

Minutes of the Uttoxeter Rural Parish Council Meeting Parish Council – Thursday 11th June 2026

Present; Cllr Kemp; Cllr Crosby; Cllr Pheonix, Cllr Pattinson-Evans; Cllr Dobson; Cllr McGowan; Cllr Sargeant; Cllr Jones

Also present: Borough Cllr Whittaker; Borough Cllr Sankey; C Holmes, 2 parishioners

1. Apologies for absence

County Cllr Hales

2. Declarations of Interest

None

3. Chairman's Opening Remarks

Good evening, everyone, and welcome to the June meeting of Uttoxeter Rural Parish Council.

I am delighted that we are joined this evening by Borough Councillor Colin Whittaker and Borough Councillor Sankey and I thank them for their continued support and for giving up their time to attend.

Before moving on to other matters, I would like to inform the Council that Councillor Beard has resigned for personal reasons. We will therefore begin the process of filling the vacancy for the Bramshall Ward in the coming weeks. I would like to take this opportunity to thank Councillor Beard for her service over the past year and to convey our sincere thanks and very best wishes for the future.

Since our last meeting, I have attended two meetings concerning Local Government Reorganisation (LGR), represented the Parish Council at an East Staffordshire Borough Council Planning Committee meeting, and spent time reviewing options for the development and reformatting of the URPC website. I will briefly update members on these matters.

Local Government Reorganisation (LGR)

The LGR meeting was hosted by our local MP, Jacob Collier, following the closure of the Government consultation process. Representatives attended from several town and parish councils, including Uttoxeter, Branston, Tutbury, Marchington, and Brizlincote, together with Rob Pritchard from the Staffordshire Parish Councils Association.

The discussion, which lasted over an hour, highlighted a degree of uncertainty regarding the next steps and what councils should be doing to prepare for the proposed changes.

Questions broadly fell into two areas:

1. What will be the future role of town and parish councils?

2. How will assets currently held by councils that cease to exist be managed?

In response to the first question, the message was clear that town and parish councils should continue to represent and serve their communities as they do now. Concerns were raised regarding the possible duplication or removal of responsibilities through the creation of Neighbourhood Groups, but we were assured that this is not the intention. Rather, these groups are expected to support and facilitate the delivery of services across local government.

The second question generated more discussion and revealed some confusion regarding asset transfer arrangements. East Staffordshire Borough Council should hold records of assets within each parish area and, when requested, should be able to provide these details to enable discussions around future ownership, management responsibilities and liabilities.

However, several councils reported difficulties obtaining this information and indicated that progress had been limited. Given that precepts and future budgets will need to reflect any additional responsibilities arising from asset transfers, this is an issue that requires consideration sooner rather than later.

I therefore recommend that we formally approach East Staffordshire Borough Council to request details of any assets within our parish and begin considering our position. Jacob Collier MP undertook to raise this matter with the relevant officers at East Staffordshire Borough Council, and we hope this will lead to a more constructive dialogue.

Planning Application P/2023/00533

Councillor Jones, for whom I am very grateful, and I represented the Parish Council at Burton Town Hall during consideration of the reserved matters application relating to the development of land west of the Uttoxeter A50 Bypass.

The application concerns the construction of 144 affordable homes within the Bramshall area of our parish. Although the purpose of the meeting was to consider the reserved matters relating to appearance and layout, we felt it important to reiterate the Parish Council's previously stated concerns regarding traffic management and the provision of play areas and open spaces.

A copy of my presentation is available through the Clerk, and copies have also been placed on the table for anyone who wishes to read them.

We were not alone in expressing these concerns. Councillor Trevor Ashby, representing Uttoxeter Town Council, made similar points regarding the need for improved traffic management measures and a future link road to the A50.

As expected, the reserved matters application was approved, and we were not objecting to that element of the proposal. However, Councillor Legg of East Staffordshire Borough Council raised our concerns regarding traffic management and asked the Planning Officer whether officers would support future work to assess and address any emerging traffic issues. The officer confirmed that they would, and we intend to pursue this matter further.

Given the proposed Phase 2 expansion of the Business Park and the potential for further residential and commercial development in the area, it remains important that these concerns continue to be raised and monitored.

Website Review

I have also spent some time reviewing how other parish councils present information online and researching best practice for local council websites.

