

**STONE TOWN COUNCIL**

**Town Clerk**

Les Trigg

15 Station Road  
STONE  
ST15 8JP

**Tel: 01785 619740**

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28 January 2019

You are hereby summoned to attend a meeting of the **TOWN COUNCIL**, to be held in **St Michael's Suite at the Frank Jordan Centre, Lichfield Street, Stone** on **TUESDAY 5 FEBRUARY 2019** at **7.00pm** when the following business will be transacted.

Les Trigg  
Town Clerk

**Agenda**

1. **To receive apologies for absence**
2. **Declarations of Interest and Requests for Dispensations**
3. **Representations from Members of the Public**
4. **To Confirm as a correct record the minutes of the Meeting of the Town Council held on 4 December 2018, Minute No's. C19/082 – C19/091 (attached)**
5. **To receive the minutes and decisions of the under mentioned Committees:**
  - a) General Purposes Committee Meeting held on 4 December 2018, Minute Numbers GP19/129 – GP19/140 (attached)
  - b) Planning Committee Meeting held on 4 December 2018, Minute Numbers P19/066 – P19/070 (attached)
  - c) General Purposes Committee Meeting held on 18 December 2018, Minute Numbers GP19/141 – GP19/146 (attached)
  - d) Planning Committee Meeting held on 18 December 2018, Minute Numbers P19/071 – P19/075 (attached)
  - e) General Purposes Committee Meeting held on 8 January 2019, Minute Numbers GP19/147 – GP19/152 (attached)
  - f) Planning Committee Meeting held on 8 January 2019, Minute Numbers P19/076

– P19/080 (attached)

- g) Planning Committee Meeting held on 22 January 2019, Minute Numbers P19/081 – P19/085 (attached)

- h) General Purposes Committee Meeting held on 22 January 2019, Minute Numbers GP19/153 – GP19/169 (attached)

- 6. **To Consider the Council's Budget for 2019-20 and to set the Council Tax for the Year**  
To Consider the report of the Town Clerk (attached).

- 7. **Local Government Transparency Code 2015**  
**Openness of Public Bodies Regulations 2014**

Information for Quarter ending 31 December 2018 (attached)

- 8. **To receive the forthcoming Civic Announcements** (attached)

- 9. **To receive the Town Mayor's and Deputy Town Mayor's Reports of Engagements**  
(attached)

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

- 11. **To confirm as a correct record the confidential minutes of the Meeting of the Town Council held on 4 December 2018, Minute Numbers C19/082, C19/090 and C19/091**  
(attached)

- 12. **To receive the Confidential Minutes and decisions of the undermentioned Committees:**

- a) General Purposes Committee Meeting held on 4 December 2018, Minute Numbers GP19/129 and GP19/140 (attached)
- b) General Purposes Committee Meeting held on 22 January 2019, Minute Numbers GP19/153 and GP19/169 (attached)

Members of the public are welcome to attend the Council Meeting as observers.

# Stone Town Council

## Minutes of the meeting held in St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 4 December 2018

- PRESENT:** Councillor Mrs K. Green in the Chair, and  
Councillors: J. Davies, Mrs J. Hood, R. Kenney, M. Green, I. Fordham, M. Shaw,  
P. Leason, G. Collier (from C19/089) and G. Neagus
- ABSENT:** Councillors: T. Jackson, A. Osgathorpe, Mrs M. Goodall, M. Williamson,  
Mrs J. Farnham, Mrs J. Piggott, G. Collier (to C19/088), Mrs C. Collier and Mrs E.  
Mowatt
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Before the meeting began the Reverend Prebendary Cardinal gave prayers

### **C19/082     Apologies**

Apologies were received from Councillors: T. Jackson, A. Osgathorpe,  
Mrs M. Goodall, M. Williamson, Mrs J. Farnham, Mrs J. Piggott, G. Collier (to  
C19/088), Mrs C. Collier and Mrs E. Mowatt

### **C19/083     Declarations of Interest and Requests for Dispensations**

None received

### **C19/084     Representations from Members of the Public**

#### **Representation from Mr Bill Lockwood**

*'I think that the Town Council is doing a good job promoting Stone businesses and planning regular High Street attractions and activities. However, few visitors to the town would voluntarily use the public toilets. Both sets are in a poor condition and reflect badly on the town. What can the Town Council do to improve these facilities?'*

Councillor Mrs J. Hood, advised Mr Lockwood that the Town Council had been in negotiations with Stafford Borough Council for some years about the toilets in Stone but these had stalled.

She advised that Stafford Borough Council's Streetscene operative had identified a number of improvements needed to the toilets and had actioned the items that were possible for him to deal with directly.

Councillor Mrs Hood gave her assurances that she would take on board the

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\* 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.

concerns raised and hoped the negotiations with Stafford Borough Council would recommence.

**C19/085     Minutes**

**RESOLVED:**

That the minutes of the Meeting of the Town Council held on the 6 November 2018, copies having been circulated to the members, be signed by the Chairman as a correct record.

**C19/086     Committee Minutes**

**RESOLVED:**

- a) That the minutes of the Planning Committee Meeting held on the 6 November 2018, copies having been circulated to members, be signed by the Chairman as a correct record.
- b) That the minutes of the General Purposes Committee Meeting held on the 6 November 2018, copies having been circulated to members, be signed by the Chairman as a correct record.
- c) That the minutes of the Planning Committee Meeting held on the 13 November 2018, copies having been circulated to members, be signed by the Chairman as a correct record.

**C19/087     Civic Announcements**

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

**C19/088     Town Mayor's and Deputy Town Mayor's Reports of Engagements**

The Town Mayor's and Deputy Town Mayor's Announcements, which had been previously circulated, were noted.

**The meeting was suspended to enable the General Purposes Committee Meeting to take place. The Town Council was then reconvened for the confidential items on the agenda.**

**C19/089     To resolve, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the meeting whilst the next item of business is discussed on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the debate**

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

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**C19/090     Confidential Minutes**

**RESOLVED:**

That the confidential minutes of the Town Council Meeting held on the 6 November 2018, copies having been circulated to Members, be signed by the Town Mayor as a correct record.

**C19/091     Confidential Committee Minutes**

- a) That the Confidential Minutes of the General Purposes Committee Meeting held on 6 November 2018, copies having been circulated to Members, be signed by the Town Mayor as a correct record.

**TOWN MAYOR**

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# Stone Town Council – General Purposes Committee

## Minutes of the meeting held in St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone on Tuesday 4 December 2018

**PRESENT:** Councillor R. Kenney in the Chair and  
Councillors: M. Green, Mrs J. Hood, J. Davies, Mrs K. Green, I. Fordham, G. Collier,  
M. Shaw, P. Leason and G. Neagus

**ABSENT:** Councillors: Mrs C. Collier, T. Jackson, A. Osgathorpe, Mrs M Goodall,  
M. Williamson, Mrs J. Farnham, Mrs J. Piggott and Mrs E. Mowatt

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**GP19/129     Apologies**

Apologies were received from Councillors: Mrs C. Collier, T. Jackson,  
A. Osgathorpe, Mrs M Goodall, M. Williamson, Mrs J. Farnham, Mrs J. Piggott and  
Mrs E. Mowatt

**GP19/130     Declarations of Interests**

Councillor Fordham declared a personal interest in GP19/134 a) and GP19/140

**GP19/131     Requests for Dispensations**

None

**GP19/132     To Receive the report of the County Councillors**

**County Councillor Mrs J. Hood**

Councillor Mrs Hood had no report to give on this occasion

**County Councillor Parry**

Councillor Parry was not in attendance at the meeting

**GP19/133     Representations from Members of the Public**

None

**GP19/134     Minutes**

RESOLVED:

- a) Estates Sub-Committee held on 13 November 2018 copies having been circulated to Members, be signed by the Town Mayor as a correct record and that the recommendations of the Sub-Committee contained in Minute Numbers EST19/019, EST19/021 and EST19/025 be adopted.
- b) Management Sub-Committee held on 13 November 2018 copies having been circulated to Members, be signed by the Town Mayor as a correct record.

