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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, 26 MAY 2026 AT 10.00 AM

Chair – Councillor B Houlihan

Councillors: T Ashby (Vice-Chair), J Glandfield, A Johnstone, P Krupski, A Noyes

Officer in attendance – T Jeffery, Town Clerk

It was noted that there was one member of the public in attendance in the meeting and Council's Neighbourhood Plan Consultant UVE CIC was in attendance for Item No. 7

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 Councillors L Sylvester, Z Krupski (ex-officio), A Mansfield (ex-officio).

RECOMMENDED that the same be accepted and approved.

- (b) The Clerk reported that no apologies had been received from Councillor Boot.

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 member of the public did not wish to address Committee on an Agenda item on this occasion. It was noted that Council's Neighbourhood Planning Consultant UVE CIC would participate under Item No. 7.

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. ESBC - PLANNING APPLICATIONS

Committee gave consideration to Planning Applications:

- (a) P/2026/00413 - Erection of single storey rear/side extension with roof lanterns at Beech Grove, Stafford Road, ST14 8DN.
- (b) P/2026/00424 - Felling of a group of Mixed Broadleaves (G1), sever ivy to 1.5 metre, crown lift to 2.5 metres, prune back trees forming the group of a group of Mixed Broadleaves (G2), crown lift to 2.5 metres and prune back from sign to give clearance of one Birch tree (T42), crown lift to 2.5 metres to one Birch tree (T43), pruning of

three Maple trees (T75, T76 & T77) (AMENDED DESCRIPTION) at Tesco Stores Ltd, Dovefields Retail Park, Town Meadows Way, ST14 8AZ.

- (c) P/2026/00449 - Display of one double sided D6 internally illuminated display totem sign (Advert Totem Sign) at Carters Square.

It was noted that P/2026/00449 was for Retrospect Approval. Following due debate, it was

RESOLVED that with respect to Planning Application No.:

- (i) P/2026/00413, Council had no comment to make at this stage.
- (ii) P/2026/00424, Council requests that the Planning Authority:
 - (a) Satisfies itself that the felling of the 'group of Mixed Broadleaves (G1)' as proposed is required.
 - (b) Ensures that the works are carried out at an appropriate time of year.
- (iii) P/2026/00449, Council objects to the Retrospect Application due to the following:
 - (a) Proximity to the Conservation Area and town centre Listed Buildings.
 - (b) Loss of the line of sight and attractive clear view from the High Street to the top of Carters Square.
 - (c) The totem sign is an obstacle to pedestrians and its location causes a degree of congestion.

6. **ESBC - PLANNING COMMITTEE RE: P/2024/01375 AND P/2024/01376**

The Clerk reported receipt of a letter on 1 May 2026 from ESBC' Democratic Services extending Council an invitation to attend/speak on the above mentioned, at its Planning Committee Meeting on 12 May 2026, as forwarded to Members.

Committee was advised that Councillor Houlihan attended the meeting to speak on behalf of the Council. He reported that ESBC had misplaced the email from the Clerk confirming his attendance, he had only addressed the Committee after they had voted on the application. He reported he had received an apology from ESBC for this disappointing oversight.

RECOMMENDED that the same be noted.

7. **UTTOXETER NEIGHBOURHOOD PLAN – UPDATE**

It was noted that Council's Neighbourhood Plan Consultant UVE CIC was in attendance and provided Committee with an update on the on identifying brown field sites. Committee gave consideration to the following, as prepared by the Neighbourhood Plan Steering Group and UVE CIC:

- (a) The draft Brownfield Site Assessment Report as issued to Members with their agenda pack. Committee was asked to review the sites included and consider recommending that they were allocated in the Neighbourhood Plan. Following due debate, it was

RECOMMENDED the same be accepted and approved.

- (b) Committee was asked to agree that the Neighbourhood Plan was updated to reflect the allocation of the brownfield sites, once updated, to be considered and approved by Council prior to it being issued for screening. Following due debate, it was

RECOMMENDED that:

- (i) The same be accepted and approved.
- (ii) UVE CIC be tasked with updating the Draft Neighbourhood Plan in readiness for it being included for consideration by Council prior to it being issued for screening.

8. **SCC – PROPOSAL TO TEMPORARY CLOSE THE FOOTWAY IN PINFOLD STREET**

The Clerk reminded Committee of its Recommendations on 24 March 2026 and she reported receipt of the following emails dated:

- (a) 23 April 2026 from SCC's Legal Services Manager *'acknowledging safe receipt of the Council's email and to advise that SCC are checking with the client department in*

Economy, Infrastructure and Skills who I need to refer your email to and as soon as I receive this confirmation I will revert to you with this information.'

