

STONE TOWN COUNCIL

Town Clerk

Les Trigg

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29 October 2018

A meeting of the **GENERAL PURPOSES COMMITTEE** will be held in **St Michael's Suite at the Frank Jordan Centre, Lichfield Street, Stone**, on **TUESDAY 6 NOVEMBER 2018 at 7:05pm**, or on the rising of the Council Meeting, if later.

I trust you will be able to attend.

Les Trigg
Town Clerk

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest**
3. **Requests for Dispensations Received**
4. **Presentation by Stone Railhead Crisis Group**
5. **To receive the report of the County Councillors**
 - County Councillor Mrs J. Hood
 - County Councillor I. Parry
6. **Representations from Members of the Public**

To consider representations from members of the public on items to be considered at this meeting, in accordance with the Council's scheme of public participation.
7. **To consider the minutes and recommendations of the undermentioned Committees:**
 - a) Estates Sub-Committee held on 25 September 2018, Minute Numbers EST19/006 – EST19/015 (attached)
 - i. To consider the minutes
 - ii. To consider the Recommendations contained in Minute Numbers EST19/009 and EST19/010, EST19/011 and EST19/012

- b) Management Sub-Committee held on 25 September 2018, Minute Numbers MAN19/009 – MAN19/013 (attached)
 - i. To consider the minutes
 - ii. To consider the Recommendations contained in Minute Numbers MAN19/012
- c) Tourism & Town Promotion Sub-Committee held on 16 October 2018, Minute Numbers TTP19/015 – TTP19/020 (attached)
 - i. To consider the minutes
 - ii. To consider the Recommendations contained in Minute Number TTP19/018 and TTP19/019
- d) Environment Sub-Committee held on 16 October 2018, Minute Numbers ENV19/001 – ENV19/007 (attached)
 - i. To consider the minutes
 - ii. To consider the Recommendations contained in Minute Numbers ENV19/004, ENV19/005, ENV19/006 and ENV19/007

8. To appoint a Member to fill a vacancy on each of the following Sub-Committees:

- Management
- Environment

9. Budget Monitoring Report – September 2018

To receive the report of the Town Clerk (attached)

10. Gambling Act 2005 – Statement of Principles 2019 – 2021

To consider a Stafford Borough Council consultation seeking views on the statement of the principles it proposes to apply when exercising their functions under the Gambling Act 2005.

An email from Stafford Borough Council is attached. The Gambling Act 2005 Draft Statement of Principles 2019 – 2021 is attached to the electronic version of this agenda.

11. Open Spaces Society Draft Strategic Plan 2019-2024

To consider comments in response to the Open Spaces Society's consultation on the Draft Strategic Plan 2019-2024.

An email from the Open Spaces Society is attached together with the Draft Strategic Plan 2019-2024.

12. Non-Cheque Payments

To receive a list of non-cheque payments made by the Council during September 2018.

13. Update from Working Groups:

- a) Neighbourhood Plan Steering Group
- b) Stone Area Parish Liaison Group
- c) Bus Services Working Group
- d) Traffic Management in High Street Working Group

14. 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 – Mayor and J. Davies

Age Concern Stone & District – Cllrs: Mrs K. Green and Mrs C. Collier

Stone Town Band – Mayor

Stafford & Stone Access Group – Cllr Mrs C. Collier

Stone Common Plot Trustees – Cllrs: Mrs C. Collier, G. Collier, Mrs J. Hood, R. Kenney and M. Shaw

Stone Community Hub Liaison Group – Cllrs: M. Green, Mrs J. Farnham, R. Kenney, Mrs J. Hood and A. Osgathorpe

SPCA Executive Committee – Cllr M. Williamson

15. Exclusion of the Press and Public

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

16. To consider the Confidential Minutes and recommendations of the undermentioned Committees:

- a) Estates Sub-Committee Meeting held on 25 September 2018, Minute Numbers EST19/006 and EST19/015 (attached)
 - i. To consider the Minutes
 - ii. To consider the Recommendations contained in Minute Number EST19/015

Members of the Public are welcome to attend the General Purposes Meeting as observers

Stone Town Council – Estates Sub-Committee

Minutes of the meeting held in St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone on Tuesday 25 September 2018

PRESENT: Councillor I. Fordham in the Chair and
Councillors: Mrs J. Hood, Mrs E. Mowatt, G. Collier, R. Kenney and Mrs J. Farnham

By Chairman's invitation:
Councillors: M. Williamson, Mrs M. Goodall, J. Davies, G. Neagus and
Mrs C. Collier

ABSENT: Councillors: M. Green, T. Jackson and Mrs K. Green

EST19/006 Apologies

Apologies were received from Councillors: M. Green, T. Jackson and
Mrs K. Green

EST19/007 Declarations of Interest and Requests for Dispensations

None received

EST19/008 Representations from Members of the Public

None received

EST19/009 Notice Boards and Fingerposts

The Sub-Committee received an update on the current position in respect of the
updating of notice boards and finger posts (in partnership with Stafford Borough
Council):

Fingerposts

Eleven finger posts, which will serve to direct people to points of interest in
Stone, have been refurbished.

Notice boards

- Four notice boards have been refurbished.
- A notice board has been relocated to the canal side and is scheduled to
be refurbished next week. A map of Stone will thereafter be installed.

* 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.

- A licence has been obtained for installation of a new notice board at the top of the High Street. It is to be ordered imminently and hopefully installed before the next meeting.

The Chairman reported that the calendar of events and business directory has appeared in the September issue of the Gazette and been distributed to 14,000 homes. It is hoped that the feature will raise interest in the town and increase footfall.

RECOMMENDED: That the current situation on updating notice boards and fingerposts is noted.

EST19/010 Provision of Advertising Community Events on Notice Boards

The Sub-Committee considered ways in which a community notice board could be reinstated in the town to provide community groups and organisations with a facility to advertise their events.

RECOMMENDED: That part of the notice board in the middle of town is used for the advertising of events organised by local community groups and organisations.

EST19/011 Signage at Frank Jordan Centre

The Sub-Committee considered options for updating the signage at the Frank Jordan Centre. In particular, consideration was given to its size, position and wording. It was acknowledged that planning permission would be a necessary requirement.

RECOMMENDED: That a new larger sign is sourced, with the same wording as the existing sign, and located in a central position on the front of the building.

EST19/012 Table Coverings at the Frank Jordan Centre

The Sub-Committee considered the advantages and disadvantages of using both disposable and washable tablecloths at the Frank Jordan Centre. Disposable tablecloths are time consuming to use, wipeable table cloths deteriorate quickly if not wiped and dried thoroughly and fabric tablecloths require laundering which has an additional cost implication.

RECOMMENDED: That the costings for laundering fabric tablecloths are obtained and that consideration is given to building these into the room hire charge, as an optional extra where required.

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EST19/013 Reports of Working Groups

Market Strategy

The Chairman of the Sub-Committee advised that a meeting to discuss market strategy would be held tomorrow.

The meeting was suspended at this point to enable the Management Sub-Committee meeting to take place. The Estates Sub-Committee meeting was then reconvened for the confidential items on the agenda.

EST19/014 Exclusion of the Press and Public

To resolve, pursuant to the Public Bodies (Admission of 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

RESOLVED: To exclude the Press and Public from the next item of business.

EST19/015 Boiler at Frank Jordan Centre

The Sub-Committee considered three quotations detailing the recommended work and costings for replacement of the central heating boiler at the Frank Jordan Centre. The existing boiler was installed in the 1970's and it was agreed that greater reliability, efficiencies and cost savings could be obtained by replacing it with an updated model.

RECOMMENDED: That the company providing the lowest estimate be appointed to supply and install the recommended 60kw boiler at the Frank Jordan Centre.

Town Mayor

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Stone Town Council – Management Sub-Committee

Minutes of the meeting held in St Michael's Suite at the Frank Jordan Centre, Lichfield Street, Stone on Tuesday 25 September 2018

PRESENT: Councillor J. Davies in the Chair and
Councillors: Mrs E. Mowatt, A. Osgathorpe, M. Shaw, Mrs M. Goodall, R. Kenney,
and M. Williamson

By Chairman's invitation: Mrs J. Hood, G. Neagus, I. Fordham, Mrs C. Collier,
G. Collier and Mrs J. Farnham

ABSENT: Councillors: M. Green and Mrs K. Green

MAN19/009 **Apologies**

Councillors: M. Green and Mrs K. Green.

MAN19/010 **Declarations of Interest and Requests for Dispensations**

None received

MAN19/011 **Representations from Members of the Public**

None received

MAN19/012 **Database for recording and monitoring the Council's Resolutions**

The Sub-Committee discussed the implementation of a system to record those council resolutions requiring further action and the subsequent actions taken on those resolutions.

RECOMMENDED: That the Chairman of the Management Sub-Committee and the Town Clerk would jointly work together to produce a system.

MAN19/013 **Updates**

The Sub-Committee received updates on the following:

a. Plan HEADSTONE

The Town Clerk advised that officers have started to look at tasks that need to be done in preparation for the death of a Member of the Royal

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family and that a meeting had been scheduled to take place next week with Stafford Borough Council.

b. Website

The Town Clerk advised the Sub-Committee that there was no update on the website.

c. Service Continuity Plan

The Town Clerk advised the Sub-Committee that there was no update on the Service Continuity Plan.

d. General Data Protection Regulation

The Town Clerk advised that data protection issues are being dealt with as they arise.

e. Review of Civic Protocols

The Town Clerk advised that Major civic events have been put on the same footing as other events, and as a matter of course, meetings will be arranged at the planning stage followed by continuous monitoring of organisational arrangements and then a final debrief to review how the event could be improved.

f. Future of IT Support for Elected Members

The Town Clerk reported that this would be the subject of a report to a future Sub-Committee meeting.

Town Mayor

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Stone Town Council – Tourism & Town Promotion Sub-Committee

Minutes of the meeting held in St Michael's Suite at the Frank Jordan Centre on Tuesday 16 October 2018

PRESENT: Councillor Mrs J. Hood in the Chair and
Councillors: I. Fordham, J. Davies, Mrs J. Piggott, M. Williamson, Mrs C. Collier,
R. Kenney and P. Leason

By Chairman's invitation: Councillors: M. Green and G. Neagus

ABSENT: No Councillors were absent

TTP19/015 Apologies

None

TTP19/016 Declarations of Interest and Requests for Dispensation

None received

TTP19/017 Representations from Members of the Public

None

TTP19/018 Stone Town Centre Development Strategy

The Sub-Committee received a progress report from the Chairman and working groups:

Town Centre Appearance and Environment Working Group

Councillor I. Fordham updated the Sub-Committee on the work of the Town Centre Appearance and Environment Working Group.

Notice Boards and Finger Posts - Councillor Fordham advised that five notice boards had been successfully refurbished and an order for a further board, to be located at the top of the High Street, had been placed.

Ten finger posts have been refurbished.

The Maltings – Concern was expressed about the poor condition of The Maltings building which is in a state of disrepair and an eyesore on Adies Alley, one of the main access points in to the High Street. It was suggested that a letter be sent to the owner of the building to ask whether repair work is planned. It was also suggested that the Conservation Officer be informed as there is danger of losing a building with historic and architectural significance.

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RESOLVED: To note progress on the work of the group.

RECOMMENDED: To inform the Conservation Officer about the poor condition of The Maltings, and make enquiries with the owner about whether repair work is planned.

Town Centre Events and Attractions Working Group

Councillor Mrs J. Hood updated the Sub-Committee on the work of the Town Centre Events and Attractions Working Group.

She advised that a Classic Car show had been held in the High Street on Saturday which was a resounding success. Sixty two cars were on display. Their owners had stood with their vehicles all day talking to people and were excellent ambassadors for the town. The main aim of the event, apart from enjoyment of the exhibits, had been to raise the profile of the town and to encourage people to use the shopping facilities.

Councillor Mrs Hood and Councillor Kenney were thanked for the work they had done in organising the event.

Councillor Mrs Hood gave information on upcoming events in the town which include a Christmas Lights Switch On (on 15 November 2018) and a Remembrance Sunday Parade and Service with a special evening commemorative event at St Michael and St Wulfad Church.

RESOLVED: To note the progress report on the work of the group.

Town Centre Partnership

Councillor Fordham advised that Stone Traders Group were still meeting as retailers. They were continuing to recruit members and had been working on a whatsapp communication tool. The next meeting of the group was planned for November.

RESOLVED: That the update on the Town Centre Partnership is noted.

TTP19/019

Friendship Agreement with Bagnacavallo, Italy

The Sub-Committee considered a letter (dated 23 September 2018), received from Friends of Bagnacavello which was a response to the Town Council's request for an update on the current position with regard to the Stone Twinning Committee/Friendship Agreement.

A copy of the letter had been issued with the agenda for the meeting.

RECOMMENDED: That the Chairman of Friends of Bagnacavello be invited to meet with the Town Clerk, the Chairman of the Tourism & Town Promotion Sub-Committee and Chairman of the Management Sub-Committee, to discuss the

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content of the letter in greater detail. A further report could then be made to this Sub-Committee.

TTP19/020 Update from Working Group

Commemoration to Mark 100 years since the end of World War 1

Councillor Mrs Hood informed the Sub-Committee that the group had been working hard, with most members having their own tasks to complete.

Arrangements are being made for children from local schools to read the names of local servicemen who lost their lives in the war, during the wreath laying service in Stone.

An evening program of events at St Michael and St Wulfad Church will include Bellringing and the lighting of a Beacon by the Town Mayor.

The Reverend Prebendary will be incorporating the lighting of ten candles into his church service to represent the ten battles of the War. These will be lit by representatives of local groups and organisations.

Town Mayor

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Stone Town Council – Environment Sub-Committee

Minutes of the meeting held in St Michaels Suite, Frank Jordan Centre on Tuesday 16 October 2018

PRESENT: Councillor P. Leason in the Chair and
Councillors: R. Kenney, Mrs K. Green, Mrs J. Piggott, J. Davies, Mrs M. Goodall
and M. Shaw

By Chairman's invitation: M. Green, I. Fordham, Mrs J. Hood, G. Neagus and
M. Williamson

ABSENT: Councillors: Mrs E. Mowatt

ENV19/001 Apologies

Apologies were received from Councillors: Mrs E. Mowatt

ENV19/002 Declarations of Interest and Requests for Dispensations

None received

ENV19/003 Representations from Members of the Public

None

ENV19/004 Work on the Scrapes

The Sub-Committee received a report from the Chairman on his visit to Crown Meadow accompanied by an expert on fauna and flora. They had noted that the perimeter of one of the scrapes (the one nearest the river) was overgrown, concealing from view the numerous wild flowers that grow within it.

RECOMMENDED: That the Grounds Maintenance contractor is asked to clear the overgrown vegetation from the perimeter of the scrapes (nearest the river).

ENV19/005 Leaflet on the Meadow

The Sub-Committee considered commissioning a leaflet detailing the native plants species and wild flowers that grow on Crown Meadow for the use of visitors. It was acknowledged that there is an information board on the site but a leaflet would enable people to carry the information around while they explore and to identify the flowers. The leaflets would be made available in the library and Town Council offices.

RECOMMENDED: That the costs of producing an information leaflet be investigated by Councillor Leason, and the findings reported back to a future meeting of the Sub-Committee.

ENV19/006 Plastic Free Community Initiative

The Sub-Committee considered the benefits of supporting a journey towards achieving Plastic Free Community status in Stone.

The Town Council would be required to:

- Pass a resolution supporting the initiative
- Lead by example to remove single use plastic items from their premises
- Encourage plastic free initiatives, promote the campaign and support events
- Appoint a representative to the Plastic Free Community steering group

A copy of an email from Tracey Lindop, who made a representation to the Town Council's meeting on 4 September 2018, had been attached to the agenda.

A copy of the Surfers Against Sewage Community Toolkit had also been attached to the electronic version of this agenda.

RECOMMENDED: That a working group be set up to consider the Plastic Free Community Initiative and to report its findings to a future Sub-Committee. The members of the group would include Councillors: J. Davies, P. Leason and R. Kenney.

ENV19/007 Tree and Hedge Planting

The Sub-Committee considered an invitation from CPRE (Campaign to Protect Rural England) Staffordshire as supporters of the 'Woodland Trust's Charter for Trees' campaign.

An email from CPRE Staffordshire, and electronic links to additional information had been included with the agenda.

The Sub-Committee suggested that Crown Meadow would be a suitable location to benefit from the tree planting and the Town Council's Grounds Maintenance Contractor and the Biodiversity Officer (at Stafford Borough Council) should both be consulted for advice.

The Sub-Committee acknowledged that the permission of the landowner would need to be sought for any other suitable sites not owned or managed by the Town Council.

RECOMMENDED: That Councillors R. Kenney and P. Leason, in consultation with the Grounds Maintenance Contractor, consider the best location within Crown Meadow for the planting of trees. The most suitable package available through the Charter for Trees campaign would also be considered and findings reported back to the Sub-Committee.

Town Mayor

Stone Town Council - General Purposes Committee

6th November 2018

Budget Monitoring – September 2018

Report of Town Clerk

Purpose of Report

1. To inform the Committee of the Council's current financial position compared with its budget for the year, and to recommend action in any areas of concern.

Background

2. The Council's budget was approved in February 2018. Good financial management requires the Council to:
 - a. Keep the amount of the budget that it requires under review,
 - b. Monitor spending and income against budget projections, and,
 - c. Take appropriate action to ensure that the Council's financial stability is maintained.
3. This one of a series of regular reports which are presented to the General Purposes Committee on a broadly quarterly basis, with quarter 3 being part of the budget setting report and quarter 4 part of the final outturn report. The reports consider the Council's financial position at the end of the most recent month available at the time the report is written. On this occasion, the report considers the position as at the end of September 2018.
4. The report will first look at any adjustments already agreed or proposed to the budget for 2018-19. It will then highlight any areas where net spending differs from that planned in the budget and focus on the income received from the Council's major income generating activities.
5. Finally, the report will list spending by the Council (excluding salaries, salary related costs and the Mayor's Charity Fund) for the period since the last budget monitoring report for Members' information.

Adjustments to 2018-19 Budget

6. The meeting of the Council on 5th June 2018 considered the final accounts for 2017-18 and approved a number of unspent budgets to be rolled over into the current year. These rollovers have now been added to the approved budget of the Council.
7. In addition, this Committee

- a. Increased the budget by £1,030 for the Council's share of the part-year costs of putting out and taking down the bollards at the top of the High Street. The full year cost is estimated to be £1,548.
 - b. Vired the cost of the pilot Community Bus scheme from the Grants budget, using the funds originally earmarked to grant aid the Post Office Bus scheme that were not required.
8. Appendix A sets out the agreed budget adjustments and the consequent changes to the current approved budget.

Comparison of Budget with Actual Spending and Income

9. Appendix B sets out a comparison of the budget to date with spending up to the end of September 2018. The budget to date has been estimated with reference to spending patterns in the previous year and other available information, but is a fairly broad estimate with a significant margin for error in most areas of the budget. Nevertheless it is a good starting point for identification of potential problems.
10. Members should note that positive numbers in the table reflect expenditure or an adverse variance (overspend), whereas negative numbers represent income or a favourable variance (underspend).
11. Overall, at the end of September 2018, net spending was £139,336 compared with a budget up to that time of £155,475 – a net underspending to date of £16,139.
12. Significant adverse variances within this figure are:
- a. Frank Jordan Centre (£1,580): This is made up of a shortfall in income of £1,691, partly compensated for by reduced expenditure of £111.
13. Significant favourable variances are:
- a. Stone Station (£220): Whilst a relatively small underspending, this is made up of a shortfall in income of £1,715 which is more than offset by reduced expenditure of £1,935.
 - b. Town Market (£2,347): Market expenditure is down by £3,607 against expectations, part of which is related to the timing of invoices following a change in stall contractor. This is partially offset by a reduction in income of £1,260.
 - c. Bus Shelters & Street Furniture (£1,890): This is mainly due to the delay in purchasing the new notice board while awaiting permission from the County Council to site it in the High Street.
 - d. Public Conveniences (£3,000): The legal agreement with Stafford Borough Council for transfer of responsibility for Station Road Toilets is still awaited. The Borough are continuing with the upkeep of the toilets until such time as the agreement is completed. There has therefore been no expenditure by this Council so far.

- e. Advertising (£2,790): This includes a new budget that has not yet been specifically utilised. An amount of £1,042 has, however been spent from the Tourism and Town Promotion budget for the advertising and publicity of specific events.
 - f. Grants to Outside Bodies (£2,169): This reflects a reduction in the number of grant applications against expectations.
14. It can thus be seen at this stage that costs are generally under control, though actual net spending varies from the estimated approved budget to date in some areas.

Income from Major Income Generating Activities

15. Income from the Frank Jordan Centre, Stone Station and the Town Market together represents almost 15% of the Council's total income. Virtually all of the remaining income is fixed in advance of the year (Precept/Concurrent Functions Allowance), but this 15% can vary within the year in accordance with the Council's success with letting its community centres and market stalls.
16. With this in mind, Members need to closely monitor these income items to ensure that its budget remains in balance.
17. Attached at Appendix C are a set of graphs showing a comparison of income received to date with the level anticipated for each month. Whilst it must be remembered that the way the income has been profiled is quite crude, the graphs are showing a position where income is below target for the Frank Jordan Centre, Town Market and the Station.

Council Spending

18. Appendix D lists all spending (excluding salaries, salary related costs and the Mayor's Charity Fund) for the period since the last budget monitoring report for Members' information.

Recommendations

19. The Committee is recommended to:
- a. Note the adjustments to the Council's budget set out at Appendix A.
 - b. Note the Council's performance against budget at the end of September 2018.
 - c. Note the details of the Council's spending since the last budget monitoring report.
 - d. Consider any action it wishes to take in the light of the information within this report.

Stone Town Council

Budget Adjustments 2017-18

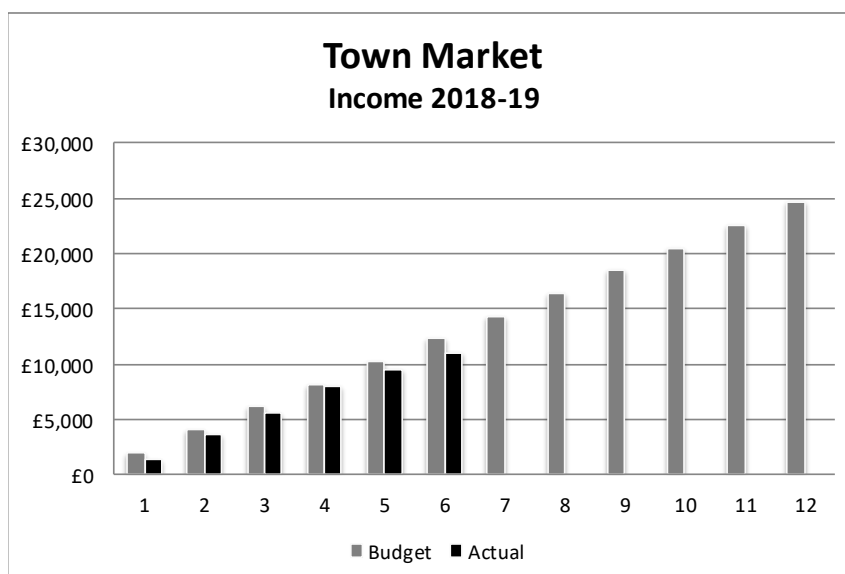
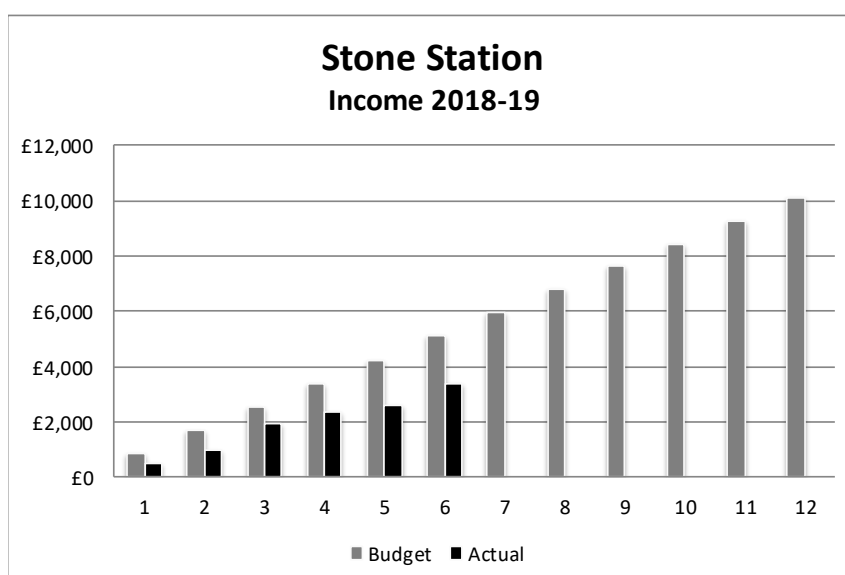
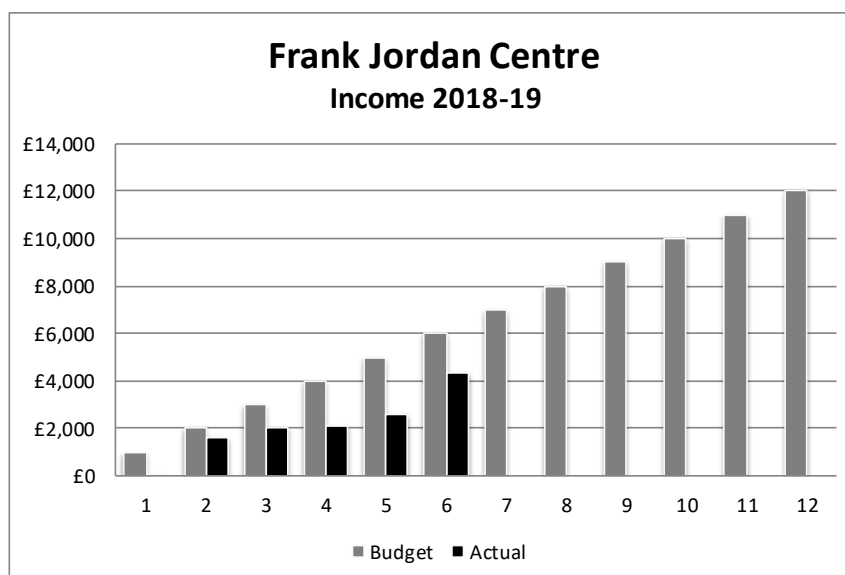
	Contribution to (from) Reserves £	Bus Shelters & Street Furniture £	Crown Meadow Imp'ments £	Grants to Outside Bodies £	Admin- istration £	Allotments £	Building Maintenance £	Community Bus £	£	£
Council 5th June 2018										
Rollover re Bus Shelters and Street Furniture	-8,700	8,700								
Rollover re Crown Meadow Improvements	-580		580							
Rollover re Grants to Outside Bodies	-4,000			4,000						
Rollover re Administration	-8,190				8,190					
Rollover re Allotments	-1,800					1,800				
Rollover re Building Maintenance	-10,000						10,000			
GP Committee 3rd July 2018										
Bollards at Top of High Street (£1,548 full year)	-1,030	1,030								
GP Committee 7th August 2018										
Community Bus (Pilot Scheme Only)				-3,600				3,600		
TOTAL	-34,300	9,730	580	400	8,190	1,800	10,000	3,600	0	0
Original Budget	-7,545	3,900	3,100	9,500	18,500	-500	10,000	95,900	20,900	0
Current Budget	-41,845	13,630	3,680	9,900	26,690	1,300	20,000	99,500	20,900	0

Stone Town Council

Budget Monitoring Statement 2018-19

Revenue Account to End of Period 6 Sep-18

	Original Budget £	Current Budget £	Budget to Date £	Actual to Date £	Variance to Date £	Budget Remaining £
Major Income Generating Activities						
Frank Jordan Centre						
Income	-12,000	-12,000	-6,000	-4,309	1,691	-7,691
Expenditure	17,200	17,200	8,600	8,489	-111	8,711
Net	5,200	5,200	2,600	4,180	1,580	1,020
Stone Station						
Income	-10,100	-10,100	-5,100	-3,385	1,715	-6,715
Expenditure	16,900	16,900	8,400	6,465	-1,935	10,435
Net	6,800	6,800	3,300	3,080	-220	3,720
Town Market						
Income	-24,600	-24,600	-12,300	-11,040	1,260	-13,560
Expenditure	26,100	26,100	9,200	5,593	-3,607	20,507
Net	1,500	1,500	-3,100	-5,447	-2,347	6,947
Other Activities						
Stone Heritage Centre	25,000	25,000	0	0	0	25,000
Car Parking	6,000	6,000	3,000	2,299	-701	3,701
Bus Shelters & Street Furniture	3,900	13,630	7,075	5,095	-1,980	8,535
Public Conveniences	6,400	6,400	3,000	0	-3,000	6,400
Street Lighting	500	500	0	0	0	500
Dog & Litter Bins	700	700	350	180	-170	520
Joules Clock	300	300	0	0	0	300
Town Electricity Supply	200	200	100	145	45	55
Building Maintenance	10,000	20,000	0	0	0	20,000
Grounds Maintenance	14,500	14,500	7,500	6,735	-765	7,765
Crown Meadow Improvements	3,100	3,680	2,080	1,432	-648	2,248
Westbridge Park	0	0	0	0	0	0
Allotments	-500	1,300	100	-828	-928	2,128
Christmas Lights	15,000	15,000	7,000	6,203	-797	8,797
Advertising	5,700	5,700	2,850	60	-2,790	5,640
Tourism & Town Promotion	21,500	21,500	15,000	14,325	-675	7,175
Community Bus	0	3,600	0	0	0	3,600
Grants to Outside Bodies	9,500	9,900	4,120	1,951	-2,169	7,949
Salaries & Employment Costs	140,200	140,200	70,000	70,347	347	69,853
Accommodation	4,200	4,200	300	300	0	3,900
Insurances	8,400	8,400	9,800	9,688	-112	-1,288
Administration	18,500	26,690	11,900	11,006	-894	15,684
Audit & Legal Fees	1,200	1,200	0	-28	-28	1,228
Town Council Elections	0	0	0	0	0	0
Allowances - Mayor & Deputy Mayor	3,100	3,100	1,200	1,049	-151	2,051
Regalia & Presentations	500	500	300	223	-77	277
Civic Activities	1,000	1,000	500	581	81	419
Remembrance Sunday & War Memorials	2,000	2,000	600	0	-600	2,000
Miscellaneous	1,500	1,500	700	1,293	593	207
Interest	-600	-600	-300	-35	265	-565
Neighbourhood Plan	11,400	11,400	5,500	5,502	2	5,898
Total	326,700	361,000	155,475	139,336	-16,139	221,664
Precept & Financing	-319,155	-319,155	-159,577	-159,558	19	
Contribution to (from) Reserves	-7,545	-41,845	4,102	20,222	16,120	



