



UTTOXETER TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY, 14 JULY 2026 IN THE ALAN DEAN SUITE, UTTOXETER TOWN HALL COMMENCING AT 7.00PM AND THERE WERE PRESENT:

Chair and Town Mayor - Councillor Z Krupski

Councillors: T Ashby, D Boot, J Glandfield, R Hawkins, D Holland, B Houlihan, P Krupski, S Page, C Wain

Officer in attendance – T Jeffery (Town Clerk/RFO)

It was noted that Chief Inspector Neeson and one member of the public were in attendance in the meeting.

1. CHAIR'S WELCOME

The Chair welcomed members and members of the public to the meeting and he provided a brief on the provisions of the Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014", reminded that the Council had Signed up to the Civility and Respect Pledge, use of mobile phones during the meeting and the evacuation procedure in the event of a fire. Council was 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 Councillors A Johnstone, C Lancaster, A Mansfield (Deputy Mayor), A Noyes, C Sylvester, L Sylvester together with County Councillor Allen.

RESOLVED that the same be accepted and approved for the Town Councillor Apologies.

- (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 no members of the public wished to address Council on an Agenda Item on this occasion. It was noted that Chief Inspector Neeson would address Council under Item No. 14(a).

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 Boot declared an interest in Item Nos. 15(d) and 15(e)

Councillor Glandfield declared an interest in Item No. 15(e)

Councillor Houlihan declared an interest in Item No. 15(e) and 28(c)

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 9 June 2026 were approved as a correct record.

It was noted that Councillor Page abstained from the above mentioned vote due to not being in attendance at the meeting.

- (b) Council gave consideration to the Recommendations of the Policy and Planning Committee Meeting held on 23 June 2026.

RESOLVED that the Recommendations of the Policy and Planning Committee Meeting held on 23 June 2026, be approved and ordered to form part of the minutes attached hereto as Appendix A.

- (c) Council gave consideration to the Recommendations of the Finance and General Purposes Committee Meeting held on 23 June 2026.

RESOLVED that the Recommendations of the Finance and General Purposes Committee Meeting held on 23 June 2026, be approved and ordered to form part of the minutes attached hereto as Appendix B.

7. ACCOUNTS

- (a) Council gave consideration to the list of accounts submitted for payment in the sum of £59,793.19 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 Councillor Houlihan be authorised to sign it in the absence of the Deputy Mayor.

- (b) Council gave consideration to the monthly summary of the Council's income for June 2026.

RESOLVED that the same be noted.

8. BANK BALANCES

At 14 July 2026 the bank balances stood at:

RBS Current Account	£ 10,000.00
RBS Special Interest Account	£ 70,457.34
RBS General Reserve Fund Account	£100,000.00
RBS Town Mayors' Account	£ 0.00
RBS Deposit Account 32 Carter Street	£ 626.11
RBS 19A High Street Deposit Account	£ 339.29
CCLA Public Sector Deposit Fund Account	£ 85,000.00

The Chair reported that, as Resolved by Council on 12 May 2026, the Royal Bank of Scotland had confirmed on 1 July 2026 that Councillor Hawkins had been added as Signatory and Councillor Page had been removed as Signatory.

9. UTTOXETER TOWN MAYOR AND DEPUTY MAYOR EVENTS ATTENDED REPORT

- (a) The Clerk reported that the Mayor attended the following event since the last meeting:
08.07.26 Chef Lucas Catering Services Private Tasting Experience

11.07.26	1st Uttoxeter Scout's Open Day/AGM
12.07.26	The Mayor of Stone's Civic Sunday and Mayor Making
(b) The Clerk reported that the Deputy Mayor attended the following events since the last meeting:	
20.06.26	Uttoxeter Armed Forces Day Community Event
22.06.26	Moorlands District Scouts Annual General Meeting
12.07.26	The Mayor of East Staffordshire's Parade and Civic Service

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

None received.

11. REPORTS FROM COUNTY AND BOROUGH COUNCILLORS

(a) The Clerk reported that County Councillor P Allen had provided Council with a written report on SCC matters arising since the date of the last meeting as follows:

- Meadows Way Improvement Scheme
 - I am pleased to report that the Meadows Way improvement scheme has now been completed. I would like to place on record my thanks to the Highways team and contractors for the excellent work they have undertaken and for keeping disruption to residents, businesses and road users to an absolute minimum throughout the works.
 - The finished scheme is of a very high standard and I hope residents and councillors alike will agree that the investment has delivered a significant improvement to the area.
 - Members should note that Phase 3 of the scheme, covering the section from the roundabout past the veterinary practice and down towards the industrial estate, has now been rescheduled and is expected to commence in February 2027.
- Flags within the Meadows Way Works Area
 - I have received a single complaint regarding the removal of flags located within the roadworks area. Following discussions with the delivery team, I understand that E.ON made the decision not to remove all flags during their initial visit due to a number of local residents gathering to watch a football match at the Dapple Grey. The team took the view that it would be more appropriate to return at a later date rather than risk causing unnecessary confrontation. A follow-up visit has therefore been scheduled.
 - It is important to note that only flags located within the roadworks boundary are being removed. This does not include flags located over Bamford Bridge or elsewhere in the town. Should any resident believe that a flag has become unsafe or presents a risk of damage or injury, this can be reported via the Staffordshire County Council website, where each case will be considered individually.
- Tree Works Adjacent to Oldfields Hall Middle School
 - A question was raised at the previous Town Council meeting regarding the recent removal of trees on land adjacent to Oldfields Hall Middle School.
 - I have been advised that the trees were assessed by qualified professionals and identified as posing a risk to public safety. Following that assessment, the decision was taken to remove the affected trees.
 - The works were subsequently carried out in a safe and professional manner by suitably qualified contractors. Whilst it is always regrettable to see mature trees removed, public safety must remain the overriding consideration where there is evidence that trees pose a risk to people or property.
- The Maltings
 - I continue to grow increasingly frustrated by the lack of visible progress at The Maltings site. I have lost count of the number of residents and local businesses who have expressed their disappointment to me regarding the continued delays and the impact this is having on the appearance and vitality of our town centre.
 - Whilst I welcome the efforts made to improve the appearance of the site, including the artwork displayed on boarded-up units, and whilst I am pleased to see the planters reinstated, repainted and replanted, these measures can only do so much. They do little to address the underlying issue of a prominent town centre site remaining largely unchanged for such an extended period.

- What residents want to see is meaningful progress and tangible signs that the site is moving forward. I share that view and will continue to press for updates and progress wherever possible.
- Armed Forces Day
 - I would also like to place on record my sincere thanks to everyone involved in organising Uttoxeter's Armed Forces Day celebrations. In particular, I would like to thank the team at the Royal British Legion and the Armed Forces Breakfast Club for the enormous amount of work that went into making the event such a success. I hope residents took the opportunity to attend and support the day.
 - The event provided a fitting opportunity to recognise the service and sacrifice of our Armed Forces community, veterans and their families. It was encouraging to see so many people come together in support of a cause that remains close to the hearts of many within our community.
- Reporting Highway Issues
 - I would like to remind both councillors and residents that if they identify an issue with a highway asset, pavement, pothole, streetlight, drain, gully, footpath, road surface or any other County Council highway infrastructure, the best way to report it is through the Staffordshire County Council website.
 - Using the online reporting system ensures that issues are logged correctly, inspected where necessary and tracked through to completion. It also allows the person reporting the issue to receive updates as work progresses and provides a clear record of actions taken.
 - Issues can be reported via the County Council's online reporting portal via <https://www.staffordshire.gov.uk/roads-parking-and-transport/highway-maintenance/problems-roads>
 - If a matter has already been reported and residents are having difficulty obtaining an update, or if there are problems getting an issue logged, please do get in touch with me and I will do my best to assist.
 - Recently, I was contacted by a resident regarding concerns over the condition of a local footpath. Following enquiries with officers, the issue was investigated and work has now been programmed to clear and tidy the route.
 - If anyone is aware of damaged pavements, potholes, defective highway assets, blocked gullies, drainage issues, overgrown footpaths or any other highway-related concerns, please report them through the County Council website in the first instance. If the issue remains unresolved or further assistance is required, I am always happy to help where I can.
- LIV Golf 2026
 - Looking ahead, preparations continue for LIV Golf, which is now just around the corner. We are expecting slightly larger crowds than in previous years.
 - To help minimise traffic disruption, Staffordshire County Council has worked with its contractors to ensure that any roadworks, temporary traffic management or lane restrictions affecting key routes will be lifted where possible for the duration of the LIV Golf event week. This approach is intended to minimise unnecessary congestion and help traffic move as freely and safely as possible throughout the period.
 - JCB will once again operate the successful park-and-ride service from Darley Moor, which worked extremely well during previous events. Designated taxi pick-up and drop-off facilities will also be in place away from the main road, continuing the improvements introduced after the first event in 2024 and helping to keep traffic moving safely and efficiently.

Councillor P Krupski reported that she had been liaising with County Councillor Allen following negative comments on social media about the poor condition of some of the flags within the Town. She reported that she had requested that those in poor condition along Town Meadows Way be removed during the recent Highways works. It was noted that Members concurred that those flags in poor condition should be removed.

Councillor Boot reported that he had liaised with County Councillor Allen on this matter and it was understood that all the flags would be removed. He reported that he would liaise with

the individuals who had installed the flags regarding their removal. He stated that he had recently purchased a lift that could be used for removing the flags.

Councillor Houlihan reported that no update had been provided in the County Councillor Report on the High Street. He reminded Council that County Councillor Allen's Predecessor had reported that SCC would replace, maintain and manage the High Street bollard. He urged the Council to seek an update on the current position from SCC. Councillor Hawkins reported that he concurred with Councillor Houlihan's comments and stated that SCC had made a commitment to the residents of the Town that they would fund and reinstate the High Street bollard in its entirety which would benefit the town. The Clerk reminded Council that SCC had previously advised that they would review the access to/from the High Street as part of the Maltings Redevelopment.

Councillor P Krupski referred to the comments made by County Councillor Allen regarding the Maltings and delays in its progression. She reported that the Borough Councillors had been contacting ESBC's Officers on a regular basis seeking updates. She encouraged the Council to liaise with County Councillor Allen to request he make contact direct with ESBC to seek an update on the Maltings. She reported that she had issued County Councillor Allen with the link to the Maltings Planning Application and the Town Council and the residents share his frustrations.

RESOLVED that the Clerk liaise with County Councillor Allen regarding the following:

- (i) Flags within the Town - To advise that the Town Council would welcome the removal of the flags that are looking tired and in poor condition throughout the Town at the earliest opportunity.
- (ii) High Street Bollard - Seek an update on the High Street bollard and reiterate SCC's commitment to the town residents to reinstate, maintain and manage the monitoring of the High Street bollard (include extracts from Minutes as made by the former County Councillor to Council and/or its Committees).
- (iii) Maltings Redevelopment - Request that contact be made direct to ESBC to seek an update on the planning application and timescales for the Maltings Redevelopment given ESBC own the site and are responsible for its regeneration.

- (b) The Clerk reported receipt of a combined Borough Councillor Report on ESBC matters arising since the date of the last meeting as follows:

Borough Councillor P Krupski reports she had:

- 3rd June - Attended the Heath Community Centre Committee Meeting.
- 3rd June - Attended the Friends of Bramhall Park Committee Meeting.
- 10th June - Attended the Volunteer day at the Heath Community centre where I worked on the community garden.
- 6th July - Attended the ESBC Full Council Meeting.
- 7th July - Attended the Licencing Subcommittee Meeting.
- 8th July - Attended the Heath Community Centre Committee Meeting.
- 11th July - Attended the Councillor's Surgery at Uttoxeter Library.
- Raised the issue of Japanese Knotweed near Trinity Square.
- Assisted a resident regarding issues with a substandard HMO and application to Trent and Dove Housing.
- Have emailed County Cllr Allen regarding the failure to remove the flags on Town Meadows Way.
- Have contacted the relevant ESBC officer regarding further complaints about Taxis parking by the War memorial and Weatherspoon's.

Borough Councillor Z Krupski reports he had:

- 3rd June - Attended the Heath Community Centre Committee Meeting.
- 10th June, Attended the Volunteer day at the Heath Community centre where I worked on the community garden.
- 6th July - Attended the ESBC Full Council Meeting.
- 8th July - Attended the Heath Community Centre Committee Meeting.

- 13th July - Attended the Crime Commissioner Meeting.

Borough Councillor A Mansfield reports he had:

- Re: Sports Hub project - Enquired with Cabinet Members at ESBC as to the status of this project. I have had an increased number of questions around since the announcement of the planned closure of Abbotsholme School, whose sports pitches are used by many teams within and around the town. Unfortunately, the protected bird species that are nesting at the site remain in place and the Council is still seeking a landowner who is willing to lease their land to provide a theoretically alternative nesting site. The project remains ready for delivery from a financial perspective, with this ecological issue being the final piece of the jigsaw.
- Related to the above, planned improvements to the other sports facilities in the town have begun to take place. This includes work to improve drainage on the rugby/football pitch at Bramshall Road Park, as well as the floodlights at Oldfields Sports and Social Club.
- Chaired meetings of both the ESBC Audit Committee and the ESBC Standards Committee. Also attended a meeting of the Staffordshire County Council Health Scrutiny and Overview Committee. At this meeting we had presentations from all NHS Trusts in the county, including one on the new Community Diagnostic Centre that has been set up in Stoke, which I believe will be helpful context and learning as we try to progress conversations on any potential Uttoxeter Health Hub. The Committee agreed that we would focus on efforts made by the NHS and partners to implement the Government's Neighbourhood Health agenda, which again I hope will be useful to the Health Hub conversations.
- The Council is about to start the first stage of consultation on a new Local Plan, covering the entirety of East Staffordshire including Uttoxeter. The first round of consultation is due to take place over July and August, with a Parish Council Forum being organised to allow Councils who do not meet in August to participate. I will share the consultation with Councillors when it is launched and encourage everyone to share it far and wide, as the Local Plan is vital in ensuring local residents have a say on a range of issues, including whether land should be considered for potential new developments.
- Raised a number of issues with officers that have been passed on by local residents, including the mowing of grass verges in areas such as Davies Drives.
- Worked with a number of local residents on a range of individual issues, including housing options and planning matters.

Borough Councillor Hawkins reported he had attended various meetings at ESBC including the Scrutiny Climate Change and Environment Committee, the Audit Committee and Development Plan meetings. He had liaised with a number of residents regarding ownership of verges within a number of roads within the Heath Ward.

Councillor Wain reported that she had also been approached about the parking of taxis around the War Memorial and Wetherspoons area. Councillor P Krupski reported that ESBC's Enforcement would be visiting the town on a number of occasions over the coming weeks including on race days. Councillor Boot requested that Taxi Rank within the town be included for consideration by Council at its next meeting.

12. TOWN CLERK'S REPORT

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

- (a) Various SPCA E-Bulletins/Correspondence received Re: SID Permissions dated 11 June 2026, Response to SPCA from SCC Re: Suspension of Approvals for Speed Indicator Devices dated 18 June 2026, SPCA June 2026 Bulletin dated 19 June 2026, Business Planning for Clerks and Councillors dated 26 June 2026, The New Local Plan System dated 26 June 2026, Tackling Toxic Employees and RIDDOR dated 29 June 2026, Leukaemia & Myeloma Research UK Clothes Bank dated 1 July 2026, Digital support for Local Councils dated 2 July 2026, Checkley Parish Council Motion Re: Planning System Changes dated 8 July 2026, all as forwarded to Members.
- (b) NALC Correspondence - CEO Bulletin dated 4 June 2026, NALC events dated 9 June 2026, CEO Bulletin dated 11 June 2026, NALC events dated 16 June 2026, CEO Bulletin dated 18 June 2026, NALC events dated 23 June 2026, CEO Bulletin dated 25 June 2026, Star

Council Awards 2026/27 – Nominations are now open dated 1 July 2026, CEO Bulletin dated 2 July 2026, NALC Events dated 7 July 2026, all as forwarded to Members.

- (c) SLCC Correspondence - News Bulletin dated 4 June 2026, SLCC Weekly News Digest dated 8 June 2026, SLCC Weekly News Digest dated 15 June 2026, News Bulletin dated 1 July 2026, SLCC Weekly News Digest dated 6 July 2026, all as forwarded to Members.
- (d) SCC PTTRO Temporary or Emergency Road Closure Orders – various PTTRO's for Uttoxeter (4500372 Combridge lane, Hollington Road, Station Road, Red Hill (Rocester), Old Uttoxeter Road (Crakemarsh) and Lady Meadow Lane (Denstone) and various road in East Staffordshire between 23-26 July 2026, 2425687HRPRC-01 Woodleighton Road received 7 July 2026,) as forwarded to Members and Staff.
- (e) Staffordshire Means Back to Business/SCC News dated 5 June 2026, 19 June 2026, as forwarded to Members and Staff.
- (f) My Staffordshire Newsletter dated 5 June 2026 and 26 June 2026, as issued to Members.
- (g) Email on 3 June 2026 from Uttoxeter Rotary Club Re: Heart Screening Sessions This Weekend, as forwarded to Members.
- (h) Liaised with the Chair of the Community Foundation for Staffordshire and Shropshire regarding the Town Council Tour of 'We Love Uttoxeter Community Hub' on 5 August 2026 at 1pm, as forwarded to Members on 3 June 2026.
- (i) Email from Evac Chair on 4 June 2026 Re: Last chance to register - inclusive evacuation webinar tomorrow, as forwarded to Members and Council's Office Manager.
- (j) Council was advised that the Clerk would attend the SLCC Finance Regional Training Seminar in Derby on 10 September 2026, free of charge.
- (k) Email from the Secretary of Fairtrade on 4 June 2026 providing an update on Application for Reapproval as a Fairtrade Town, as forwarded to Members.
- (l) Cellar basement – Tended to the ventilation system that had tripped off as advised by the Events Operator.
- (m) Email on 5 June 2026 from Rialtas providing Council with its June Newsletter, as forwarded to Members.
- (n) 5 June 2026 - Liaised with ESBC's Town Regeneration Officer and the local Policing Team regarding witnessed unauthorised access from the empty units within the Maltings.
- (o) Email on 5 June 2026 from Crowd Guard Re: Our biggest and most challenging HVM deployment yet, as forwarded to Members and Council's Office Manager.
- (p) Received an email on 8 June 2026 from SCC Re: Staffordshire Day and Staffy Trail celebrations continue, as forwarded to Members and Staff.
- (q) Received a complaint from Council's Tenant of 19A High Street regarding movement of bird spikes, bird netting and minor stone damage around the side alley gate to 19A High Street potentially caused by unknown persons. Council is advised that the Clerk is liaising with Council's Architect and Greenheart Construction regarding the matters raised and has raised concerns with the local Policing Team.
- (r) Received and responded to an email on 8 June 2026 from The Stonemasons of Worcester advising Council that the refurbishment of the Millennium Monument (and cleaning of the Jubilee Stone Bench) would be delayed until week commencing 15 June 2026. Council was advised that the Clerk liaised with Council's Tenant at the Conduit to provide an update.
- (s) Council is advised that the Defibrillator Check was carried out on 8 June 2026 and 7 July 2026, and The Circuit updated accordingly.
- (t) Liaised with SPCA regarding Chairmanship Training for Chairs and Vice-Chairs (Councillors Z Krupski, T Ashby, D Holland, A Johnstone) online, which would take place on 22 July 2026, 7-9pm, funded by the Training budget allocation.
- (u) Provided Members with an update on the Millennium Monument Refurbishment Project (commencing from 15 June) including cleaning/repainting of the Jubilee Stone Bench, side alley works/roof works commencing with scaffolding installation on 13 July and update on the War Memorial scaffolding.
- (v) Email on 8 June 2026 from ESBC Re: Free film screening in Burton - The People's Emergency Briefing | Wednesday 10 June 2026, as forwarded to Members.
- (w) Received and responded to a number of emails on 9 June 2026 from local residents regarding the reinstallation of the barrier located on the boundary to Asda carpark/Drovers Close. Council was advised that the Clerk liaised with the Management Company who had advised that the keypad was faulty and was due to be replaced as soon as possible.

- (x) Email from The Brewhouse on 10 June 2026 Re: Green Week, Magic, Music and More!, as forwarded to Members.
- (y) Received and responded to a number of emails on 10-11 June 2026 from local residents Re: Drover Close, recent tree works within the Town, Resident Help needed.
- (z) As agreed with the Mayor and Deputy Mayor, liaised with Council's Architect regarding the leaking/blocked guttering on the side of the Town Hall (Carters Square side). Council was advised that a lift platform was being sourced and it was anticipated that the repair would be carried out during the works to the side alley.
- (aa) Liaised with interested parties regarding the update received from County Councillor Allen on 9 June 2026 regarding the War Memorial refurbishment and future wreath laying provisions.
- (bb) Attended a meeting on 12 June 2026 with interested Clerk's and Urban Vision Enterprise on Neighbourhood Plan and Community Trust updates.
- (cc) Email from SCC on 12 June 2026 Re: Top secret Staffy Menu launches for one week only, as forwarded to Members and Staff.
- (dd) In the absence of the Chair and Vice-Chair of the Town Centre Forum, provided assistance at the Festival within the town centre on 13 June 2026 with We Heart Events and a member of the Council's Events Team in readiness for the handover from project to Events Team.
- (ee) Received and responded to an email from Evolve advising Council that the barrier located on the boundary from Asda carpark/Drovers Close was now fully operational from 4.15pm on 12 June 2026. Council was advised that the residents who had made contact with the Council were provided with the above mentioned.
- (ff) Email from Birmingham City Council on 13 June 2026 Re: Stop Loan Sharks Spring 2026 Newsletter, as forwarded to Members.
- (gg) Millennium Monument Project commenced on 15 June 2026 and clean/repointing of the Jubilee Stone Bench by The Stonemasons on Worcester, photos as forwarded to Members.
- (hh) Received an email on 15 June 2026 from Evac Chairs Re: Martyn's Law: are your stairways evacuation ready, as forwarded to Members and Council's Office Manager.
- (ii) Received an email on 15 June 2026 from ESBC's Partnership Officer Re: Training - Protection of Premises Act (Martyn's Law), as forwarded to Members and the Events Team.
- (jj) Received and responded to emails on 15-16 June 2026 from We Heart Events following the Uttoxeter Festival on 13 June 2026 providing feedback in readiness for the handover to the Events Team for 12 September and 5 December events.
- (kk) Received an email on 16 June 2026 from Council's Insurance Provider, Zurich Municipal Re: Are you ready for Martyn's Law? Join our expert webinar, as issued to Members and Council's Events Team for their action.
- (ll) 16 June 2026 – Hosted the SLCC Staffordshire Branch Meeting with 13 Clerks for other Council's.
- (mm) Received and responded to an email from a local Business on 16 June 2026 regarding cleaning of the Conduit and paving. Council is advised that the Conduit was cleaned in 2024 and the Clerk is liaising with The Stonemasons of Worcester regarding a sympathetic clean of the paving surrounding the Millennium Monument.
- (nn) 16 June 2026 – met with ESBC's Town Regeneration Officer regarding ongoing issues with unauthorised access within the Maltings development. Council was advised that ESBC had submitted the revised Planning Application for the Maltings site which would be included for comment in due course.
- (oo) Received an email on 16 June 2026 from Evac Chair Re: 2,972 Fire Safety Notices Issued. Could Your Organisation Be Next, as forwarded to Members and Council's Events Team for their action.
- (pp) Received an email from British Heart Foundation (BHF) on 16 June 2026 Re: The Circuit Newsletter - your Summer update, as forwarded to Members.
- (qq) Following the SLCC Staffordshire Branch Meeting, signed up to receive Climate Change Emergency updates, following the informative Climate Change meeting held on 15 June 2026 which was attended by a number of Staffordshire Clerks.
- (rr) Received an email from Total Energies on 16 June 2026 offering the Council a renewal quotation for the Town Hall gas provisions from 1 January 2027. Council was advised that the Clerk, in liaison with the Chair of F&GP was liaising with a number of gas providers

regarding the future gas provisions for the Town Hall, as incorporated within the Precept and as reported to the F&GP Committee on 23 June 2026.

- (ss) Received and responded to emails on 16-17 June 2026 from a local business regarding The Festival, the Millennium Monument, the Conduit and Christmas Lights and Delights incorporating Cracker Night on 26 November 2026 commencing from 4pm.
- (tt) Received and responded to an email on 17 June 2026 from Council's Tenant at 32 Carter Street regarding the water heating not working. Council was advised that under the Tand C's of the Lease, this would be under the remit of 13.3 Tenant's responsibilities.
- (uu) As previously Resolved by Council, the Mayor and the Clerk will be meeting with the local Policing Team, Support Staffordshire and The Community Foundation of Staffordshire and Shropshire on 4 August 2026 to progress discussions on youth provisions being provided at the We Love Uttoxeter Community Hub.
- (vv) Site meeting at the Millennium Monument regarding the refurbishment project.
- (ww) Received and responded to an email from a local resident on 18 June 2026 regarding the reinstatement of the barrier on the boundary of Asda carpark/Drovers Close, seeking 'no through road' signage to be installed. Council was advised that the local resident had been encouraged to liaise with County Councillor Allen directly regarding the request for signage.
- (xx) Received an email on 18 June 2026 from Rural Services Network Re: RMTG Young People Sounding Board Meeting on 23 July 2026, 4-5pm online via Zoom, as forwarded to Members.
- (yy) Received correspondence from a local resident on 18 June 2026 Re: live stream/recording of ESBC's Planning Committee meeting on 9 June 2026 and ESBC's Value for Money Scrutiny Panel when considering details for income/numbers of carparking within the town. Council was advised that the concerns relating to the Planning Committee were passed to ESBC's Democratic Services who had confirmed that this was down to unforeseen circumstances and that ESBC were working on rectifying the problems encountered. Council was advised that the local resident would be making contact direct with Borough Councillor Z Krupski regarding details for the income/numbers for carparking within the town.
- (zz) Received and responded to an email from WaterPlus on 18 June 2026 Re: St John's Hall water provisions. Council is advised that St John's Hall water provisions were added to the Council's WaterPlus Account for 1 January 2025-1 April 2025 and sums paid for accordingly. Council is advised that the Clerk has issued WaterPlus with the above mentioned confirmation together with contact details for The Community Foundation of Staffordshire and Shropshire.
- (aaa) Received email on 19 June 2026 from MidMC providing the Council with the May SID's Data in the new format (to be incorporated upon Council's website) and to advise Council that there was an ongoing issue with the SID located near to the shop on Kingfisher Way, showing a memory error, which required further investigation, as forwarded to Members and the Community Speedwatch Team.
- (bbb) Email on 19 June 2026 from SCC News Re: Introducing Staffy's Tales competition, as forwarded to Members.
- (ccc) Email on 22 June 2026 from Proximity Futures Re: Webinar: Is your footfall data reliable, as forwarded to Members.
- (ddd) Liaised with ESBC's Conservation Officer, the Stonemasons of Worcester and Council's Architect regarding progression of the War Memorial refurbishment in readiness for ESBC granting Listed Building Consent.
- (eee) Received and responded to emails to/from Council's website provider regarding a review of the Council's Privacy Policy, Cookies Statement and Accessibility on the website.
- (fff) As agreed with the Mayor, Deputy Mayor, Chair and Vice-Chair of F&GP, an order was placed with WrapUpWeb in sum of £320 for a full accessibility review of the Council's website, funded by the Emails/Website budget allocation.
- (ggg) Received and responded to an email from a local resident on 23 June 2026 Re: Bus 406. Council is advised that the member of the public has been encouraged to contact County Councillor Allen regarding the matters raised.
- (hhh) Email on 23 June 2026 from Katharine House Hospice Re: Support local hospice care this summer, as forwarded to Members.

- (iii) 23-24 June 2026 – Received and responded to emails from a local resident regarding Climate Emergency UK Briefing being organised for the Town. Council was advised that the local resident will be contacting the Chair and Vice-Chair of the Town Hall and Town Centre Entertainments Committee.
- (jjj) 24 June 2026 - Met with traders regarding the Millennium Monument project and progression of works.
- (kkk) Received and responded to emails from a local resident Re: Help and Advice Request for Use of Uttoxeter Market Place. Council was advised that the Clerk had issued details for Market Place ownership and for seeking permissions, etc for a public event.
- (lll) Received and responded to emails from a local resident Re: overhanging trees from Victoria Allotments. Council was advised that ESBC remain responsible for Victoria Allotments and Westlands Road Allotments. All other allotment sites were under UTC responsibility.
- (mmm) Received and responded to a call from ESBC's Monitoring Officer seeking a copy of the 1252 Market Charter for the Town as part of ESBC's response to LGR.
- (nnn) Received an email from Uttoxeter Armed Forces Day Committee expressing its thanks to Council for its sundry grant towards the events and to the Deputy Mayor for attending the event, as forwarded to Members.
- (ooo) Email from SCC on 25 June 2026 Re: Book your tickets for the finale - The Big Staffy Stroll, as forwarded to Members.
- (ppp) Received and responded to an email on 26 June 2026 from the Community Speedwatch Team advising Council of an issue with one of the SID's located in Highwood Road. Council was advised that this had been reported to MidMC for their urgent attention. Council was advised that MidMC confirmed on 1 July 2026 that this was in full working order.
- (qqq) Received and responded to an email from ESBC on 26 June 2026 Re: Council's Comments on P/2026/00386.
- (rrr) Received and responded to an email on 26 June 2026 from Rialtas Re: year-end adjustments and accruals, as carried out by S Durrands.
- (sss) LIV Golf UK JCB, email received 26 June 2026, as forwarded to Members 1 July 2026 by Council's Office Manager.
- (ttt) Staffordshire Libraries in July – The Summer Reading Challenge is here dated 1 July 2026, as forwarded to Members.
- (uuu) Received and responded to an email on 6 July 2026 from ESBC's Enforcement Crime Team Leader seeking support in advertising the reporting of issues to ESBC. Council was advised that the posters would be displayed within the Town Hall and town centre noticeboards.
- (vvv) Met with the Mayor and Council's Office Manager regarding progression of the Adam Peaty Bar modernisation and savings of £615 on purchases to date, as agreed with the Mayor.
- (www) Attended a meeting with the Mayor at the Millennium Monument to discuss progress of the refurbishment.
- (xxx) As agreed with the Mayor and Deputy Mayor, Home Doctor carried out emergency repairs to the Alan Dean Suite toilet in the sum of £150 plus vat, funded by the Town Hall Repairs and Maintenance budget.
- (yyy) Report that Council's Office Manager received an email of thanks on 6 July 2026 from a local resident expressing they're thanks to the Council for carrying out the works to the overhanging trees within St Mary's Parish Church.
- (zzz) Received emails on 7 July 2026 from ESBC Re: ESBC News Issue 50 and ES Business News Issue 29 dated 7 July 2026, as forwarded to Members.
- (aaaa) 7 July 2026 - Meeting with Uttoxeter Learning Trust Re: ongoing issues with Footpath Nos. 27-29, as updated to the Chair and Vice-Chair of the Footpaths Committee.
- (bbbb) Liaised with ESBC Re: two bollards leaning against the lamppost within the Maltings carpark.
- (cccc) Email from SCC dated 8 July 2026 Re: Revealed - new Capability Brown parkland, as forwarded to Members and Staff.
- (dddd) Met with Council's Office Manager and a member of SCC Highways regarding the highways issues in the High Street.

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

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

Councillor Hawkins reported that he had not received any notification of a Quarry Liaison Meeting. Given the last meeting took place in February 2025. It was noted that the Clerk would liaise with the Aggregate Industries Estates Manager to seek and update on the next meeting.

14. POLICE UPDATE

Council was reminded that information on Police Reports for Uttoxeter was available via <https://www.staffordshire.police.uk/area/your-area/staffordshire/east-staffordshire/uttoxeter-town/about-us/top-reported-crimes-in-this-area>

- (a) The Chair reported that Chief Inspector Neeson was in attendance to provide Council with an update on Policing within the Town and he welcomed him to the meeting and he Suspended Standing Orders accordingly.

Chief Inspector Neeson expressed his thanks to Council and he wished to provide Council with an update on Policing for the Town which included the following:

- . The Staffordshire Police Peel Assessment 2025-27 had been published on 8 July 2026, which he would issue to the Clerk for circulation to Members.
- . Within the assessment, it included information on the target response times which was improving generally across the Borough.
- . The bollard at the top of High Street which restricts unauthorised traffic continues to receive lots of comments from public about it not working and the number of cars using the High Street as a rat run. He was aware that this was SCC responsibility and reported that this is not a Police problem given there is solution of reinstating the bollard. He reported that he would be contacting SCC to ascertain a timescale for the reinstatement of the bollard. There was no planned Police Enforcement at this time, as we could spend all day everyday there when there is a preventative measure available
- . Everyone at Uttoxeter including Response have bought into the Problem Solving Log when it was opened with directed patrols and down time accordingly.
- . Maltings - We have sent letters to the main nuisance youths parents and PS Moses has personally visited the big hitters and discussed their behaviour with parents, which seems to have had a big impact. ESBC have been very responsive in boarding up damage or routes into/onto the Maltings. We still get the occasional call but it has greatly reduced and we may get a spike again during school holidays.
- . The old Factory Shop at Trinity Square is now attracting attention from youths. The Police are working with the private landlord to try and improve things and we are hoping to do a joint visit with EIPU Crime Prevention and the landlord to discuss further preventative measures.
- . The Neighbourhood Policing Team within the Borough was currently under resourced. The summer months generate an increase in demand and therefore resources are reduced.
- . The Police had lots of new recruits coming in who were currently undertaking Training.
- . Uttoxeter had 6 PCSO's, 5 Response Officers and 4 PC's including Sergeant.

The address was followed by a brief question and answer session which included changes to the role of PCSO's and positive engagement with private landlords.

The Chair reported that he had spoken with a number of local PCSO's regarding the changes to their roles and that he would be contacting the Staffordshire Police, Fire and Crime Commissioner regarding recruitment and to express his concerns on the negative impact the changes to the roles of PCSOs has had on the Town's PCSOs, who are invaluable and integral part to our community. It was noted that Chief Inspector Neeson welcomed this course of action.

The Chair expressed his thanks to Chief Inspector Neeson for his informative update and he Reinstated Standing Orders. It was noted that Chief Inspector Neeson left the Chamber at this time.

RESOLVED that the same be noted.

- (b) The Clerk reported receipt of an Invitation for a tour of Uttoxeter Fire and Police Station on 3 August 2026 at 2pm, as issued to Members on 6 July 2026.

The Chair requested that Members contact the Clerk to confirm their attendance by 17 July 2026.

RESOLVED that the same be noted, and welcomed.

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

- 3rd – Eco Centre 10.30–12.00hrs (Place of Welcome)
- 9th - Redfern Cottage – 11.00-12.00hrs
- 10th – Eco Centre 10.30–12.00hrs (Place of Welcome)
- 11th - Bramshall Park 14.00–15.00hrs
- 13th – Library 14.00–15.30hrs
- 15th – St Mary's Church 11.30–12.30hrs
- 22nd - Harvey Place Family Fun Day
- 22nd – St Mary's Church 11.30–12.30hrs
- 30th - Bramshall Park 14.00– 15.00hrs
- Heath Community Centre – every Tuesday from 9.30hrs
- Others may be added throughout the month.

The Chair reported that Councillors were welcome to attend any of the above mentioned Drop In sessions.

RESOLVED that the same be noted.

15. **ESBC - PLANNING APPLICATIONS**

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

- (a) P/2025/00572 - Partial demolition of The Malting's shopping centre, refurbishment of retained units along with new hard and soft landscaping including new boundary treatments. (REVISED SCHEME) at The Maltings (*as forwarded to Members on 6 July 2026*).

RESOLVED that with respect to Planning Application No. P/2025/00572, Council welcomes the application and seeks assurance from ESBC that:

- (i) The demolition and infrastructure works for Phase One will be carried out at the earliest opportunity possible to avoid any further delays.
- (ii) The planters and seating be of high quality and safely secured in place.
- (iii) The foliage and trees be of substantial size to give maximum instant impact thus creating an inviting space to the town centre from the High Street, from the Bus Station and from the Maltings carpark.
- (iv) The area in its entirety will be suitably maintained by ESBC and adequately provided for going forward given this area is an important access into the town centre.