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**GP19/135      Community Funded School Crossing Patrols**

The Committee considered a Staffordshire County Council consultation requesting views on supporting the funding of a local school crossing patrol.

A copy of an email from Staffordshire County Council along with a Community Fundraising Pack and a survey form had been issued with the agenda for the meeting.

The Committee expressed its disappointment at the loss of funding for this essential service which protects the safety of children and young families in Stone.

RESOLVED: That Staffordshire County Council be invited to make an application to Stone Town Council for grant aid to fund the maintenance of school crossing patrols in Stone.

**GP19/136      Non-Cheque Payments**

The list of non-cheque payments\* made by the Council during the period 1 October to 31 October 2018 was noted.

**GP19/137      Update from Working Groups**

**Neighbourhood Plan Steering Group**

Councillor Mrs Hood advised that the Draft Stone Neighbourhood Plan had been submitted to Stafford Borough Council under Regulation 16. The Town Council had met all requirements in relation to producing the necessary documentation, arranging public consultations and taking into account the views and wishes of residents.

She advised that Stafford Borough Council has informed the Town Council that too many Green Spaces have been incorporated into the Neighbourhood Plan and that this will have a negative impact on future sustainable development in Stone.

Councillor Mrs Hood informed the Committee that the Town Council had followed all advice provided by its planning consultants and had identified 53 open spaces to protect them from future development and provide a legacy for future generations to enjoy.

The Committee suggested that the Town Council write to Stafford Borough Council asking that the Plan in its current form be submitted to an Examiner of the Town Council's choosing as soon as possible.

The Town Clerk informed the Committee that he had already written to Stafford Borough Council stating that the Examiner could be selected concurrently with Regulation 16, which will end on 19 December 2018, to allow for an earlier examination date.

**Stone Area Parish Liaison Group**

Councillor Davies reported that no meeting had taken place.

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#### **Bus Services Working Group**

Councillor Mrs Hood reported that there had been no meeting of the Working Group.

#### **Traffic Management in High Street Working Group**

Councillor Kenney advised that a representative from Stafford Borough Council had been appointed to the Working Group and notice of a representative from Staffordshire County Council is awaited.

#### **GP19/138     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**

Councillor J. Davies reported that no meeting had taken place.

##### **Age Concern Stone & District**

Councillor Mrs K. Green reported that no meeting had taken place.

##### **Stone Town Band**

A meeting date had not been given.

##### **Stafford & Stone Access Group**

Councillor Mrs C. Collier was not available to provide a report.

##### **Stone Common Plot Trustees**

No meeting had taken place.

##### **Stone Community Hub Liaison Group**

No meeting had taken place.

##### **SPCA Executive Committee**

Councillor M. Green attended the AGM on 3 December 2018 and had been appointed to the Executive Committee.

Councillor Green asked that a letter of thanks be sent to Mr Harry Brunt for his long and dedicated service to the town and parish council sector in Staffordshire. He has unfortunately decided to step down from the Executive after serving on the Committee since 1983. It was requested that an appreciation of Mr Brunt's hard work be recorded in the minutes, which was supported by the Committee.

#### **GP19/139     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.

#### **GP19/140     Confidential Minutes**

- a) That the Confidential minutes of the Estates Sub-Committee held on 13 November 2018 copies having been circulated to Members, be signed by

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the Town Mayor as a correct record and that the recommendations of the Sub-Committee contained at Minute EST19/025 be adopted.

**TOWN MAYOR**

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# Stone Town Council – Planning Committee

## Minutes of the meeting held in the St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 4 December 2018

**PRESENT:** Councillor J. Davies in the Chair, and  
Councillors: R. Kenney, Mrs J. Hood, M. Green, Mrs K. Green, M. Shaw, G. Collier,  
G. Neagus, I. Fordham and P. Leason

**ABSENT:** Councillors: A. Osgathorpe, Mrs J. Farnham, Mrs M. Goodall, M. Williamson,  
T. Jackson, Mrs J. Piggott, Mrs C. Collier and Mrs E. Mowatt

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**P19/066      Apologies**

Apologies were received from Councillors: A. Osgathorpe, Mrs J. Farnham,  
Mrs M. Goodall, M. Williamson, T. Jackson, Mrs J. Piggott, Mrs C. Collier and  
Mrs E. Mowatt

**P19/067      Declarations of Interest and Requests for Dispensations**

None

**P19/068      Representations from Members of the Public**

None received

**P19/069      Planning Applications**

**Application Number** – 18/29571/HOU

**Applicant** – Mr C. Minor

**Location** – 86 Station Road, stone

**Development** – Loft conversion to form bedroom with roof windows at rear

**Observations:** No objections

**Application Number** – 18/29489/FUL

**Applicant** – Morrisons Supermarkets PLC

**Location** – Morrisons Supermarket, Mill Street, stone

**Development** – Customer Cafe, entrance lobby and barista bar extensions to  
existing supermarket – all located under existing store canopy

**Observations:** No objections

**Application Number** – 18/29622/COU

**Applicant** – Dr Amit Jilka

**Location** – The Old School House, 13 Lichfield Street, Stone

**Development** – Conversion of existing house to dental premises plus two storey  
rear extension

**Observations:** No objections

**Application Number** – 18/29656/HOU

**Applicant** – Mrs J. Caiazzo

**Location** – 102 Spring Gardens, Stone

**Development** – Proposed single storey extension to rear

**Observations:** No objections

**P19/070**

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

None

**Town Mayor**

# Stone Town Council – General Purposes Committee

## Minutes of the meeting held in St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone on Tuesday 18 December 2018

**PRESENT:** Councillor R. Kenney in the Chair and  
Councillors: Mrs J. Hood, J. Davies, G. Collier, M. Shaw, Mrs C. Collier,  
Mrs E. Mowatt and Mrs J. Farnham

**ABSENT:** Councillors: T. Jackson, A. Osgathorpe, M. Williamson, Mrs M Goodall,  
Mrs J. Piggott, M. Green, Mrs K. Green, I. Fordham, P. Leason and G. Neagus

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**GP19/141     Apologies**

Apologies were received from Councillors: T. Jackson, A. Osgathorpe,  
M. Williamson, Mrs M. Goodall, Mrs J. Piggott, M. Green, Mrs K. Green and  
P. Leason

**GP19/142     Declarations of Interests**

None

**GP19/143     Requests for Dispensations**

None

**GP19/144     Representations from Members of the Public**

None

**GP19/145     New Train Timetable from Stone Station**

Mr John Heal, Chair of the local Rail User Group, provided the Committee with information on the implications of the proposed new train timetable to be introduced by London Northwestern Railway. He advised that the original plan was for the timetable changes to be introduced from December 2018 but a delay had now resulted in the changes taking effect from May 2019. A final decision on the schedule will be taken in January and he encouraged the Town Council to be part of the discussion. As a consequence there will be changes to the trains that stop at Stone and he warned the Committee that there will be a good deal of confusion for service users.

