



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, 28 July 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

22 July 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/2026/00098 - Outline planning application for the erection of up to 295 dwellings (Class C3), with access, landscaping, sustainable drainage features and associated infrastructure. All matters are reserved except for vehicular access from Stafford Road (ADDITIONAL INFORMATION - for Five Year Housing Land Supply, ecology, drainage, conservation, landscaping, highways and additional plans) at Land At Stafford Road.
- (b) P/2026/00762 - Removal of existing conservatory, and single story rear extension at 41 Westlands Road, ST14 8DJ.
- (c) P/2026/00782 - Display of 1no. externally illuminated fascia sign and 1no. externally illuminated projecting sign at 37-39 Market Place, ST14 8HF.
- (d) P/2026/00798 - Crown reduction of one Silver Birch by 2-3 metres and removal of 3 lowest branches (T1 of TPO 97) at 39A Carter Street, ST14 8EY.

6. **POLICY AND PLANNING COMMITTEE MEETING – 11 AUGUST 2026**

Committee is asked to give consideration to holding a Committee meeting on 11 August 2026 to consider any planning applications received, if required. Committee instruction is sought.

7. **COMMUNITY LAND TRUSTS**

As Recommended by Committee on 23 June 2026 that UVE CIC be invited to attend 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.

Committee is advised that UVE CIC will be in attendance in the meeting to discuss the above mentioned. Committee instruction is sought.

8. **WAR MEMORIAL REFURBISHMENT PROJECT UPDATE**

Committee is advised that:

- (a) Following a site meeting with ESBC's Conservation Officer and the Stonemasons of Worcester, ESBC's Conservation Officer requested additional works to the top of the War Memorial, work to part of the bullnose section and mortar analysis.

Committee is informed that following the meeting, the Stonemasons of Worcester and Council's Architect have updated the Heritage Statement incorporating a Statement of Significance, Heritage Impact Assessment and Justification Statement and Condition Survey as prepared by Stonemasons of Worcester Ltd together with the Design & Access Statement to be read in conjunction with the Heritage Statement, as amended and issued to ESBC's Conservation Officer on 21 July 2026.

The Clerk to provide Committee with an update on Listed Building Consent, if available, which was awaited from ESBC at the time the Agenda was issued.

- (b) The Stonemasons of Worcester have advised that they have revised the original quotation to include the additional works to the top of the memorial within the original order placed (£13,014) and that the additional works required to the bullnose section at the lower ground level (2 metres) would be in the sum of £1,125 plus vat, to ensure no further delays, as reported to and approved by the Mayor, Deputy Mayor, Chair and Vice-Chair of F&GP, to be funded by the War Memorial budget allocation contingency and the War Memorial EMReserve. Committee instruction is sought.

Committee is advised that the Clerk has continued to keep the RBL Chair and Secretary updated.

9. **EAST STAFFORDSHIRE TOGETHER ACTIVE**

To report receipt of an email on 14 July 2026 from Place Lead for East Staffordshire Together Active (Staffordshire and Stoke-on-Trent) inviting the Clerk (and the Chair of We Love Uttoxeter) to for part of the Partnership following a recent meeting due to '*expertise in the local area, knowledge of community work, and navigating systems, as well as championing Uttoxeter as well*'. Committee is advised that the next Partnership Meeting is scheduled to take place on 15 September 2026 10am-4pm (location TBC). Committee instruction is sought.

10. **SPCA - WMCALC TRAINING CAMPAIGN PACK AND DRAFT MOTION**

As Deferred by Council on 14 July 2026, to report receipt of an email on 3 July 2026 from SPCA's County Executive Officer advising Council that 'SPCA were pleased to share their Training Campaign pack, designed to help Council's influence the discussions around Councillor training. Council was advised that the pack provides a briefing for Councillors, a draft Council Motion, a template letter to the MP and an updated Members Training Policy', as forwarded to Members on 6 July 2026.