- (b) As Deferred by the Policy and Planning Committee on 23 June 2026 - 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.

The Clerk reported receipt of an email from ESBC's Planning Officer on 10 July 2026 advising Council that the above mentioned application had been permitted on 1 July 2026 given no concerns had been raised by ESBC's Tree Officer, as forwarded to Members.

RESOLVED that with respect to Planning Application No. P/2026/00564, the same be noted.

- (c) P/2026/00680 - Variation of condition 4 (floodlights) of planning permission P/2014/00341 to the football pitch to allow the replacement of the existing floodlighting units with LED units at Oldfields Sports and Social Clubhouse, Springfield Road, ST14 7JX.

RESOLVED that with respect to Planning Application No. P/2026/00680, Council had no comment to make at this stage.

It was noted that Councillor Boot declared an interest in Item No. 15(d) and it was noted that he remained in the Chamber during the debate and vote.

- (d) P/2026/00695 - Proposal: Erection of a single storey front, part two storey, part single storey rear and two storey side extensions (AMENDED DESCRIPTION) at 125 New Road, ST14 7DQ.

RESOLVED that with respect to Planning Application No. P/2026/00695, Council had no comment to make at this stage.

It was noted that Councillors Boot, Glandfield and Houlihan declared an interest in Item No. 15(e) and they left the Chamber prior to the debate and they took no part in the vote.

- (e) P/2026/00711 - Installation of replacement windows and hanging basket brackets at Lathropps Almshouses, Carter Street.

RESOLVED that with respect to Planning Application No. P/2026/00711, Council had no comment to make at this stage.

It was noted that Councillors Boot, Glandfield and Houlihan returned to the Chamber at this point in the meeting.

- (f) P/2026/00721 - Residential development comprising 65 dwellings together with access, parking, public open space including Local Area of Equipped Play (LEAP), landscaping, drainage, and all associated infrastructure (Phase 2G) at Bramshall Meadows Phase 2g (St Modwens), Bramshall Road (as forwarded to Members on 6 July 2026).

RESOLVED that with respect to Planning Application No. P/2026/00721, Council:

- (i) Objects to this application on the basis that the development would add more traffic on an already congested area, adding to the problem and;
- (ii) Request that the Planning Authority should not permit any further development until a suitable link road between Bramshall Road and the A50 is provided that is suitable for HGV's.

It was noted that Councillor Hawkins abstained from the above mentioned vote.

- (g) P/2026/00725 - Construction of a detached double garage, raising of ridge height to facilitate loft conversion including installation of Juliet Balcony to the rear and roof lights, construction of a single storey side extension, alterations to existing fenestration and installation of render to all elevations at 46A Stafford Road, ST14 8DN.

RESOLVED that with respect to Planning Application No. P/2026/00725, Council had no comment to make at this stage.

- (h) P/2026/00727 - Construction of single storey rear extension and conversion of garage at 99 New Road, ST14 7DQ.

RESOLVED that with respect to Planning Application No. P/2026/00727, Council had no comment to make at this stage.

It was noted that Members had been issued with the Planning Decision List for Planning Applications as received from ESBC since the date of the last meeting.

16. UTTOXETER NATURE FORUM (FORMER UNRN)

The Clerk reminded Council that it holds the sum of £145.96 within a Biodiversity Strategy Fund Earmarked Reserve. She reported that these monies were the balance of the sum donated by former Mayor Alison Trenery from monies raised during her Term of Office which had been identified for use by UNRN [now Uttoxeter Nature Forum] for environmental projects within the Town.

She reported receipt of an email on 9 June 2026 from the Chair and Secretary of Uttoxeter Nature Forum advising the Council that '*Uttoxeter Nature Forum now has its own bank account and they would like Council to consider transferring the balance of £145.96 from the Biodiversity/Strategy Fund Earmarked Reserve to Uttoxeter Nature Forum*'. Council's instruction was sought.

Council was advised that Uttoxeter Nature Forum would continue to keep the Council updated of Uttoxeter Nature Forum work and the Forum look forward to working together, in the future, to advance the need for a greener Uttoxeter.

RESOLVED that the Clerk be authorised to transfer the balance of the Biodiversity Strategy Earmarked Reserve in the sum of £145.96 to Uttoxeter Nature Forum for their future use.

It was noted that Councillors Boot and Hawkins abstained from the above mentioned vote.

17. TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 247 - DRAFT ORDER: SUO7001746 - PROPOSED STOPPING UP OF HIGHWAY AT THE BUNGALOW, ASHBOURNE ROAD, STRAMSHALL, ST14 5AB (WM/6353)

The Clerk reported receipt of an email on 30 June 2026 from The Department of Transport seeking Council's concerns with the above mentioned proposal, to be received by 11 August 2026, as forwarded to Members on 6 July 2026. Council's instruction was sought.

RESOLVED that Council had no comment to make at this stage.

18. UTTOXETER ROTARY CLUB – HEART SCREENING UPDATE AND BANNER

The Clerk reported receipt of an email on 16 June 2026 from Uttoxeter Rotary advising Council that '186 people were screened as part of the CRY Screening at Oldfields Hall Middle School on 6-7 June 2026, with 3 people being referred for further testing. Last year 15 referrals were made.'

Council was asked to consider the offer from Uttoxeter Rotary as issued to all Sponsors, for the banner from the event being displayed in the foyer of the Town Hall promoting the CRY Screening event and its Sponsors (which includes the Town Council), potentially for a month/rota basis. Council's instruction was sought.

RESOLVED that the Clerk liaise with Uttoxeter Rotary to accept their offer of having the banner from the Heart Screening on display within the Town Hall foyer promoting the proud support for the event by the local community.

19. SPCA AGM – UTTOXETER TOWN HALL

The Clerk reported receipt of an email on 19 June 2026 from SPCA seeking Council's support in hosting, free of charge (as in 2025) the associated charges (including tea/coffee) for SPCA's AGM in November 2026 (date to be determined) within the Ballroom (AGM, Guest Speakers and Exhibitors (within the Ballroom and Foyer) and the Alan Dean Suite for attendees lunch. It was anticipated that up to 150 people could be attending the event. Council's instruction was sought.

The Clerk reported that the Part-time Admin Assistant had advised that, based on last year's hours, the charge would be £235 for hire of the Ballroom, Alan Dean Suite and kitchen plus refreshment associated costs. Following due debate, it was

RESOLVED that the Clerk liaise with SPCA to advise that:

- (i) Based on 2025 (5 hours), the hire charges for the Ballroom, Alan Dean Suite and kitchen would be £235, payable in full by SPCA.

- (ii) As a goodwill gesture, Council agreed to provide refreshments (tea, coffee and biscuits) throughout the event and provide the PA system free of charge.
- (iii) SPCA be encouraged to liaise with the Bookings Team at the Town Hall.

20. STAFFORDSHIRE HISTORIC CENTRE – UTTOXETER URBAN DISTRICT COUNCIL MINUTE BOOKS FROM 1896 TO 1974

The Clerk reminded Council of its Resolution on 9 June 2026 and she reported receipt of an email on 19 June 2026 from Staffordshire Historic Centre advising Council that they wish to receive the above mentioned Minutes however, due to only depositing urgent items at this time, it was likely that they could not be received until towards the end of 2026. Council was advised that the Minute books would remain within the Clerk's fireproof cabinet until such a time that they could be deposited at the Historic Centre.

RESOLVED that the same be noted.

21. ESBC - PARISH/TOWN COUNCIL REPRESENTATIVE ON THE STANDARDS COMMITTEE

The Clerk reported receipt of an email on 6 July 2026 from ESBC's Head of Legal and Regulatory Services and Monitoring Officer advising Council that *'ESBC is seeking to appoint a Parish/Town representative to serve on its Standards Committee. If a Parish/Town Councillor wishes to be considered for the appointment on the Standards Committee, they are requested to submit an expression of interest (no more than one A4 side of paper), detailing how they fulfil this role by 7 August 2026'*, as forwarded to Members. Council's instruction was sought.

RESOLVED that:

- (i) Councillor Houlihan be nominated as a Parish/Town Council Representative on ESBC's Standards Committee.
- (ii) The Clerk liaise with ESBC's Head of Regulatory Services and Monitoring Officer to advise that Councillor Houlihan has been nominated and that Councillor Houlihan will submit his Expression of Interest to ESBC before 7 August 2026.

22. SCC - DATA PROTECTION OFFICER SERVICES

The Clerk reported receipt of an email on 19 June 2026 from SCC's Information Governance Team advising Council that SCC had identified an issue with the Council's Service Level Agreement (SLA) and that the Service provided to the Council was Tier 3 and not Tier 2 as previously advised by SCC. Council was advised that SCC would provide the services to the Council as Tier 3 for this year for the sum already paid of £310 (UTC 12 May 2026), however Council was advised that at its renewal, the cost due would be £550 for the Tier 3 Service. Council was advised that a revised Contract had been received from SCC on 19 June 2026 and filed within the Clerk's fireproof cabinet.

RESOLVED that the same be noted and the Clerk include the additional costings within the Estimates for 2027-28.

23. FIRE EVACUATION AND FIRE RISK ASSESSMENT

Council was asked to consider the Fire Risk Assessment and Fire Evacuation Procedure as updated by the Office Manager in readiness for inclusion within the Town Hall Premises Licence Renewal Application as follows:

(a) FIRE EVACUATION PROCEDURE

Council reviewed the Draft Updated Evacuation Procedure. It was noted that the Clerk would liaise with Council's Office Manager regarding the correction of the Evacuation Point outside Bargain World (former Wilko Store). Council's instruction was sought.

RESOLVED that the Fire Evacuation Procedure, as updated, be accepted and adopted.

(b) FIRE RISK ASSESSMENT

Council reviewed its Draft Updated Fire Risk Assessment. Council's instruction was sought.

RESOLVED that the Fire Risk Assessment be accepted and adopted.

24. SPCA - WMCALC TRAINING CAMPAIGN PACK AND DRAFT MOTION

The Clerk reported 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.

Council was asked to consider 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.'*

Council's instruction was sought. Following due debate, it was

RESOLVED that the email received from SPCA be deferred for consideration by the Council's Policy and Planning Committee at its meeting on 28 July 2026.

25. NATIONAL PEOPLE'S EMERGENCY BRIEFING SCREENING IN UTTOXETER ON 7 AUGUST 2026

The Clerk reported receipt of an email on 6 July 2026 from ESBC's Chair Scrutiny (Climate Change & Environment) Committee advising Council that an additional screening of the National People's Emergency Briefing (Climate Change) would take place at 3.00pm and 7.00pm on Friday, 7 August 2026 at the United Reformed Church, 9-11 Carter Street, ticket only event, as forwarded to Members.

The Clerk reported that a number of Councillors would be attending the screening and she encouraged Members to book tickets for the screenings as issued to Members.

RESOLVED that the same be noted and welcomed.

26. THE MALTINGS – UPDATE

Borough Councillor P Krupski reported that the Planning Application had been considered by Council earlier within the meeting and that she understood that the application would not be considered by ESBC's Planning Committee in July. She was awaiting an update from ESBC if a Planning Committee Meeting would take place in August. Following due debate, it was

RESOLVED that:

- (i) A Town Council Representative attend ESBC's Planning Committee to reiterate the Council's comments made earlier in the meeting under Item No. 15(a).
- (ii) The Clerk write to ESBC's CEO to advise that Council welcomes Planning Application No. P/2025/00572 and seeks assurance from ESBC that:
 - (a) The demolition and infrastructure works for Phase One will be carried out at the earliest opportunity possible to avoid any further delays.
 - (b) The planters and seating be of high quality and safely secured in place.
 - (c) The foliage and trees be of substantial size to give maximum instant impact thus creating an inviting space to the town centre from the High Street, from the Bus Station and from the Maltings carpark.
 - (d) The area in its entirety will be suitably maintained by ESBC and adequately provided for going forward given this area is an important access into the town centre.
 - (e) Seeks confirmation that the Changing Places provision will be provided within Phase II.

27. WE LOVE UTTOXETER COMMUNITY HUB, ST JOHN'S HALL

The Clerk reported that A Councillor tour at 'We Love Uttoxeter Community Hub' with the Community Foundation for Staffordshire and Shropshire was scheduled to take place on 5 August 2026 at 1.00pm, as emailed to Members.

RESOLVED that Members liaise with the Clerk to confirm attendance by no later than 17 July 2026.

28. S137 COMMUNITY SUNDRY GRANT APPLICATIONS

Council was advised that £8,931 was within the 2026-27 S137 Community Sundry Grant budget allocation for up to 31 March 2027 and she reported receipt of the following:

- (a) Email of thanks dated 9 June 2026 received from Wilfred House for its recent Grant.

RESOLVED that the same be noted.

- (b) S137 Sundry Grant Application dated 16 June 2026 from Bramshall Road Junior Parkrun seeking a grant of £1,000.

Council was reminded of its former Resolution on 9 April 2024 that '*in principle, Council supports its pledge of £1,000 upon receipt of written evidence including a bank statement that the balance of £3,800 being received from other sources*'.

The Clerk reported that she had received an email providing evidence from Parkrun UK of confirmation of the pledges for the above mentioned funding which had been issued to the Chair prior to the meeting. Council's instruction was sought.

RESOLVED that upon confirmation from Parkrun UK that they are in receipt of all funds from the other parties/organisations, the Clerk be authorised to release the S137 Sundry Grant of £1,000, funded by the S137 Sundry Grant budget allocation.

It was noted that Councillor Houlihan declared an interest in Item No. 28(c) and he left the Chamber prior to the debate and took no part in the vote.

- (c) S137 Sundry Grant Application dated 8 July 2026 received from Uttoxeter Station Adopters seeking a grant of £400. Council's instruction was sought.

RESOLVED that a S137 Sundry Grant in the sum of £400 be awarded to Uttoxeter Station Adopters, funded by the S137 Sundry Grant budget allocation.

It was noted that Councillor Houlihan returned to the Chamber.

29. MILLENNIUM MONUMENT PROJECT UPDATE

The Clerk reported that the refurbishment of the Millennium Monument was now scheduled to be completed by 22 July 2026 and that the Mayor was liaising with the Events Team regarding the date/reception of the official unveiling of the refurbished Millennium Monument.

It was noted that Councillors reported receipt of positive comments on the refurbishment which had enhanced the Market Place.

RESOLVED that:

- (i) The same be noted and welcomed.
- (ii) The Clerk liaise with Uttoxeter Voice regarding an article on the Millennium Monument refurbishment being included in a future edition of the Voice.

30. SCC INFORMATION GOVERNANCE SUPPORT – JUNE 2026 BULLETIN

The Clerk reported receipt of an email dated 12 June 2026 received from Council's Data Protection Officers providing Council with a copy of the above mentioned inc details of online GDPR Training on 1 July 2026, as issued to Members.

RESOLVED that the same be accepted and approved.

31. PENINSULA – COUNCIL'S HR PROVIDER (to 25 September 2026)

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

- (a) Are you ready for these employment law changes dated 7 May 2026.
- (b) Your business could be at risk dated 10 May 2026.
- (c) Do you know the common food hazards dated 4 June 2026.
- (d) Don't neglect your employees' mental health dated 5 June 2026.
- (e) Demonstrate diligence for your employees' wellbeing dated 8 June 2026.
- (f) [Live e-learning] Join us for "Food Safety: Managing hygiene and allergens" dated 11 June 2026.
- (g) This advice could save an employee's life dated 12 June 2026.
- (h) Absence management this summer | Mitigating mesothelioma risks dated 15 June 2026.
- (i) Outdated HR docs will harm your business dated 18 June 2026.
- (j) You must act or your business will suffer dated 21 June 2026.
- (k) New unfair dismissal protections | Improving safety around excavations dated 22 June 2026.
- (l) Red weather warnings announced: Know your responsibilities dated 23 June 2026.
- (m) You're Working in Warm Weather download is here dated 23 June 2026, as consulted with the Mayor and Deputy Mayor and email as issued to members of staff.
- (n) We've got your back! Stay up to date with our free webinars dated 23 June 2026.
- (o) Free download: Expert guidance on unfair dismissal changes dated 26 June 2026.
- (p) Take action against absenteeism dated 28 June 2026.
- (q) Recent changes to handling data protection complaints/Ensuring workers welfare in extreme heat dated 29 June 2026.
- (r) Unfair dismissal dated 1 July 2026.
- (s) We've got your back! Stay up to date with our free webinars dated 6 July 2026.
- (t) Software simplifying Health & Safety documentation dated 6 July 2026.
- (u) Significant right to work changes | Food safety fundamentals dated 6 July 2026.

RESOLVED that with respect to 31(a)-(u), the same be accepted and approved.

32. WORKNEST – COUNCIL'S HR PROVIDER (from 26 September 2026)

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

- (a) Important information regarding essential updates to your contracts dated 5 June 2026.
- (b) A number of welcome emails/meetings between 11 June 2026-8 July 2026 in readiness for the Asset Risk Assessments to be carried out in August 2026.
- (c) Council was advised that H&S was included within Year One of the Contract, Years 2-3 would be at a cost of £392.40 plus vat pa for up to 6 users. Council's instruction was sought.

RESOLVED that with respect to:

- (i) 32(a)-(b), the same be accepted and approved.

- (ii) 32(c), the same be accepted and approved, and incorporated within the Estimates/Precept for 2027-28.

33. HMRC SUPPORT

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

- (a) Great British Summer Savings 2026 dated 5 June 2026.
- (b) Help with cars, travel, social events and your P11D dated 10 June 2026.
- (c) Employer Bulletin: important information for employers dated 17 June 2026.
- (d) Understanding accounting schemes and your VAT return dated 19 June 2026.
- (e) Tax Update 2026: simplification, modernisation and fairness dated 24 June 2026.
- (f) Paying statutory payments- employee eligibility dated 29 June 2026.
- (g) Joins ACAS and HMRC webinar – sick pay and absences dated 1 July 2026.
- (h) Phones, internet and workplaces dated 8 July 2026.

RESOLVED that with respect to 33(a)-(h), the same be accepted and approved.

34. STAFFORDSHIRE PENSION FUND

The Clerk reported receipt of the Staffordshire Pension Fund: LGPS Employer Focus Newsletter July 2026 dated 3 July 2026, as forwarded to Members, Council's Office Manager and Council's Payroll Provider.

RESOLVED that the same be accepted and approved.

The Chair expressed his thanks to the members of the public for their attendance and participation within the meeting. It was noted that they left the meeting at this time.

35. 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.

36. UTTOXETER NEIGHBOURHOOD PLAN - UPDATED

Council gave consideration to the updated Draft Neighbourhood Plan as received by Urban Vision Enterprise CIC (UVE CIC), Council's Neighbourhood Plan Consultant, in readiness for it to be issued to ESBC for Screening. Council's instruction was sought.

RESOLVED that the Updated Neighbourhood Plan be accepted and approved, and submitted to ESBC for Screening.

37. LOCAL GOVERNMENT REORGANISATION (LGR)

- (a) The Clerk reported receipt of an email on 29 June 2026 from Jacob Collier MP providing the Council with a copy of the letter he had issued to the Secretary of State regarding LGR, outlining the concerns that were raised to the MP by local Parishes during the LGR meeting held on 3 June 2026, as forwarded to Members. The Clerk reported that no further update had been received at this time.

RESOLVED that the same be noted.

- (b) As Resolved by Council on 9 June 2026 that 'Council was asked to give further consideration to the next steps on LGR and liaison with other Authorities'. Council's instruction was sought

Councillor Houlihan reported that whatever the outcome, the Council needed to be prepared and consider holding a further LGR Parish Council Forum Meeting, with surrounding Parishes, dependent on where the boundaries were, to meet with those who have a similar set of interests to the Town Council. The Chair reported that he understood a formal announcement would be made on 17 July 2026.

Council's instruction was sought. Following due debate, it was

RESOLVED that upon receipt of an update on LGR, the Clerk liaise with Chair to convene an Extraordinary Council Meeting to discuss:

- (i) Correspondence received regarding the Local Government Reorganisation.
- (ii) Consider the next steps on LGR and liaison/meeting with other relevant Authorities.
- (iii) Consider the Town Council facilitating a LGR Parish Council Forum Meeting with surrounding Parish Councils who have a similar set of interests to the Town Council.

EXTENSION OF TIME

A 5-minute extension was proposed, seconded and carried.

38. STAFFING INCLUDING TRAINING

- (a) The Chair reported the staff lieu time hours for up to 3 July 2026 was 7 (Breakdown – ½ Clerk, 6½ Office Manager, 0 Admin/Events Team). Council was reminded of the previous two months lieu time hours 10¾ (31 May 2026) and 16 (30 April 2026).

RESOLVED that the same be accepted and approved.

- (b) The Clerk reported that Councillors Z Krupski, P Krupski, T Ashby, D Holland and A Johnstone would be attending SPCA's online Chairmanship Training on 29 July 2026.

RESOLVED that the same be accepted and approved, funded by the Training budget allocation.

- (c) Staff Training – The Chair reported that the Office Manager, F/T Admin Assistant and P/T Admin Assistant had attended the Zurich 'Get Ready for Martyn's Law' training session held on the 30 June 2026.

RESOLVED that the same be accepted and approved.

- (d) Events Team Update – The Chair provided Council with an update from the Events Team on events/interments since the date of the last meeting as follows:

• Ballroom Events/bookings	5
• Tea Dances	2
• Craft & Produce	2
• ADS Events/bookings	0
• Cemetery Interments	2

RESOLVED that the same be noted.

39. AGENDA ITEMS FOR NEXT MEETING

- Councillor Wain – Parking in Holly Road
- Councillor Boot – Taxi Rank within the town centre
- Councillor Boot - Parking in Short Street

The meeting was closed at 9.03pm.