The new timetable will result in a number of improvements which will include a direct service to Birmingham every hour, a greater number of trains than at present, an increase in the capacity of some trains (which will have eight carriages rather than four - but these cannot stop at Stone), and a direct train to London (although a longer journey). The majority of people using the train service from Stone travel to Stoke and Stafford and will not be affected by the timetable changes.

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There are however some complications which include long waits between connections at certain times (particularly mornings) and the loss of some connections. These will impact travel to London at the weekend.

Mr Heal reassured the Committee that the new train company are willing to communicate with the general public. Train schedules are also reviewed every year so any inconveniences may be ironed out in the future.

Mr Heal read out an email he had received from the Head of Stakeholder and Community at London Northwestern Railway (dated 17 December 2018), stating that the May 2019 timetable queries had been considered along with issues raised in the Town Council's letter (requesting reassurances on connection times). A number of local meetings will be held before the timetable goes live and Stone Town Council will be invited to a meeting with representatives and other stakeholders.

**RESOLVED:** That the Town Clerk is awarded delegated powers to liaise with the train company, London Northwestern Railway, in respect of matters relating to train service timetable changes and their impact on passengers travelling from Stone.

**GP19/146      Budget 2019-20 to 2021-22 – Overview**

The Committee received the report\* of the Town Clerk setting out the prospects for the Council's 2019-20 to 2021-22 budget. The report considers the overall position of the Council, the context in which the budget needs to be set and the standstill budget, which is the starting point for determination of the precept for 2019-20.

**RESOLVED:** To note the standstill budget position for 2019-20, 2020-21 and 2021-22 and the issues related to setting the precept.

**RESOLVED:** That each sub-committee considers its financial needs for the next three years and report back to the General Purposes Committee on 22 January 2019 with its budget proposals.

**TOWN MAYOR**

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# Stone Town Council – Planning Committee

## Minutes of the meeting held in the St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 18 December 2018

- PRESENT:** Councillor J. Davies in the Chair, and  
Councillors: R. Kenney, Mrs J. Hood, M. Shaw, G. Collier, P. Leason (from P19/074 - 18/29499/FUL), Mrs J. Farnham, Mrs C. Collier and Mrs E. Mowatt
- ABSENT:** Councillors: A. Osgathorpe, Mrs M. Goodall, M. Williamson, T. Jackson, Mrs J. Piggott, M. Green, Mrs K. Green, G. Neagus, I. Fordham and P. Leason (to P19/074 18/28965/FUL)

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**P19/071**      **Apologies**

Apologies were received from Councillors: A. Osgathorpe, Mrs M. Goodall, M. Williamson, T. Jackson, Mrs J. Piggott, M. Green, Mrs K. Green and P. Leason (to P19/074 - 18/28965/FUL)

**P19/072**      **Declarations of Interest and Requests for Dispensations**

None

**P19/073**      **Representations from Members of the Public**

None received

**P19/074**      **Planning Applications**

**Application Number** – 18/28965/FUL (amended plans)

**Applicant** – Mr S. Nuttall, Joules Brewery Ltd

**Location** – Stone Town Council Car Park, Crown Street, Stone

**Development** – Proposed new Public House and Studio Theatre including incorporation of existing Wharfinger's Cottage and Store; plus associated external works

**Amendment** – Design to Theatre in relation to Wharfinger's Cottage

**Observations:** The Town Council raises no objections to this proposed development. If there is any damage to the heritage assets, it would be far outweighed by the gain provided to the general public.

**Application Number** – 18/29499/FUL

**Applicant** – A. J. Roe Properties

**Location** – 75 High Street, Stone

**Development** – Minor material amendment to existing planning approval ref 18/28418/FUL. Amendments include basement access amended with steps moved adjacent existing three storey building. New windows added to first floor

side elevation on rear two storey building. Amend Line of rear wall to single storey office extension.

**Observations:** No objections

**Application Number** – 18/29551/HOU

**Applicant** – Mr Pointon

**Location** – 68 Station Road, Stone

**Development** – Proposed conservation velux roof lights on loft conversion.

**Observations:** No objections

**Application Number** – 18/29716/FUL

**Applicant** – C/o Pegasus Group

**Location** – Land adjoining Sewage works, Opal Way, Stone

**Development** – Erection of four employment buildings (B1c, B2, B8 use) with access and parking.

**Observations:** No objections

**Application Number** – 18/29724/FUL

**Applicant** – Specsavers Optical Superstores

**Location** – 15 High Street, Stone

**Development** – New fascia and projecting signage on place of business to replace existing. Internal works including the erection of new partitions and the demolition of internal window beds and the installation of air conditioning to the site, including associated external condensers. This application is in conjunction with 18/29725/LBC

**Observations:** No objections provided the signage is in keeping with the Conservation Area.

**Application Number** – 18/29725/LBC

**Applicant** – Specsavers Optical Superstores

**Location** – 15 High Street, Stone

**Development** – New fascia and projecting signage on place of business to replace existing. Internal works including the erection of new partitions and the demolition of internal window beds and the installation of air conditioning to the site, including associated external condensers.

**Observations:** No objections provided the signage is in keeping with the Conservation Area.

**Application Number** – 18/29726/ADV

**Applicant** – Specsavers Optical Superstores

**Location** – 15 High Street, Stone

**Development** – Fascia and projecting signage on a place of business.

**Observations:** No objections provided the signage is in keeping with the Conservation Area.

**Application Number** – 18/29740/HOU

**Applicant** – Mr & Mrs A & J Keegan

**Location** – Cedar Hollow, Pingle Lane, Stone

**Development** – Single storey extension to side to form sunroom

**Observations:** The Town Council objects to this planning application on the grounds that the proposed development will be overbearing in the location, will result in a loss of privacy and will have a negative impact on neighbouring homes.

**P19/075**

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

None

**Town Mayor**



# Stone Town Council – General Purposes Committee

## Minutes of the meeting held in St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone on Tuesday 08 January 2019

- PRESENT:** Councillor R. Kenney in the Chair and  
Councillors: Mrs J. Hood, J. Davies, G. Collier (from Minute number GP19/152),  
M. Shaw, Mrs C. Collier (from Minute number GP19/152),  
A. Osgathorpe, Mrs J. Piggott, M. Green, Mrs K. Green and P. Leason
- ABSENT:** Councillors: T. Jackson, M. Williamson, Mrs M Goodall, I. Fordham, G. Neagus,  
Mrs E. Mowatt and Mrs J. Farnham
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**GP19/147     Apologies**

Apologies were received from Councillors: Mrs J. Farnham, M. Williamson,  
Mrs M. Goodall, T. Jackson and I. Fordham

**GP19/148     Declarations of Interests**

None

**GP19/149     Requests for Dispensations**

None

**GP19/150     Representations from Members of the Public**

None

**GP19/151     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 not exclude the public and press, but to allow them to remain in the meeting room for the next item of business.

**GP19/152     Community Bus**

The Committee considered the pilot for the provision of a community bus service in Stone to assist residents isolated by the withdrawal of former D & G bus routes.

The Town Clerk distributed bus route usage statistics\* for the three month trial which began on 19 October 2018. The statistics included a breakdown of the numbers of service users travelling into and out of Stone on the four services: Route 1 (Aston Lodge) Route 2 (Stonefield), Route 3 (Walton) and Route 4 (Cherryfields).