Committee is asked to give consideration to SPCA's Draft Motion for 'Mandatory Training for Local Councillors' (*proposed wording*) as follows:

- *'This Council notes:*
 - *That parish and town councillors increasingly make decisions with significant legal, financial, and community impact.*
 - *That councillors are responsible for complex statutory functions, including financial oversight, planning representations, and governance compliance.*
 - *That, unlike many public office roles and principal authority councillors, there is currently no statutory requirement for elected or co-opted councillors to undertake core training.*
- *This Council further notes that councils regularly take decisions that require legal and procedural understanding, including:*
 - *Setting and approving the annual precept and budget*
 - *Submitting and determining planning consultations and objections*
 - *Entering into contracts and procurement decisions*
 - *Managing assets and land holdings*
 - *Handling complaints, codes of conduct, and standards issues*
 - *Employing staff and complying with HR law*
 - *Improving social, health and economic wellbeing*
- *This Council believes:*
 - *That mandatory induction and ongoing training would improve governance, transparency, and public trust.*
 - *That better-trained councillors reduce the risk of legal challenge, maladministration, and financial mismanagement.*
- *Accordingly, this Council resolves to:*
 1. *Call on the UK Government to introduce legislation requiring all local councillors to undertake core training within 1 year of election/co-option.*
 2. *Request that this includes training on:*
 - *Roles and responsibilities*
 - *Finance and audit*
 - *Planning and code of conduct*
 - *Social, health and economic wellbeing*
 - *Employee protection and employer responsibilities.*
 3. *Write to Jacob Collier MP asking to support this change.*
 4. *Encourage the National Association of Local Councils (NALC) and County Associations to advocate for this reform.*
 5. *Adopt a members training policy.'*

Committee instruction is sought.

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

As Recommended by Committee on 23 June 2026 '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.'

For information: The above mentioned relates to 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. SCC - GRITTING BINS HE109

As Recommended by Committee on 26 May 2026 that the Clerk liaise with SCC's Cabinet Member for Strategic Highways to advise that:

- 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.*
- 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.*
- SCC continue to fulfil its responsibilities for Highways which include maintaining the highways within the town in good condition including during poor weather conditions*

To report receipt of an email from SCC's Maintenance Manager on 26 June 2026 providing Council with a response as follows 'Thank you for your email dated 11 June regarding the above mentioned. Thank you for confirming that Uttoxeter Town Council does not provide any bins for community use on the highway. With regard to the location of SCC provided grit bins, this information can be found together with all information on winter gritting via <https://www.staffordshire.gov.uk/roads-parking-and-transport/highway-maintenance/winter-driving> and Gritting via <https://map.staffordshire.gov.uk/publicmap/en-GB/PublicMap/Gritting#/frontPage> SCC is aware that other bins are provided by third parties such as Parish Councils and Councillor Mason's of the 6th May outlines the actions to address any confusion.' Council's instruction is sought.

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

As Recommended by Committee on 23 June 2026 that:

- Councillor Noyes provide the Chair and the Clerk with specific details of the original planning consent including reference numbers, dates and plans.*
- 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.*

The Chair to provide Committee with an update if available on correspondence received and updates since the date of the last meeting.

14. ESBC - NEW LOCAL PLAN FOR EAST STAFFORDSHIRE BOROUGH 2025-2043 - EARLY NOTIFICATION OF SCOPING CONSULTATION

To report receipt of an email on 2 July 2026 from ESBC's Planning Policy advising Council that 'During July and August this year ESBC will be asking for views to help shape the vision for the next Local plan for East Staffordshire. A local plan sets out how planning can deliver sustainable development by managing the use and development of land and the new Local plan is looking to guide new development to 2043. An online survey and background evidence will be published and through our online consultation portal you will be notified of the online survey so you can have your say now and at future consultations on the Local plan. The consultation portal is operated by Objective Keystone and these contact details have been added to this database as you are a consultee in the preparation of the Local Plan process. You can access the consultation portal by following this link: <https://eaststaffsbc-consult.objective.co.uk/kse/> to update your details or add additional consultees. All your data will be stored in accordance with the GDPR for more details see our Privacy Notice on the ESBC website at: <https://www.eaststaffsbc.gov.uk/council-and-democracy/gdpr-and-privacy-notice>. We are also looking to give a presentation at the forthcoming Parish Forum. Any queries, please in the first instance can you send these to: planningpolicy@eaststaffsbc.gov.uk' as forwarded to Members. Council's instruction is sought.

15. **UTTOXETER NEIGHBOURHOOD PLAN – UPDATE**

To report that as Resolved by Council on 14 July 2026, the Updated Neighbourhood Plan has been submitted to ESBC for Screening.

16. **DOVE WAY - SPEED LIMIT**

To report receipt of an email from County Councillor Allen on 20 July 2026 providing Committee with the following update:

'Thank you for your email. I have made enquiries with SCC Highways regarding this matter. The advice received is that speed limit reviews are evidence-led and take account of factors such as recorded vehicle speeds, collision history, road function and the likelihood of driver compliance. Officers have advised that reducing a speed limit does not necessarily result in lower vehicle speeds and that any proposed change would need to be supported by the relevant evidence and assessment.

I am also advised that Speed Indicator Devices (SIDs) are generally considered a supporting measure rather than a justification for a speed limit reduction in their own right. In addition, SIDs are not normally permitted on roads subject to a 50mph speed limit.

With regard to new SID installations, Staffordshire County Council is currently reviewing its approach to ensure greater consistency in the quality, specification and standards of SIDs used across the county. As a result, approval for new SID installations is currently limited whilst this work is completed. I will be happy to provide a further update once the review has concluded and decisions have been made regarding the preferred standards and equipment.

The wider route and pedestrian connectivity between Uttoxeter and the retail and employment areas to the north of the town have previously been identified for consideration as part of future transport and active travel assessments. At present, however, I have not received any officer recommendation supporting a change to the current 50mph–40mph–50mph arrangement on Dove Way.

I trust this provides the Committee with an update on the current County Council position. Please do not hesitate to contact me if the Committee requires any further clarification.'
Committee instruction is sought.

17. **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 no correspondence has been received from Jacob Collier MP at the time the Agenda was issued. The Clerk to provide Committee with an update, if available.

18. **CLIMATE EMERGENCY UK**

To report receipt of the following emails from Climate Emergency UK, as forwarded to Members:

- (a) Welcome to Climate Emergency UK's Community! Dated 7 July 2026.
- (b) Get involved with Climate Emergency UK dated 9 July 2026.
- (c) Over half of UK councils have started their Right of Reply dated 22 July 2026.

19. **NATIONAL ALLOTMENT SOCIETY (NAS) – JULY NEWSLETTER**

To report receipt of the following emails received from the National Allotments Associations dated:

- (a) 2 July 2026 Re: NAS July Newsletter, as forwarded to Members.
- (b) 12 July 2026 Re: National Allotment Society West Midlands Region Quarterly Meeting, as forwarded to Members.
- (c) 20 July 2026 Re: NAS WM Photographic Competition 2026, as forwarded to Members.

20. **PARISH ONLINE**

To report receipt of an email on 16 July 2026 from Parish Online providing Council with it Parish Online Newsletter #67, as forwarded to Members.

21. **TRENT RIVERS TRUST**

To report receipt of an email on 15 July 2026 from Trent Rivers Trust Re: It's getting hot - how you can help your river, as forwarded to Members.

22. **RURAL SERVICES NETWORK**

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

- (a) The Rural Bulletin dated 23 June 2026.
- (b) The Rural Bulletin dated 30 June 2026.
- (c) RSN Rural Funding Digest July Edition dated 1 July 2026.
- (d) The Rural Bulletin dated 7 July 2026.
- (e) The Rural Bulletin dated 14 July 2026.
- (f) You're Invited dated 17 July 2026.
- (g) The Rural Bulletin dated 21 July 2026.

23. **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.

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

25. **SUPPORT IMPROVEMENTS TO HEALTH PROVISIONS FOR THE TOWN RESIDENTS – UTTOXETER NEIGHBOURHOOD HEALTH CENTRE**