Stone Town Council

Spending 1st July 2018 to 30th September 2018

Date	Reference	Supplier	Description	Amount	Month
02/07/2018	18/021	Victoria Asset Finance	Qly rent of franking machine - 18.07.18-17.10.18	£60.00	Jul-18
02/07/2018	18/021	Origin Studios (SOT) Ltd	Artwork - noticeboards	£1,088.00	Jul-18
02/07/2018	18/022	Stafford Borough Council	Doggie bins - April, May & June 18	£179.72	Jul-18
02/07/2018	18/021	Altodigital Networks Ltd	Photocopying charges - 20.03.18-19.06.18	£56.95	Jul-18
02/07/2018	18/021	Miscellaneous	Materials to aid mounting of panels on noticeboard	£13.70	Jul-18
02/07/2018	18/022	M J Plant	Grounds maintenance June 18	£1,513.00	Jul-18
02/07/2018	18/022	M J Plant	Hedge cutting & plumbing	£152.61	Jul-18
02/07/2018	18/022	M J Plant	Maintenance of benches - Crow Meadow	£445.57	Jul-18
02/07/2018	18/022	M J Plant	Bridge maintenance - Crown Meadow	£480.00	Jul-18
02/07/2018	18/022	M J Plant	Maintenance of benches canal, opp Star & Anchor Bed	£556.92	Jul-18
02/07/2018	18/022	Halton Print & Promotional	Union Flag - project headstone	£109.20	Jul-18
02/07/2018	18/022	Miscellaneous	Donation in lieu of services	£100.00	Jul-18
02/07/2018	Elec 18/004	The Secret Kitchen	Reception - Civ Sunday	£440.80	Jul-18
02/07/2018	18/022	Bescot Stadium Sunday Market Ltd	Marquees - Summer shopping event 19 07 18	£1,100.00	Jul-18
02/07/2018	D/Dbt 18/009	Prism Solutions	Analogue line rental - FJC	£46.69	Jul-18
03/07/2018	18/023	City B Group Ltd	Erecting & dismantling marquees - June 18	£1,000.00	Jul-18
03/07/2018	18/023	Veolia ES (UK) Ltd	Waste collection - FJC - July 18	£112.82	Jul-18
03/07/2018	D/Dbt 18/009	Stafford Borough Council	Rates - Northesk St Car Park	£116.00	Jul-18
03/07/2018	18/023	Mrs C Parton	Tea, coffee, sugar & sellotape - Civ Sun	£7.34	Jul-18
03/07/2018	18/023	Veolia ES (UK) Ltd	Waste collection - STN - July 18	£100.82	Jul-18
03/07/2018	D/Dbt 18/009	Stafford Borough Council	Rates - Crown Wharf Car Park	£267.00	Jul-18
03/07/2018	D/Dbt 18/009	Stafford Borough Council	Rates - STN	£216.00	Jul-18
03/07/2018	D/Dbt 18/009	Stafford Borough Council	Rates - FJC	£418.00	Jul-18
03/07/2018	D/Dbt 18/009	Stafford Borough Council	Rates - MKT	£171.00	Jul-18
05/07/2018	18/024	Stone Elders Activity	Cost of PO bus - July 18	£60.84	Jul-18
05/07/2018	18/025	Angel Springs Ltd	Water machine supplies	£24.12	Jul-18
05/07/2018	18/025	Miscellaneous	Grant - Min No: GP19/049 refers	£500.00	Jul-18
05/07/2018	18/024	Stafford Borough Council	Qtly rent of storeroom & TC Office	£150.00	Jul-18
05/07/2018	18/024	Miscellaneous	Summer shopping Events Music	£300.00	Jul-18
09/07/2018	D/Dbt 18/009	EE	Mobile phone - caretaker - STN	£25.18	Jul-18
09/07/2018	D/Dbt 18/009	EE	Mobile phone - caretaker - FJC	£25.18	Jul-18
10/07/2018	18/028	J & S Security Services	Security Services - Music Festival	£792.00	Jul-18
10/07/2018	18/027	Miscellaneous	Performance at Music Festival	£50.00	Jul-18
10/07/2018	18/027	Miscellaneous	Performance at Music Festival	£50.00	Jul-18
10/07/2018	18/027	Miscellaneous	Performance at Music Festival	£50.00	Jul-18
10/07/2018	18/027	Miscellaneous	Performance at Music Festival	£50.00	Jul-18
10/07/2018	18/026	Miscellaneous	Performance at Music Festival	£300.00	Jul-18
10/07/2018	18/025	Stafford Borough Council	4th instalment - election - 7 May 15	£5,000.00	Jul-18
10/07/2018	18/025	Kristan Green	Reimbursement for wine & orange juice - Civ Sun	£45.37	Jul-18
10/07/2018	18/027	Miscellaneous	Performance at Music Festival	£400.00	Jul-18
10/07/2018	18/026	Miscellaneous	Performance at Music Festival	£600.00	Jul-18
10/07/2018	18/025	Home & Colour	Cleaning equipment - Music Festival	£21.65	Jul-18
11/07/2018	18/028	Steve's Sound Systems	PA - Civic Sunday	£90.00	Jul-18
11/07/2018	18/028	Virgin Media Business	Telephone calls June 18 - rental July 18	£51.94	Jul-18
12/07/2018	D/Dbt 18/009	British Gas	Electricity - FJC - 24 Mar-23 June 18	£364.54	Jul-18
12/07/2018	Elec 18/008	Panda Press (Stone) Ltd	2 x Banners - Music Festival	£138.00	Jul-18
12/07/2018	18/028	Miscellaneous	PA & Sound - Music Festival	£500.00	Jul-18
12/07/2018	Elec 18/008	Prism Solutions	Install 2 x wireless access points	£175.95	Jul-18
16/07/2018	18/028	Chubb Fire	Annual maintenance of fire extinguishers - STN	£277.40	Jul-18
16/07/2018	18/029	Water Plus	Water N/C Rd Allots 1st June-1	£17.99	Jul-18
17/07/2018	18/029	Mrs C Parton	Postage stamps when franking machine not working	£2.68	Jul-18

17/07/2018	18/029	Mrs C Parton	Water for helpers	£9.35	Jul-18
17/07/2018	18/029	Miscellaneous	Performance at summer shopping event	£50.00	Jul-18
17/07/2018	18/029	Miscellaneous	Performance at Music Festival	£500.00	Jul-18
18/07/2018	Elec 18/008	Panda Press (Stone) Ltd	Tear drop flags - Music Festival	£280.00	Jul-18
19/07/2018	18/029	British Telecommunications PLC	Qtly broadband 01-07-18 to 30-09-18	£140.02	Jul-18
20/07/2018	Elec 18/008	Panda Press (Stone) Ltd	3 x Banners - Music Festival	£225.00	Jul-18
20/07/2018	D/Dbt 18/009	British Gas	Gas - STN - 01 June-30 June 18	£12.83	Jul-18
23/07/2018	18/030	NPower Ltd	Electricity - pillar - 30 High St	£5.26	Jul-18
23/07/2018	18/030	NPower Ltd	Electricity - pillar 61 High St	£20.31	Jul-18
23/07/2018	18/030	Miscellaneous	Grant Min No: GP17/030 refers	£300.00	Jul-18
25/07/2018	D/Dbt 18/009	Prism Solutions	ICT support	£414.24	Jul-18
26/07/2018	Elec 18/007	Jim Davies	Deputy Mayor Expenses	£252.60	Jul-18
27/07/2018	18/030	Bescot Stadium Sunday Market Ltd	Marquees - Summer shopping event	£770.00	Jul-18
27/07/2018	D/Dbt 18/010	Francotyp Teleset	Postage on machine	£200.00	Jul-18
31/07/2018	D/Dbt 18/010	NatWest	Bank charges July 2018	£59.90	Jul-18
01/08/2018	18/031	Sturgess & Moore Ltd	Update Mayoral Board	£25.00	Aug-18
01/08/2018	D/Dbt 18/011	Prism Solutions	Analogue line rental	£46.69	Aug-18
02/08/2018	18/031	J G Fenn Ltd	Stationery	£127.34	Aug-18
02/08/2018	18/032	Chubb Fire	Annual fire equipment maintenance	£286.57	Aug-18
02/08/2018	18/032	Veolia ES (UK) Ltd	Waste collection - FJC - July 18	£113.11	Aug-18
02/08/2018	18/032	Veolia ES (UK) Ltd	Waste collection - STN - July 18	£124.14	Aug-18
02/08/2018	18/031	Christmas Plus	Hire of Christmas lights 2018/19	£6,202.75	Aug-18
02/08/2018	18/031	M J Plant	Maint of benches & bins - Crown Meadow	£315.00	Aug-18
02/08/2018	18/031	M J Plant	Grounds maint - July & annual grass cut of meadow	£1,583.00	Aug-18
02/08/2018	18/031	M J Plant	New gate - Mount Rd allot & plumbing - N/C rd	£297.50	Aug-18
02/08/2018	18/032	Oak Tree Farm Rural Project	Donation in lieu of allotment judging 2018	£75.00	Aug-18
03/08/2018	D/Dbt 18/011	Stafford Borough Council	Rates - Market	£171.00	Aug-18
03/08/2018	D/Dbt 18/011	Stafford Borough Council	Rates - STN	£216.00	Aug-18
03/08/2018	D/Dbt 18/011	Stafford Borough Council	Rates - Northesk Street	£116.00	Aug-18
03/08/2018	D/Dbt 18/011	Stafford Borough Council	Rates - FJC	£418.00	Aug-18
03/08/2018	D/Dbt 18/011	Stafford Borough Council	Rates - Crown Wharf	£267.00	Aug-18
03/08/2018	Elec 18/009	PC World Business	Ipad - Town Clerk	£447.50	Aug-18
06/08/2018	18/033	City B Group Ltd	Erecting & dismantling marquees - July 2018	£984.00	Aug-18
06/08/2018	18/033	Stafford Borough Council	Road closure - Stone by the Sea	£108.00	Aug-18
06/08/2018	D/Dbt 18/011	EE	Mobile phone caretaker - FJC	£24.11	Aug-18
06/08/2018	D/Dbt 18/011	EE	Mobile phone caretaker - STN	£24.11	Aug-18
07/08/2018	18/034	Miscellaneous	Grant Min No: GP19/067 refers	£100.00	Aug-18
07/08/2018	18/034	Miscellaneous	Grant Min No: GP19/067 refers	£500.00	Aug-18
07/08/2018	18/034	SG World Ltd	Receipt journals	£48.50	Aug-18
07/08/2018	18/034	Stone Elders Activity	Post Office bus charges - July 18	£61.10	Aug-18
07/08/2018	18/034	Water Plus	Water charges - FJC - 01 May - 30-07-18	£129.57	Aug-18
07/08/2018	18/033	Water Plus	Water charges - STN 01 May - 30 June 18	£214.50	Aug-18
07/08/2018	18/033	Angel Springs Ltd	Water machine supplies	£29.10	Aug-18
07/08/2018	18/033	Mrs C Parton	Long window pole & toilet cleaner - FJC	£7.24	Aug-18
08/08/2018	Elec 18/009	Panda Press (Stone) Ltd	Posters - Stone by the Sea	£25.00	Aug-18
08/08/2018	18/035	Water Plus	Water - N/C Rd allots - July 18	£18.14	Aug-18
08/08/2018	18/035	Virgin Media Business	Telephone calls July 18 - rental Aug 18	£53.33	Aug-18
09/08/2018	18/035	J G Fenn Ltd	Stationery	£93.77	Aug-18
20/08/2018	D/Dbt 18/011	British Gas	Gas supply - STN July 18	£9.21	Aug-18
21/08/2018	D/Dbt 18/011	British Gas	Gas supply - STN July 18	£2.95	Aug-18
28/08/2018	D/Dbt 18/011	Prism Solutions	ICT Provision	£521.76	Aug-18
30/08/2018	18/037	Miscellaneous	Best Kept All Award 2018	£25.00	Aug-18
30/08/2018	18/037	Trudy Williams	Reimbursement for postage - Franker out of order	£25.09	Aug-18
30/08/2018	18/038	Miscellaneous	Merit Award - Mount Road Allot 2018	£10.00	Aug-18
30/08/2018	18/037	City B Group Ltd	Installation and dismantling of marquees - Aug 2018	£825.00	Aug-18
30/08/2018	18/038	Miscellaneous	Merit Award - N/c Road Allot 2018	£10.00	Aug-18
30/08/2018	18/036	Chubb Fire	Additional fire equip requirements	£83.10	Aug-18
30/08/2018	18/036	Empire Hire Ltd	Stage, barriers - music festival	£1,440.00	Aug-18
30/08/2018	18/036	Miscellaneous	Engraving of allotment shields	£17.00	Aug-18