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The Chairman reminded the Committee that when discussing piloting the bus service at a previous meeting, it had been decided that a benchmark of an average of 10 users of each service (return) would be considered a success.

The committee considered the cost of providing the service, which was estimated at £14,376 per annum gross, or £11,004 per annum net, after taking into account the average level of fares received. This was considered to be unsustainable in the longer term, with the average subsidy per journey being higher than the cost of the equivalent taxi fare. It was agreed that the wider general public/residents of Stone could not be expected to subsidise these values.

The Committee suggested that the services available from taxi firms be explored and this could be done through the Tourism and Town Promotion Sub-Committee.

**RESOLVED:** That the bus service trial will stop at the end of January 2019 and the Community Link membership fee paid by each service user who subscribed (in order to access the service), is reimbursed in full by the Council.

**TOWN MAYOR**

# Stone Town Council – Planning Committee

## Minutes of the meeting held in the St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 08 January 2019

- PRESENT:** Councillor J. Davies in the Chair, and  
Councillors: R. Kenney, Mrs J. Hood, M. Shaw, G. Collier, P. Leason, Mrs C. Collier,  
A. Osgathorpe, Mrs J. Piggott, M. Green and Mrs K. Green
- ABSENT:** Councillors: Mrs M. Goodall, M. Williamson, T. Jackson, Mrs E. Mowatt,  
G. Neagus, I Fordham and Mrs J. Farnham

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**P19/076      Apologies**

Apologies were received from Councillors: Mrs M. Goodall, M. Williamson,  
T. Jackson, I. Fordham and Mrs J. Farnham

**P19/077      Declarations of Interest and Requests for Dispensations**

None

**P19/078      Representations from Members of the Public**

None received

**P19/079      Planning Applications**

**Application Number** – 18/29756/ADV

**Applicant** – Stafford Borough Council

**Location** – Westbridge Park, Stafford Street, Stone

**Development** – Signage 1 – Stone Leisure Centre on north-west elevation,  
Signage 2 – Stone Leisure Centre on south-west elevation and Signage 3 –  
Stafford BC & Freedom Leisure on north-west elevation and main entrance

**Observations:** No objections

**Application Number** – 18/29757/HOU

**Applicant** – Mr A. Sheridan

**Location** – 5 Westover Drive, Stone

**Development** – Single storey extension to sides of existing garage

**Observations:** No objections

**Application Number** – 18/29777/FUL

**Applicant** – Marks and Spencer PLC

**Location** – Marks and Spencer Food Hall, Stafford Road, Stone

**Development** – Installation of car park barrier

**Observations:** This planning application does not define the purpose and use of the barrier which must be carefully thought through. The Town Council raises strong objections to the operation of a barrier during Food Hall business hours as it would cause traffic congestion and tailbacks onto Stafford Road resulting in serious road safety issues.

No objections are raised to use of the barrier to prevent access to the car park when the Marks and Spencer store is closed.

**Application Number** – 18/29808/HOU

**Applicant** – Mr Trimmings

**Location** – 1 Beechwood Drive, Stone

**Development** – Two storey side extension, single storey rear extension and demolition of existing garage

**Observations:** No objections

**Application Number** – 18/29812/HOU

**Applicant** – Mr D. Selwood

**Location** – Kayman House, 16A Northesk Street, Stone

**Development** – Extension to existing garage

**Observations:** No objections

**P19/080**

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

None

**Town Mayor**

# Stone Town Council – Planning Committee

## Minutes of the meeting held in the St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 22 January 2019

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

**ABSENT:** Councillors: T. Jackson, G. Neagus and M. Shaw

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**P19/081      Apologies**

Apologies were received from Councillors: T. Jackson, G. Neagus and M. Shaw

**P19/082      Declarations of Interest and Requests for Dispensations**

None

**P19/083      Representations from Members of the Public**

None received

**P19/084      Planning Applications**

**Application Number** – 18/29795/HOU

**Applicant** – Mr T. Jenkinson

**Location** – 19 Arthur Street, Stone

**Development** – Replacement garages, renovation of boundary walls and extension of dropped kerb

**Observations:** No objections

**Application Number** – 19/29842/LBC

**Applicant** – Mitchells and Butlers

**Location** – Three Crowns, Lichfield Road, Stone

**Development** – Replacement of three existing UPVC windows with timber frames

**Observations:** No objections

**Application Number** – 19/29850/LBC

**Applicant** – Mr S. Virani, The Crown Hotel

**Location** – Crown Hotel, 38 High Street, Stone

**Development** – Replacement of cornice, associated building repairs and gutter replacement/partial replacement

**Observations:** No objections

**Application Number** – 19/29820/REM

**Applicant** – Mr L. Bishop (Bish Bash Ltd)

**Location** – Land rear of 82 Manor Rise, Walton, Stone

**Development** – Reserved matters for two semi-detached dwellings for access, appearance, landscaping, layout and scale

**Observations:** The Town Council wishes to forward the same observations that were made in response to planning application 16/24436/OUT, submitted in a letter to Stafford Borough Council on 17 August 2016.

Members object to the proposed development due to over intensification of the area and the Tree Preservation Orders on the established trees on the walkway. There are also safety concerns due to the amount of children using the walkway on their way to school, and questions were raised about access for emergency vehicles.

The Planning Committee expressed its disappointment that the Borough Council had approved the development after disregarding the representations made by Stone Town Council.

**P19/085**

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

None

**Town Mayor**

# Stone Town Council – General Purposes Committee

## Minutes of the meeting held in St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone on Tuesday 22 January 2019

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

**ABSENT:** Councillors: T. Jackson, G. Neagus and M. Shaw

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**GP19/153     Apologies**

Apologies were received from Councillors: T. Jackson, G. Neagus and M. Shaw

**GP19/154     Declarations of Interests**

None

**GP19/155     Requests for Dispensations**

None

**GP19/156     To receive the report of the County Councillors**

**County Councillor Mrs J. Hood**

**Budget Shortfall** – Councillor Mrs Hood gave a report on Staffordshire County Council's £35 million budget shortfall for 2019-20 and the difficult decisions it was needing to take to make savings within its non-statutory service areas.

She said she was very pleased to report that, after listening to feedback from schools and general public, the County Council had decided not to withdraw the £1.4 million funding for the school crossing patrols service.

**Rail Meeting** – Councillor Mrs Hood reported on a meeting she had attended at Stone Station with North Staffs Rail Promotion Group and West Midlands Trains. She advised that the street lighting in Station Approach is bright orange and she had raised questions about the need to retain this colour. The response given was that bright orange was part of West Midlands Trains' branding.

**County Councillor I. Parry**

Councillor Parry was not in attendance at the meeting.

**GP19/157     Representations from Members of the Public**

None

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\* 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.

**GP19/158     Minutes**

RESOLVED:

- a) Environment Sub-Committee held on 18 December 2018, copies having been circulated to Members, be signed by the Chairman as a correct record and that the recommendations of the Sub-Committee contained in Minute Numbers ENV19/012, ENV19/013 and ENV19/014 be adopted. The recommendations contained in Minute Number ENV19/011 were considered under Minute Number GP19/161, as part of the Council's budget recommendations.
- b) Management Sub-Committee held on 18 December 2018, copies having been circulated to Members, be signed by the Chairman as a correct record and that the recommendations of the Sub-Committee contained in Minute Number MAN19/021 be adopted. The recommendations contained in Minute Number MAN19/022 were considered under Minute Number GP19/161, as part of the Council's budget recommendations.
- c) Tourism & Town Promotion Sub-Committee held on 8 January 2019, copies having been circulated to Members, be signed by the Chairman as a correct record. The recommendations of the Sub-Committee contained in Minute Number TTP19/024 were considered under Minute Number GP19/161, as part of the Council's budget recommendations.
- d) Estates Sub-Committee held on 8 January 2019, copies having been circulated to Members, be signed by the Chairman as a correct record. The recommendations of the Sub-Committee contained in Minute Number EST19/029 were considered under Minute Number GP19/161, as part of the Council's budget recommendations.

