



## **UTTOXETER TOWN COUNCIL**

### **MINUTES OF THE VIRTUAL ZOOM EXTRAORDINARY MEETING HELD ON TUESDAY, 28 JULY 2020 COMMENCING AT 7.00PM AND THERE WERE PRESENT:**

#### **Chair and Town Mayor – Councillor S McGarry**

Councillors: M Crutchley, T Crutchley, J Fitchett, D Goodfellow, C Green, Z Krupski, P Lancaster, C Sylvester, L Sylvester, M Williams.

Two Members of the Public and One Member of the Press were in attendance.

Prior to commencement of the meeting, the Mayor welcomed Members and Members of the Public and the Press Representative to the Virtual Council Meeting being held as in accordance with NALC L01-20 Regulation 5(2) of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (which came into force on 4 April 2020 and apply to meetings taking place before 7 May 2021).

The Mayor reported that, as advertised within the Council's website and local Press, the meeting was available via <https://zoom.us/join> and that the Zoom Meeting ID was 992 4072 4875. She reported that the meeting was open to the public and the press unless the Council otherwise directs as in accordance with Public Bodies (Admission to Meetings) Act 1960. She reported that Members and Residents without computer access could participate within the meeting by telephoning 0131 460 1196 and by entering the Meeting ID.

The Mayor reported that all Members had received a hard copy of the Agenda as requested and that Members of the Public and Press had access to the electronic copy of the Agenda via the Council's website.

The Mayor reported that the virtual meeting was dependent on the internet and should a power cut take place, if the Meeting were unable to be reconnected, the meeting would be reconvened at a later date and time.

The Mayor reported that any Members who declared an interest in an Item included within the Agenda would be moved to the 'Waiting Room' during the debate and vote. She reported that the Clerk would bring those Members back into the meeting once a Resolution had been made.

#### **1. CHAIR'S WELCOME**

The Chair welcomed Members to the Meeting and reported that the meeting was being verbally recorded by the Council as in accordance with "The Openness of Local Government Bodies Regulations 2014".

#### **2. APOLOGIES FOR ABSENCE**

- (a) The Clerk reported that approved apologies had been received from Councillors K Hudson, P Hudson, H Montgomery, H E Montgomery and M A Trenery.

RESOLVED that the same be noted and approved.

- (b) The Clerk reported the names of Councillors who were absent and apologies had not been received.  
None.

RESOLVED that the same be noted.

**3. PUBLIC PARTICIPATION**

In accordance with Standing Order 3(e-g), 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.

It was noted that no Members of the Public wished to make representations to Council.

**4. DECLARATIONS OF INTEREST**

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which was not included in the register of interests. Members were reminded that they were required to leave the room during the discussion and voting on matters in which they had a disclosable pecuniary interest, whether or not the interest was entered in the register of members' interests maintained by the Monitoring Officer.

Councillor D Goodfellow declared an interest in Item Nos. 8, 10 and 17.

Councillor Z Krupski declared an interest in Item No. 7.

Councillor S McGarry declared an interest in Item Nos. 10 and 17.

Councillor C Sylvester declared an interest in Item Nos. 7, 10 and 17.

**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 is Council that decides whether to grant the dispensation.

None received.

**6. MINUTES**

Council gave consideration to the Recommendations of the virtual Policy and Planning Committee Meeting held on 21 July 2020.

RESOLVED that the Recommendations of the Policy and Planning Committee arising from its virtual meeting held on 21 July 2020 be approved and ordered to form part of the minutes attached hereto as Appendix A.

It was noted that Councillors Krupski and Sylvester declared an interest in Item No. 7 and they were moved into the Zoom Waiting Room during the debate/vote.

**7. CASUAL VACANCY – TOWN WARD**

*As Resolved by Council at its Virtual Extraordinary Meeting held on 7 July 2020:*

- (i) The Clerk be authorised to advertise the Town Ward Casual Vacancy for Co-option within the Council's website, notice-boards, Facebook, Instagram and the local press inviting interested persons to provide written applications (including emails) to be submitted to the Clerk by no later than 12 noon on Wednesday, 22 July 2020.*
- (ii) The Casual Vacancy Applications for the Town Ward be included for consideration by Council at its Extraordinary Meeting scheduled to take place on 28 July 2020.*

Council was asked to give consideration to the following applications received for Co-option for the Town Ward Casual Vacancy:

- (a) Email dated 9 July 2020 from P Krupski.
- (b) Email dated 14 July 2020 from L Sylvester.

Council was informed that all applicants had been issued with an electronic Agenda and had been furnished with a Declaration of Acceptance of Office as in accordance with the advice

received from SPCA to be signed by the successful Applicant in the meeting, to be duly witnessed. The Mayor and the Clerk would sign the Declaration at a later date.

The Mayor reported that, as in accordance with the advice received from SPCA that Council should suspend Standing Orders in respect of voting procedures for the time being and opt for a straight-forward show of hands as emailed to Members on 5 June 2020. The Mayor suspended Standing Orders accordingly.

Councillor McGarry put forward each applicant to a show of hands vote, for and against as follows:

With respect to Applicant (a) P Krupski – 1 vote in favour, 7 votes against

With respect to Applicant (b) L Sylvester – 7 votes in favour, 1 vote against

The Mayor reported that the result of the vote was for Linda Sylvester to be co-opted on to Uttoxeter Town Council. The Mayor reinstated Standing Orders.

RESOLVED that Linda Sylvester be co-opted onto Uttoxeter Town Council forthwith, representing the Town Ward, following the completion of her Declaration of Acceptance of Office.

It was noted that Councillor T Crutchley abstained from the above-mentioned vote.

It was noted that Councillors Krupski and Sylvester were returned to the Meeting.

At this point of the meeting, it was noted that the Mayor and the Clerk virtually witnessed Linda Sylvester sign her Declaration of Acceptance of Office, to be issued to the Clerk and duly signed by the Mayor and the Clerk at a later date.

It was noted that Councillor Goodfellow declared an interest in Item No. 8 and he was moved into the Zoom Waiting Room during the debate/vote.

**8. UTTOXETER TOWN CENTRE MASTERPLAN – REQUEST FOR STAKEHOLDER ENGAGEMENT**

The Clerk reported receipt of a letter dated 15 July 2020 received from Cushman & Wakefield on behalf of ESBC and SCC inviting Council to provide comments on Uttoxeter which would aid with the production of a new Uttoxeter Masterplan. Council was informed that feedback had been requested by 27 July 2020 however, an extension had been granted until 29 July 2020. Council's instruction was sought.

It was noted that a number of Members expressed their concern with respect to the short period for the Council to make its comments and felt that this was insufficient. The Mayor reported that she had already made contact with ESBC to express her concerns on this matter.

The Mayor provided the Council with an extensive list as follows in response to Cushman & Wakefield's questions as below:

- *What strengths does Uttoxeter as a town have?* The Mayor suggested Council include the following in response under this heading:
  - Good road connections
  - National and worldwide businesses locally that employ many residents from the town and surrounding rural areas
  - We work with these business to promote the town
  - Future regeneration of the high street especially with the pedestrian section within the town centre will hopefully bring an evening café culture which will help the evolving number of local businesses providing specialised services with this area.
  - We have a large race course within the town under the Arena Racing Company umbrella of 16 racecourses nationally which again employs many Uttoxeter residents and in turn attracts a significant number of visitors to the town many who also stay in local hotels and B&B's helping the hotel sector
  - We have a monthly makers market which attracts visitors far and wide and ultimately increases the footfall

- *What are the main weaknesses/issues in Uttoxeter?* The Mayor suggested Council include the following in response under this heading:
  - Derelict and unused buildings with the town and on the outskirts of town.
  - Land underdeveloped for a considerable amount of time which include the old JCB site and the Maltings shopping precinct which create negativity from Uttoxeter residents.
  - Lack of youth provision
  - Qualities of road surfaces
  - Lack of Tourism information yet considering we sit on the cusp of wonderful countryside in terms of areas of interest and places to stay and eat
  - High business rates
  - Lack of cycle routes to rural outskirts
  - Town hall could be used better to captivate business
  - More sustainable living with energy saving projects re climate change

Councillor M Crutchley requested that 'limited train running times and internet speed for the area is low' be included under this heading.

Councillor Lancaster requested that the 'lack of residential areas within the town centre' be included under this heading.

Councillor C Sylvester requested that the 'lack of Banks within the town' and 'the congestion on the A50' be included under this heading.

Councillor Green requested that, 'as the town grows, a minor injuries unit be provided within the town' be included under this heading.

Councillor Fitchett requested that the 'lack of hotel accommodation given the location of the town (edge of Derbyshire Dales and within Staffordshire Countryside)' be included under this heading.

Councillor C Sylvester requested that the 'establish a better link between Town Meadows Way and the town centre' be included under this heading.

- *How would you overcome the issues and weaknesses identified above?* The Mayor suggested Council include the following in response under this heading:
  - Extend Uttoxeter as a centre for food fayres, summer theatres and open air concerts
  - Learn how we can attract the youth more into the town centre to eliminate ASB
  - Liaise with community groups for better engagement
  - Link cycle paths along Picknalls brook to Doveridge and the A50
  - Build on brownfield sites so that development is in the right area for the town
  - Look at traffic flows as well as bus routes.

Councillor C Sylvester requested that he would like to see better communication with new estates within the town in becoming more part of the town and encourage engagement of larger residential estates being built under this heading.

Councillor Green requested it be reiterated that a minor injuries unit be provided within the town be included under this heading.

- *What do you think should be the main priority for the Uttoxeter Masterplan?* The Mayor suggested Council include the following in response under this heading:
  - Accessing the data from this consultation to undertake some local quantitative and qualitative research as to public opinion
  - Communicate with all stakeholders, partners and councils
  - To have some viable information before the end of the year
  - Ensure quick wins are done first



- Future regeneration of the high street especially with the pedestrian section within the town centre will hopefully bring an evening café culture which will help the evolving number of local businesses providing specialised services with this area.
  - Uttoxeter has a large racecourse within the town under the Arena Racing Company umbrella of 16 racecourses nationally which again employs many Uttoxeter residents and in turn attracts a significant number of visitors to the town many who also stay in local hotels and B&B's helping the hotel sector
  - Hosts a monthly makers market which attracts visitors far and wide and ultimately increases the footfall
- (ii) With respect to **“What are the main weaknesses/issues in Uttoxeter?”** :
- Derelict and unused buildings with the town and on the outskirts of town.
  - Land underdeveloped for a considerable amount of time which include the old JCB site and the Maltings shopping precinct which create negativity from Uttoxeter residents.
  - Lack of youth provision
  - Qualities of road surfaces
  - Lack of Tourism information yet considering we sit on the cusp of wonderful countryside in terms of areas of interest and places to stay and eat
  - High business rates
  - Lack of cycle routes to rural outskirts
  - Town hall could be used better to captivate business
  - More sustainable living with energy saving projects re climate change
  - Limited train running times
  - Internet speed for the area is low
  - Lack of residential areas within the town centre
  - Lack of Banks within the town
  - The congestion on the A50
  - As the town grows, a minor injuries unit be provided within the town
  - Lack of hotel accommodation given the location of the town (edge of Derbyshire Dales and within Staffordshire Countryside)
  - Establish a better link between Town Meadows Way and the town centre
- (iii) With respect to **“How would you overcome the issues and weaknesses identified above?”** :
- Extend Uttoxeter as a centre for food fayres, summer theatres and open air concerts
  - Learn how we can attract the youth more into the town centre to eliminate ASB
  - Liaise with community groups for better engagement
  - Link cycle paths along Picknalls brook to Doveridge and the A50
  - Build on brownfield sites so that development is in the right area for the town
  - Look at traffic flows as well as bus routes
  - Like to see better communication with new estates within the town in becoming more part of the town and encourage engagement of larger residential estates being built
  - Reiterate the need for a minor injuries unit to be provided within the town
- (iv) With respect to **“What do you think should be the main priority for the Uttoxeter Masterplan?”** :
- Accessing the data from this consultation to undertake some local quantitative and qualitative research as to public opinion
  - Communicate with all stakeholders, partners and councils
  - To have some viable information before the end of the year
  - Ensure quick wins are done first

- (v) With respect to **“What are the opportunities for future change within the town centre?”** :
  - Increased employment especially with new businesses that want to open in the town
  - Reduce business rates and low rental for new starters/independent businesses
  - Improved infrastructure in the centre of the town with adequate parking
  - More sustainable town offering more electric charging points and sensitive planting
  - Areas of neglect – link with landowners to move sites onto the development state
  - Creating more adaptable space for adult social care accommodation
  - Encouragement of more diversity within the town, welcome and celebrate diversity
- (vi) With respect to **“What facilities are currently missing from Uttoxeter which you would like to see delivered?”** :
  - Hotels
  - Youth provision
  - Minor injuries/x-ray unit
  - More markets to include food specific/International markets
  - Quality restaurants
- (vii) With respect to **“Any other comments?”** :
  - Members wished to express their concern with respect to the short period for the Council to make its comments and felt that this was insufficient.

It was noted that Councillor Goodfellow was returned to the Meeting.

**9. ACCOUNTS**

Consideration was given to the list of accounts submitted for payment in the sum of £1,619.07.

RESOLVED that the list of accounts as above be accepted and approved, and the Mayor and Deputy Mayor be authorised to sign it. *at*

It was proposed, seconded and carried that Councillor C Green Chair the meeting for Item No. 10.

It was noted that Councillors Goodfellow, McGarry and Sylvester declared an interest in Item No. 10 and they were moved into the Zoom Waiting Room during the debate/vote.

**10. DRAFT PARKING STANDARDS AND BREWERY BUILDING CONVERSION SUPPLEMENTARY PLANNING DOCUMENTS – CONSULTATION**

The Clerk reported receipt of an email dated 17 July 2020 received from ESBC’s Interim Principal Planning Officer inviting Council’s views on the two draft Supplementary Planning Documents, as forwarded to Members 21 July 2020. Council was advised that Supplementary Planning Documents (SPD) provide guidance on key development plan policies and how they would operate. The two documents were available via <http://www.eaststaffsbc.gov.uk/planning/planning-policy/consultations> Council’s instruction was sought.

Council was informed that:

- *The Parking Standards (SPD) provides applicants and developers (including valuers, landowners, and other interested parties) with information about the Council’s parking requirements, to assist in the planning of new development proposals and in making planning applications.*
- *The Brewery Building Conversion Design Guidance (SPD) provides advice to applicants and developers (including valuers, landowners, and other interested parties) to guide the development and reuse of Brewery Buildings. Good design standards will support preserving the long and rich history of Brewing in Burton (which dates back as far as the 12th Century).*

- *The two SPDs will be published for consultation on Monday 20th July 2020 until 5pm Monday 31st August 2020. We would welcome your views on the documents. Any representations will be considered and reported to Members. Any proposed consultation changes, if accepted, will be incorporated into the final adopted document for use in determining planning applications.*

RESOLVED that:

- (i) Members peruse the documents accordingly and forward the Clerk their comments by no later than 7 August 2020.
- (ii) Upon receipt of (i) as above, the Deputy Mayor, the Vice-Chair of Policy and Planning Committee and the Clerk peruse and collate the comments from members and submit a response accordingly.

It was noted that Councillors Goodfellow, McGarry and Sylvester were returned to the Meeting. It was noted that the Mayor resumed the Chair.

**11. PROPOSED TRAFFIC CONTROLS IN STAFFORD ROAD - PUBLIC RESPONSES**

Councillor McGarry requested this matter be included within the Agenda and requested Council gave consideration to the results received from the public poll as included within the Uttoxeter Times and Echo from 15 July 2020 seeking the public's preference for either 'a roundabout' or 'traffic lights' being incorporated within Stafford Road.

Council was informed that 84 votes were cast with 93% in favour of a roundabout and 7% in favour of traffic lights. Councillor McGarry reported that following on from July's Council meeting where the Stafford Road traffic order had been discussed, Uttoxeter Times and Echo had published a poll to gain resident feedback for either a roundabout or traffic lights. She reported that the poll had been live on social media for a week and the responses were categorically in favour of a roundabout.

Councillor McGarry suggested that under Section 278 of the Highways Act 1980 SCC be requested to revisit Stafford Road proposals. She reported that the S278 Act "allows a developer to carry out works to the public highway. This is generally necessary where planning permission has been granted for a development that requires improvements to or changes to public highways". Council's instruction was sought.

RESOLVED that the Clerk write to the new Leader of SCC Councillor Alan White and the new Deputy Leader of Highways and Transport Councillor David Williams to ask, following on from the public's response to the poll (*84 votes were cast with 93% in favour of a roundabout and 7% in favour of traffic lights*), request that the Highways Authority use the power available to them via Section 278 of the Highways Act 1980 to vary the current proposed traffic scheme for Stafford Road to bring forward a roundabout and that SCC fund any extra costs in advance of any future S106 monies related to further development in the future.

**12. POLICY AND PLANNING COMMITTEE – RESIGNATION OF CHAIR**

The Clerk reported receipt of an email dated 12 July 2020 received from Councillor Hugh Montgomery tendering his resignation as Chair of the Policy and Planning Committee. Council was informed that the Vice-Chair, Councillor M Williams would Chair the meetings in the interim.

Council was informed that the Council's Committee Membership had been included for consideration by Council at its virtual meeting scheduled to take place on 8 September 2020.

RESOLVED that the same be accepted and approved.

**13. TESCO - COVID-19 FUNDING**

The Clerk reported receipt of an email dated 10 July 2020 from the Community Project Officer at Groundwork West Midlands advising Council of the Tesco Bags of Help COVID-19 Communities Fund whereby non-profit organisations could apply for a grant worth £500 to support vulnerable groups, as forwarded to Members 13 July 2020.

RESOLVED that the same be noted.

**14. SCC - TEMPORARY ROAD TRAFFIC REGULATION NOTICE**

The Clerk reported receipt of an email dated 6 July 2020 received from SCC informing Council of the Temporary Traffic Regulation Notice Emergency Closure for Hockley Road on 28 June until 10 July 2020 to enable emergency works to be carried out.

RESOLVED that the same be noted.

**15. GENERAL CORRESPONDENCE RECEIVED SINCE THE DATE OF THE LAST MEETING**

The Clerk reported receipt of the following:

**(a) GOV.UK – EMAIL NOTIFICATIONS/UPDATES**

A number of Government Updates received between 9 July 2020 and 22 July 2020 as forwarded to Members for their information.

RESOLVED that the same be noted.

**(b) GLOBE FOUNDATION**

Email dated 10 July 2020 from the Director of The Globe Foundation advising Council of their expansion and Fundraising programme and move to Uttoxeter Town Centre

RESOLVED that the Clerk write to the Globe Foundation to express Council's congratulations on finding new premises located within the town centre and to liaise with the Council should they require any support in the future.

**(c) SCC VARIOUS**

Email dated 20 July 2020, Library Service Update, as forwarded to Members 20 July 2020.

RESOLVED that the same be noted.

**(d) SCC – CORONAVIRUS EMAIL UPDATES**

- (i) Dated 10 July 2020, as forwarded to Members 10 July 2020.
- (ii) Dated 13 July 2020, as forwarded to Members 13 July 2020.
- (iii) Dated 15 July 2020, as forwarded to Members 15 July 2020.
- (iv) Dated 17 July 2020, as forwarded to Members 20 July 2020.

RESOLVED that with respect to 15(d)(i-iv) as above, the same be noted.

**(e) SPCA EMAILS INCLUDING BULLETINS**

- (i) Dated 9 July 2020, as forwarded to Members 9 July 2020.
- (ii) Dated 16 July 2020, as forwarded to Members 16 July 2020.

RESOLVED that with respect to 15(e)(i-ii) as above, the same be noted

**(f) SCVYS**

- (i) Dated 13 July 2020, as forwarded to Members 13 July 2020.
- (ii) Dated 15 July 2020, as forwarded to Members 15 July 2020.

RESOLVED that 15(f)(i-ii) as above, the same be noted.

**(g) SUPPORT STAFFORDSHIRE**

Dated 14 July 2020, as forwarded to Members 14 July 2020.

RESOLVED that the same be noted.

**(h) RURAL SERVICES NETWORK**

- (i) Dated 14 July 2020, as forwarded to Members 14 July 2020.
- (ii) Dated 21 July 2020, as forwarded to Members 21 July 2020.

RESOLVED that 15(h)(i-ii) as above, the same be noted.

**(i) PUBLIC SECTOR GEOSPATIAL AGREEMENT**

Email dated 2 July 2020, from the Deputy Director, Geospatial Commission, as forwarded to Members 2 July 2020

RESOLVED that the same be noted.

**16. PUBLIC SPEAKING AT ESBC PLANNING COMMITTEE – RE: PLANNING APPLICATION NO. P/2020/00253**

The Clerk reported receipt of a letter dated 16 July 2020 received from ESBC’s Senior Democratic Services Officer extending an invitation to a Member of the Council to speak at the Borough Council’s Virtual Planning Committee meeting scheduled to take place on 28 July 2020 at 2.00pm with respect to the outline planning application for residential development (C3), employment uses (B1), (Business), B2 (General Industrial),(B8) (Storage and Distribution)), residential care home (C2) and local centre (A1) (Retail), (A2) (Financial and Professional Services), (A3) (Restaurants and Cafes), (A4) (Drinking Establishments) and (A5) (Hot Food Takeaways), (D1) (Non-residential institutions) with associated green infrastructure, engineering works and means of access from the A50 and all other matters reserved for land to the West of Uttoxeter, A50 Bypass, as forwarded to Members on 20 July 2020.

Council was informed that Councillor Williams attended the meeting held earlier within the day and spoke on behalf of the Council.

RESOLVED that the same be noted.

It was proposed, seconded and carried that Councillor C Green Chair the meeting for Item No. 17.

It was noted that Councillors Goodfellow, McGarry and Sylvester declared an interest in Item No. 17 and were moved into the Zoom Waiting Room during the debate/vote.

**17. PLANNING APPLICATIONS**

Council gave consideration to the undermentioned Planning Applications:

- (a) P/2020/00711- Erection of a single storey rear extension and detached garage with accommodation above, 2 Merlin Court, Merlin Close.
- (b) P/2012/00611 - Erection of a detached dormer bungalow, Plot 19 Oaklands Grove, off Westlands Road.

RESOLVED that with respect to the following Planning Applications:

- (a) P/2020/00711 as above, Council had no comment to make at this stage.
- (b) P/2012/00611 as above, Council request that the Planning Authority consider the impact of the additional traffic generated onto Westlands Road.

It was noted that Councillors Goodfellow, McGarry and Sylvester were returned to the Meeting. It was noted that the Mayor resumed the Chair.

**18. 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 noted.

**19. RECOMMENDATIONS OF THE PERSONNEL COMMITTEE**

Consideration was given to the Recommendations of the Personnel Committee held on 20 July 2020.

RESOLVED that the Recommendations of the Personnel Committee arising from its virtual meeting held on 20 July 2020 be approved and ordered to form part of the minutes, filed within the Private and Confidential Personnel File.

It was noted that Members of the Personnel Appeals Committee had not received a copy of the above-mentioned Minutes and it was noted that they abstained from the vote.

**20. 19A HIGH STREET**

The Clerk reported receipt of an email dated 16 July 2020 received from the Tenant of 19A High Street raising his concerns with respect to the amount of “bird excrement building up on the stairs and handrail to 19A High Street” and to advise that he was *“receiving complaints from the parents of students who have put their hand in bird poo whilst holding onto the rail to get up/down to the shop and people are also treading it into the shop.”*

Council was informed that the Tenant *“appreciates that Council’s Assistant Caretaker is cleaning it off regularly but it comes back the next day”*. Council was advised that the Tenant had been jet washing it off regularly along with Council’s Assistant Caretaker three times per week (Wednesday, Friday and Saturday) on his current working days.

Council was informed that the Mayor had reported the issues with the pigeons within the Town and the Town Hall to ESBC’s Environmental Health. Council was informed that ESBC had confirmed that it was the responsibility of the owner of the building to address the issue.

Council was asked to give consideration to:

- (a) What measures could be taken immediately. Council was advised that advice was currently being sought from Council’s Architect who had previously involved with the siting of the bird netting located at the side of the Town Hall.
- (b) The request from Council’s Tenant with respect to pest control measures and the possibility of a canopy being fitted to reduce the amount on the steps/handrail. Council was reminded that the building was listed.

Council’s instruction was sought thereon.

RESOLVED that:

- (i) The Mayor and the Clerk be authorised to take the necessary action following the advice from Council’s Architect and Pest Control.
- (ii) The Clerk provide Council with an update in due course.

**21. ST MARY’S PARISH CHURCH CLOCK**

The Clerk reported receipt of an email dated 13 July 2020 received from a St Mary’s Parish Church Warden informing Council that he had found someone to take over the clock, a Uttoxeter resident, now retired who had expressed an interest in taking over the day to day management of the Church Clock. Council was advised that the Church Warden and former Clock Tower Captain accompanied the resident to the tower last week and he was very interested and that he had good qualifications being an electrician working on machines by trade. Council’s instruction was sought.

RESOLVED that the Clerk liaise with the Uttoxeter resident to advise that Council accepts his kind offer to take over the day to day management of the Church Clock, with sincere thanks.

**22. TOWN HALL – OFFICE BLINDS**

The Clerk reported receipt of a quotation dated 13 July 2020 received from Smithfield Carpets to supply a window blind for the Office Manager’s office and to carry out repairs to the Clerk’s office blinds in the sum of £242.80 including vat, to be funded by the Town Hall Repairs and Maintenance budget allocation. Council’s instruction was sought.

RESOLVED that the Clerk be authorised to replace the blinds located within the Clerk’s Office and Office Manager’s Office, funded by the Town Hall repairs and maintenance budget allocation.

The Mayor wished Members a happy and peaceful summer break. The meeting closed at 8.05pm.