As a result, I have prepared several documents highlighting examples of effective websites and identifying ways in which we can improve our own. The objective is to make information easier for parishioners to find, encourage greater community engagement, and provide a more user-friendly experience for both residents and councillors.

I will be proposing a revised website structure and design, which we will discuss later under Item 8 of the agenda.

To borrow the words of Mark Twain:

"The secret of getting ahead is getting started."

With that in mind, I would now like to open the meeting to any members of the public who wish to address the Council.

To ensure everyone has an opportunity to speak, contributions will be limited to three minutes per person.

4. Public Forum

No comments

5. Minutes of the Annual Parish Meeting held on 7th May 2026

All agreed to be a true record of the meeting.

Action: Clerk to change and convert to upload to website

6. Matters arising from those minutes

SID Data will be collected in the coming weeks.

Action: Clerk to add to July agenda

7. Review Planning Application

Registered	P/2026/00402	BYRE BARN HIGHFIELDS FARM ABBOTS BROMLEY ROAD WILLSLOCK ST14 8NH	Erection of a single storey extension to South elevation	The parish council have no comments	Permits
New	P/2026/00606	4 CHURCH LANE BRAMSHALL ST14 5BQ	Construction of a single storey rear/side extension.		
P/2026/00606 - The parish council have no comments					
Action; Clerk to add comments to ESBC Planning Portal					

8. To discuss the content of the new website

This matter was discussed and reviewed in relation to the requirements necessary for compliance. Members agreed that the Parish Council's website should have a clearer and more prominent presence, with improved readability and accessibility, enabling parishioners to locate information and relevant documents more easily and efficiently

9. To review and approve the Standing Orders 2026

The Standing Orders were reviewed and approved.

Action: Clerk to update the website

10. To discuss the councillors' areas of responsibility

Chairman:

Cllr. Duncan Kemp

duncankemp@uttoxeterruralparishcouncil.gov.uk

Special responsibilities: Website & Social Media, Highways, Planning

Vice Chairman:

Nick Crosby

nickcrosby@uttoxeterruralparishcouncil.gov.uk

Special responsibilities: Defibrillator, Play Park, Asset Register

Councillors:

Cllr. Jean Pattinson-Evans

jeanpattinson-evans@uttoxeterruralparishcouncil.gov.uk

Special responsibilities: Christmas Lights, Defibrillator, Asset Register

Cllr Steve Dobson

stevedobson@uttoxeterruralparishcouncil.gov.uk

Special responsibilities: Public Footpaths

Cllr Jane Sargeant

janesargeant@uttoxeterruralparishcouncil.gov.uk

Special responsibilities: Banking Reconciliation

Cllr Michael Jones

michaeljones@uttoxeterruralparishcouncil.gov.uk

Special responsibilities: Highways, Planning

Cllr Fay Pheonix

faypheonix@uttoxeterruralparishcouncil.gov.uk

Special responsibilities: Allotments, School Liaison

Cllr Keith McGowan

keithmcgowan@uttoxeterruralparishcouncil.gov.uk

Special responsibilities: Village Maintenance

11. Clerk's Report: to include banking changes, finance & correspondence.

• CORRESPONDENCE & ONGOING MATTERS

Community fund reviewed and this could be an option for funding should we pursue this.

AGAR submitted to Mazars

Miller Homes contacted regarding a potential name of 'David Brookes' Way' for the street name.

Still looking for information on someone who can repair the telephone box.

Allotment holders contacted regarding making way for speed watch volunteers.

Open Spaces contacted about a replacement bin for Bramshall Green

SID company contacted and Elan City have explained how to delete the information, but Morelock are no longer in business. Clerk suggested reviewing all the SIDs on a map and marking them out as the data can now be collated.

Still awaiting some register of interests from the parish councillors.

Awaiting further information about the potential playpark options. ***It was agreed to obtain a quote with the picnic benches added to then apply for a community grant.***

Parishioner correspondence regarding the Hare & Hounds bus stop name. This has been passed to Staffs CC.

Action; Clerk to contact the relevant people about the telephone box; Clerk to work on the community grant for the upgrade of the playpark.