30/08/2018	18/037	Staffordshire Parish Councils' Association	Subscription 2018/ 2019	£15.00	Aug-18
30/08/2018	18/036	Active Weed Control Ltd	Jap Knotweed treatment 2nd of 2018	£97.50	Aug-18
30/08/2018	18/036	Siemens Ltd	Qtly rent of photocopier 21-09 - 20-12-18	£150.00	Aug-18
30/08/2018	18/035	British Telecommunications PLC	Qtly rent of fire alarm line - STN	£93.10	Aug-18
30/08/2018	18/035	British Telecommunications PLC	Qtly rent of fire alarm line - FJC	£93.10	Aug-18
30/08/2018	18/037	Miscellaneous	Most Improved Allot 2018	£15.00	Aug-18
31/08/2018	D/Dbt 18/011	NatWest	Bank charges - Aug 18	£80.35	Aug-18
03/09/2018	18/039	BMA Window Cleaner	Window cleaning - STN	£25.00	Sep-18
03/09/2018	18/039	Urban Vision	Professional Serv - NP	£6,000.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - Crown Wharf car park	£267.00	Sep-18
03/09/2018	18/039	BMA Window Cleaner	Window cleaning - FJC	£65.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - STN	£216.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - Market	£171.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - Frank Jordan Centre	£418.00	Sep-18
03/09/2018	D/Dbt18/012	Prism Solutions	Analogue line rental	£46.69	Sep-18
03/09/2018	18/039	Mrs C Parton	Reimbursement for postage - Franker Out of order	£117.84	Sep-18
03/09/2018	18/038	M J Plant	Grounds maintenance - Aug 18	£1,213.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - Northesk St Car Park	£116.00	Sep-18
05/09/2018	18/040	Veolia ES (UK) Ltd	Waste collection - FJC	£136.14	Sep-18
05/09/2018	18/039	Stafford Borough Council	Hanging Baskets x 105	£5,000.00	Sep-18
05/09/2018	18/040	Veolia ES (UK) Ltd	Waste collection - STN	£124.14	Sep-18
05/09/2018	18/039	Hammond Hygiene Solutions Ltd	Cleaning products - FJC	£13.45	Sep-18
05/09/2018	18/040	Stone Elders Activity	PO bus charge - August 18	£54.90	Sep-18
06/09/2018	D/Dbt18/012	EE	Mobile phone - caretaker - STN	£27.08	Sep-18
06/09/2018	D/Dbt18/012	EE	Mobile phone - caretaker - FJC	£27.08	Sep-18
10/09/2018	18/041	Stafford Borough Council	Installation ad removal of bollards - Aug & Sept 18	£258.00	Sep-18
10/09/2018	18/041	Virgin Media Business	Telephone charges-calls Aug rental Sept 18	£43.58	Sep-18
10/09/2018	18/040	CAM-TEC LTD	Annual maintenance - CCTV	£380.00	Sep-18
10/09/2018	18/040	Miscellaneous	WW1 bench - Richard Vernon to reimburse	£800.00	Sep-18
10/09/2018	18/041	Stafford Borough Council	Emptying of doggie bins/ amphi July-Sept 18	£179.72	Sep-18
10/09/2018	18/040	B Hygienic Ltd	Annual hygiene services	£900.00	Sep-18
10/09/2018	D/Dbt 18/013	British Gas	Electricity - Stone Station	£122.12	Sep-18
11/09/2018	18/041	CommuniCorp	Subscription Dec 18	£100.00	Sep-18
11/09/2018	18/041	Water Plus	Water charges - N/C Rd Allots	£18.14	Sep-18
13/09/2018	18/042	Trudy Williams	Reimbursement for postage - Franking Machine out of order	£68.04	Sep-18
20/09/2018	18/011	Staffordshire County Council	Licence to erect new noticeboard	£100.00	Sep-18
21/09/2018	18/011	Hammond Hygiene Solutions Ltd	Cleaning products - STN	£45.60	Sep-18
21/09/2018	18/011	Halton Print & Promotional	Purchase of Italian Flag	£88.90	Sep-18
21/09/2018	D/Dbt 18/013	British Gas	Electricity - Stone Station	£79.48	Sep-18
21/09/2018	D/Dbt 18/013	British Gas	Gas- Stone Station	£46.79	Sep-18
21/09/2018	18/042	MEB Total Ltd	Qtly fire alarm test - FJC	£117.37	Sep-18
21/09/2018	18/042	J G Fenn Ltd	Stationery	£139.99	Sep-18
25/09/2018	D/Dbt 18/013	Prism Solutions	ICT Provision	£459.04	Sep-18
27/09/2018	18/043	Trudy Williams	Reimbursement for postage- franking machine out of order	£34.80	Sep-18
27/09/2018	18/042	B Hygienic Ltd	Cleaning & sanitary materials	£125.56	Sep-18
27/09/2018	18/043	Mazars LLP	Audit fees 2017 2018	£800.00	Sep-18
27/09/2018	18/043	Stone House Hotel	Deposit - Trafalgar Dinner	£125.00	Sep-18
27/09/2018	18/043	Altdigital Networks Ltd	Photocopying charges - 19-06 to 19-09-18	£42.66	Sep-18
27/09/2018	18/043	Stone Gazette Ltd	Town map, business directory & cal of events	£240.00	Sep-18
28/09/2018	D/Dbt 18/013	NatWest	Bank charges - Sept 18	£39.73	Sep-18

NOTE: The table above excludes salary and related payments, payments from the Mayor's Charity, and transfers between the Council's bank accounts.

From: [Corporate Support](#)
Subject: Gambling Act 2005 - Statement of Principles 2019 - 2021
Date: 19 October 2018 09:47:24
Attachments: [image5f413.PNG](#)
[Gambling Act 2005 - Draft Statement of Principles - Consultation 16 10 18 Final.pdf](#)

Good Morning

This is a draft copy for consultation of the Gambling Act 2005 – Statement of Principles 2019 – 2021.

This document will be going to Full Council on 20 November 2018.

The consultation period is from 19 October – 9 November 2018.

If you have any comments regarding this document could you please send them to ehlicensing@staffordbc.gov.uk or by post to:

Julie Wallace
Licensing Officer
Stafford Borough Council
Riverside
Stafford
ST16 3AQ

Kind regards

Julie Wallace
Licensing Officer



Corporate Support | Democratic and Corporate Services
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STAFFORD BOROUGH COUNCIL

GAMBLING ACT 2005

DRAFT STATEMENT OF PRINCIPLES
2019 - 2021

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PART A – THE GAMBLING ACT 2005

1. The Licensing Objectives

- 1.1 Under the Gambling Act 2005 (the Act), Stafford Borough Council is the Licensing Authority. The Council licenses premises for gambling activities as well as granting various other gambling permits. In this document, unless otherwise stated, any references to the Council are to Stafford Borough Council.
- 1.2 The Gambling Commission issues operators' licences and personal licences. Any operator wishing to provide gambling at certain premises must have applied for the requisite operators licence and personal licence from the Gambling Commission before they approach the Council for a premises licence.
- 1.3 The Council is responsible for licensing premises where gambling activities are to take place. The Council is also responsible for a number of other matters which are listed in paragraph 12.1 below.
- 1.4 The Council will carry out its functions under the Act and will aim to permit gambling in accordance with the three licensing objectives set out at Section 1 of the Act. The expectation is that gambling premises will ensure that the licensing objectives are met. The three licensing objectives are:
 - Preventing gambling from being a source of crime or disorder, being associated with crime or being used to support crime;
 - Ensuring that gambling is conducted in a fair and open way;
 - Protecting children and other vulnerable persons from being harmed or exploited by gambling.
- 1.5 More information on the licensing objectives can be found later in this document. It should be noted that the licensing objectives do not include ensuring public safety or the prevention of public nuisance.
- 1.6 When making decisions about applications for premises licences, the Council is bound by, and committed to, a statutory aim to permit gambling insofar as it considers that any application made:
 - Is in accordance with any relevant Code of Practice issued by the Gambling Commission;
 - Is in accordance with any relevant guidance issued by the Gambling Commission;
 - Is reasonably consistent with the licensing objectives; and
 - Is in accordance with the Council's Statement of Principles.
- 1.7 The Licensing Authority would emphasise that moral or ethical objections to gambling are not valid reasons for the rejection of premises licences applications.

2. Introduction and consultation process

- 2.1 Licensing authorities are required by the Gambling Act 2005 to publish a statement of the principles which they propose to apply when exercising their functions under the Act.
- 2.2 The Council consulted widely on this Statement of Principles. The list of those consulted during the 2018 consultation exercise is provided within paragraph 2.4 below.
- 2.3 The Council will continue to monitor the effectiveness of this policy and will consider changes to the policy in the light of any new legislation and/or developments affecting the local area. It will consult with stakeholders at the time it is considering any such changes. The Council must review and publish this statement of principles at least every three years.
- 2.4 List of persons and agencies consulted by this authority:
- The Gambling Commission
 - Staffs Police
 - Staffordshire Safeguarding Children Board
 - Staffordshire County Council Social Services
 - Staffordshire Fire & Rescue Service
 - Staffordshire Youth Services
 - Director of Public Health
 - Community Wellbeing Partnership
 - British Beer & Pub Association
 - Association of British Bookmakers
 - Stafford Borough Council elected members
 - All parish and town councils in Stafford Borough Council
 - Stafford Chamber of Trade
 - Neighbouring local authorities
 - Existing licence holders
 - Growth, Regeneration and Infrastructure Partnership
- 2.5 The consultation will take place between 19th October 2018 and 9th November 2018.
- 2.6 Should you have any comments as regards this policy please send them via e-mail or letter to the following contact:

Name: The Licensing Team

Address: Stafford Borough Council, Civic Offices, Riverside, Stafford,
ST16 3AQ. Telephone: 01785 619000

E-mail: ehlicensing@staffordbc.gov.uk

3. Exchange of Information and Data Protection

- 3.1 Licensing authorities are required to include in their policy, the principles which are to be applied to the exchange of information between it and the Gambling Commission, as well as other persons listed in Schedule 6 to the Act. It may also share information with other bodies responsible for auditing or administering public funds for these purposes, e.g. UK National Fraud Initiative.
- 3.2 The information that you have provided will be used by Stafford Borough Council, as data controller, to allow it to carry out its statutory obligations in relation to the administration, compliance and enforcement of the licensing function within the Borough. The Council will only share your information with agencies involved in licence processing or licensing enforcement where the law requires or permits it to do so. For further information, please see:

<https://www.staffordbc.gov.uk/PrivacyNotices>

4. Equality and Diversity

- 4.1 Through policies and service delivery, the Council's main aims for ensuring equality and diversity are to:
- Eliminate unlawful discrimination ;
 - Advance equality of opportunity between those who share a protected characteristic and people who do not ;
 - Foster good relations between those who share a protected characteristic and people who do not.

- 4.2 The Council refreshed its Equalities Policy during 2018 and the overarching aim of this policy is that consideration to equality becomes an intrinsic part of daily working, the organisation culture and service delivery.

- 4.3 There are two main objectives that support the aim and objectives in the Corporate Business Plan and these are:

Objective 1: Demonstrating organisational commitment to equalities

Objective 2: Encourage and facilitate the involvement of customers in shaping the design and deliver of high quality, accessible and continuously improving service

A copy of the policy can be found at:

<https://www.staffordbc.gov.uk/Equality Policy.pdf>

5. Crime and Disorder Act 1998

- 5.1 Under section 17 of the Crime and Disorder Act 1998 the Council is under a statutory duty to do all that it can to prevent crime and disorder within its area and is mindful of concerns over the use of licensed premises for criminal activity, for example money laundering and drug dealing.
- 5.2 The Council will work in partnership with licence holders, local businesses, responsible authorities, councillors and local people with the aim of promoting the licensing objectives.

6. The Licensing Framework

- 6.1 The Gambling Act 2005 changed the way that gambling is administered in the United Kingdom. The Gambling Commission is the national gambling regulator and has a lead role in working with Central Government and local authorities to regulate gambling activity.
- 6.2 The Gambling Commission issues operators' licences and personal licences. Any operator wishing to provide gambling at certain premises must have applied for the requisite operators licence and personal licence from the Gambling Commission before they approach the Council for a premises licence. In this way, the Gambling Commission is able to ensure that applicants have the correct credentials to operate gambling premises.
- 6.3 The Council's role is to ensure premises are suitable for providing gambling in accordance with the three licensing objectives and any Codes of Practice issued by the Gambling Commission. The Council also issues various permits and notices for smaller scale gambling.
- 6.4 The Council does not license large society lotteries or remote gambling through websites. These are regulated by the Gambling Commission. The National Lottery is not regulated by the Gambling Act 2005 but continues to be regulated by the National Lottery Commission under the National Lottery Act 1983.

7. Local Area Profile

- 7.1 By means of the web links given in paragraphs 8.9 to 8.12 below, the Council has provided wide ranging information on the local environment which should be taken into account by applicants who should explain within their local risk assessments, how they will address these areas of local concern. These web links are reviewed and updated on a regular basis so as to reflect changes to the local landscape.
- 7.2 There is no statutory duty on the licensing authority to complete an area profile; however, it is felt that both new applicants and existing operators

would benefit from having a greater awareness of the local area and its associated risks. Importantly, “risk” in this context includes potential and emerging risks as well as actual risk.

7.3 Stafford Borough is one of eight District and Borough Councils that make up Staffordshire in the West Midlands. Stafford is the county town and the Borough is the largest district geographically stretching across 59,187 hectares equating to approximately 230 miles. Predominately rural, with 32% of the population living in these areas, its economic scale score of 84.71 ranks it as medium size by British standards.

7.4 Stafford Borough has more than 131,000 residents. The population has a lower proportion of people under 64 compared to England. There are more people aged 65 and over in Stafford Borough compared to the national average.

7.5 The overall population for Stafford Borough is projected to increase by 4% by 2026 with significant growth in people aged 65 and over (19%) and aged 85 and over (46%). The increase of older people is faster than the national average equating to 1,700 additional residents aged 85 and over by 2026.

7.6 The Borough has two main town centres, Stafford and Stone that act as the hubs delivering services to large rural hinterlands, and are important economic centres in their own right. Although relatively affluent, the Borough does experience pockets of deprivation where there are large stocks of social housing, high numbers of people who are out of work and claiming benefits. These areas within Highfields and Western Downs, Manor and Penkside, in the south of Stafford, fall within the most deprived national quintile. This accounts for around 5% (7,100 people) of the total population of the Borough.

7.7 Households with children where there are no adults in employment is 2.4% which is better than the national average.

Children who claim free school meals is 8.3% which is lower than the national average.

The proportion of people claiming out-of-work benefits is better than average (6.0% compared to 8.1%).

The percentage of adults aged 16-64 with NVQ level 3 or above is 63.3% which is better than the national average.

Unemployment and youth unemployment rates in Stafford Borough (as at October 2017) were lower than the national average.

7.8 Overall life expectancy at birth in Stafford Borough is 80 years for men and 83 years for women, higher than and similar to the national averages respectively. However both men and women who live in the most

deprived areas of Stafford Borough live four and six years less than those living in less deprived areas. Healthy life expectancy in Stafford Borough is 66 years for men and 67 years for women, which is longer than average. Women in Stafford Borough spend more of their lives in poor health than men (17 years compared to 15).

- 7.9 The new Corporate Business Plan sets out the council's vision and objectives for the next three years and details a shared vision for economic growth, community wellbeing and financial sustainability.

The Council's Vision for the next three years is 'A prosperous and attractive Borough with strong communities'.

- 7.10 Stafford Borough Council's Corporate business objectives are:

To deliver sustainable economic and housing growth to provide income and jobs.

To improve the quality of life of local people by providing a safe, clean, attractive place to live and work and encouraging people to be engaged in developing strong communities that promote health and wellbeing.

To be a well-run, financially sustainable and ambitious organisation, responsive to the needs of our customers and communities and focussed on delivering our objectives.

- 7.11 There is a broad range of community safety risks across Staffordshire and Stoke-on-Trent. Some of these risks are cross-cutting and affect all communities to some extent, and some affect specific communities more than others. To improve the safety of our communities the Council must first identify which risks need attention, learn more about the individuals, families and communities affected and the work with partners to reduce crime and disorder. Changes to the environment, such as urban transformation and major development projects such as high-speed rail (HS2) can also have implications for community safety. The former can impact on population make-up, size and density and the level and type of investments that are made in the Borough. All of which can impact and place further demand on community safety services. Along with increasingly diverse crime challenges there is increasing diversity in the services dedicated to community safety. As traditional public services diminish new arrangements are emerging to meet community safety challenges creating a more 'pluralistic' contribution to community safety that needs to be understood and co-ordinated. Local services also need to recognise the often remote sources of local criminality and the potential need to link in with regional, national and international partners.
- 7.12 The Council will proactively engage with all responsible authorities as well as other organisations to ensure any new applications or applications to vary existing licences are assessed by taking the local area profile risks

into account. Applicants should therefore consider how they will address these risks.

8. Local Risk Assessment

- 8.1 The Gambling Commission's Licence Conditions and Code of Practice (LCCP) which were revised and published in February 2015 formalised the need for operators to consider local risks.
- 8.2 The Social Responsibility (SR) code requires applicants to assess the local risk to the licensing objectives posed by the provision of gambling facilities at each of their premises. It also requires them to have policies, procedures and control measures to mitigate those risks. In undertaking their risk assessments, applicants must take into account any relevant matters identified within this statement of principles.
- 8.3 Applicants are required to undertake a local risk assessment when applying for a new premises licence. Further, their risk assessment must also be updated:
- When applying for a variation of a premises licence.
 - To take account of significant changes in local circumstances, including any identified within this policy statement.
 - Where there are significant changes at premises that may affect the mitigation of local risks.
- 8.4 The Council encourages operators to keep a copy of the local risk assessment (LRA) at the premises at all times. The LRA must be provided to the Council when applying for a new premises licence or for a variation to the existing premises licence. Upon such application, the Council will seek to condition premises licences to require operators to keep a copy of the LRA on the premises at all times.
- 8.5 The risk assessment should set out measures the applicant has in place to address areas of local concern. In broad terms, the risk assessment should include reference to any specified local risk, how the operator intends to mitigate any risks identified and how the operator will monitor those risks.
- 8.6 Applicants may need to consider socio-economic factors when drafting their local risk assessment. These factors are referred to within the paragraphs 8.9 to 8.12 below.
- 8.7 The Council will expect applicants to have an understanding of the local profile and address the Council's concerns in respect of protecting children and other vulnerable people by ensuring that the licensing objectives are met. This should be demonstrated via the risk assessment.
- 8.8 The web links below are links to external documents which are intended to assist applicants in obtaining a greater understanding of the local area.

Applicants should take this information into account when drafting risk assessments.

- 8.9 The Public Health England Stafford Borough Health Profile can be viewed at:
<https://fingertips.phe.org.uk/profile/health-profiles/data#page/1/gid/1938132696/pat/6/par/E12000005/ati/101/are/E07000197>
- 8.10 Staffordshire County Council and the Staffordshire Observatory Locality Profile for the Stafford Borough can be found at:
<https://www.staffordshireobservatory.org.uk/documents/LocalityProfiles/Locality-Profiles-2018/Stafford-Locality-Profile-2018i.pdf>
- 8.11 The Stafford and Surrounds Health and Wellbeing Strategy 2015-2020 can be found at:
<https://www.staffordbc.gov.uk/sites/default/files/cme/DocMan1/Policy%20and%20Plans/Health-and-Wellbeing-Strategy.pdf>
- 8.12 The Stafford Borough Community Safety Strategic Assessment:
<https://www.staffordbc.gov.uk/sites/default/files/cme/DocMan1/PolicyAndImprovement/Stafford%20CSA%20-%202017%20FINAL.pdf>
- 8.13 Having considered the information provided above, applicants should provide the licensing authority with the policies and procedures they have in place, which are designed to prevent underage gambling. These policies and procedures should also take account of the structure and layout of the particular premises as well as any training provided to staff.
- 8.14 In the event of any application to vary a premises licence, operators will be required to provide the licensing authority with any age related compliance test results which relate to the premises concerned.
- 8.15 With respect to preventing vulnerable people from gambling, applicants must demonstrate how they intend to ensure that the licensing objective is met. This might include providing details about their own self exclusion schemes and their intentions towards the Multi Operator Self Exclusion Scheme (MOSES).
- 8.16 Details should also be provided of what responsible gambling information is made available to customers. This should include information from organisations such as Gambleaware <https://about.gambleaware.org/> and GamCare <http://www.gamcare.org.uk/>
- 8.17 Local Risk Assessments should detail what controls are in place for challenging excluded persons from entering into the premises and what

arrangements are in place for monitoring the use of fixed odds betting terminals (FOBT).

9. Declaration

- 9.1 This Policy Statement will not override the right of any person to make an application, make representations about an application or apply for a review of a licence; these applications will be considered on their own merits and according to the statutory requirements of the Gambling Act 2005.
- 9.2 In producing the finalised Statement of Principles, the Council declares that it will have regard to the licensing objectives of the Gambling Act 2005, the guidance issued by the Gambling Commission and any responses from those consulted on the Policy Statement.

10. Responsible Authorities

- 10.1 The Act allows certain agencies to act as responsible authorities. Responsible authorities are able to make representations about licence applications or apply for a review of an existing licence. Responsible authorities may also offer advice and guidance to applicants.
- 10.2 The Council is required by regulations to state the principles it will apply to designate, in writing, a body which is competent to advise the authority about the protection of children from harm. The principles are:
- The need for the body to be responsible for an area covering the whole of the licensing authority's area;
 - The need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.
- 10.3 In accordance with the regulations, the Council designates the Staffordshire County Council, Local Safeguarding Children Board for this purpose.
- 10.4 The contact details of all the responsible authorities under the Gambling Act 2005 can be found on the Council's website at:

<https://www.staffordbc.gov.uk/responsible-authorities>

11. Interested Parties

- 11.1 Interested parties are people or organisations that have the right to make representations about licence applications or apply for a review of an existing licence. These parties are defined in the Gambling Act 2005 as set out below.

11.2 For the purposes of this part, a person is an interested party if, in the opinion of the licensing authority which issued the licence or to which the application is made, the person:

- (a) lives sufficiently close to the premises to be likely to be affected by the authorised activities;
- (b) has business interests that might be affected by the authorised activities, or
- (c) represents persons who satisfy paragraphs (a) or (b).

11.3 The Council is required by regulations to state the principles it will apply to determine whether a person is an interested party. The principles are:

- Each case will be decided upon its merits. The Council will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the Gambling Commission: Guidance to Local Authorities.
- In order to determine if an interested party lives or has business interests sufficiently close to the premises to be likely to be affected by the gambling activities, the Council will consider factors such as the size of the premises and the nature of the activities taking place.

12. Licensing Authority Functions

12.1 Licensing authorities are responsible under the Act for:

- Licensing premises where gambling activities are to take place by issuing premises licences
- Issuing provisional statements
- Regulating members' clubs and miners' welfare institutes who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
- Issuing Club Machine Permits to commercial clubs
- Granting permits for the use of certain lower stake gaming machines at unlicensed Family Entertainment Centres
- Receiving notifications from alcohol licensed premises (under the Licensing Act 2003) of the use of up to two gaming machines
- Granting Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the licensed premises under the Licensing Act 2003, where more than two machines are required
- Registering small society lotteries below prescribed thresholds
- Issuing Prize Gaming Permits
- Receiving and endorsing Temporary Use Notices
- Receiving Occasional Use Notices (for tracks)

- Providing information to the Gambling Commission regarding details of licences issued (see section above on information exchange)
- Maintaining registers of the permits and licences that are issued under these functions

12.2 The Council does not license remote gambling. This matter falls to the Gambling Commission.

PART B –THE LICENSING OBJECTIVES

13. Preventing Gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime

13.1 The Gambling Commission takes the lead role in preventing gambling from being a source of crime. The Gambling Commission's Guidance does however encourage licensing authorities to pay particular attention to the proposed location of gambling premises in terms of this licensing objective.

13.2 Such association with crime may include: money laundering; counterfeiting; drug dealing or any similar involvement in organised crime.

13.3 Operators are also required to consider child protection issues such as the risk of child sexual exploitation, as part of this Licensing Objective.

14. Ensuring that Gambling is conducted in a fair and open way

14.1 The Gambling Commission takes the lead role in ensuring that gambling is conducted in a fair and open way and addresses this via operating and personal licences.

14.2 The Council will take operator licence conditions into account and will communicate any concerns to the Gambling Commission about misleading advertising or any absence of required game rules or other information.

14.3 Examples of the specific steps the Council may take to address this area can be found in the various sections covering specific premises types in Part C of this document, and also in Part D which covers permits and notices.

15. Protecting children and other vulnerable persons from being harmed or exploited by gambling.

15.1 This licensing objective seeks to prevent children from taking part in most types of gambling and where appropriate, the Council may require specific measures at particular premises which are designed to ensure that the licensing objectives are met.

- 15.2 Preventative measures may include the supervision of premises and machines and appropriate training for staff with regard to suspected truanting school children and how staff should deal in general with unsupervised children.
- 15.3 The Council will pay particular attention to any Codes of Practice which the Gambling Commission issues with respect to this licensing objective.
- 15.4 The Council does not seek to offer a definition for the term “vulnerable people” but for regulatory purposes it will assume that this group includes elderly people, people who gamble more than they want to; people who gamble beyond their means and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, or because of the influence of alcohol or drugs.

PART C – PREMISES LICENCES

16. Introduction to Premises Licensing

- 16.1 The Council will issue premises licences to allow those premises to be used for certain types of gambling. Premises licences may, for example, be issued to amusement arcades, bingo halls and bookmakers.
- 16.2 Premises licences will be subject to the permissions/restrictions set out in the Gambling Act 2005 and regulations as well as specific mandatory and default conditions which will be detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach other conditions, where it is believed to be necessary and proportionate.

Definition of ‘Premises’

- 16.3 Premises are defined in the Act as ‘any place’. Different premises licences cannot apply in respect of single premises at different times. However, it is possible for a single building to be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. Whether different parts of a building can properly be regarded as being separate premises will always be a question of fact within any given circumstances.
- 16.4 The Council will take particular care when considering applications for multiple licences for a building and those relating to a discrete part of a building used for other non-gambling purposes. In particular, the Council will assess entrances and exits from parts of a building covered by one or more licences to satisfy itself that they are separate and identifiable so that the separation of different premises is not compromised and that people do not ‘drift’ into a gambling area.

- 16.5 The Council will pay particular attention to applications where access to the licensed premises is through other premises (which themselves may be licensed or unlicensed). Issues that the Council will consider before granting such applications include whether children can gain access; compatibility of the two establishments and the ability to comply with the requirements of the Act. In addition, an overriding consideration will be whether, taken as a whole, the co-location of the licensed premises with other facilities has the effect of creating an arrangement that otherwise would, or should, be prohibited under the Act.

Location

- 16.6 The Council is aware that demand issues (e.g. the likely demand or need for gambling facilities in the area) cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives can. The Council will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder.
- 16.7 When considering the licensing objectives, the Council's may, upon receipt of any relevant representations, look at location as a specific issue. Location issues might include, but are not be limited to:
- The proximity of the premises to schools and vulnerable adult centres.
 - The proximity of the premises to residential areas where there may be a high concentration of families with children.
 - The size of the premises and the nature of the activities taking place.
 - The level of organised crime in the area.
- 16.8 Such information may be used to inform the decision the Council makes about whether to grant the licence, to grant the licence with special conditions or to refuse the application.
- 16.9 This policy does not preclude any application being made and each application will be decided on its merits, with the onus upon the applicant to show how any concerns can be overcome.

Duplication with other regulatory regimes

- 16.10 The Council will seek to avoid any duplication with other statutory/regulatory systems such as planning. The Council will not consider whether a licence application is likely to be awarded planning permission or building regulations approval in its consideration of it. It will listen to and consider carefully any concerns about conditions which the licence holder cannot meet because of planning restrictions.

Conditions

16.11 Applications will be granted subject only to the mandatory and default conditions. Such conditions are usually sufficient to ensure operation that is reasonably consistent with the licensing objectives. Additional conditions will only be imposed where there is evidence of a risk to the licensing objectives that requires that the mandatory and default conditions be supplemented. Conditions will only be attached to premises licences where there is evidence of a need to do so.

16.12 Any conditions attached to licences will be proportionate and will be:

- Relevant to the need to make the proposed building suitable as a gambling facility.
- Directly related to the premises and the type of licence applied for, and/or related to the area where the premises are based.
- Fairly and reasonably related to the scale and type of premises; and,
- Reasonable in all other respects.

16.13 Decisions about individual conditions will be made on a case by case basis, although there will be a number of control measures which the Council may consider. These include the use of door supervisors, supervision of adult gaming machines and appropriate signage for adult only areas. The Council will also expect the applicants to ensure that the licensing objectives are effectively met.

16.14 There are conditions which the Council cannot attach to premises licences which are:

- Any condition on the premises licence which makes it impossible for the applicant to comply with an operating licence condition;
- Conditions relating to gaming machine categories, numbers or method of operation;
- Conditions which provide that membership of a club or body be required; and,
- Conditions in relation to stakes, fees, winnings or prizes.

16.15 Door supervision

The Council may consider whether there is a need for door supervision in terms of the licensing objectives. Where door supervisors are required, it is the operator's responsibility to ensure that any persons employed in this capacity are fit and proper to carry out such duties.

17. **Adult Gaming Centres and Licensed Family Entertainment Centres**

17.1 Adult Gaming Centres (AGC's) are commonly found within town centre environments and are able to make category B, C and D gaming machines available to adults. Nobody under the age of 18 is permitted to enter an AGC.

17.2 Licensed Family Entertainment Centres (LFECs) are those premises which usually provide a range of amusements such as computer games

and penny pushers. They may have a separate section set aside for adult only gaming machines with higher stakes and prizes and are able to make available a certain number of category C and D machines. Clear segregation must be in place so children do not access the areas where the category C machines are located.