RECOMMENDED that the same be noted.

- (b) 28 April 2026 from SCC's Traffic & Network Co-ordination Manager (East Staffordshire) advising Council that:

- *'Thank you for raising your concerns regarding the upcoming closure of Pinfold Street, Uttoxeter.*
- *Whilst there are no works taking place on SCC Highway Extents, the closure of this location to pedestrians are solely for public safety during works being undertaken for the residential development.*
- *I will forward your concerns over to the relevant company undertaking the works, but we cannot amend their Health and Safety Site Risk Assessments.'*

Committee instruction was sought.

The Chair reported that during a recent meeting with County Councillor Allen on another matter, County Councillor Allen had stated that in such cases the Contractor had to request a blanket closure of the pedestrian access for health and safety reasons and that this would be implemented within the site when heavy vehicles were being moved in/out of the site to ensure that the public were protected. It was anticipated that the access to/from Pinfold Street would be open as much as practically possible during the works.

RECOMMENDED that the same be noted.

9. **DOVE WAY - SPEED LIMIT**

The Clerk reported that no further correspondence had been received from County Councillor Allen at this time.

RECOMMENDED that this matter be deferred for consideration by Committee at its next meeting.

10. **A50/A500 UPDATE**

The Clerk reminded Committee of its Recommendation from 28 April 2026 and she reported that no further correspondence had been received at this time. Committee acknowledged the importance of the Council and the residents being updated and consulted on the potential improvement works to the A50/A500. Following due debate, it was

RECOMMENDED that A50/A500 Updates remain as a Standing Item on future Committee Agendas.

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

As Resolved by Council on 12 May 2026 that 'Councillor Mansfield be tasked with liaising with ESBC to seek updates on the connection road/link road/spine road included within the development and provide Council/Policy and Planning Committee with updates accordingly.'

The Clerk reported that no update had been received from Councillor Mansfield at this time. Committee instruction was sought.

Councillor Noyes expressed his concern that in his opinion, the current 'link' road was not as in accordance with the original planning consent granted. He reported that he had archive documentation showing the original plans including the road provision within the development which he understood differed from the one that had been incorporated.

The Clerk reported that no further correspondence had been issued to Jacob Collier MP regarding seeking assistance from The Secretary of State following the update from ESBC on 17 February 2026, as reported to Committee on 24 February 2026, advising that 'planning officers concluded there was no breach in relation to the original planning permission'. Councillor Ashby sought clarification on the definition of a link road.

The Chair reported that paper evidence would need to be available to enable the Council to progress conversations with ESBC, SCC and Jacob Collier MP. It was noted that Committee considered that the road that was currently in place was a diluted connection road.

Committee gave consideration to future development on the edge of the Bramshall Meadows estate which would potentially be outside the Town boundary. Following due debate, it was

RECOMMENDED 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.

12. **EMAIL FROM SPCA RE: LETTER FROM SCC RE: GRITTING BIN – PROPOSED APPROACH TO ENHANCED PROVISION VIA SCC COMMISSIONED SERVICES**

The Clerk reported receipt of an email on 6 May 2026 from SPCA circulating a letter from SCC regarding SCC's proposed approach to enhanced provision with SCC commissioned services, as forwarded to Members. Committee instruction was sought. Following due debate, it was

RECOMMENDED that the Clerk liaise with SCC's Cabinet Member for Strategic Highways to advise that:

- (i) The Town Council does not own any grit bins within the Town and is not aware of any requests for additional grit bins being sited within the town.
- (ii) Given that grit bins form part of SCC's Commissioned Services, SCC be encouraged to carry out an audit of all County Council owned grit bins within the town.
- (iii) SCC continue to fulfil its responsibilities for Highways which include maintaining the highways within the town in good condition including during poor weather conditions.

13. **ALLOTMENTS – NATIONAL ALLOTMENTS ASSOCIATION**

The Clerk reported receipt of the following emails from the National Association of Allotments, as forwarded to Members, dated:

- (a) 7 May 2026 Re: April Newsletter.
- (b) 7 May 2026 Re: NAS WM Quarterly Meeting - 16 May 2026

RECOMMENDED that the same be noted.

14. **PARISH ONLINE**

The Clerk reported receipt of the following email from Parish Online, as forwarded to Members:

- (a) Parish Online Newsletter #66 dated 28 April 2026.
- (b) Join our FREE webinar today at 12pm introducing Parish Online Wellbeing dated 5 May 2026.

RECOMMENDED that the same be noted.

15. **RURAL SERVICES NETWORK**

The Clerk reported receipt of the following email from Rural Services Network, as forwarded to Members dated:

- (a) The Rural Bulletin dated 28 April 2026.
- (b) You're Invited! RSN National Rural Conference 2026 dated 1 May 2026.
- (c) The Rural Bulletin dated 6 May 2026.
- (d) RSN Rural Funding Digest - May 2026 Edition dated 7 May 2026.
- (e) The Rural Bulletin dated 12 May 2026.
- (f) The Rural Bulletin - 19 May 2026.

RECOMMENDED that with respect to 15(a)-(f), the same be noted.

The Chair expressed his thanks to UVE CIC and to the member of the public for their attendance/participation within the meeting and it was noted that they left the meeting at this time.

16. **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.

17. **ESBC OWNED CARPARKS WITHIN THE TOWN**

Committee gave consideration to the four ESBC owned car parks within the town (the Maltings, Trinity Road, Fairfield Road and the Leisure Centre). Committee instruction was sought.

RECOMMENDED 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.

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

The Clerk reported receipt of an email on 30 April 2026 from FA's Head of Delivery advising Committee that 'No update as yet. We are still working on the planning condition to identify a compensatory habitat for the breeding birds. Once this is completed we can move forward, but there are no timescales as yet.'

The Chair reported that as agreed with County Councillor Allen during the recent meeting on other matters, the Clerk had emailed the FA's Head of Delivery with the update as received from County Councillor Allen regarding the site. He reported that the FA's Head of Delivery had been encouraged to liaise with County Councillor Allen direct on the update received.

19. WAR MEMORIAL

Committee was advised that:

- (a) ESBC's Contractor had permanently removal of the planters on 20 May 2026 as in accordance with advice received from The Stonemasons of Worcester and as in agreement with ESBC's Conservation Officer, the Town Council and the local Royal British Legion Branch.

RECOMMENDED that the same be noted.

- (b) The Clerk reported that she and Council's Architect had met with interested Parties on 18 May 2026 to progress discussions on options for the structure to be incorporated around the War Memorial following the refurbishment project. She reported receipt of three draft design options provided, as circulated to Members for Options, A, B and C. She reminded Committee that any option would be subject to as separate Planning Application and that, at this time, the interested parties had advised that it was unlikely that this structure would be in place for this November. She reported that Council does not have a budget in place for this project and that she would continue to liaise with the interest parties accordingly. Committee perused the draft design options. Committee instruction was sought. Following due debate, it was

RECOMMENDED that the Clerk liaise with all interested parties to advise that Council's preference was Option C.

- (c) The Chair reported that he and the Clerk had met with County Councillor Allen on 20 May 2026 to progress conversations/seek comments on the three draft design Options and to seek his support with the relocation/removal of some SCC owned bollards currently sited around the War Memorial.

The Clerk reported that subject to County Councillor Allen's approval, two bollards from within the inner circle of bollards would need to be relocated to stop any vehicular access and the remaining bollards within the inner circle be removed. The Clerk reported that these bollards had been installed by SCC some years previous when parking was permitted adjacent to the War Memorial however, she reported that SCC had incorporated additional bollards in 2020 when the no parking areas had been extended which was now known as the Area of Reflection. She reported that any works for the relocation of the bollards and the memorial structure would be subject to 'permit to dig' applications being submitted to SCC which would be subject to associated costs. Committee instruction was sought. Following due debate, it was

RECOMMENDED that the Clerk continue to liaise with all interested parties to seek preference of design options, feedback on the relocation/removal of the bollards, etc, and continue to provide Committee/Council with updates accordingly.

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

The Chair provided Committee with an update on correspondence received and meetings that had taken place with interested parties and surrounding GP Surgeries since the date of the last meeting. He had produced a list of potential services that could be provided from a Neighbourhood Health Hub that were not currently being provided by GP's within the Town or the surrounding areas.

He reported that at this time, there was some uncertainty on timescales for the Integrated Care Board (ICB) however he reported that steady progress was being made and he would continue to provide Committee with updates accordingly. Committee instruction was sought.

RECOMMENDED that the same be accepted and approved.

The meeting closed at 10.57am.