**GP19/159     National Pay Awards 2019-20**

The Committee considered the report\* of the Town Clerk (which had been circulated with the agenda) on the outcome of the 2019-20 national pay award negotiations for local government staff and its impact on the Council.

RESOLVED: That the Town Council adopts the new salary levels for staff for 2019-20, as set out in the report.

**GP19/160     Local Government Pension Scheme**

The Committee considered the report\* of the Town Clerk (which had been circulated with the agenda) on the Council's requirements to keep its Local Government Pension Scheme under review.

RESOLVED: That the Town Council notes the recommendations in the report and reaffirms the existing policy (determined on 4 September 2014) set out in appendix 2, subject to removal of date sensitive cash figures.

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\* 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.



**GP19/161      2019-20 Budget for Recommendation to the Council**

The Committee considered the report of the Town Clerk\* (which had been circulated with the agenda) considering the budget and precept level for the financial year 2019-20 for recommendation to the Council.

An additional financial summary\* containing recommendations from all Sub-Committees budget proposals to the Committee for 2019-20, indicative budgets for 2020-21 and 2021-22 and the potential impact on Council Tax, was issued at the meeting.

RESOLVED: To recommend to the Council:

- a) The budget set out in the Clerk's report adjusted to include the Sub-Committee proposals in full (£1,500 added for the maintenance of unregistered uncultivated land in Abbey Street (2019-20 to 2021-22), £2,500 added for additional water taps at the Town Council's Newcastle Road allotment site (2019-20) and £1,500 added for paperless meetings (2019-20) with reductions of £300 in each of 2020-21 and 2021-22).
- b) A Council Tax increase of 1.1% for 2019-20 to £50.10 for a Band D property with further indicative increases of 1.1% in each of the following two years.
- c) To set a precept on Stafford Borough Council for 2019-20 of £297,860 plus Local Council Tax Support Grant of £18,399.

**GP19/162      To consider taking advice from Sport England in respect of Planning Application Number 19/29876/FUL – LNT Care Developments**

The Committee considered the option to seek advice from Sport England following notice from Stafford Borough Council that a planning application had been submitted for the development of a 66 bedroom care home on the site of the recreation ground/playing field at Tilling Drive, Walton, which is described as Green Space in the emerging Stone Neighbourhood Plan.

The advice/information received would be taken into consideration when the Town Council formulates its observations in response to the development proposal, at its Planning Committee meeting on 5 February 2019.

RESOLVED: That the Town Clerk is asked to write to Sport England seeking its advice on the proposal to develop the care home on a site currently used for recreation and a playing pitch.

**GP19/163      New Train Timetable from Stone Station**

The Committee considered appointing representatives to meet with London Northwestern Rail as referred to in Minute GP19/145.

RESOLVED: That Councillors: Mrs J. Hood, R. Kenney and M. Williamson are appointed to meet with London Northwestern Rail.

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**GP19/164      Non-Cheque Payments**

RESOLVED: To note the list\* of non-cheque payments made by the Council during the period 1 November 2018 to 31 December 2018.

**GP19/165      Update from Working Groups:**

**Neighbourhood Plan Steering Group**

The Chairman of the Neighbourhood Plan Steering Group, Councillor Mrs Hood, informed the Committee that the Neighbourhood Plan is now at Regulation 16 stage. The Council is currently awaiting Stafford Borough action to arrange inspection of the Plan.

**Stone Area Parish Liaison Group**

Councillor Davies reported that a meeting of the Stone Area Parish Liaison Group would be held next week on 30 January.

**Bus Services Working Group**

It was reported that the Bus Services Working Group had not yet met.

**Traffic Management in High Street Working Group**

Councillor Kenney reported that the Traffic Management in the High Street Working Group were currently co-ordinating the availability of representatives of Staffordshire County Council and Stafford Borough Council in order that a meeting could be arranged.

**GP19/166      Members' Motions' under Standing Order 4**

**Councillor Mrs Jill Hood**

*'Stone and District Swimming Club at Alleyne's pool have been teaching generations of children from Stone and its surrounding areas for over 45 years. The club has recently been informed that they can no longer look forward to teaching children age 4-5 years (Little Ducks) to swim at the new pool at Westbridge Park, operated by Freedom Leisure. A recent press statement by Stafford Borough Council stated "The council, Freedom Leisure and the club all want to promote swimming in Stone". This does not appear to be the case with this group of children and I ask for the support of Stone Town Council in putting pressure on Stafford Borough Council and Freedom Leisure to urgently find a compromise and accommodate SADSC at the new pool. I'm asking for Stone Town Council to write to Sir Bill Cash MP to ask him to intervene and also to arrange a meeting with Freedom Leisure and Stafford Borough Council to see how we can work together to make sure that a swimming club in Stone town which is not for profit can continue to teach 4-5 year olds to swim. Freedom's refusal to help a local swimming club cannot be in anyone's interest either promoting community spirit or for the safety of our children who live in a town with a canal and a river. The club offers an affordable alternative to parents other than private swimming lessons'.*

RESOLVED: That the Town Clerk writes to Sir Bill Cash, MP, to ask him to intervene and also to arrange a meeting with Freedom Leisure and Stafford Borough Council to see how we can work together to make sure that a swimming club in Stone town which is not for profit can continue to teach 4-5 year olds to swim.

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

RESOLVED: That Councillors: Mrs J. Hood, M. Williamson and A. Osgathorpe are appointed to attend as representatives of Stone Town Council.

**GP19/167     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**

It was reported that a meeting had been held on the 16<sup>th</sup> January 2019 but neither the Mayor nor Deputy Mayor had been able to attend.

**Age Concern Stone & District**

Councillors Mrs K. Green and Mrs C. Collier reported that a meeting had not taken place.

**Stone Town Band**

The Mayor reported that she was not aware of the dates of meetings.

**Stafford & Stone Access Group**

Councillor Mrs C. Collier reported that no meeting had taken place.

**Stone Common Plot Trustees**

Members of the Stone Common Plot Trustees reported that no meeting had taken place.

**Stone Community Hub Liaison Group**

Members of the Stone Community Hub Liaison Group reported that no meeting had taken place.

**SPCA Executive Committee**

Councillor M. Green reported that he had attended the Annual General Meeting of Staffordshire Parish Councils' Association and that four meetings of the Executive Committee are scheduled for the year. The next meeting will take place in March.

**The meeting was temporarily suspended at this point to enable the open session of the Planning Committee Meeting to take place.**

**GP19/168     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 public and press from the next item of business.

**GP19/169     Insurance Renewal**

The Committee considered the report\* of the Town Clerk (which had been circulated with the agenda) exploring renewal of the Council's insurance arrangements beyond 31 May 2019.

RESOLVED:

That the Committee:

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\* 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) Accepts the offer of a five year agreement with Zurich Municipal from 1 June 2019, including key personnel cover as set out in the report.
- b) Accepts the exemption from competition in accordance with Financial Regulation 10.1g

**TOWN MAYOR**

**Stone Town Council**

**5<sup>th</sup> February 2019**

**Town Council Budget 2019-20 to 2021-22**

**Report of Town Clerk**

**Introduction**

1. This report considers the setting of the Town Council's Budget for 2019-20, with indicative figures for the following two years.

**Background**

2. At a series of meetings during December 2018 and January 2019, the General Purposes Committee and its Sub-Committees considered their potential budgets for 2019-20 to 2021-22. As a result of this consideration, the General Purposes Committee on 22<sup>nd</sup> January 2019 recommended a budget for approval by the Council.
3. The budget proposed by the General Purposes Committee is set out at Appendix A. It can be summarised as follows:

<b>Actual</b>		<b>Budget</b>	<b>Forecast</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>2017-18</b>		<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
<b>£</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
104,532	Estates	86,230	42,800	154,700	54,100	54,800
15,632	Environment	19,480	18,800	22,600	26,300	27,100
30,710	Tourism & Town Promotion	45,800	37,300	36,100	37,200	38,200
176,223	Management	186,590	187,500	219,400	195,100	200,800
1,500	Neighbourhood Plan	11,400	7,000	9,900	0	0
-31,260	Earmarked Reserves	-44,670	-12,000	-109,900	0	0
<u>297,337</u>	<b>TOTAL</b>	<u>304,830</u>	<u>281,400</u>	332,800	312,700	320,900
	Planned Contribution to (from) Balances			-16,542	14,654	17,499
	Precept Required (incl LCTSG)			<u>316,258</u>	<u>327,354</u>	<u>338,399</u>
	Band D Council Tax Equivalent			£50.10	£50.65	£51.20

4. The Council is not required to accept the above budget, and is free to set the Council Tax at whatever level it thinks appropriate. The rest of this report does, however, assume the acceptance of the proposed budget, and a number of the comments made below may need to be reconsidered if the budget changes.

## **Robustness of Budget**

5. In setting its budget and precept, the Council must determine:
- The estimated expenditure for the year.
  - Such allowances as it considers appropriate for contingencies.
  - Such financial reserves as the Council considers appropriate to raise in the year.
  - Such reserves as are sufficient to meet any revenue account deficit from any earlier year.
6. These issues have been considered as part of the budget setting process so far, and have resulted in the proposed budget under consideration today.
7. The Clerk's role, as Responsible Financial Officer, is to advise members on the robustness of their plans, and in particular the adequacy of their reserves to meet possible future issues.
8. Excluding the reserves previously earmarked for specific purposes such as the Crown Wharf project, the Neighbourhood Plan, and rollovers, the Council held balances of £131,927 at the beginning of 2018-19. These are forecast to increase to around £158,182 by the end of the current year as follows:

	£
Opening Balances – 1 <sup>st</sup> April 2018	131,927
Planned Contribution from 2018-19 Budget to Balances	+3,855
Budget Adjustments (net) <sup>1</sup>	-1,030
Forecast Underspending 2017-19	+23,430
	<u>+26,255</u>
Forecast Balances – 31 <sup>st</sup> March 2019	<u>158,182</u>

9. As can be seen from the table in paragraph 3 above, the three-year budget proposed by the General Purposes Committee would result in movements in these balances as follows:

	<b>Budgeted Contribution to (from) Balances</b>	<b>Estimated General Fund Balance</b>	<b>Number of Months Net Expenditure</b>
	£	£	
31 March 2019	-	158,182	-
31 March 2020	(16,542)	141,640	5.0
31 March 2021	14,664	156,304	5.8
31 March 2022	17,499	173,803	6.3

10. I would recommend that a Council the size of Stone Town Council should hold general reserves equivalent to around six to nine months' net expenditure. It can be seen from the

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<sup>1</sup> NOTE: This represents a supplementary estimate approved within the year for High Street bollards.

above table that this is not forecast to be achieved in 2019-20 or 2020-21, though reserves do regenerate to this level by March 2022.

11. With the buffer provided by the Crown Wharf reserve potentially being lost due to the project now coming forward, there will be more limited scope than usual to deal with unforeseen events over the next few years. The Crown Wharf reserve is not expected to be spent until late in 2019-20, however, and may even be delayed until 2020-21 depending on the progress of the overall project. On this basis, holding reserves equivalent to only five months spending at 31<sup>st</sup> March 2020 does not appear to represent an unacceptable risk. By 31<sup>st</sup> March 2021, reserves are estimated to be close to the six month minimum, and are expected to exceed this level by March 2022.
12. On this basis, I am able to advise the Council that reserves should be adequate to ensure that the Council's current plans can be reasonably sustained into the future. This will, however, need to be monitored throughout the year and examined very closely when the 2020-21 budget is considered next January/February.
13. Members should be aware that the planned contribution from reserves in 2019-20 is necessary in order to anticipate the cost of elections in 2019 and avoid the need to meet the whole cost from one year's precept. Contributions to reserves in future years are necessary to return them to the minimum level and begin to anticipate the costs of the 2023 elections.

#### **Council Tax Leaflet**

14. The Council also needs to determine the wording to be used on the Council Tax leaflet.
15. The wording for 2018-19 was:

*"Stone Town Council provides services for the people and town of Stone.*

*These services include the provision of community facilities, such as the Frank Jordan and Stone Station community centres, the free Northesk Street and Crown Wharf car parks, allotment sites at Newcastle Road and Mount Road, Station Road Conveniences, and the Crown Meadow Nature Reserve and amphitheatre*

*Investing in and working to promote a vibrant town and encourage visitors is a key Town Council priority. In order to support this, the Council organises regular events such as the summer Music Festival, the Town Market, the monthly Craft Market and a number of late night shopping evenings. Christmas lights are provided in the High Street and at Walton, with the Council's annual switch-on event becoming one of highlights of the town year. The High Street environment is enhanced by the Council's provision of hanging baskets along the High Street, and the next year should see the full refurbishment of noticeboards and fingerposts throughout the town.*

*The Council provides bus shelters, benches and dog bins throughout the area and takes responsibility for the upkeep of many local amenities and planted areas. It also provides grants to help charitable and community organisations such as the Stone*

*Community Hub, supports various festivals, and the office supplies daily support and advice to local residents. In the current absence of a town Post Office, the Council is providing a transport service to other local Post Offices to residents who might otherwise struggle to get to one.*

*By considering the impact of every planning application, the Council seeks to develop and conserve the town, and is currently preparing a Neighbourhood Plan that will help to shape and protect the future of Stone for years to come.*

*This year, additional provision has been made for the setup and running costs of the new Heritage Centre, which will form part of the exciting redevelopment of Crown Wharf.*

*At its monthly meetings the Council welcomes questions from the public and sets aside time to listen and respond. Assistance with public questions will gladly be given by the Council's staff."*

16. Members are asked to consider the wording for the 2019-20 leaflet.

#### **Recommendations**

17. That the Council determines its budget and Council Tax for 2019-20, indicative budgets for 2020-21 and 2021-22, and the wording of the Council Tax leaflet.