- 17.3 The Council will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling in the above premises. The Council will expect applicants to satisfy the Authority that there will be sufficient measures to ensure that under 18 year olds do not have access to adult gaming centres or adult only gaming machine areas within the LFEC.
- 17.4 The Council will expect applicants to offer their own measures to meet the licensing objectives.
- 17.5 Appropriate measures/licence conditions may cover:
- Proof of age schemes (e.g. PASS schemes)
 - The use of Challenge 25 policy
 - The use of 'No ID No Entry' policy
 - CCTV
 - Door supervision
 - Supervision of machine areas
 - Physical separation of areas
 - Location of entry
 - Notices/signage
 - Specific opening hours
 - Staff training in the law and the provision of a named point of contact to help ensure compliance.
 - Measures/training for staff on how to deal with suspected truanting school children and how to recognise signs of potential child sexual exploitation
 - Clear policies that outline the steps to be taken to protect children from harm
 - Self-exclusion schemes and the provision of leaflets/helpline numbers to organisations such as GamCare, the Responsible Gambling Trust or GambleAware etc.
 - Ensure that there is a policy in place which addresses the Multi operator self exclusion scheme (MOSES)

This list is not mandatory nor exhaustive and is merely indicative.

18. Casinos

- 18.1 The Council has not passed a 'no casino' resolution under Section 166 of the Gambling Act 2005, but is aware that it has the power to do so. Should this licensing authority decide in the future to pass such a resolution, it will update this policy statement with details of that resolution. Any such decision will be made by the Full Council.

19. Bingo Premises

- 19.1 Bingo is not statutorily defined within the Gambling Act 2005. Such premises may however, provide cash and prize bingo. In addition, bingo premises are also able to provide a limited number of gaming machines in line with the provisions of the Act.
- 19.2 It is important that where children are allowed to enter Bingo premises, that they do not participate in gambling, other than on category D machines. Where category C or above machines are available in premises to which children are admitted then the operator must ensure that:
- All such machines are located in an area of the premises separate from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance
 - Only adults are admitted to the area where the machines are located
 - Access to the area where the machines are located is supervised
 - The area where the machines are located is arranged so that it can be observed by staff of the operator or the licence holder, and
 - At the entrance to, and inside any such area there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.
- 19.3 Other measures which applicants will need to consider in meeting the licensing objectives are outlined in paragraph 17.5 above.

20. Betting Premises

- 20.1 Betting premises are premises such as bookmakers where various types of gambling are authorised to take place. The Act contains a single class of licence for betting premises.
- 20.2 The Council is aware that Section 181 of the Act contains an express power for licensing authorities to restrict the number of betting machines and the nature and circumstances in which they are made available by attaching a licence condition to a betting premises licence. The Council is also aware that it is not possible to restrict the number of gaming machines which may be made available within betting premises.
- 20.3 When considering whether to impose a condition to restrict the number of betting machines in particular premises the Council, amongst other things, will take into account the size of the premises, the number of counter positions available for person to person transactions and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people.

- 20.4 Measures which applicants will need to consider in meeting the licensing objectives are outlined in paragraph 17.5 above.

21. Tracks

- 21.1 Currently the licensing authority does not licence any tracks which permit on-course betting. Where an application for a track premises licence is proposed, the applicant should contact the Council's Licensing Unit at the earliest opportunity. The Council's focus will be on the need to protect children and vulnerable persons from being harmed or exploited by gambling and the need to ensure that entrances to premises are distinct. Children must be excluded from gambling areas where they are not permitted to enter.

22. Travelling Fairs

- 22.1 Travelling fairs have the right to provide an unlimited number of category D gaming machines and/or equal chance prize gaming (without the need for a permit) as long as the gambling amounts to no more than an ancillary amusement at the fair.
- 22.2 The 27 day statutory maximum for the land being used as a fair is per calendar year. This applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. Where appropriate, the Council will liaise with neighbouring authorities to ensure that land which crosses its boundaries is monitored so that the statutory limits are not exceeded.

23. Provisional Statements

- 23.1 The provisional statement process provides an alternative to making a premises licence application. The process permits an applicant to examine the likelihood of whether a building which has yet to be constructed or is about to be altered for the purpose of gambling would be granted a premises licence when the building work is complete.
- 23.2 A provisional statement is not a licence and merely gives the holder some form of assurance that a premises licence would be granted so the project can be started. Once works are complete a full premises licence would still be required.
- 23.3 In terms of representations about premises licence applications, following the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless they concern matters which could not have been addressed at the provisional statement stage or they reflect a change in the applicant's circumstances. In addition, the Council may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:

- a) which could not have been raised by objectors at the provisional licence stage; or
 - b) which in the Authority's opinion reflect a change in the operator's circumstances
- 23.4 When determining a provisional statement application the Council will operate in accordance with the Act and will not have regard to any issues related to planning consent or building regulations, e.g. the likelihood that planning consent will be granted.

PART D – PERMITS, TEMPORARY/OCCASIONAL USE NOTICES AND SMALL SOCIETY LOTTERY REGISTRATIONS

24. Unlicensed Family Entertainment Centre Gaming Machine Permits

- 24.1 The term 'Unlicensed Family Entertainment Centre' is one defined in the Act and refers to premises which provide category D gaming machines along with various other amusements such as computer games and penny pushers. The premises are 'unlicensed' in that they do not require a premises licence but do require a permit to be able to provide category D machines. It should not be confused with a 'Licensed Family Entertainment Centre' which does require a premises licence because it contains both category C and D gaming machines.
- 24.2 In accordance with Gambling Commission guidance, the Council will carefully consider child protection issues when considering applications for permits. This consideration will generally engage two of the three licensing objectives: These are:
- Preventing Gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime
 - Protecting children and other vulnerable persons from being harmed or exploited by gambling.
- 24.3 The Council will expect applicants to show that there are policies and procedures in place to protect children from harm from gambling and to promote wider child protection issues as part of the crime prevention objective. Policies must include appropriate measures/training for staff regarding how staff would deal with unsupervised children being on the premises, or children causing problems on or around the premises.
- 24.4 The Council will also expect applicants to demonstrate a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs, that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act), and that staff are trained to have a full understanding of the maximum stakes and prizes
- 24.5 The Council is aware that an application for a permit may only be granted if the Chief Officer of Police has been consulted on the application.

- 24.6 In line with the Act the Council cannot attach conditions to this type of permit and the statement of principles only applies to initial applications and not to renewals.

25. Gaming Machine Permits in premises licensed for the sale of alcohol

- 25.1 There is provision in the Act for premises licensed to sell alcohol for consumption on the premises, to automatically have two gaming machines of categories C and/or D. The premises merely need to notify the Council. The Council can remove the automatic authorisation in respect of any particular premises if:
- Provision of the machines is not reasonably consistent with the pursuit of the licensing objectives
 - Gaming has taken place on the premises that breaches a condition of Section 282 of the Gambling Act (i.e. that written notice has been provided to the licensing authority, that a fee has been provided and that any relevant Code of Practice issued by the Gambling Commission about the location and operation of the machine has been complied with)
 - The premises are mainly used for gaming; or
 - An offence under the Gambling Act has been committed on the premises.
- 25.2 If a premises wishes to have more than two machines, then application must be made for a permit. The Council must consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission under Section 25 of the Gambling Act 2005, and 'such matters as it thinks relevant'. The Council considers that 'such matters' will be decided on a case by case basis, but generally regard will be given to the need to protect children and vulnerable persons from harm or being exploited by gambling. The Council will also expect the applicant to satisfy the Authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines
- 25.3 Measures which may satisfy the Council that there will be no access could include the adult machines being situated in close proximity to the bar, or in the sight of staff who will monitor that the machines are not being used by those under 18 years of age. Notices and signage may also help. Regarding the protection of vulnerable persons, applicants may wish to consider the provision of information leaflets/helpline numbers for organisations such as Gam Care.
- 25.4 It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any such application would need to be dealt with under the relevant provisions of the Act.

- 25.5 The Council can decide to grant the application with a smaller number of machines and/or a different category of machines from that applied for. Conditions (other than these) cannot be attached
- 25.6 The holder of a permit must comply with any Code of Practice issued by the Gambling Commission about the location and operation of the machine.
- 25.7 A summary of gaming machine categories and entitlements can be found at Appendix B of the Guidance issued to licensing authorities by the Gambling Commission.
<http://www.gamblingcommission.gov.uk/Licensing-authorities/Information-for-licensing-authorities/Guidance-to-licensing-authorities-5th-edition.aspx>

26. Prize Gaming Permits

- 26.1 The Council will expect the applicant to set out the types of gaming that he or she is intending to offer and be able to demonstrate:
- That they understand the limits to stakes and prizes that are set out in regulations;
 - That the gaming offered is within the law.
- 26.2 In making its decision on an application for prize gaming permits, the Council does not need to have regard to the licensing objectives but must have regard to any Gambling Commission guidance.
- 26.3 There are conditions in the Gambling Act 2005 with which the permit holder must comply, but the Council cannot attach conditions. The conditions in the Act are:
- The limits on participation fees, as set out in regulations, must be complied with
 - All chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated, and the result of the game must be made public in the premises on the day that it is played
 - The prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and
 - Participation in the gaming must not entitle the player to take part in any other gambling.

27. Club Gaming and Club Machines Permits

- 27.1 Members' clubs and miners' welfare institutes (but not commercial clubs) may apply for a club gaming permit or a club gaming machines permit. The club gaming permit will enable the premises to provide gaming machines (three machines of categories B, C or D), equal chance gaming

and games of chance as set out in forthcoming regulations. A club gaming machine permit will enable the premises to provide gaming machines (three machines of categories B, C or D).

- 27.2 To qualify for these special club permits, a members' club must have at least 25 members and be established and conducted wholly or mainly for purposes other than gaming, unless the gaming is permitted by separate regulations. It is anticipated that this will cover bridge and whist clubs, which will replicate the position under the Gaming Act 1968. A members' club must be permanent in nature, not established to make commercial profit, and controlled by its members equally. Examples include working men's clubs, branches of the Royal British Legion and clubs with political affiliations.
- 27.3 Before granting the permit, the Council will need to satisfy itself that the premises meet the requirements of a members' club and that the majority of members are over 18 years of age.
- 27.4 The Council may only refuse an application on the grounds that:
- a) the applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which they have applied
 - b) the applicant's premises are used wholly or mainly by children and/or young persons
 - c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities
 - d) a permit held by the applicant has been cancelled in the previous ten years; or
 - e) an objection has been lodged by the Gambling Commission or the Police.

28. Temporary Use Notices

- 28.1 Temporary use notices allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be useful for a temporary use notice would include hotels, conference centres and sporting venues.
- 28.2 The Act makes a special reference, in the context of temporary use notices, to a 'set of premises' to try and ensure that large premises which cannot reasonably be reviewed as separate are not used for more temporary use notices than permitted under the Act. The Council considers that the determination of what constitutes a 'set of premises' will be a question of fact in the particular circumstances of each notice that is given. In considering whether a place falls within the definition of a 'set of premises', the Council will look at, amongst other things, the ownership/occupation and control of the premises.

- 28.3 The Council will be ready to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises.

29. Occasional Use Notices (for Tracks)

- 29.1 There is a special provision in the Act which provides that where there is betting on a track on eight days or less in a calendar year, betting may be permitted by an occasional use notice without the need for a full premises licence. Track operators and occupiers need to be aware that the procedure for applying for an occasional use notice is different to that for a temporary use notice.
- 29.2 The Council has very little discretion regarding these notices apart from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. The Council will however consider the definition of a 'track' and whether the applicant is entitled to benefit from such notice.

30. Small Society Lottery Registrations

- 30.1 The Act creates two principal classes of lotteries - licensed lotteries and exempt lotteries. Licensed lotteries are large society lotteries and lotteries run for the benefit of local authorities. These will be regulated by the Gambling Commission. Within the class of exempt lotteries, there are four sub classes, one of which is small society lotteries.
- 30.2 A small society lottery is a lottery promoted on behalf of a non-commercial society as defined in the Act which also meets specific financial requirements set out in the Act. These may be administered by the Council for small societies who have a principal office in the area and wish to run such a lottery.
- 30.3 To be 'non-commercial', a society must be established and conducted:
- For charitable purposes
 - For the purpose of enabling participation in, or supporting, sport, athletics or a cultural activity; or
 - For any other non-commercial purpose other than that of private gain.
- 30.4 The other types of exempt lotteries are 'incidental non-commercial lotteries', 'private lotteries' and 'customer lotteries'

PART E – ENFORCEMENT

31. Enforcement Principles

31.1 The Council will work closely with other agencies in targeting known high risk premises. In doing so, the Council will follow Government guidance on better regulation.

31.2 The Council recognises that the Regulators Code applies to all activities under the Act. This will however, be most obvious in respect of the Councils inspection and enforcement duties and the powers to institute criminal proceedings. The Regulators' Code can be found at: <https://www.gov.uk/government/publications/regulators-code>

31.3 The Council will aim to be:

Proportionate:

Regulators should only intervene when necessary. Remedies should be appropriate to the risk posed, and costs identified and minimised.

Accountable:

Regulators must be able to justify decisions, and be subject to public scrutiny.

Consistent:

Rules and standards must be joined up and implemented fairly.

Transparent:

Regulators should be open and keep regulations simple and user friendly.

Targeted:

Regulation should be focused on the problem and minimise side effects.

31.4 The Council's Enforcement Policy, which explains how the Council deals with non-compliance and unlawful gambling activity, can be found at:

<https://www.staffordbc.gov.uk/sites/default/files/cme/DocMan1/Environmental%20Health/Enforcement-Policy.pdf>

31.5 Known enforcement issues which the Council's Licensing Unit will address include illegal gambling machines in takeaways and poker in pubs.

31.6 The Council will endeavour to avoid duplication with other regulatory regimes.

31.7 The main enforcement and compliance role for the Council in terms of the Gambling Act 2005 will be to ensure compliance with the premises licence conditions and other permissions. The Gambling Commission will be the enforcement body for the operator and personal licences. Concerns

about the manufacture, supply or repair of gaming machines will not be dealt with by the Council but will be notified to the Gambling Commission. In circumstances where the Council believes a premises requires a premises licence for gambling activities and no such licence is in force, the Council will notify the Gambling Commission.

- 31.8 The Council will also have regard to any guidance issued and keep itself informed of developments regarding the work of the Regulatory Delivery Division of the Department of Business Innovation and Skills in its consideration of the regulatory functions of local authorities.

32. Reviews

- 32.1 A review is a process defined in the legislation which ultimately leads to a licence being reassessed by the Licensing Committee with the possibility that the licence may be revoked or suspended or that conditions may be amended or new conditions added.

- 32.2 Requests for a review of a premises licence can be made by interested parties or responsible authorities. However, it is for the Council to decide whether the review is to be carried out. This will be on the basis of whether the request for the review is:

- In accordance with any relevant Code of Practice issued by the Gambling Commission
- Reasonably consistent with the licensing objectives; and
- In accordance with this Authority's Statement of Gambling Policy.
- In accordance with any relevant guidance issued by the Gambling Commission

<http://www.gamblingcommission.gov.uk/Licensing-authorities/Information-for-licensing-authorities/Guidance-to-licensing-authorities-5th-edition.aspx>

- 32.3 In addition the Council may also reject the application on the grounds that the request is frivolous, vexatious, will not cause the authority to wish to alter, revoke or suspend the licence, or is substantially the same as previous representations or requests for review.

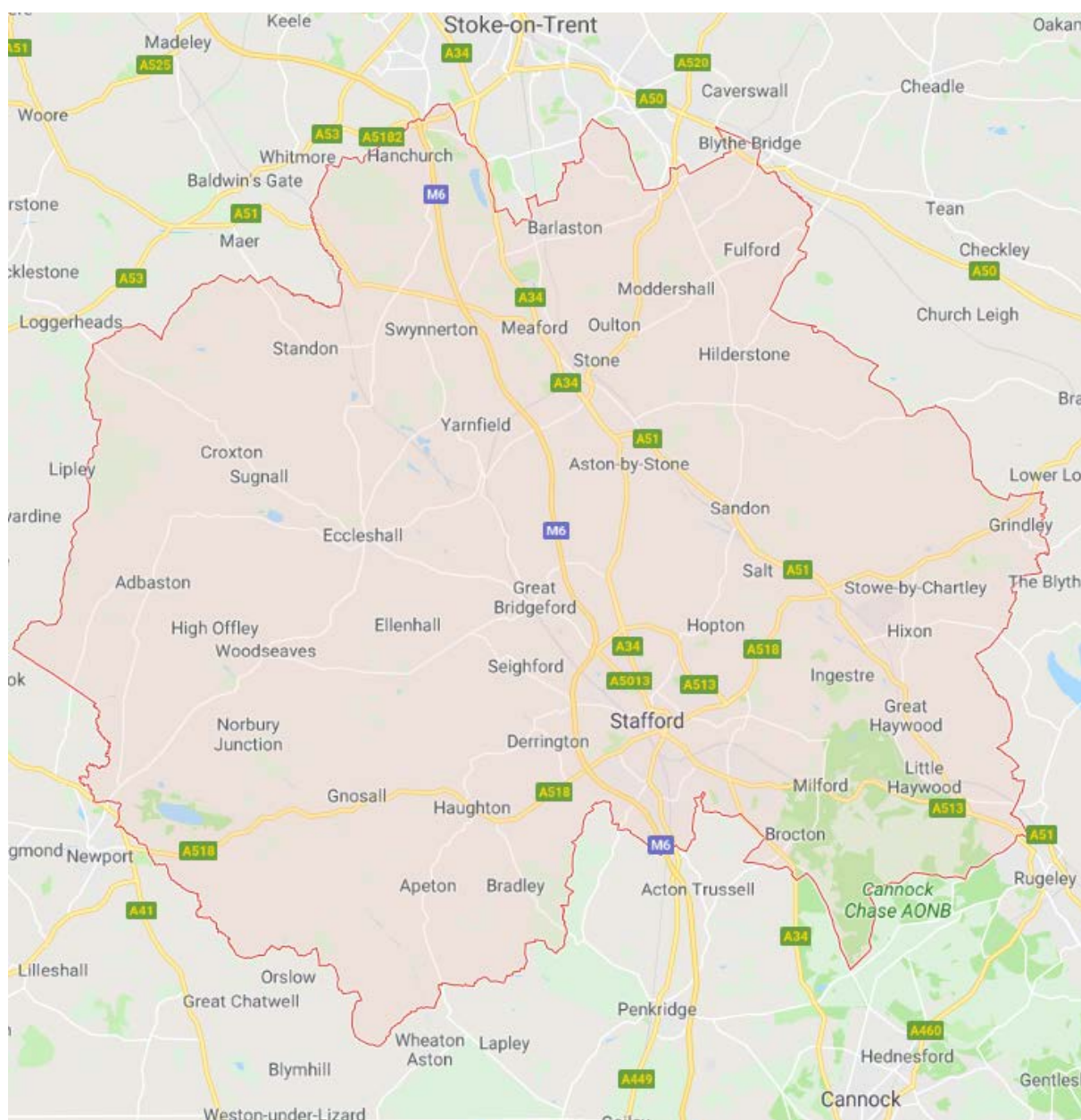
- 32.4 The Council can also initiate a review of a licence on the basis of any reason which it thinks appropriate. This may for instance follow a second failed compliance test at the premises.

- 32.5 Before sitting as a member of the Licensing Sub Committee, members will need to attend a Gambling Act 2005 training session with officers from Legal Services and Licensing. Members will need to attend refresher training every year that they remain a member of the Licensing & Public Protection Committee.

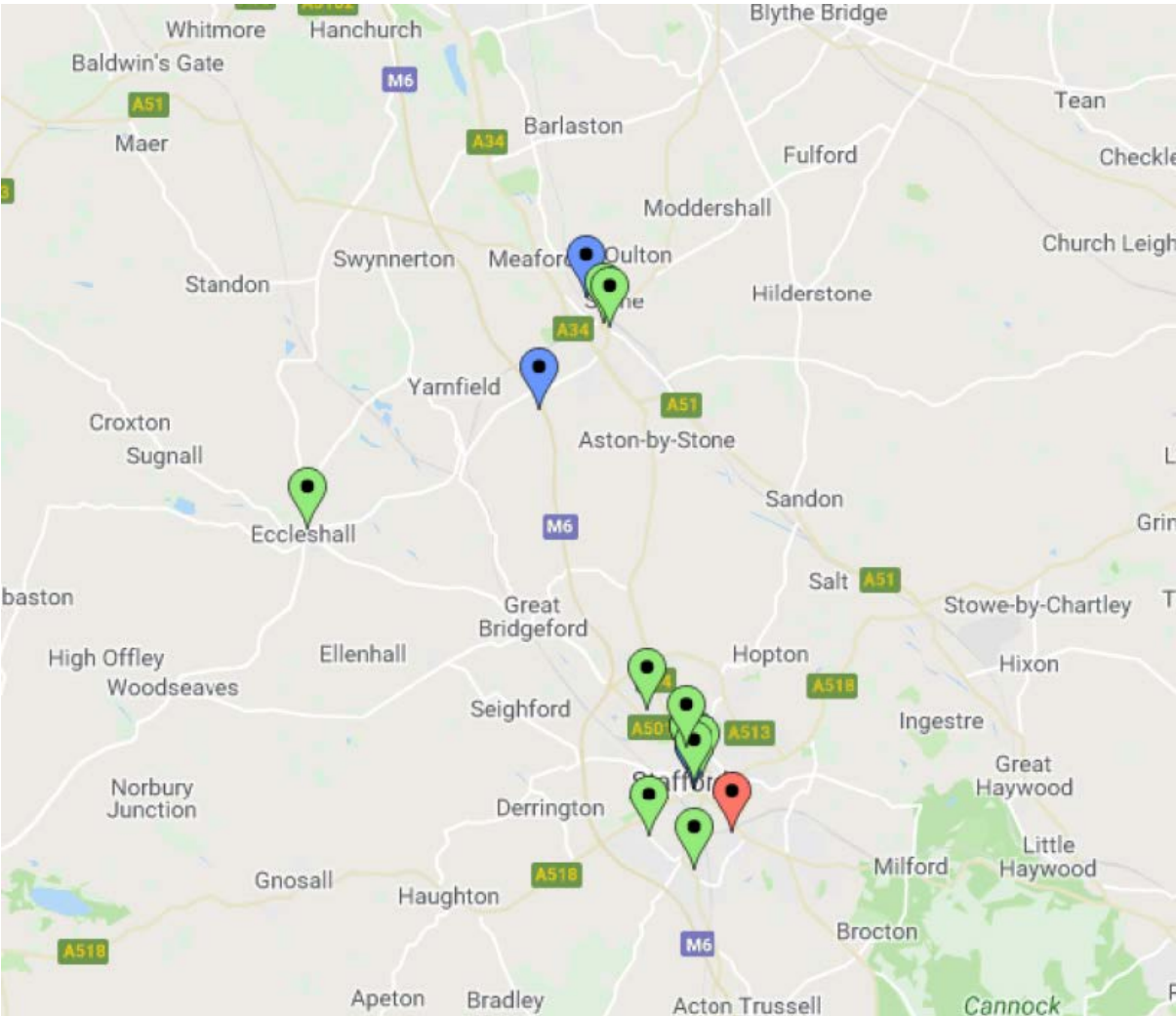
33. Functions and Delegations

A table showing the delegation of functions within the Council can be found at Appendix G of the Gambling Commission Guidance: <http://www.gamblingcommission.gov.uk/Licensing-authorities/Information-for-licensing-authorities/Guidance-to-licensing-authorities-5th-edition.aspx>

Stafford Borough Boundary Map



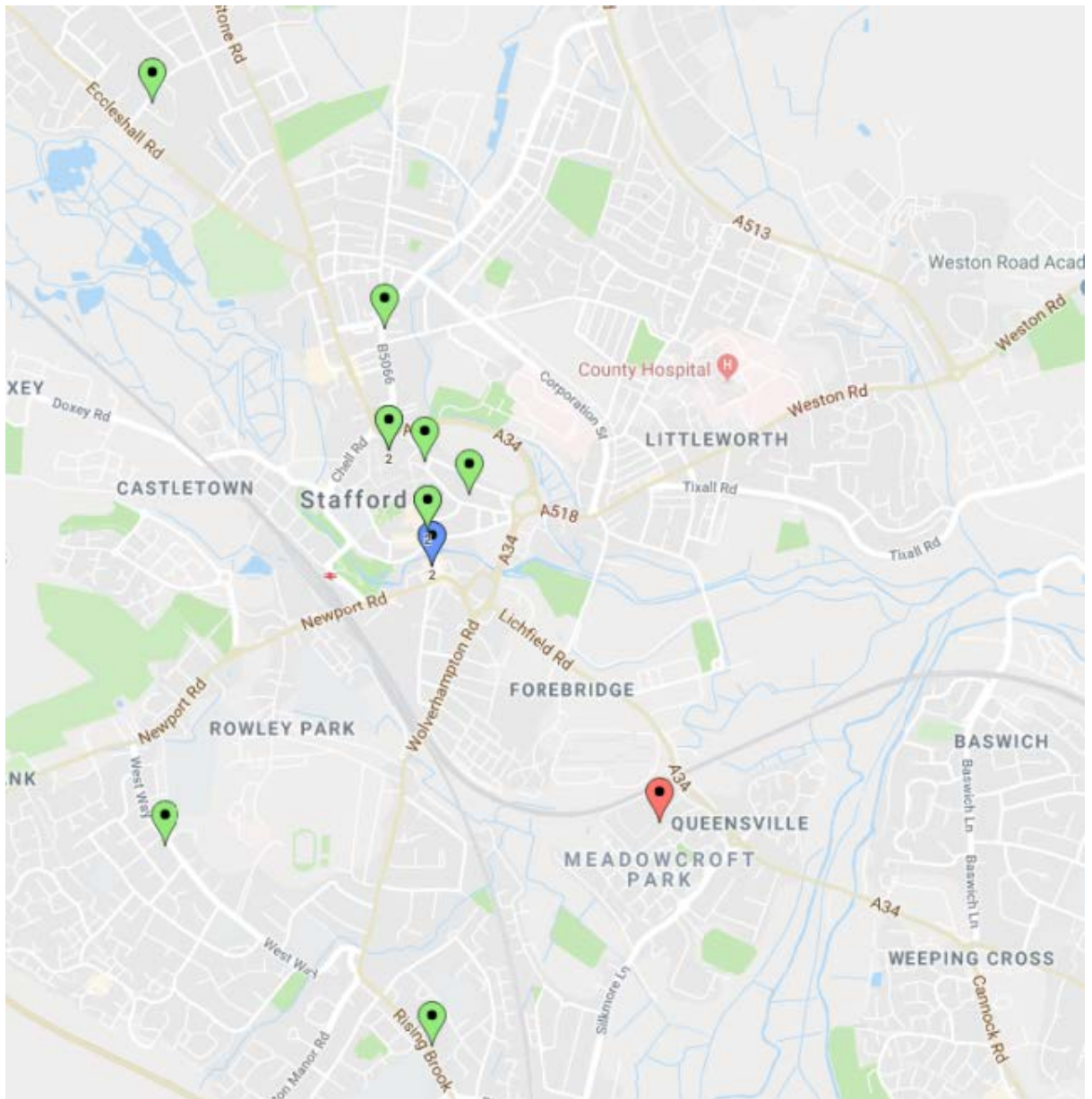
Map of Gambling Establishments in Stafford Borough



