

# Stone Town Council – General Purposes Committee

## Minutes of the meeting held in St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone on Tuesday 9 April 2019

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

**ABSENT:** Councillors: Mrs M. Goodall, T. Jackson, Mrs E. Mowatt, A. Osgathorpe and  
M. Williamson

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**GP19/203**    **Apologies**

Apologies were received from Councillors: Mrs M. Goodall, T. Jackson,  
Mrs E. Mowatt, A. Osgathorpe and M. Williamson

**GP19/204**    **Declarations of Interests**

Councillor M. Green declared a personal interest in item 9 (Minute Number  
GP19/211) – Age Concern Stone & District

Councillor Mrs J. Hood declared a personal interest in item 9 (Minute Number  
GP19/211) – Age Concern Stone & District

**GP19/205**    **Requests for Dispensations**

None

**GP19/206**    **To receive the report of the County Councillors**

**County Councillor Mrs J. Hood**

Councillor Mrs Hood had no report on this occasion.

**County Councillor I. Parry**

Councillor Parry was not in attendance at the meeting.

**GP19/207**    **Representations from Members of the Public**

None

**GP19/208**    **Minutes**

RESOLVED:

- a) Tourism & Town Promotion Sub-Committee held on 19 March 2019,  
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 TTP19/030 and TTP19/031 be adopted.

- b) Environment Sub-Committee held on 19 March 2019, copies having been circulated to Members, be signed by the Chairman as a correct record.

**GP19/209 Appointment of Town Mayor and Deputy Town Mayor Elect**

The Committee considered the appointment of a Town Mayor and Deputy Town Mayor Elect and the arrangements for Mayor Making.

RESOLVED: That the Council would not appoint a Town Mayor and Deputy Town Mayor Elect or change the arrangements for Mayor Making.

**GP19/210 Annual Review of Risk Management**

The Committee received the report\* of the Town Clerk, and considered the annual review of the Council's Risk Management Policy, Strategy and Risk Register.

The issue of staff working in the office alone was raised, and the Town Clerk undertook to review procedures accordingly.

RESOLVED: To accept the Annual Review of Risk Management.

**GP19/211 To consider the following request for a grant:**

**AGE CONCERN STONE & DISTRICT**

The Committee considered the grant application received from Age Concern Stone & District requesting £339.60 for the purchase of new window blinds for two large office windows. The Town Clerk drew the Committee's attention to the current level of the organisation's reserves.

RESOLVED: To award £339.60 to Age Concern Stone & District.

**GP19/212 Stafford Safer Neighbourhood Panel**

The Committee considered the appointment of a Stone representative to the Stafford Safer Neighbourhood Panel, which was in light of new information that had been received since 5 February 2019, when the item had been initially discussed.

A copy of an email from Gerald D'Arcy, Safer Neighbourhood Panel member, had been enclosed with the agenda for the meeting.

RESOLVED: That the appointment of a Safer Neighbourhood Panel representative be deferred to be considered by the new Council (after the Parish elections).

**GP19/213 Planning Application Validation Criteria Consultation**

The Committee considered a Stafford Borough Council consultation seeking views on its Planning Application Validation Criteria which sets out the information it needs to receive in order to assess planning applications. The updated document reflects recent changes in national and local policy.

An email from Stafford Borough Council had been attached to the agenda for the meeting and a copy of the Local Validation Requirements had been attached to the electronic version of the agenda.

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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 the Committee did not forward comments to Stafford Borough Council.

**GP19/214     Non-Cheque Payments**

RESOLVED: To note the list\* of non-cheque payments made by the Council during the period 1 February 28 February 2019.

**GP19/215     Update from Working Groups:**

**Neighbourhood Plan Steering Group**

The Chairman of the Neighbourhood Plan Steering Group, Councillor Mrs Hood, informed the Committee that Stafford Borough Council needed to acknowledge that the Draft Stone Neighbourhood Plan now carried weight.

She advised that the Independent Examiner appointed to conduct the Examination of the Stone Neighbourhood Plan had forwarded his initial enquiries to the Town Council for consideration and response. That response has been prepared by Members of the Steering Group based on advice from Urban Vision and had been sent to all Members for consideration before being returned to the Examiner. The Town Council would await further comment from the Examiner in due course.

**Stone Area Parish Liaison Group**

Councillor Davies advised that the notes of Stone Area Parish Liaison Group's January meeting had been enclosed with the agenda for this meeting. The next meeting of the Liaison Group was scheduled to take place in June, after the parish elections.

**Traffic Management in High Street Working Group**

Councillor Kenney said that he had nothing further to report on the work of the Working Group.

**GP19/216     To receive reports from Town Councillors on attendance at meetings of local organisations and outside bodies as a representative of the Town Council**

**Stone ATC**

The Deputy Mayor advised that a meeting of Stone ATC was being held on this evening (9 April 2019) and he had thus been unable to attend.

**Age Concern Stone & District**

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

**Stone Town Band**

The Mayor reported that Stone Town Band do not hold meetings.

**Stafford & Stone Access Group**

Councillor Mrs C. Collier advised that no meeting of the Access Group had taken place.

**Stone Common Plot Trustees**

Councillor Kenney reported that no meeting had taken place but the Annual General Meeting was coming up soon.

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**Stone Community Hub Liaison Group**

Councillor Mrs Farnham reported that no meeting of the Stone Community Hub Liaison Group had taken place.

**SPCA Executive Committee**

Councillor M. Green advised that no meeting of the SPCA Executive Committee had taken place.

**The meeting was suspended to enable the Planning Committee and Confidential item on the Town Council Meeting to take place. The Committee was then reconvened for the confidential item on the agenda.**

**GP19/217**     **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.

**GP19/218**     **Staffing Issues**

The Committee considered the confidential report of the Town Clerk which had been included with the agenda.

RESOLVED: That the Town Clerk is authorised to undertake the actions set out within the report.

**TOWN MAYOR**