

STONE TOWN COUNCIL

Town Clerk

Les Trigg

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STONE
ST15 8JR

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24th October, 2016

You are hereby summoned to attend a meeting of the **TOWN COUNCIL**, to be held in the **Council Chamber, 15 Station Road, Stone**, on **TUESDAY 1ST NOVEMBER, 2016** at **7.00pm** when the following business will be transacted.

Les Trigg
Town Clerk

Agenda

1. **To receive apologies for absence**
2. **Declarations of Interest and Requests for Dispensations**
3. **Representations from Members of the Public**
4. **To confirm as a correct record the Minutes of the Town Council Meeting held on the 4th October, 2016, Minute No's. C17/046– C17/053(attached)**
5. **To receive the Minutes and decisions of the under mentioned Committees:**
 - a) General Purposes Committee Meeting held on the 4th October, 2016, Minute Numbers GP17/069 – GP17/082 (attached)
 - b) Planning Committee Meeting held on the 4th October, 2016, Minute Numbers P17/054 – P17/059 (attached)
 - c) General Purposes Committee Meeting held on the 11th October, 2016, Minute Numbers GP17/083 - GP17/086 (attached)
 - d) Planning Committee Meeting held on the 18th October, 2016, Minute Numbers P17/060 – P17/064 (attached)
6. **Audit of Accounts 2015-16:**

To note receipt of the External auditor certificate and opinion for year ending 31 March 2016 which reports an unqualified Audit (attached)

7. **Local Government Transparency Code 2014
Openness of Public Bodies Regulations 2014**
Information for Half Year Ending 30 September 2016 (attached)
8. **To receive the forthcoming Civic Announcements** (attached)
9. **To receive the Town Mayor's and Deputy Town Mayor's Reports of Engagements**
(attached)

Members of the public are welcome to attend the Council Meeting as observers. Persons attending should enter the Borough Area Office through the rear entrance door (adjacent to the car park). The Council Chamber is at the top of the stairs.

Stone Town Council

Minutes of the meeting held in the Council Chamber on Tuesday 4 October, 2016

PRESENT: Councillor J Davies in the Chair, and
Councillors Mrs J Farnham, I Fordham, Mrs M Goodall, Mrs K Green, M Green,
Mrs J Hood, R Kenney, P Leason, Mrs E Mowatt, A Osgathorpe, Mrs J Piggott and
M Williamson

ABSENT: Councillors Mrs C Collier, G Collier, T Jackson, G Neagus and M Shaw

Councillor Ian Fordham was welcomed to the Council following the recent By-election.

Members were reminded that they are summoned to the meetings of the Council

C17/046 Apologies

Apologies were received from Councillors Mrs C Collier, G Collier, T Jackson, G Neagus and M Shaw

C17/047 Declarations of Interest

None received.

C17/048 Representations from Members of the Public

None received.

C17/049 Minutes

RESOLVED

- a) That the minutes of the Town Council Meeting held on the 6th September, 2016, copies having been circulated to the members, be signed by the Chairman as a correct record

C17/050 Committee Minutes

RESOLVED

- a) That the minutes of the General Purposes Committee Meeting held on the 6th September, 2016, copies having been circulated to members, be signed by the Chairman as a correct record
- b) That the minutes of the Planning Committee Meeting held on the 6th September, 2016, copies having been circulated to members, be signed by the Chairman as a correct record

It was noted that Council G Collier left the room at the commencement of planning application 16/24242/FUL, Minute number P17/047, and was therefore not part of the named vote.

- c) That the minutes of the Planning Committee Meeting held on the 20th September, 2016, copies having been circulated to members, be signed by the Chairman as a correct record

C17/051 Appointment to Committees

RESOLVED: to appoint Councillor I Fordham to the General Purposes and Planning Committees.

C17/052 Civic Announcements

The Civic Announcements, which were previously circulated, were noted.

C17/053 Town Mayor's and Deputy Town Mayor's Announcements

The Town Mayor's and Deputy Town Mayor's Announcements were circulated and noted.

Councillor J Davies wished to congratulate Stone in Bloom on behalf of the Council, for winning another gold award

TOWN MAYOR

Stone Town Council – General Purposes Committee

Minutes of the meeting held in the Council Chamber on Tuesday 4 October, 2016

PRESENT: Councillor R Kenney in the Chair and
Councillors J Davies, Mrs J Farnham, I Fordham, Mrs M Goodall, Mrs K Green,
M Green, Mrs J Hood, P Leason, Mrs E Mowatt, A Osgathorpe, Mrs J Piggott and
M Williamson

Absent: Councillors Mrs C Collier, G Collier, T Jackson, G Neagus and M Shaw

GP17/069 **Apologies**

Apologies were received from Councillors Mrs C Collier, G Collier, T Jackson, G Neagus and M Shaw

GP17/070 **Declarations of Interest and Requests for Dispensations**

Councillor I Fordham declared an interest in GP17/078, Neighbourhood Plan Steering Group.

GP17/071 **To receive the reports of the County Councillors**

County Councillor P Jones has received a petition from residents on Priors Road complaining of joy-riding and speeding. County Councillor Jones will take this to Council and will also request police involvement.

A traffic survey will be carried out on Newcastle Road with regards to speeding. It may be necessary to put a mobile speed camera in the area.

Potholes on Common Lane have been repaired.

County Councillor Jones sent a letter of condolence to the Mayor of Bagnacavallo with reference to the recent earthquake which hit the country.

Councillor Jones is proposing to ask Staffordshire County Council to designate the green area of Westbridge Park as a village green.

Councillor Jones was asked to advise Highways that Pirehill Lane has potholes which need repairing.

County Councillor I Parry was absent.

GP17/072 **Representations from Members of the Public**

None

GP17/073 **Minutes**

RESOLVED

- a) that the minutes of the Estates Sub-Committee held on the 20th September, 2016, copies having been circulated to Members, be signed by the Chairman as a correct record and that the recommendations of the Sub-Committee at Minute EST17/023 and EST17/024 be adopted.
- b) that the minutes of the Management Sub-Committee held on the 20th September, 2016, copies having been circulated to Members, be signed by the Chairman as a correct record and that the recommendations of the Sub-Committee at Minute MAN17/010, MAN17/011, MAN17/012 and MAN17/013 be adopted.

GP17/074 **Consultations**

The Committee considered the following consultations:

- a) Staffordshire Fire & Rescue Service Corporate Safety Plan (April 2017 – March 2010)

RESOLVED: to send neutral comments in response to the Plan.

- b) Highway Infrastructure Asset Management Plan (HIAMP)

RESOLVED: to comment that the document was difficult to read, but otherwise pass on no comments.

- c) The 2017/18 Local Government Finance Settlement

RESOLVED: to support the guidance from NALC that council tax does not need capping at Parish level.

GP17/075 **Vacancies on Sub-Committees and Working Groups**

The Committee considered the filling of vacancies following the resignation of a Councillor.

RESOLVED: to appoint Councillor I Fordham to the Estates and Management Sub-Committees and the Neighbourhood Plan Steering Group.

GP17/076 **Stone Radio**

This item was referred from the Estates Sub-Committee, Minute reference EST17/018.

The Clerk reminded Members that Stone Radio have asked for support regarding accommodation. A small working group was established to look at possible solutions at Stone Station Community Centre and Frank Jordan Centre. The working group recommended that the first room on the right as you enter the Station be a permanent location for Stone Radio. The use of the room would be free of charge for a minimum of 18 months.

* Items marked with an asterisk refer to reports or papers circulated with the agenda or distributed at the meeting. They are attached as an appendix to the signed copy of the Council minutes.

RESOLVED: to allow Stone Radio exclusive use of the room in Stone Station Community Centre free of charge in principle. The Clerk was asked to present the proposed legal agreement to the Committee for approval.

GP17/077 **Member's Motions under Standing Order 4**

Councillor A Osgathorpe

"I ask the council to request that Stafford Borough seek the views of Stone Town Council on the draft findings of the Sports and Leisure Consultation which was undertaken earlier this year by Ploszajski Lynch Consulting, and include those views in the final version of the report when it is presented to the Borough Council for adoption."

RESOLVED: to write to Stafford Borough Council to ensure that the views of Stone Town Council are included within the report.

GP17/078 **Update from Working Groups**

a) Neighbourhood Plan Steering Group

The next meeting will take place on 5th October. Members of the group will be looking at photographs for submission with the report to Alex Yendole.

GP17/079 **To receive reports from Town Councillors on attendance at meetings of local organisations and outside bodies as a representative of the Town Council**

Stone ATC – The AGM will take place on 18th October

Age Concern Stone & District – No meetings have taken place; the next meeting will be 17th October.

Stone Town Band – No meetings currently scheduled

Stone Common Plott Trustees – No meetings have taken place

The remaining parts of the agenda were adjourned until after the Planning Meeting has taken place.

GP17/080 **To resolve, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the meeting whilst the next item of business is discussed on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the debate**

This was RESOLVED.

GP17/081 **Minutes**

RESOLVED

- b) that the confidential minutes of the Estates Sub-Committee held on the 20th September, 2016, copies having been circulated to Members, be signed by the Chairman as a correct record and that the recommendation of the Sub-Committee at Minute EST17/027 be adopted.

* Items marked with an asterisk refer to reports or papers circulated with the agenda or distributed at the meeting. They are attached as an appendix to the signed copy of the Council minutes.

GP17/082 **Frank Jordan Centre Building Works**

This was covered in Minute Number GP17/081.

Town Mayor

Stone Town Council – Planning Committee

Minutes of the meeting held in the Council Chamber on Tuesday 4 October, 2016

PRESENT: Councillor Mrs E Mowatt in the Chair and
Councillors J Davies, Mrs J Farnham, I Fordham, Mrs M Goodall, Mrs K Green,
M Green, Mrs J Hood, R Kenney, P Leason, A Osgathorpe, Mrs J Piggott and
M Williamson

ABSENT: Councillors Mrs C Collier, G Collier, T Jackson, G Neagus and M Shaw

P17/054 **Apologies**

Apologies were received from Councillors Mrs C Collier, G Collier, T Jackson, G Neagus and M Shaw

P17/055 **Declarations of Interest and Requests for Dispensations**

None

P17/056 **Representations from Members of the Public**

None received

P17/057 **Planning Applications**

RESOLVED that the following observations be made on the Applications as listed:

Application Number – 16/24834/PTEL

Location – Verge adjacent to Opal Way, Stone

Development – Proposed telecommunications upgrade and associated works

Observation – No objections

Application Number – 16/24859/FUL

Location – 50 Eccleshall Road, Stone

Development – The installation of new doors, access ladder & Platform, edge protection, condenser, palisade fencing and bollards

Observation – No objections but this was without the benefit of neighbours' consultation

Application Number – 16/24815/COU

Location – Staley Rose, Trent Close, Stone

Development – Change of use of tow-path to permanent mooring of boating business/skippered passenger boat offering combined café/restaurant, shop,

scheduled trips, private charter and functions

This planning application has been withdrawn since the publication of the agenda.

P17/058

Planning Applications

RESOLVED that the following observations be made on the Applications as listed:

Application Number – S.16/02/4119 W

Location – Delice de France PLC, Stone Business Park, Opal Way, Stone

Development – Changing B2 and B8 to metal waste recycling facility for the recycling of catalytic converters, car batteries and copper wire

Observation – Members wish to reiterate their previous comments: Members object to the inappropriate industrialisation of the business park and have concerns for the environment and the proximity to residential development.

P17/059

To note the following items considered under delegated powers where no objections were forwarded to Stafford Borough Council due to no Member asking for the item to be considered by a special meeting of the Committee.

None.

Town Mayor

Stone Town Council – General Purposes Committee

Minutes of the meeting held in the Council Chamber on Tuesday 11 October, 2016

PRESENT: Councillor R Kenney in the Chair and
Councillors Mrs J Farnham, Mrs M Goodall, Mrs K Green, M Green, Mrs J Hood,
T Jackson, P Leason, Mrs E Mowatt, G Neagus, A Osgathorpe, Mrs J Piggott, and
M Williamson

Absent: Councillors Mrs C Collier, G Collier, J Davies, I Fordham and M Shaw

GP17/083 Apologies

Apologies were received from Councillors Mrs C Collier, G Collier, J Davies,
I Fordham and M Shaw

GP17/084 Declarations of Interest and Requests for Dispensations

None received

GP17/085 Representations from Members of the Public

None

GP17/086 Stone Traders Christmas Market

This was referred from Tourism & Town Promotion Meeting, Minute Number
TTP17/006, 19th July 2016. This extra meeting has been called due to the tight time
constraints involved.

The Clerk reported that he had been asked to look for ways in which the Council
can support the traders with the Christmas Market. Legally the Council cannot
provide the marquees free of charge to the traders. However, if the Council run the
market themselves under Markets Legislation they would be free to set a zero
charge for the use of the marquees. This would cost the Council £225 for the cost
of erecting eight double and one single marquee. The organisation of the market
could be sub-contracted, provided that all of the Council's normal market
requirements are met.

RESOLVED: To arrange a Christmas Market on 7th December 2016, the detailed
organisation of which would be sub-contracted to the traders themselves. It was
noted that any costs in addition to the £225 for stall erection and £100 for a road
closure would be met by the traders direct. The Council's cost of £325 would be
met from the Tourism and Town Promotion budget.

Town Mayor

Stone Town Council – Planning Committee

Minutes of the meeting held in the Council Chamber on Tuesday 18 October, 2016

PRESENT: Councillor G Neagus in the Chair and
Councillors Mrs J Farnham, I Fordham, Mrs M Goodall, Mrs K Green, M Green,
Mrs J Hood, T Jackson, R Kenney, P Leason, Mrs E Mowatt, A Osgathorpe and
M Williamson

ABSENT: Councillors Mrs C Collier, G Collier, J Davies, Mrs J Piggott and M Shaw

P17/060 **Apologies**

Apologies were received from Councillors Mrs C Collier, G Collier, J Davies,
Mrs J Piggott and M Shaw

P17/061 **Declarations of Interest and Requests for Dispensations**

None

P17/062 **Representations from Members of the Public**

None received

P17/063 **Planning Applications**

RESOLVED that the following observations be made on the Applications as listed:

Application Number – 16/24881/HOU

Location – 19 Granville Terrace, Stone

Development – Proposed side extension to form open living area (kitchen,
dining, sitting) with alterations to garden room glazing

Observation – No objections but this was without the benefit of neighbours’
consultation

Application Number – 16/24897/FUL

Location – 33 High Street, Stone

Development – Installation of new shop front and new entrance door within
enclosed rear yard

Observation – No objections providing the signage is in keeping with the
conservation area

Application Number – 16/24911/ADV

Location – 50 Eccleshall Road, Stone

Development – Proposed signage – one illuminated fascia, one internally
illuminated projector sign and one internally illuminated logo

Observation – No objections providing the luminosity is reduced from the
current signage and that the neighbours, including those living above 50
Eccleshall Road, do not have any objections

Application Number – 16/24854/ADV

Location – Land between Common Lane and Eccleshall Road, Stone

Development – Free standing signage with flag poles

Observation – No objections

Application Number – 16/24242/FUL

Location – Westbridge Park Sports Centre, Stafford Street, Stone

Development – Additional information – Demolition of existing buildings and construction of a foodstore (use class A1) with ancillary café, car parking with associated access work, landscaping and other works

Observation – The new submitted photographs showing the proposed M&S store only go to substantiate our previous comments that the planning application on the suggested footprint will be overbearing, out of character, domineer the skyline and local views. It will destroy the setting of numerous local heritage assets, nearby listed buildings and conservation areas. The images provided do not provide a true perspective. We have provided images with realistic perspective. They further support our previous statements. We ask that the application is refused.

RESOLVED: that a named vote take place for the proposed observations to be reported to Stafford Borough Council, as above:

Councillor	M Williamson	against
	A Osgathorpe	for
	G Neagus	for
	Mrs E Mowatt	for
	P Leason	for
	R Kenney	for
	T Jackson	against
	Mrs J Hood	for
	M Green	for
	Mrs K Green	for
	Mrs M Goodall	against
	I Fordham	for
	Mrs J Farnham	against

P17/064

To note the following items considered under delegated powers where no objections were forwarded to Stafford Borough Council due to no Member asking for the item to be considered by a special meeting of the Committee.

None.

Town Mayor

Section 3 – External auditor certificate and report 2015/16 Certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2016 in respect of:

Enter name of
smaller authority here:

STONE TOWN COUNCIL

Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2016; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

External auditor report

(Except for the matters reported below)* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

see attached

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

see attached.

(continue on a separate sheet if required)

External auditor signature Grant Thornton UK LLP

External auditor name Grant Thornton UK LLP Date 28 September 2016

Note: The NAO issued guidance applicable to external auditors' work on 2015/16 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)



This page is part of Section 3 - External auditor certificate and opinion 2015/16

**Stone Town Council
Audit Report for the year ended 31 March 2016**

Matters reported

Accounting for Fixed Assets

We reported in our 2014/15 audit report that Box 9 of Section 2 of the Annual Return – the Accounting Statements includes fixed assets valued at insurance value. Box 9 of Section 2 of the Annual Return again includes fixed assets valued at insurance value.

The Council has not taken appropriate action on all matters raised in reports from the external auditor. In addition, the Council has not restated the 2014/15 assets, even though the Annual Return states 'restated'. In our view the correct response to Assertion 7 on Section 1 of the Annual Return is "No".

Local councils are required to account for fixed assets at purchase cost. If this is not known a proxy cost should be substituted (e.g. insurance value). Commercial concepts of depreciation or impairment adjustments, etc are not appropriate for local councils. For reporting purposes therefore, the 'book' value of fixed assets will usually therefore stay constant until disposal. Where insurance value has been used as a proxy, it must not be adjusted for annual changes.

Guidance on accounting for fixed assets is available in the NALC / SLCC publication "Governance and Accountability for Local Councils – A Practitioners Guide (England)" paragraphs 3.66 to 3.77.

The Council should restate the 2016 figures on next year's Annual Return and write 'Restated' beneath the £ sign on the 2016 column.

Other matters not affecting our opinion which we wish to draw to the attention of Stone Town Council for the year ended 31 March 2016

Box 3 (Section 2) incorrectly stated

For the year ending 31 March 2016 the Council has stated Box 3 (Total other receipts) as £93,951. This is incorrect as this does not include £6,000 income funded from an earmarked reserve. Box 3 should state £99,951. In future, the Council should ensure that figures are correctly stated in Section 2.

The Council should restate the 2016 figures on next year's Annual Return and write 'Restated' beneath the £ sign on the 2016 column.



This page is part of Section 3 - External auditor certificate and opinion 2015/16

**Stone Town Council
Audit Report for the year ended 31 March 2016**

Internal Financial Controls

Although the Parish Council does have financial regulations, it has not documented its internal controls, such as to cover bank reconciliations. It is good practice for the Parish Council to fully document and periodically review the specific day to day procedures it undertakes to implement its system of internal control.

Grant Thornton UK LLP

Grant Thornton UK LLP

Date *28 September 2016*

Our ref STF163

Stone Town Council

Local Government Transparency Code 2014

Information for Half Year Ended 30 September 2016

Expenditure Exceeding £250

Date	Reference	Supplier	Description	Amount
04/04/2016	D/Dbt	SBC	Rates - Frank Jordan Centre	£421.80
04/04/2016	D/Dbt	SBC	Rates - Market Square	£294.00
05/04/2016	16099	Christmas Plus Ltd	Repair 2 Christmas features	£390.00
05/04/2016	16105	Staffordshire Parish Councils	Subscription 2016 2017	£917.00
05/04/2016	16106	Stafford Borough Council	Parish election 7th May 2015 2nd installment	£5,000.00
05/04/2016	16102	Atlas Contractors Ltd	Cleaning of Frank Jordan Centre March 16	£519.94
05/04/2016	16104	PEAC (UK) Ltd	Qtly rent of photocopier - 01 04 16 - 30 06 16	£290.00
05/04/2016	16107	City B Group Ltd	Erection & dismantling of marquees March 2016	£828.00
11/04/2016	16122	MJ Plant	Grounds maintenance April, 2016	£852.00
14/04/2016	D/Dbt	British Gas	Electricity - Frank Jordan Centre	£609.46
20/04/2016	16133	Stafford Borough Council	Stone Area Office Service charge 2015/ 2016	£2,892.71
20/04/2016	16132	Shelutions	New bus shelter - Eccleshall Road	£3,995.00
20/04/2016	16131	M J Plant	Re surfacing of Crown Wharf car park	£2,650.00
26/04/2016	16137	Atlas Contractors Ltd	Cleaning of FJC April 16	£536.19
26/04/2016	16140	ADT Fire & Security plc	Maintenance & monitoring of intruder alarm - STN	£768.16
27/04/2016	D/Dbt	British Gas	Gas supply - Stone Station Community Centre	£430.34
03/05/2016	D/Dbt	SBC	Rates - Market Square	£290.00
03/05/2016	D/Dbt	SBC	Rates - Frank Jordan Centre	£421.00
05/05/2016	16151	City B Group Ltd	Erecting and dismantling of marquees April 16	£850.00
11/05/2016	16163	Mr J Davies	Town Mayor's Allowance 2016/2017	£2,251.60
11/05/2016	16153	M J Plant	Grounds maintenance for amp/Crown meadow, old bridge and car	£1,052.00
11/05/2016	16164	Mr T Jackson	Dept Mayor's Allowance 2016/2017	£619.00
12/05/2016	16168	The Stone Gazette Ltd	half page advertisement	£300.00
12/05/2016	16165	Thomas Owen Maurice	Entertainment Civic Dinner 2016	£250.00
03/06/2016	16192	Atlas Contractors Ltd	Cleaning of FJC May 2016	£536.19
03/06/2016	D/Dbt	SBC	Rates - Market Square	£290.00
03/06/2016	D/Dbt	SBC	Rates - Frank Jordan Centre	£421.00
06/06/2016	16196	Severn Trent Water Ltd	Water charges STN 16 11 15 - 31 03 16	£330.89
06/06/2016	16195	City B Group Ltd	Erection and dismantling of marquees May 16	£750.00
09/06/2016	16199	M J Plant	Refit fire door and replace 2 x windows FJC	£258.00
09/06/2016	16200	M J Plant	Weed control - amphitheatre	£300.00
09/06/2016	16200	M J Plant	Allotment	£297.50
09/06/2016	16200	M J Plant	Grounds Maintenance	£952.00
16/06/2016	16206	Zurich Municipal	Insurance 2016/ 2017	£7,820.59
22/06/2016	D/Dbt	British Gas	Gas charges - Frank Jordan Centre	£1,533.76
24/06/2016	D/Dbt	Network Rail	Rent of Stone Station 24 06 16 to 28 09 16	£987.50
28/06/2016	16218	Atlas Contractors Ltd	Cleaning of FJC June 2016	£536.19
28/06/2016	16216	Stone Festival Committee	Min No: TTP16/044 & GP17/005	£374.66
28/06/2016	16219	Npower Ltd	Charge for electricity - Christmas Lights	£353.26
29/06/2016	16225	PEAC (UK) Limited	Qtly rent of photocopier	£290.00
29/06/2016	D/Dbt	British Gas	Electricity supply - Stone Station	£306.73
04/07/2016	16238	Hampshire Flag Company	Bunting for Town Events	£597.49
04/07/2016	16239	Stafford Borough Council	Hanging baskets for Town Centre	£5,000.00
04/07/2016	16240	City B Group	Erection & dismantling of marquees	£712.00
04/07/2016	D/Dbt	SBC	Rates - Market Square	£290.00
04/07/2016	D/Dbt	SBC	Rates - Frank Jordan Centre	£421.00
08/07/2016	16244	Stone detachment - Army Cadet	Grant Min No: GP17/030 refers	£500.00
08/07/2016	16245	Stone Lions Club	Grant Min No: GP17/030 refers	£500.00
08/07/2016	16246	Stone Town Football Club	Grant Min No: GP17/030 refers	£500.00

08/07/2016	16248	RBL Women's Section	Grant Min No: GP17/030 refers	£300.00
08/07/2016	16247	St Michael's Community Hall	Grant Min No: GP17/030 refers	£500.00
08/07/2016	16251	K Sauntry	Performance @ Music Festival	£350.00
08/07/2016	16249	Chubb Fire & Security Ltd	Annual maintenance of fire extinguishers - FJC	£274.16
08/07/2016	16243	STING	Grant Min No: GP17/030 refers	£500.00
13/07/2016	16254	M J Plant	Maintenance of bus shelters	£466.00
13/07/2016	16260	Urban Vision Enterprise CIC	Neighbourhood planning support	£3,500.00
13/07/2016	16252	Mr C Walters	Performance @ Music Festival	£350.00
13/07/2016	16254	M J Plant	Grounds maintenance - July	£1,052.00
13/07/2016	D/Dbt	British Gas	Electricity - Frank Jordan Centre	£525.81
18/07/2016	16261	Thomas Fattorini Ltd	Past Town Mayor/ Dept Mayor badges	£1,747.70
19/07/2016	16264	Crown Hotel (Staffs) Ltd	Civic Sunday reception 2016	£547.25
21/07/2016	16267	The Stone Gazette Ltd	Half page advert - Music Festival	£252.00
21/07/2016	16265	Hazzard Promotions	Sound & lighting - Music Festival	£500.00
22/07/2016	16273	M J Plant	Bench maintenance - Crown Meadow	£420.00
22/07/2016	16273	M J Plant	Bench maintenance - around town	£386.25
22/07/2016	16273	M J Plant	Bridge maintenance	£480.00
25/07/2016	16274	Atlas Contractors Ltd	Cleaning of Frank Jordan Centre	£536.19
02/08/2016	16278	Christmas Plus Ltd	Removal of lights from dead trees	£385.00
03/08/2016	D/Dbt	SBC	Rates - Frank Jordan Centre	£421.00
03/08/2016	D/Dbt	SBC	Rates - Market Square	£290.00
04/08/2016	16281	Microsoft Ireland Operations L	Microsoft software	£735.60
04/08/2016	16279	Mayflower Control Ltd	Security provision - Music Festival	£504.00
04/08/2016	16280	City B Group Ltd	Erecting & dismantling of marquees July 2016	£1,052.00
05/08/2016	16290	B Hygienic Ltd	Annual hygiene services - FJC - July 2016- June 2017	£487.00
10/08/2016	16295	Mr Plant	Grounds maintenance	£1,052.00
12/08/2016	16299	Christmas Plus Ltd	Hire of festive display 2016	£5,770.00
16/08/2016	16302	Active Weed Control	Treatment of Horsetail @ Mount Rd Allotment Site	£295.00
16/08/2016	16300	Canal & River Trust	Annual charge to run water pipe in towpath	£250.00
19/08/2016	16307	Atlas Contractors Ltd	Cleaning of FJC - Aug 16	£536.19
22/08/2016	16309	Stone House Hotel	Civic Dinner 2016	£863.78
26/08/2016	16312	Hampshire Flag Company	Flags - Joe Clarke Welcome Home Event	£800.00
01/09/2016	16323	City B Group Ltd	Erection & dismantling of marquees - Aug 2016	£809.00
01/09/2016	16324	Panda Press (Stone) Ltd	Flers, posters - Jo Clarke Event	£510.00
05/09/2016	16331	Loo's Direct Ltd	Hire of portable toilets - Jo Clarke Event	£1,200.00
05/09/2016	16332	J & S Security Services	Security for Joe Clarke Event	£717.00
05/09/2016	D/Dbt	SBC	Rates - Market Square	£290.00
05/09/2016	D/Dbt	SBC	Rates - Frank Jordan Centre	£421.00
07/09/2016	16333	Stone Community Hub	June, July 2016 monthly instalments of annual grant	£1,000.00
08/09/2016	16337	M J Plant	Crown Meadow Annual cut	£352.00
08/09/2016	16339	Stafford Borough Council	20 x wheelie bins - hire & empty - Jo Clarke	£300.00
08/09/2016	16340	Current Electrical Property Se	Provision of power leads & electrical services - JC	£575.00
08/09/2016	16337	M J Plant	Grounds maintenance -Sept 2016	£1,052.00
08/09/2016	16336	Hazzard Promotions	Sound system - Joe Clake Event	£600.00
13/09/2016	16348	M J Plant	Northesk St Car Park	£405.00
13/09/2016	16347	The Crown Hotel	Reception - Joe Clarke Event	£437.50
13/09/2016	16345	Halton Print & Promotional	Flagpole & Town Council flag	£3,295.00
15/09/2016	16349	E.ON Energy Solutions Ltd	Maintenance & energy - street lighting 2016 2017	£472.88
27/09/2016	16353	MEB Total Ltd	Electrical wor - FJC following 6mthly emergency light test	£309.39
27/09/2016	16354	Atlas Contractors Ltd	Cleaning of FJC Sept 2016	£536.19
27/09/2016	16356	Stone Community Hub	Aug 2016 instalment - Min No: GP17/008 refers	£500.00
27/09/2016	16352	Stafford Borough Council	Hire of WB Park on behalf of Stone Festival GP17/020	£348.00
28/09/2016	D/Dbt	British Gas	Electricity supply Stone Station	£261.32
28/09/2016	16357	PEAC (UK) Ltd	Qtly rent of photocopier 01 10 2016 - 31 12 2016	£290.00
29/09/2016	16361	City B Group Ltd	Erection & dismantling of marquees - Sept 2016	£806.00
29/09/2016	D/Dbt	Network Rail	Rent of Stone Station 29 09 16 to 24 12 16	£987.50

