office advising Council that *'Jacob met with the Parish Council's last week to discuss their concerns around LGR and he will be writing to the Minister. The Council will be issued with a copy of the letter once it has been sent.'*

Committee instruction is sought.

9. **COMMUNITY LAND TRUST**

Urban Vision Enterprise CIC (UVE CIC) wishes to advise Committee that the application portal for funding from Homes England is now open should the Town Council and Partners wish to make an application for funding towards any Community Land Trust Projects.

Committee is reminded that UVE CIC previously provided Committee with a summary of Community Land Trusts which may be a vehicle to support capital works for new homes on priority sites such as Trinity Square in the future. Committee instruction is sought.

10. **UTTOXETER NATURE FORUM – MINUTES FROM THE MEETING ON 13 MAY 2026**

To report receipt of an email on 12 June 2026 from The Chair of Uttoxeter Nature Forum providing Council with a copy of the Minutes from the meeting held on 13 May 2026, as forwarded to Members. Committee instruction is sought.

11. **STAFFORDSHIRE CELEBRATING DIFFERENCE CAMPAIGN - INCLUSIVE TRAVEL**

To report receipt of an email on 3 June 2026 from SCC's Engagement and Participation Co-ordinator advising Committee that:

- *'SCC are pleased to share its co-produced Celebrating Difference campaign, which focuses on Inclusive Travel and aims to promote accessible, welcoming, and inclusive travel experiences for all across Staffordshire.'*
- *Resources for the campaign include a leaflet and dedicated webpage via <https://www.staffordshire.gov.uk/community-support-and-safety/celebrating-differences-inclusive-travel>*
- *We would really value your support in helping us extend the reach of this important message. We kindly ask if you could:*
 - *Share the campaign across your networks both internal and external*
 - *Support the campaign promotion via your social media channels*
 - *To make this as easy as possible, we've included everything you need in the partner pack, including ready-made social media posts and key messaging for you to use.#*
 - *By working together, we can raise awareness and encourage more inclusive travel opportunities across our communities', as forwarded to Members and Staff.*

Committee instruction is sought.

12. ESBC OWNED CARPARKS WITHIN THE TOWN

As Recommended by Committee on 26 May 2026 that the Chair of the Policy and Planning Committee write to ESBC's CEO and ESBC's Head of Regeneration and Development to ask ESBC to encourage any potential developer partners for the Maltings and/or Trinity Square to read the Uttoxeter Neighbourhood Plan, which includes relevant policies for both sites.

- (i) For information – The Town Council is in the late stages of preparing an updated Neighbourhood Plan that continues to support mixed-use development on both sites and the retention of important Town Centre car parking. To view the results of consultation and for further information please visit <https://uttoxetertowncouncil.gov.uk/neighbourhood-development-plan/>*
- (ii) The Town Council has also developed a project to encourage a new community healthcare provision at the Trinity Square site, supported by emerging Neighbourhood Plan policy. The Uttoxeter Neighbourhood Health Hub project is developed in partnership with local healthcare practitioners and service providers for the benefit of people in Uttoxeter and surrounding rural communities, taking account of the recent Government agenda on providing 'Neighbourhood Health Hub's' in the Spring this year.*
- (iii) The Town Council also urges any developer/partners supporting ESBC to engage proactively with the Town Council at the pre-application stage for informal discussions and to avoid delays in planning.*
- (iv) The Council's Policy and Planning Committee request ESBC:*
 - (a) Acknowledges receipt of the above mentioned Recommendations.*
 - (b) Provides Committee with any comments ESBC wishes to make at this time.*

To report that at the time the Agenda was issued, no response had been received from ESBC. The Clerk to provide Committee with an update, if available.

13. ST MARY'S CLOSED CHURCHYARD – TREE WORKS

To report receipt of a complaint on 10 June 2026 from a local resident regarding a lime tree located within the closed Churchyard which is overhanging their property. Committee is advised that following a site meeting with Council's Office Manager and a Tree Surgeon, Committee is asked to consider a quotation 'to reduce the lime tree back to original points, pollard small lime tree including planning permission submission to ESBC in the sum of £610', and to consider funding from Earmarked Reserve 327 St Mary Closed Churchyard Tree/Clock EMR. Committee instruction is sought.

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

As Recommended by Committee on 26 May 2026 that:

- (i) The Chair, Councillor Noyes and the Clerk review the archive planning documents including detailed reference plans, Planning Decision(s), etc for Bramshall Meadows Development.*
- (ii) The Chair, Councillor Noyes and the Clerk provide Committee with an update at its next meeting.*
- (iii) The Clerk write to ESBC's Planning Officers to request that the Town Council be consulted on any future planning applications adjacent to or within the Bramshall Meadows development, even if this is outside of the Town boundary.*
- (iv) The Clerk liaise with Uttoxeter Rural Parish Council to request the Town Council's involvement in issuing a joint response to the Planning Authority for any future planning applications within the Bramshall Meadows development site, which may be outside the Town boundary.*

The Chair, Councillor Noyes and the Clerk to provide Committee with an update on the above mentioned, if available. Committee instruction is sought.

15. DOVE WAY - SPEED LIMIT

As Recommended by Committee on 26 May 2026, that this matter be deferred for consideration by Committee at its next meeting.

To report that no further correspondence has been received from County Councillor Allen at this time. Committee instruction is sought.

16. **A50/A500 UPDATE**

As Recommended by Committee on 26 May 2026 that the A50/A500 Updates remain as a Standing Item on future Committee Agendas.

To report that at the time the Agenda was issued, no further correspondence has been received from Jacob Collier MP.

17. **CLIMATE EMERGENCY UK**

To report receipt of an email from Climate Emergency UK Re: New powers means new responsibilities, as forwarded to Members.

18. **SCC - LOCAL NATURE RECOVERY STRATEGY CONSULTATION**

To report receipt of an email on 17 June 2026 from SPCA advising the Council of SCC's Local Nature Recovery Strategy Consultation encouraging local authorities to encourage Councillors, residents and local organisations to respond, as forwarded to Members and Staff. Committee instruction is sought.

Committee is advised that the above mentioned has been issued to Uttoxeter Nature Group for their action.

19. **NATIONAL ALLOTMENTS ASSOCIATION**

To report receipt of the following emails received from The National Association of Allotments Re: June Newsletter dated 4 June 2026, as forwarded to Members.

20. **TRENT RIVERS TRUST**

To report receipt of an email on 5 June 2026 from Trent Rivers Trust informing Council '*Trent Rivers had recently won the coveted UK River Prize. This prestigious nature award, presented at the annual River Restoration Conference, recognises the impact and extent of restoration efforts. With over 13 years committed to improving 17km of river, it's been incredibly heartening to see the Mease in the spotlight*', as forwarded to Members.

21. **RURAL SERVICES NETWORK**

To report receipt of the following email from Rural Services Network, as forwarded to Members dated:

- (a) The Rural Bulletin dated 27 May 2026.
- (b) The Rural Bulletin dated 2 June 2026.
- (c) RSN Rural Funding Digest - June 2026 Edition dated 3 June 2026.
- (d) The Rural Bulletin dated 9 June 2026.
- (e) RMTG Roundup June 2026 dated 15 June 2026.
- (f) The Rural Bulletin dated 16 June 2026.

22. **COMMITTEE 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.

23. **UNIT 4A CARTERS SQUARE**

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

25. **WAR MEMORIAL**

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