# Stone Town Council

## Proposed Budget 2019-20 to 2021-22

Actual 2017-18		Budget 2018-19	Forecast 2018-19	Budget 2019-20	Budget 2020-21	Budget 2021-22
£		£	£	£	£	£
98,379	Frank Jordan Centre	15,500	17,300	6,800	6,700	6,900
7,089	Stone Station	6,800	7,800	8,500	8,800	9,100
0	Stone Heritage Centre	25,000	0	125,000	25,000	25,000
-9,171	Town Market	1,500	-7,400	-13,200	-13,700	-13,900
5,097	Car Parking	6,000	4,500	4,500	4,600	4,700
1,554	Bus Shelters & Street Furniture	13,630	9,000	4,600	3,900	4,000
0	Public Conveniences	6,400	0	6,600	6,800	7,000
519	Street Lighting	500	800	500	500	500
719	Dog & Litter Bins	700	700	700	800	800
250	Joules Clock	300	0	300	300	300
97	Town Electricity Supply	200	400	400	400	400
0	Building Maintenance	9,700	9,700	10,000	10,000	10,000
14,170	Grounds Maintenance	14,500	14,500	18,200	17,500	18,000
3,106	Crown Meadow Improvements	3,680	3,700	1,900	2,000	2,100
0	Westbridge Park	0	0	0	6,800	7,000
-1,643	Allotments	1,300	600	2,500	0	0
13,135	Christmas Lights	15,000	12,300	15,000	15,500	15,900
675	Advertising	5,700	100	0	0	0
16,899	Tourism & Town Promotion	21,500	21,300	21,100	21,700	22,300
0	Community Bus	3,600	3,600	0	0	0
8,202	Grants	9,900	9,900	9,800	10,100	10,400
128,170	Salaries & Employment Costs	140,200	141,100	145,400	149,400	153,800
3,742	Accommodation	4,200	4,100	4,200	4,200	4,200
8,202	Insurances	8,400	8,300	8,500	8,800	9,000
26,811	Administration	26,690	26,700	25,700	24,700	25,400
1,171	Audit & Legal Fees	1,200	1,200	1,200	1,200	1,200
0	Town Council Elections	0	0	28,000	0	0
2,957	Allowances - Mayor & Deputy Mayor	3,100	2,900	3,200	3,300	3,400
995	Regalia & Presentations	500	500	500	500	500
920	Civic Dinner & Hospitality	1,000	1,500	1,500	1,500	1,500
1,363	Remembrance Sunday & War Memorials	2,000	1,900	2,000	2,000	2,000
5,300	Miscellaneous	1,500	1,500	1,500	1,500	1,500
-150	Interest	-600	-600	-600	-600	-600
1,500	Neighbourhood Plan	11,400	7,000	9,900	0	0
-11,461	Concurrent Functions Allowance	-11,500	-11,500	-11,500	-11,500	-11,500
-1,500	Neighbourhood Plan Reserve	-11,400	-7,000	-9,900	0	0
-29,760	Rollover Reserve	-33,270	0	0	0	0
0	Crown Wharf Reserve	0	0	-100,000	0	0
0	WW1 Reserve	0	-5,000	0	0	0
<b>297,337</b>		<b>304,830</b>	<b>281,400</b>	<b>332,800</b>	<b>312,700</b>	<b>320,900</b>
	Planned Contribution to (from) Balances			-16,542	14,654	17,499
	Precept Required (incl LCTSG)			<b>316,258</b>	<b>327,354</b>	<b>338,399</b>
	Band D Council Tax Equivalent			£50.10	£50.65	£51.20

# Stone Town Council

## Local Government Transparency Code 2015

Information for Quarter Ended 31st December 2018

### Expenditure Exceeding £250

Date	Reference	Supplier	Description	Amount	Month
01/10/2018	D/Dbt 18/014	Network Rail	Qtly rent of Station	£1,087.50	Oct-18
03/10/2018	18/045	M J Plant	Grounds maintenance - amphitheatre/ allot	£1,213.00	Oct-18
03/10/2018	D/Dbt 18/014	Stafford Borough Council	Rates - Crown Wharf Car Park	£267.00	Oct-18
03/10/2018	D/Dbt 18/014	Stafford Borough Council	Rates - FJC	£418.00	Oct-18
03/10/2018	18/045	City B Group Ltd	Setting up marquees - Sept 18	£531.00	Oct-18
05/10/2018	D/Dbt 18/014	Pitney Bowes	Postage for franking machine	£400.00	Oct-18
12/10/2018	D/Dbt 18/014	British Gas	Electricity - FJC - 23 June - 23 Sept 18	£274.35	Oct-18
25/10/2018	D/Dbt 18/016	Prism Solutions	ICT Provision	£459.04	Oct-18
01/11/2018	18/049	E On	Highway lighting - maintenance & energy 18/19	£579.98	Nov-18
05/11/2018	18/050	M J Plant	Grounds maintenance & Mt Rd allots	£1,213.00	Nov-18
05/11/2018	18/050	M J Plant	Fit vents replace window	£353.00	Nov-18
05/11/2018	D/Dbt 18/017	Stafford Borough Council	Rates - FJC	£418.00	Nov-18
05/11/2018	D/Dbt 18/017	Stafford Borough Council	Rates - Crown Wharf	£267.00	Nov-18
09/11/2018	Elec 18/014	Current Electrical & Property Services	Marquee set up - Oct 18	£465.00	Nov-18
14/11/2018	Elec 18/014	The Secret Kitchen	Remembrance Sunday reception buffet	£595.00	Nov-18
15/11/2018	Elec18/015	Stone House Hotel	Meals at Trafalgar Dinner 2018	£1,183.33	Nov-18
20/11/2018	18/055	Greenbarnes Ltd	Noticeboard at top of Town	£2,263.65	Nov-18
20/11/2018	18/055	Christmas Plus	70% on installation	£3,861.90	Nov-18
26/11/2018	18/056	Stone Gazette Ltd	Advertisement - light switch-on	£315.00	Nov-18
26/11/2018	18/056	M J Plant	Powerwash cenotaphs x 3	£595.99	Nov-18
26/11/2018	D/Dbt 18/017	Prism Solutions	ICT Provision	£481.54	Nov-18
26/11/2018	18/056	M J Plant	Grounds maintenance	£3,774.50	Nov-18
26/11/2018	D/Dbt 18/017	British Gas	Gas - STN	£289.50	Nov-18
27/11/2018	Elec18/015	Empire Hire Ltd	Hire of stage - Switch - On	£1,575.00	Nov-18
27/11/2018	Elec 18/016	Current Electrical & Property Services	Lights for marquees - Switch On event	£600.00	Nov-18
29/11/2018	Elec 18/016	Current Electrical & Property Services	Marquees set up - Nov 18	£515.00	Nov-18
03/12/2018	D/DBT 18/018	Stafford Borough Council	Rates - FJC	£418.00	Dec-18
03/12/2018	D/DBT 18/018	Stafford Borough Council	Rates - Crown Wharf Car Park	£267.00	Dec-18

04/12/2018	Elec 18/016	Community Link	Funding of community bus	£2,494.00	Dec-18
05/12/2018	Elec18/017	Miscellaneous	Part payment - replacement marquees	£4,478.51	Dec-18
12/12/2018	18/059	Stafford Borough Council	Installation & removal of bollards - High St	£387.00	Dec-18
18/12/2018	18/060	Stone in Bloom	12 x Christmas Trees	£324.00	Dec-18
19/12/2018	Elec 18/022	Current Electrical & Property Services	Electricity to stalls - late night shop	£400.00	Dec-18
20/12/2018	Query 18/020	Protec Fire Detection plc	Second call out - unresolved	£282.00	Dec-18
21/12/2018	Elec 18/023	British Gas	Gas - STN - Nov 18	£317.98	Dec-18
21/12/2018	Elec 18/021	Protec Fire Detection plc	Alarm callout	£424.52	Dec-18
24/12/2018	Elec 18/023	British Gas	Gas-FJC - 31 Aug- 01 Nov 18	£906.50	Dec-18
27/12/2018	Elec 18/023	Network Rail	Qtly rent of Station	£1,087.50	Dec-18
27/12/2018	Elec 18/023	Prism Solutions	ICT Provision	£481.54	Dec-18

