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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, 23 JUNE 2026 AT 10.00 AM

Chair – Councillor B Houlihan

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

Officer in attendance – T Jeffery, Town Clerk

It was noted that there was 1 member of the public in attendance in the meeting

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 P Krupski, 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.

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 the following 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*).

The Clerk reminded Committee of the Council Resolution from its meeting held on 9 June 2026 and she reported receipt of an email from ESBC's Planning Officer on 18 June 2026 advising Committee that '*A response is awaited from our tree officer at the*

moment on this tree notification. We are not able to ask for further information on tree notices as they are required to be considered as submitted. There is a tree report available on the website which refers to the works to the trees', as forwarded to the Chair and Vice-Chair. Following due debate, it was

RESOLVED that with respect to P/2026/00564, the Clerk liaise with ESBC's Planning Team to:

- (i) Seek an update from ESBC's Tree Officer, and
- (ii) Due to (i) as above, advise that Council deferred this application for further consideration by Council at its meeting on 14 July 2026.

- (b) P/2026/00604 - Remove to ground level one Scots Pine tree at Old Brewery Cottage, Balance Street, ST14 8JE.

RESOLVED that with respect to P/2026/00604, Council had no comment to make at this stage.

- (c) P/2026/00607 - Construction of a garden shed fronting the highway at 16 Picknalls Avenue, ST14 7QN.

RESOLVED that with respect to P/2026/00607, Council had no comment to make at this stage.

- (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.

RESOLVED that with respect to P/2026/00615, Council requests that the Planning Authority liaise with the Applicant to advise that Council had no objection to this application. However, to compensate for the pruning of the maple, Council would like to see additional trees and bushes being incorporated within the green spaces surrounding the Tesco Store.

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

The Clerk reported 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 - Outline planning application for up to 80 dwellings, associated open space and infrastructure including details of access for land at Stafford Road, as forwarded to Members on 12 June 2026.

Committee was advised that Councillor Houlihan would be attending the above mentioned meeting to speak on behalf of the Council to reiterate the objections as Resolved by Council on 9 December 2026.

RECOMMENDED that the same be noted.

7. **UTTOXETER NEIGHBOURHOOD PLAN – UPDATE**

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

RECOMMENDED that the same be noted.

8. **NEIGHBOURHOOD GOVERNANCE DUTY**

The Clerk reminded Committee of the Council Resolution from its meeting from 9 June 2026 and reported 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.'*

The Chair reported that it was unknown what impact recent Government events would have on the progression of Local Government Reorganisation (LGR).

RECOMMENDED that the same be noted.

- (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.'*

Committee instruction was sought.

RECOMMENDED that the same be noted.

- (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 was sought.

RECOMMENDED that the same be noted.

9. **COMMUNITY LAND TRUST**

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

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

RECOMMENDED that the Clerk liaise with UVE CIC to extend an invitation to the Policy and Planning Committee meeting on 28 July 2026 to progress discussions on logistics of when/how the Council could move forward with proposals, etc.

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

The Clerk reported 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 was sought.

RECOMMENDED that the same be noted.

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

The Clerk reported 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 was sought.

RECOMMENDED that this matter be deferred for further consideration by Committee at its meeting on 28 July 2026 to enable Members to bring forward comments on accessibility within the town centre including transport links, etc.

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

The Clerk reminded Committee of its Recommendation from its meeting on 26 May 2026 and reported receipt of an email on 18 June 2026 from ESBC's Head of Regeneration and Development advising Council 'Please be assured that in any discussions that I have on behalf of the Borough Council with any prospective developer in Uttoxeter, I would refer them both to the Uttoxeter Neighbourhood Plan and to undertake engagement with the Town Council, this would not be limited to the sites in question. As such, I have no concerns with the recommendation of the Policy and Planning Committee, nor the information shared in the bullets of the letters, all of which make sense.' Committee instruction was sought.

RECOMMENDED that the positive response received from ESBC be noted.

13. **ST MARY'S CLOSED CHURCHYARD – TREE WORKS**

The Clerk reported receipt of a complaint on 10 June 2026 from a local resident regarding a lime tree located within the closed Churchyard which was overhanging their property. Committee was advised that following a site meeting with Council's Office Manager and a Tree Surgeon, Committee had been 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 was sought.

RECOMMENDED that the quotation received from Michael Johnson Tree Surgery Ltd in the sum of £610 including the submission of the planning application to ESBC, subject to the works being carried out at the appropriate time of year, be accepted and approved, funded by Earmarked Reserve 327 St Mary's Closed Churchyard Tree/Clock.

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

The Clerk reminded Committee of its Recommendations from its meeting on 26 May 2026 and she reported that:

- A meeting with the Chair, Councillor Noyes and her was due to take place to review the archive planning documents including detailed reference plans, Planning Decision(s), etc for Bramshall Meadows Development.
- No response had been received from ESBC's Planning Team.
- No response had been received from Uttoxeter Rural Parish Council.

Councillor Noyes reiterated his concern that in his opinion, the current 'link' road was not as in accordance with the original planning consent granted. He circulated a historic plan of the St Modwen Development showing the link road as in accordance with the original planning consent, as he had highlighted in yellow. He reported that he had highlighted the area in blue which had not been completed and that, in his opinion, was a breach to the original planning consent. He urged Committee to liaise with the MP to seek the assistance of the Secretary of State regarding this matter.

It was noted that Committee reiterated the importance of the provision of a link road connecting Bramshall Road to the A50 to reduce the impact on the town. Committee instruction was sought. Following due debate, it was

RECOMMENDED that:

- (i) Councillor Noyes provide the Chair and the Clerk with specific details of the original planning consent including reference numbers, dates and plans.
- (ii) Upon receipt of (i) as above, the Chair, Councillor Noyes and the Clerk be tasked with writing to Jacob Collier MP to seek his assistance in liaising with Secretary of State regarding the suggested breach to Planning Consent and to provide a draft letter for the MP to issue to the Secretary of State.

15. **DOVE WAY - SPEED LIMIT**

The Clerk reported that Committee on 26 May 2026 Recommended that this matter be deferred for consideration by Committee at its next meeting.

The Clerk reported that no further correspondence has been received from County Councillor Allen at this time. Committee instruction was sought.

RECOMMENDED that the Clerk liaise with County Councillor Allen to seek an update on the above mentioned.

16. **A50/A500 UPDATE**

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

The Clerk reported that no further correspondence had been received from Jacob Collier MP.

RECOMMENDED that the same be noted.

17. **CLIMATE EMERGENCY UK**

The Clerk reported that as in agreement with the Chair and Vice-Chair, she had signed up to receive updates from Climate Emergency UK which had been suggested at a recent SLCC Staffordshire Branch Meeting where a number of Clerks had attended a Climate Emergency UK Briefing.

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

RECOMMENDED that the same be noted.

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

The Clerk reported 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 was sought.

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

RECOMMENDED that the same be noted.

19. **NATIONAL ALLOTMENTS ASSOCIATION**

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

RECOMMENDED that the same be noted.

20. **TRENT RIVERS TRUST**

The Clerk reported 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.

RECOMMENDED that the same be welcomed with Council's Congratulations.

21. **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 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.

RECOMMENDED that with respect to 21(a)-(f) as above, the same be noted.

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

22. **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.

23. **UNIT 4A CARTERS SQUARE**

The Clerk reported that Unit 4A Carters Square (joined onto the Town Hall and formerly part of the Town Hall) was going for Auction on 25 June 2026 with Philip Arnold Auctions, guide price of £130,000. The Clerk reported receipt of confirmation from the above mentioned on behalf of the Vendor dated 15 June 2026 providing confirmation that 4a Carters Square (ground floor) had a completely separate water supply and water meter for the Unit which had been photographed on 17 June 2026 during the viewing session. She reported that the documents had been stored electronically for future reference.

RECOMMENDED that the same be noted.

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

The Clerk reported that no further updates had been received from the FA at this time. Committee instruction was sought.

RECOMMENDED that the Clerk liaise the FA's Head of Delivery to seek an update on the future Sports Hub provisions for the town.

25. **WAR MEMORIAL**

Committee was asked to consider the following:

- (a) Costings update from County Councillor Allen from SCC as reported to Council on 9 June 2026 which were estimated between £15,000-£17,000 for the traffic management, etc for the removal of 12 bollards and relocation of 2.

Committee was advised that these costs would be in addition to any 'permits to dig' applications and for any form of structure. Committee instruction was sought. Following due debate, it was

RECOMMENDED that the same be noted.

- (b) The Chair reported attendance together with the Vice Chair and the Clerk with RBL's Secretary (on behalf of the Chair) to discuss the associated costings from SCC and to feedback received from the RBL regarding wreath laying for 2026 and a way forward.

It was noted that Members preferred the War Memorial in its natural original form with no planters and no structure surrounding it, with the bollards which were in keeping with the Area of Reflection. It was noted that the RBL were liaising with County Councillor Allen direct regarding signage being incorporated upon the County Council owned bollards. Committee instruction was sought. Following due debate, it was

RECOMMENDED that:

- (i) As agreed with the RBL, the bollards remain in place as is and no structure be incorporated, with the wreaths, as with all other areas, being laid directly onto the War Memorial during the Annual Act of Remembrance.
 - (ii) The Mayor, Chair and Vice-Chair of Committee and the Clerk meet with the RBL following the Annual Act of Remembrance and Service, to review the wreath laying process for 2026 and to discuss/review provisions going forward.
- (c) Update from Council's Architect on 11 June 2026 that Southcroft Scaffolding would be installing the scaffolding on 23 and 25 June 2026 which was subject to receipt of the permit from SCC who had classed the permit as Commercial which was at a cost of £231 for a 4-week period, with a further extension to the permit for weeks 5-8 which would be a cost of a further £231.

Committee was advised that the scaffolding was required for 8 weeks to enable the refurbishment project to commence which would be following a site meeting as requested by ESBC's Conservation Officer scheduled to take place on 14 July 2026 which was prior to Listed Building consent being obtained. Committee instruction was sought.

RECOMMENDED that the same be accepted and approved, funded by the War Memorial budget allocation.

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

The Chair provided Committee with an update on progress since the date of the last meeting as follows:

- A meeting with members of the Balance Street PPG took place on 4 June. The PPG members reported that Jacob Collier MP was seeking a meeting with the ICB although a date had not yet been agreed.
- He had now met with five GP practices: Balance Street, Northgate, Well Street, Tardis, Mill View and he had scheduled a meeting with Abbots Bromley. He reported that these discussions had been useful in:
 - a) reassuring GP practices that the UHH will not damage their income stream; and
 - b) gathering ideas about services that might be provided in the Hub.
- The PPG had been in liaison with the former MP's and current MP regarding the need for additional provisions within the Town.
- The PPG were liaising with the interested GP Practices to seek responses to the questionnaires as issued to Balance Street patients to enable similar data to be obtained as part of the evidence data collection to support the need for a Hub.

- He and the Clerk would be meet on a regular basis with the PPG to progress the data collection, next meeting would take place on 2 July 2026.
- He had asked County Councillor Allen to put him in contact with SCC Officer/Councillor who is responsible for public health.
- In addition, he had made contact with the Strategic Lead for the development of the Stoke on Trent Diagnostic Centre and he had a meeting scheduled for 26 June 2026. Committee instruction was sought.

RECOMMENDED that the Chair continue to provide Committee with updates, at this stage, in private.

The meeting closed at 11.01am.