- FINANCE**

Date	No	Category	Invoice Detail	Invoice Amount		
				Net	VAT	Gross
08/05/2026	DD	Allotment Costs	Pennon Water	-£24.00		-£24.00
14/05/2026	OLP 2026/2027 - 13	Misc	Information Comms	-£47.00		-£47.00
19/05/2026		Bank Interest		-£4.25		-£4.25
08/06/2026	DD	Allotment Costs	Pennon Water	-£24.00		-£24.00
11/06/2026	OLP 2026/2027 - 14	Clerks Salary	Salary	-£558.63		-£558.63
11/06/2026	OLP 2026/2027 - 15	Clerks Salary	HMRC	-£133.00		-£133.00
11/06/2026	OLP 2026/2027 - 16	Asset Repair	Defib Pads	-£44.00	£8.80	-£52.80
11/06/2026	OLP 2026/2027 - 17	Computer, web site exps	Cloud Next	-£60.00		-£60.00
11/06/2026	OLP 2026/2027 - 18	Computer, web site exps	Email Cleaner	-£24.99		-£24.99
11/06/2026	OLP 2026/2027 - 19	Audit fee + data protection	Kim Squires	-£187.30		-£187.30
11/06/2026	OLP 2026/2027 - 20	Maintenance/Groundworks	May Maintenance	£1,132.00		£1,132.00
11/06/2026	OLP 2026/2027 - 21	Subscriptions	SPCA	-£520.77		-£520.77

All payments were agreed by the council

- Bank Balances as of 31st May 2026**

Lloyds Account	£29,874.21
Lloyds Savings Account	£30,188.59
Leek Building Society	£13,990.22
TOTAL	£74,053.02

Cumulative Funds Balance:			
Balance B/Fwd - 1st April 2026		£60,012.72	
Add Total Income		£18,515.31	
Less Total Expenditure		£4,475.01	
	Balance C/Fwd	31-May-26	£74,053.02
Balance Sheet			
<u>Long Term Assets:</u>			
Investments		£0.00	
<u>Current Assets:</u>			
Cheques not presented			
In Bank (at period end - less cheques not presented)		£74,053.02	
<u>Debtors:</u>			
VAT on payments	unclaimed VAT - type in here at year end	£0.00	
		£74,053.02	£0.00
Fund Balance			
<u>Bank Reconciliation as at</u>	31/05/2026		
Current Account		£ 29,874.21	£0.00
Savings Account		£ 30,188.59	
Leek BS		£ 13,990.22	£0.00
6	Balance as per Bank Statements	£74,053.02	£0.00

12. Councillors Reports

The hedge at Jasmine Cottage was discussed and it was agreed to re-write to the owner of the house to ask to cut it back as it is now dangerous.

The bus shelter broken seat was discussed, and it was agreed to contact the manufacturer to look at having this fixed.

It was discussed that Bennetts Lane Railway Crossing still has no priority signs and this is causing further issues with traffic and this is becoming very dangerous. Cllr Kemp agreed to contact County Councillor Hales in relation to this.

Planters are due to be finished in the coming weeks, and it was agreed that the parish council would purchase a nail gun.

Cllr Kemp explained that he did write to the County Council in relation to the weight limit issue.

Cllr Sankey apologised for his recent absence from meetings. He provided an update on the Local Government Reorganisation (LGR) and the potential implications arising from it. It was noted that, because of the ongoing LGR process, several projects and matters currently under review are progressing more slowly and some decisions have been delayed pending further clarity.

The Local Plan was also discussed. It was noted that the Borough Council has been working on the plan for some time, as it will establish future planning policies for housing and commercial development. This is a significant piece of work that is expected to have a considerable impact on the local area and something the parish council should keep an eye on and engage with as much as possible.

The Maltings were discussed and it was agreed that it is disappointing that currently they don't have the funds to complete this project and there are currently no plans in place.

Car parking charges were also discussed, and a scrutiny review will be undertaken as the car parks are not being used enough due to the high costs.

It was discussed that there is currently no update on the Trent & Dove planning application on Hollington Lane.

Solar farms were also discussed.

Action: Clerk to re-write to the owners of Jasmine Cottage in relation to the hedge being cut; Clerk to contact the manufacturer regarding the broken bus shelter bench; Cllr Kemp to discuss the Bennetts Lane crossing with County Councillor Hales.

Meeting closed at 20.35pm

Next Meeting of the Parish Council Meeting: Thursday 9th July at 7.15pm at Stramshall
Village Hall.

Parish Council information can be found on the internet at – utttoxeterruralparishcouncil.gov.uk

Signed by Chairman

Name:

Signature:

Date: