



To: Members of Uttoxeter Town Council

Dear Councillor,

NOTICE IS HEREBY GIVEN that Uttoxeter Town Council will hold an Extraordinary Virtual Town Council Meeting to be held by Zoom (on line platform (<https://zoom.us/>)), commencing **at 7.00 pm on Tuesday, 7 July 2020**, 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 (into force on 4 April 2020 and applies to meetings taking place before 7 May 2021 (<http://www.legislation.gov.uk/uksi/2020/392/part/2/made>) and Members are hereby summoned to attend for the purposes of transacting the following business.

The meeting will be open to the public and the press (Zoom link below as advertised on Council's Website) unless the Council otherwise directs as in accordance with Public Bodies (Admission to Meetings) Act 1960.

Please join the meeting via <https://zoom.us/join> - The Zoom Meeting ID is 927 8120 2616. Members and Residents without computer access can participate within the meeting by telephoning 0131 460 1196 and by entering the Meeting ID.

Signed

T L Jeffery
Town Clerk

1 July 2020

To: Town Councillors M Crutchley, T Crutchley, J Fitchett, D Goodfellow, C Green, K Hudson, P Hudson, Z Krupski, P Lancaster, S McGarry, H E Montgomery, H Montgomery, C Sylvester, M A Trenery, M Williams.

To: County Councillor D Brookes and Borough Councillor G Allen

AGENDA

- CHAIR'S WELCOME**
The Chair to provide a brief on the Zoom meeting requirement, provisions of the Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014".
- APOLOGIES FOR ABSENCE**
 - To report receipt of approved apologies for absence.
 - To minute the names of Councillors who are absent and apologies have not been received.
- 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.
- DECLARATIONS OF INTEREST**
Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

5. **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.

6. **ADDRESS TO COUNCIL FROM ESBC'S DEPUTY LEADER OF REGENERATION AND PLANNING POLICY**

As Resolved by Council at its meeting held on 9 June 2020, that the Deputy Leader of Regeneration and Planning Policy, ESBC be advised that Council would welcome the opportunity to meet with him and would like to offer a Zoom Extraordinary Council Meeting on either 30 June 2020 or 7 July 2020 or, alternatively, a face-to-face meeting as requested to be held at a later date.

Council is informed that Borough Councillor George Allen, the Deputy Leader of Regeneration and Planning Policy, ESBC will be in attendance at the meeting and shall address Council on any updates that he can provide as a Councillor representing the Town and he will provide Members with an insight into the processes of ESBC and his portfolio items.

Council's instruction is sought.

7. **CASUAL VACANCY – TOWN WARD**

To report receipt of a letter dated 4 June 2020 received from ESBC's Returning Officer informing Council that no request for an election has been received and it is for Council to co-opt a replacement member. Council is informed that the appointment should be made as soon as practicable. Council's instruction is sought.

8. **SCC - TEMPORARY ROAD TRAFFIC REGULATION ORDERS (TRO'S) UPDATES**

To report receipt of the following:

(a) **UPDATE - PTTRO 4197497 B5013 ABBOTS BROMLEY ROAD, UTTOXETER**

Email dated 11 June 2020 received from SCC's Strategic Community Infrastructure Manager informing Council that the proposed road closure of the B5013 due to commence in June will be delayed until around January 2021 (subject to progress on other sites).

Council is informed that SCC's Network Management Team "have discussed the concerns as raised by the Parishes affected by the closure, along with Uttoxeter Town Council regarding the light vehicle diversion route and also the HCV diversion route and the possibility that HCV's may use the Loxley lane diversion route during the works and we are awaiting some detailed signage plans from them for the A518/Loxley Lane junction and the junction of Loxley Lane/Holly Lane. The delay in these works gives us the opportunity to look at the concerns raised, discuss these with affected communities and also the developer."

(b) **TRO ON BROOKSIDE PARK P/2018/00530 – UPDATED PLAN**

As Resolved by Council at its meeting held on 9 June 2020, that the Clerk liaise with the Senior Transport Planner, Amey Design Hub to advise that, due to possible discrepancies included within the plan provided, Council seeks a revised plan and further clarity on the proposals to enable this matter to be further considered by Council at its next meeting.

Council is asked to give consideration to a revised plan as received on 16 June 2020 via the Senior Transport Planner, Amey Design Hub from the Developer. See Appendix A. Council's instruction is sought.

9. **SPCA - COUNCILLOR FUNDAMENTALS TRAINING COURSES**

To report receipt of an email dated 15 June 2020, from the Training Officer at SPCA, giving Members an opportunity to participate in a number of 2-hour training sessions, as forwarded to Members 15 June 2020.

10. **DATA PROTECTION AWARENESS TRAINING**

Council to give consideration to participating in Data Protection Training to be provided by Council's Data Protection Officer (SCC) in the sum of £100 per hour plus travel for an evening training session for Councillors and Admin Staff to be held in the near future at the Town Hall.

Council is informed that the training session would cover the changes in Data Protection Act 2018, an overview of the 6 principles of GDPR, Subject Access Requests, Security Incidents, Data Protection Impact Assessments, Information Security, Cyber Security plus cover penalties for breaching any of the aforementioned. Council's instruction is sought.

11. **COUNTY COUNCILLOR BROOKES REQUEST FOR A MEETING TO DISCUSS THE VARIOUS TRAFFIC IMPROVEMENT MEASURES PROPOSALS IN UTTOXETER**

To report receipt of an email dated 29 June 2020 received from Amey Design's Senior Engineer on behalf of County Councillor Brookes requesting a meeting with Members of the Town Council via Teams to enable County Councillor Brookes to provide Council with an update on various traffic improvement measures proposals in Uttoxeter.

As agreed by the majority of Members via phone on 1 July 2020, County Councillor Brookes will be hosting a Team meeting on Thursday, 9 July 2020 at 10.00am. Council's instruction is sought.

12. **COVID-19 GOVERNMENT UPDATE - GUIDANCE FOR THE SAFE USE OF COUNCIL BUILDINGS**

To report receipt of the Government Update dated 1 July 2020 guidance for the safe use of Council buildings, as forwarded to Members on 1 July 2020. Council's instruction is sought.

13. **PLANNING APPLICATIONS**

Council is asked to give consideration to the undermentioned Planning Applications:

- (a) P/2020/00531 – Application under Section 73 of the Town and Country Planning Act 1990 for an outline application for a mixed use development including the erection of a maximum 257 dwellings, a single food retail store, offices (B1), D1 use (possible health centre) formation of town park and realignment of Picknalls Brook, creation of new vehicular access of Hockley Road, and alteration of existing vehicular access off Trinity Road and Old Knotty Way, without complying with condition 34 of planning permission OU/05254/018/JR/PO dated 9 August 2013 to allow deliveries and servicing to and from the premises, together with loading and unloading within the premises, on a 24 hours basis and the operation of the e-commerce home delivery service between 06.00 and 23.00 and waste collection between 08.00 and 20.00, Waitrose Foodstore, Trinity Road
An extension was sought and granted to 14 July 2020
- (b) P/2020/00536 – Removal of one Rowan Tree (T1) and one Silver Birch Tree (T2) of TPO 16, 14A Hawthornden Avenue.
- (c) P/2020/00439 – Erection of a two-storey side extension and single storey rear extension, 1 Mellor Drive.

14. **COUNCIL IN PRIVATE – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the above Act it is requested that the public and press are not present due to the confidential nature of the business to be transacted and are asked to withdraw.

15. **RECOMMENDATIONS OF THE PERSONNEL COMMITTEE**

16. **COMMITTEE MEMBERSHIP REVIEW**

17. **STAFFING**