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

# Stone Town Council

## Local Government Transparency Code 2015

Information for Quarter Ended 31st December 2018

### Procurement Information

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

None

**2. Contracted Agreements Exceeding £5,000**

None

# Stone Town Council

## Openness of Public Bodies Regulations 2014

### Information for Quarter Ended 31st December 2018

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

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

None

**STONE TOWN COUNCIL MEETING**

**5 February 2019**

**CIVIC ANNOUNCEMENTS**

**Mayor**

Friday 8 February	Stafford Borough Mayor's Charity Ball
Saturday 9 February	Stone Town Mayor's Charity Quiz
Sunday 10 February	Lichfield City Council – Mayor & Sheriff Charity Sunday Lunch
Saturday 16 February	Stone Lions Dinner and Dance
Saturday 2 March	Texas Independence from Mexico - Flag Raising in Stone High Street
Sunday 3 March	Staffordshire Moorlands Chairman's Afternoon Tea and Tour of Biddulph Old Hall

**Deputy Mayor**

Saturday 2 March	Texas Independence from Mexico - Flag Raising in Stone High Street
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**TOWN MAYOR**

## **TOWN MAYOR'S REPORT – to 28 January 2019**

### **Wednesday 28<sup>th</sup> November**

The Mayor's Consort and I attended the AGM of Girlguiding Stone Outward Division at Christ Church Centre which was a very interesting evening, meeting the Guide Leaders who do such a wonderful job.

### **Thursday 29<sup>th</sup> November**

This was the official opening of the new Girlguiding Stone & Eccleshall Division HQ on Westbridge Park. This a wonderful building with lots of space for the various groups to meet and is much better than the old building which was "past its sell by date".

### **Friday 30<sup>th</sup> November**

This was the night of the Uttoxeter Christmas Lights Switch On. It was a dry night with Santa arriving by sledge. The snow which came down was FAKE, but the children loved it.

### **Saturday 1<sup>st</sup> December**

This morning was the start of the unveiling of the Advent Windows organised by the members of Christ Church. Today the window was at the Library. I attended 22 of the window openings and I will list them day by day.

### **Sunday 2<sup>nd</sup> December**

Advent Window Opening – Stone Pharmacy

### **Monday 3<sup>rd</sup> December**

Advent Window Opening – Dunoon Ceramics

### **Tuesday 4<sup>th</sup> December**

Advent Window Opening – Co-op Funeral Care

### **Wednesday 5<sup>th</sup> December**

Advent Window Opening – Lock Keeper's Salon

This evening the Mayor's Consort and I attended the Carol Service at Kibblestone District Scout Council's Camp which was a very enjoyable evening

### **Thursday 6<sup>th</sup> December**

Advent Window Opening – Co-op Funeral Care

### **Friday 7<sup>th</sup> December**

Advent Window Opening – Katharine House

### **Saturday 8<sup>th</sup> December**

Advent Window Opening – AED Donate

### **Sunday 9<sup>th</sup> December**

Advent Window Opening – The Lounge

Today was the Stone Town Council's Civic Carol service which was very well attended by representatives from other towns and organisations in the town.

### **Monday 10<sup>th</sup> December**

Advent Window Opening – Mayfair Cleaners

### **Tuesday 11<sup>th</sup> December**

This morning I attended two Nativity Plays at St Michael's First School. The children were wonderful and loved performing to a large group of parents.

### **Wednesday 12<sup>th</sup> December**

Today was the Stone Stroke Club's Christmas Party with lovely food and entertainment by "Kate's Party"

### **Thursday 13<sup>th</sup> December**

Advent Window Opening – Vantage Point Creative

This morning I again attended St. Michael's First School for the last of their Nativity Plays. Once again they delivered a wonderful performance.

### **Friday 14<sup>th</sup> December**

Advent Window Opening – Home and Colour

### **Saturday 15<sup>th</sup> December**

Advent Window Opening – Auto Car Shop

This evening the Stone Choral Society held their Christmas Concert. I always enjoy their performances.

### **Sunday 16<sup>th</sup> December**

Advent Window Opening – Royal Exchange

This evening the Mayor's Consort and I went along to the Borough Carol Service held in St Mary's Church. The service was recorded for broadcasting on Radio Stoke, nearer to Christmas.

### **Monday 17<sup>th</sup> December**

Advent Window Opening – John Burton



### **Tuesday 18<sup>th</sup> December**

Advent Window Opening – Children's Society

Trinity Skills for life held their Christmas Service at St. Michael's Church. The students really enjoy performing and signing carols.

After the service at St. Michael's Church we went to Morrisons for the Stone Lions Christmas Draw.

### **Wednesday 19<sup>th</sup> December**

Advent Window Opening – M-Viron Mobile Shop

### **Thursday 20<sup>th</sup> December**

Advent Window Opening – Celia's Fabric Shop

Drake Hall Women's Prison was the venue for this evening's Carol Service. All the favourite songs were sung and it was a good atmosphere.

### **Friday 21<sup>st</sup> December**

Advent Window Opening – 3B Barbers Shop

### **Saturday 22<sup>nd</sup> December**

Advent Window Opening – Fish Record Shop

### **Sunday 23<sup>rd</sup> December**

Advent Window Opening – The Mill

### **Monday 24<sup>th</sup> December**

Christ Church was the last of the Advent Windows for 2018. On this morning a large number of people joined in as we all sang at almost every venue. Following this, everyone was invited into the Christ Church Centre for a welcome cup of tea. A big thank you is extended to all those involved in the event.

### **Tuesday 25<sup>th</sup> December**

We went along to St Mary's Home this morning to wish all the residents a very Merry Christmas. All the staff were dressed up in festive costumes and Santa was there to give out the gifts. We left just before the Christmas Lunch was served

### **Tuesday 8<sup>th</sup> January**

At lunch time today we went along to join Age Concern's 50+ Club at Granville's. We all had a lovely lunch. The numbers have increased since I joined them early last year.

### **Thursday 24<sup>th</sup> January**

This evening we went along to the Stafford Borough Mayor's Quiz Night. It was a very successful

evening with a number of teams competing. We were in the Mayor's team and, needless to say, we didn't win but we were not last.

## **DEPUTY TOWN MAYOR'S REPORT – 27 JAN 2019**

### **Sunday 16 December**

The Deputy Mayor travelled to Ashbourne to support the Chairman and Consort of Ashbourne Town Council at their annual carol service in St Oswald's Church. The Deputy Mayor was invited to read one of the bible lessons which he was pleased to do.

### **Tuesday 25 December**

The Deputy Mayor and Deputy Mayoress joined the Town Mayor and Consort in visiting the residents, their families and the staff who were celebrating Christmas together at St Mary's Nursing Home adjoining St Dominic's Church.

### **Saturday 29 December**

The Deputy Mayor and Deputy Mayoress were present for the raising at noon of the flag of the state of Texas to mark Stone's status as the sister city of Carthage in Texas and to celebrate the anniversary of Texas being admitted into the Union in 1845