Procurement Information

1. Invitations to Tender for Contracts Exceeding £5,000

None

2. Contracted Agreements Exceeding £5,000

Provision of Festive Lighting – Christmas Plus

Stone Town Council

Openness of Public Bodies Regulations 2014

Information for Quarter Ended 31 December 2015

Decisions that would otherwise have been taken by the Town Council or one of its Committees that have been delegated to an officer:

- 1. Under a specific express authorisation; or**
- 2. Under a general authorisation to officers to take such decisions and, the effect of the decision is to:**
 - a. grant a permission or licence;**
 - b. affect the rights of an individual; or**
 - c. award a contract or incur expenditure which, in either case, materially affects the Town Council's financial position.**

None

STONE TOWN COUNCIL MEETING
1ST NOVEMBER 2016

CIVIC ANNOUNCEMENTS

Mayor

Saturday 5 th November	Bonfire & Fireworks, Westbridge Park
Sunday 6 th November	Eccleshall Civic Sunday
Friday 11 th November	Armistice Day at Cenotaph
Sunday 13 th November	Remembrance Sunday, Walton, Cenotaph and St Michael's Church
Thursday 17 th November	Visit St Dominic's Priory School
	Christmas Lights Switch-On
Sunday 20 th November	Ashbourne Christmas Lights Switch-On
Wednesday 23 rd November	Girlguiding Stone Outward Division AGM
Friday 25 th November	Uttoxeter Christmas Lights Switch-On
Thursday 1 st December	Opening of 1 st Advent Window, Simply Petals
Saturday 3 rd December	Stone Choral Society Concert