Licences Premises Within Stafford Borough

Key	Licence Type	Number
	Adult gaming centre	6
	Betting Shop	11
	Bingo	1

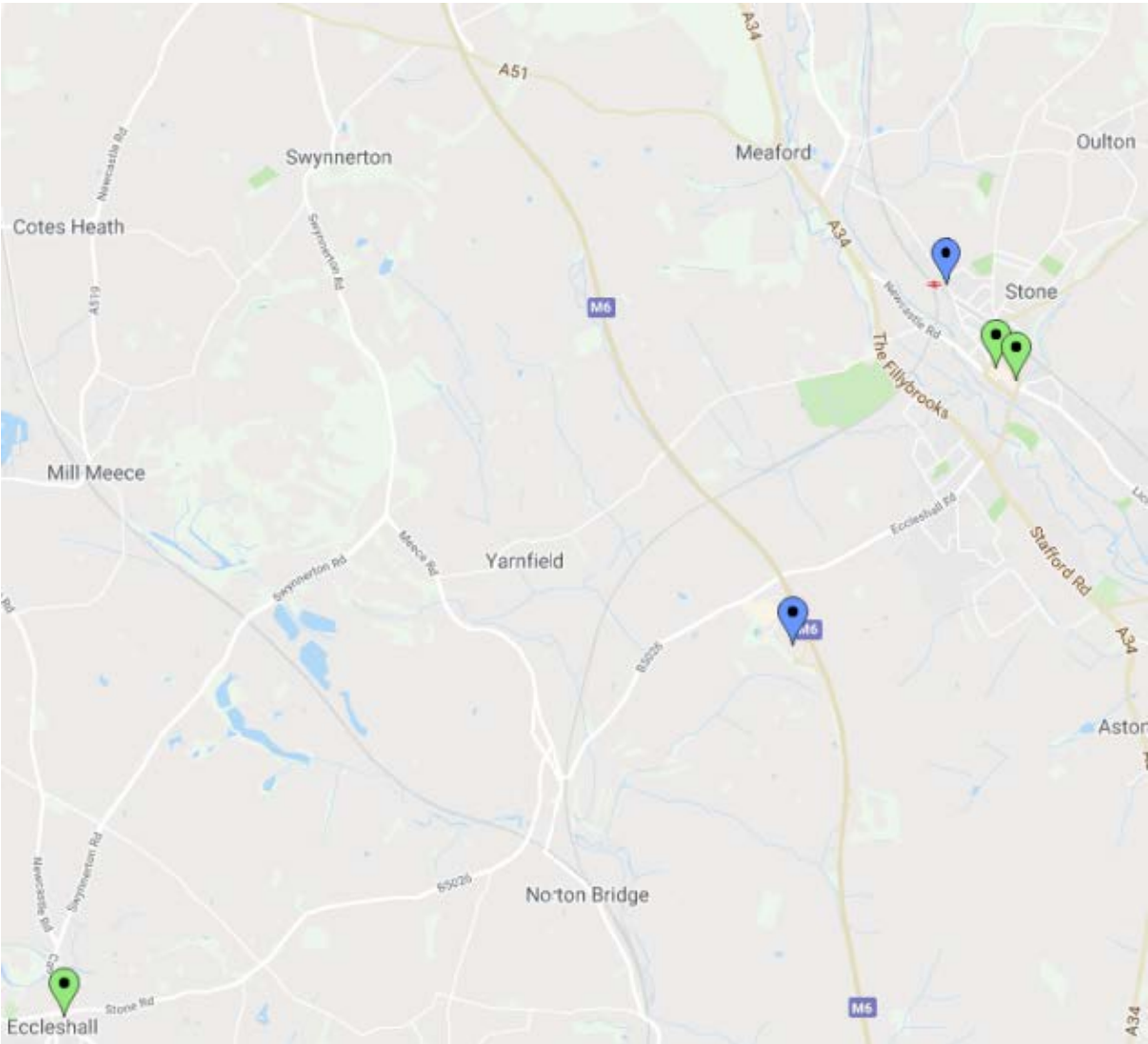
Stafford



Licenced Premises in Stafford Area

Key	Licence Type	Number
	Adult gaming centre	4
	Betting Shop	8
	Bingo	1

Stone



Licenced Premises in Stone Area

Key	Licence Type	Number
	Adult gaming centre	2
	Betting Shop	3

From: [Kate Ashbrook](#)
To: stonetowncouncil@btconnect.com
Subject: Open Spaces Society Draft Strategic Plan 2019-2024
Date: 25 October 2018 14:39:22
Attachments: [OSS draft strategic plan for consultation.pdf](#)

Dear Member

The society has produced a draft of its next strategic plan for the period 2019-2024. A copy is attached and it is also available to download from our website [here](#).

This follows a planning day of trustees and staff as well as consultations with volunteers and other members at the annual general meeting, and our local correspondents at their recent get together.

Your views would be most welcome.

Please send any comments to office1@oss.org.uk by **Monday 19 November**.

The trustees will consider all your comments and finalise the plan at their meeting in December.

Regards

Kate

*Kate Ashbrook
General Secretary
The Open Spaces Society
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Henley-on-Thames RG9 2BA
tel 01491 573535, mob 07771 655694
email: hq@oss.org.uk
website www.oss.org.uk
The Open Spaces Society is a registered charity (no 1144840) and
a company limited by guarantee, registered in England & Wales (no 7846516).*

**[Please help us realise the vision behind
the Countryside Act 1968
of clear paths for walking and riding](#)**

Read my blog at <http://campaignerkate.wordpress.com/>

The Open Spaces Society has staff with exhaustive experience in handling matters related to our charitable purposes. While every endeavour has been made to give our considered opinion, the law in these matters is complex and subject to differing interpretations. Such opinion is offered to help members, but does not constitute formal legal advice.

Please [contact us here](#) if you do not wish to receive further emails from the Open Spaces Society.

OPEN SPACES SOCIETY DRAFT STRATEGIC PLAN 2019-2024

OSS vision

Everyone can enjoy their rights to public paths and open spaces

OSS mission

We work to protect, increase, enhance and champion the common land, village greens, other open spaces and public rights of way of England and Wales, and the public's rights to enjoy them.

INTRODUCTION

- 1 The Open Spaces Society was founded in 1865. It has a remarkable legacy, being Britain's oldest national conservation body, the only national society which seeks to protect and preserve all kinds of public rights of way, commons, greens and open spaces for all kinds of users. Two of its founders went on to found the National Trust in 1895.
- 2 The society has played a key role in protecting high-profile sites like Hampstead Heath, Epping Forest, Wimbledon Common, Ashdown Forest and the Malvern Hills; fought for the re-instatement of common land which had been used for wartime defence and food production; was active in the genesis of national parks, areas of outstanding natural beauty and definitive maps of public paths under the National Parks and Access to the Countryside Act 1949; promoted the registration and protection of common land and common rights under the Commons Registration Act 1965; pursued initiatives which led to the Countryside and Rights of Way Act 2000 (right to roam), and more recently has led the effort to re-register 'lost' commons. It has always been at the forefront of campaigns to protect and promote greens, commons and rights of way and it inherits an outstanding reputation based on solid achievements.
- 3 The society is governed by a board of volunteer trustees who must take account of the charitable objectives as set out in the articles of association. It employs a small number of staff and contractors. It has one office in Henley-on-Thames, Oxfordshire. Our other volunteers are local correspondents, appointed for their knowledge and expertise to represent the society in their localities and to report quarterly on their work. The society is flexible, fleet of foot and not bureaucratic.
- 4 The period of our current strategic plan, *Choosing Direction*, ends in December 2018 with many solid achievements. These included:
 - campaigns to:
 - toughen Local Green Space in England;
 - give greater protection to Welsh village greens;

- encourage participation in a project to research and apply for historical paths to be added to the definitive map before 2026;
 - celebrate the 50th anniversary of the Countryside Act 1968;
 - clarify the law on commercial events on urban open spaces;
 - celebration of our 150th anniversary in 2015, with events and the publication of four books;
 - appointment of an additional part-time case officer, and a project officer for the re-registration of commons project;
 - new look, new logo and improved website;
 - a survey of our membership;
 - revision of guidelines for local correspondents and two training events for them;
 - casework strategy to regulate how we deal with and prioritise casework;
 - our collection of 1,083 glass lantern slides catalogued.
- 5 This new plan does not propose a change in direction but it updates and rolls forward the work we have been undertaking over the last five years. During that time, the society has been immensely fortunate to benefit from substantial legacies. In the five years of the next plan we intend to invest this money in the society and its work, to expand our influence and reach. It will enable us to take on projects which will have a lasting influence and help us to develop our profile.
 - 6 There is much uncertainty in the world, generated by Brexit in particular, but we shall aim to make this an opportunity. Agricultural payments can be redirected to providing more and better access and to protecting the cultural heritage of commoning. A new regulatory system to ensure that farmers and land managers respect the law on their land would reduce the burden on hard-pressed highway authorities.
 - 7 By the end of the current strategic plan the deadline for recording paths on definitive maps in England will be perilously close, and we plan to have contributed significantly to getting the maps up to date. The date for re-registering lost commons in most of the English pioneer areas will have passed so we shall give priority to researching and applying for commons in those areas.
 - 8 We shall consider how to invest in our organisation, and to increase our capacity and our office accommodation to meet our objectives and to ensure we have a succession plan for trustees and staff. We must support our existing local correspondents and recruit more. Our revamped website, which will be ready in the first part of 2019, will be crucial in this.
 - 9 As the laws in England and Wales increasingly diverge we shall plan to expand our capacity in Wales in order to be even more effective there.
 - 10 As always, we are keen to work with others to achieve our common goals, and are grateful to all who continue to support our vital work.

OSS STRATEGIC GOALS 2019 - 2024

Our Strategic Goals for 2019-24 are linked to our four charitable objects.

Charitable Object 1

To protect common land, open spaces and town and village greens from encroachment and, subject to the rights of the commoners, to secure their use by the general public.

Vision for 2024

All public bodies actively enforce legislation in a timely manner to protect and maintain commons, greens and other open spaces for the public, and acknowledge their social, recreational and other values. There is widespread public awareness of their rights over such land.

STRATEGIC GOAL 1

National and local government bodies enforce legislation to uphold and protect the rights of the general public to existing commons, greens and other open spaces without obstruction or encroachment, recognising their social, recreational, leisure, historical, environmental and ecological value.

Objectives

- 1.1 OSS will inform planning authorities and town, parish and community councils of the designations of commons, greens and public open spaces and their responsibilities to protect them.
- 1.2 OSS will take or support legal action, if appropriate, to require public bodies to enforce the law on commons, greens and other open spaces.
- 1.3 OSS will identify commons for re-registration in each of the English pioneer areas and in Wales, and make applications to register all those for which a good case can be made by the deadline. OSS will take appropriate similar action in relation to subsequent defined areas.
- 1.4 OSS will respond to all applications for works on, exchanges of, and re-registration of common land and town or village greens.
- 1.5 OSS will encourage registration of qualifying spaces as town or village greens:
 - a. by encouraging local correspondents, members and supporters to survey land in their communities and apply for registration;
 - b. by encouraging landowners such as parish and community councils voluntarily to register such spaces.

- 1.6 OSS will continue to be respected as a well-informed resource by those with responsibility for open spaces, both statutory and voluntary.

STRATEGIC GOAL 2

OSS will influence legislation and planning guidance to protect existing public open spaces, and access to them.

Objective

- 2.1 OSS will develop and implement a campaign for major development plans to be required to include provision of open spaces protected through registration as town or village greens and, in England, Local Green Space.

Charitable Object 2

To protect, preserve and enhance existing public paths and carriageways used mainly as public paths and to secure their proper recording, maintenance and signposting for the benefit of the public.

Vision for 2024

All public rights of way are recorded, well maintained and correctly signposted.

STRATEGIC GOAL 3

OSS will ensure that applications are made to register historic and other routes on definitive maps before deadlines.

Objectives

- 3.1 OSS will encourage and support its local correspondents, members and others to identify unregistered paths and ways, and apply for their inclusion on definitive maps.
- 3.2 OSS will work with partner organisations to publicise the importance of this endeavour and the availability of information on the OSS website

STRATEGIC GOAL 4

Statutory authorities record, maintain and signpost all public rights of way, to ensure public rights of access and movement for quiet enjoyment on paths are upheld and that all are fully accessible to the public.

Objectives

- 4.1 OSS will campaign (with partners) for highway authorities to fulfil their statutory responsibilities with regard to signposting rights of way as required by law.
- 4.2 OSS will support the development of a tool to help members (and members of the public) report obstructions, defective and missing signposts.
- 4.3 OSS will take or support legal action, if appropriate, to require public bodies to enforce the law on public paths.

Charitable object 3

To secure the creation and preservation of new public paths, open spaces and access to and over open country for the benefit of the public.

Vision for 2024

All new major developments and the post-Brexit agricultural funding system include provision for protected public open spaces, public rights of way and public access.

STRATEGIC GOAL 5

All major building-development includes provision and designation of adequate-sized, protected public open spaces and paths which have the potential to increase the health and well-being of residents. This includes not only preservation of existing rights of way but also the creation of new rights of way to promote non-motorised use.

Objectives

- 5.1 OSS will lobby relevant bodies in England and Wales to include protected open spaces and pedestrian and cycle links in planning guidance and provide and promote advice to others on achieving this.
- 5.2 OSS will campaign for statutory funding for public open spaces in England and Wales.
- 5.3 OSS will ensure that 'environmental net gain' in the 25-year Environment Plan (in England) includes provision for public open space, and that such space be included in conservation covenants.
- 5.4 OSS will campaign for a new statutory scheme of conservation covenants in Wales.

STRATEGIC GOAL 6

The post-Brexit subsidy system provides for public access to be funded as a public good.

Objective

- 6.1 OSS will develop and implement a campaign to persuade government to include provision for public-access payments in the new post-Brexit agricultural policy, and to establish an effective regulatory scheme.

Charitable object 4

To protect the beauty of the countryside and to promote its fullest enjoyment by the public.

Vision for 2024

The countryside is better understood and appreciated for its beauty, landscape, cultural heritage and opportunities for quiet recreation, and more people understand, exercise and defend their rights to enjoy it.

STRATEGIC GOAL 7

(Strategic goals 1, 2 and 3 largely cover this object.)

National parks and areas of outstanding natural beauty in England and Wales are well protected and people know their rights there and are encouraged to exercise those rights responsibly.

Objectives

- 7.1 OSS will keep abreast of what is happening in national parks through our membership of the Campaign for National Parks.
- 7.2 OSS will respond to threats to designated and other landscapes where they have an adverse impact on our interests and charitable objects.

continued

OVERARCHING STRATEGIC GOAL 8

In order to help achieve all the above OSS will develop an effective information and communications programme.

Objectives

OSS will:

- 8.1 increase public awareness of the importance of public open spaces and paths;
- 8.2 increase public understanding of people's rights to open spaces and paths;
- 8.3 increase OSS's profile in the public domain;
- 8.4 and in doing the above ensure they have measurable targets.

Note

There will be a further section of the plan setting out how we propose to strengthen our organisation: raise our profile and reputation among relevant decision makers and others and provide the human resources (staff, trustees and volunteers), physical infrastructure and financial security to deliver our mission.

END

25 October 2018

Stone Town Council - Non-Cheque Payments

The table below lists non-cheque payments made by the Council in the period since the last report, for the Committee's information.

The table includes payments by direct debit, telephone banking and online banking. It excludes salary and related payments, payments from the Mayor's Charity, and transfers between the Council's bank accounts. These items can be seen by any Member on request.

Date	Reference	Supplier	Description	Amount	Month
03/09/2018	D/Dbt18/012	Prism Solutions	Analogue line rental	£46.69	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - Crown Wharf car park	£267.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - Frank Jordan Centre	£418.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - Market	£171.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - STN	£216.00	Sep-18
03/09/2018	D/Dbt18/012	Stafford Borough Council	Rates - Northesk St Car Park	£116.00	Sep-18
06/09/2018	D/Dbt18/012	EE	Mobile phone - caretaker - FJC	£27.08	Sep-18
06/09/2018	D/Dbt18/012	EE	Mobile phone - caretaker - STN	£27.08	Sep-18
10/09/2018	D/Dbt 18/013	British Gas	Electricity - Stone Station	£122.12	Sep-18
21/09/2018	D/Dbt 18/013	British Gas	Gas- Stone Station	£46.79	Sep-18
21/09/2018	D/Dbt 18/013	British Gas	Electricity - Stone Station	£79.48	Sep-18
25/09/2018	D/Dbt 18/013	Prism Solutions	ICT Provision	£459.04	Sep-18
28/09/2018	D/Dbt 18/013	NatWest	Bank charges - Sept 18	£39.73	Sep-18