Deputy Mayor

Sunday 20 th November	ABF Curry Lunch, Whittington Barracks
Friday 25 th November	Sporting Soul of the City Ball, Stoke-on-Trent

TOWN MAYOR

TOWN MAYOR'S REPORT – 20 OCT 16

Thursday 22 Sep 16

The Mayor and Mayoress hosted a charity evening at the Limestone Brewery where the Mayor performed his formal role as chief tester for the Brewery. The event was well supported with civic heads from Stafford Borough, City of Stoke-on-Trent, South Staffordshire, Staffordshire Moorlands, Uttoxeter, Cheadle, Rugeley and Ashbourne.

Friday 23 Sep 16

The Mayor and Mayoress returned to the Limestone Brewery to support a fundraising event for AEDdonate, a local charity that helps defibrillators to be provided for public emergency use.

Saturday 24 Sep 16

For the third night in a row the Mayor and Mayoress were at the Limestone Brewery, this time to act as judges at the 'Chili-off' that launched the Stone Food and Drink Festival. A wide range of excellent chili-based dishes was enjoyed and scored appropriately.

Sunday 25 Sep 16

The Mayor and Mayoress travelled to Uttoxeter to support their Town Council's Civic Service. An excellent afternoon tea was served in the Town Hall.

Wednesday 28 Sep 16

President François Hollande of France had pledged to honour all those British veterans who had served in France during the war by appointing them a Chevalier of the "Ordre national de la Légion d'honneur". The Mayor was himself honoured to be able to present the insignia of the Legion d'Honneur to Jim Rushton (aged 96) of Walton at small reception in the Crown Hotel. Jim Rushton had served in the Royal Artillery from the Normandy invasion until the final surrender of German force in 1945.

Tuesday 4 Oct 16

It was a sad and poignant moment when the standard of the Royal British Legion, Women's Section, Stone Branch, was laid up in St Michael's and St Wulfad's church on the voluntary disbandment of the branch. The Mayor and Mayoress were invited to join the members for a lunch at Sandon Hall where the Mayor had an opportunity to thank the Branch for the immense amount of good work they had contributed to the town over recent years.

Thursday 6 Oct 16

In September the Mayor reported that the Town was blessed with a large number of caring organisations. One month later the Mayor and Mayoress thoroughly enjoyed helping another one of those organisations, the Alzheimer's Drop-In, to celebrate its 10th anniversary.

Saturday 8 Oct 16

The reigning Town Mayor is an ex-officio honorary member of the HMS St Vincent Association and, as such, the Mayor and Mayoress were delighted to attend the Association's AGM and Gala Dinner held in Portsmouth. It is remarkable that a town so far from the sea has such close relations with the Royal Navy, past and present. John Jervis would be delighted with that.

Tuesday 11 Oct 16

The Stone Lions do an immense amount of valuable charity work and often take the lead in many initiatives. Lion Mark Green certainly took the lead when the Mayor was blindfolded and led for a walk around the High Street as part of the 'Walk for Sight' charity event in support of Guide Dogs for the Blind.

Monday 17 Oct 16

One of the Mayor's charities is Age Concern Stone and District, therefore, the Mayor and Mayoress were very interested to attend the launch of the Age UK & Entrust Intergenerational Project at the Riverway Centre, Stafford. The project is to create in North Staffordshire the success that has been achieved in South Staffordshire in bringing together the older generation and the younger generation.

Tuesday 18 Oct 16

The Mayor was an air cadet in the 1960s, served as an RAF officer from 1969 to 1997, and had long been a keen supporter of the Air Training Corps. He was therefore particularly pleased to attend the AGM of No 2352 (Stone) Squadron and to see its continuing success. During the meeting he was surprised and delighted to be appointed the Sqn's Honorary President.

Wednesday 19 Oct 16

The worldwide engineering company ABB has an important presence in Stone and it taking a leading role in conjunction with Newcastle-under-Lyme College in the training of engineering apprentices. 2016 saw the graduation of the second annual cohort in an ongoing programme. The Mayor and Mayoress were delighted to join the Managing Director of ABB UK (Ian Funnell), the Principal of Newcastle College (Karen Dobson), their staff plus the graduates and their families in a wonderful celebration of much hard work and excellent future prospects.