



Town Clerk

Les Trigg

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23 July 2019

You are hereby summoned to attend a meeting of the **TOWN COUNCIL**, to be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 30 JULY 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 2 July 2019, Minute No's. C20/030 – C20/039 (attached)**
5. **To receive the minutes and decisions of the under mentioned Committees:**
 - a) Planning Committee meeting held on 2 July 2019, Minute Numbers P20/018 – P20/024 (attached)
6. **To receive the draft minutes and decisions of the under mentioned Committees:**
 - a) General Purposes Committee meeting held on 2 July 2019, Minute Numbers GP20/036 – GP20/056 (attached)

- b) Planning Committee meeting held on 16 July 2019, Minute Numbers P20/025 – P20/030 (attached)

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

Information for Quarter ending 30 June 2019 (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 2 July 2019, Minute Numbers C20/030, C20/038 and C20/039** (attached)

12. **To receive the draft confidential minutes and decisions of the undermentioned Committees:**

- a) General Purposes Committee meeting held on the 2 July 2019, Minute Numbers GP20/036, GP20/055 and GP20/056 (attached).

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

Stone Town Council

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 2 July 2019

PRESENT: Councillor Mrs J. Hood in the Chair and
Councillors: K. Argyle, J. Davies, Mrs K. Dawson, I. Fordham,
M. Hatton, J. Hickling, T. Kelt (to C20/036), R. Kenney, P. Leason, J. Powell and C.
Thornicroft

ABSENT: Councillors: T. Adamson, A. Best, Mrs A. Burgess, Mrs L. Davies, M. Green, T. Kelt
(from C20/037), R. Townsend.

Before the meeting began Reverend Prebendary Cardinal gave prayers

C20/030 Apologies

Apologies were received from Councillors: T. Adamson, A. Best, Mrs A. Burgess,
Mrs L. Davies, M. Green, T. Kelt (from C20/037) and R. Townsend

C20/031 Declarations of Interest and Requests for Dispensations

None received

C20/032 Representations from Members of the Public

None

C20/033 Minutes

RESOLVED:

That the minutes of the Meeting of the Town Council held on the 4 June 2019
(Minute Numbers C20/014 – C20/029), be approved as a correct record.

C20/034 Committee Minutes

RESOLVED:

- a) The draft minutes of the General Purposes Committee Meeting held on the
4 June 2019 (Minute Numbers GP20/021 – GP20/035), were noted.

* 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.

- b) The draft minutes of the Planning Committee Meeting held on the 4 June 2019 (Minute Numbers P20/007 – P20/011), were noted.
- c) The draft minutes of the Planning Committee Meeting held on the 18 June 2019 (Minute Numbers P20/012 – P20/017), were noted.

C20/035 Civic Announcements

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

C20/036 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 at this point to enable the open session of the General Purposes Committee Meeting and the Planning Committee Meeting to take place.

The Town Council was then reconvened for the confidential items on the agenda.

C20/037 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.

C20/038 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the Meeting of the Town Council held on the 4 June 2019 (Minute Numbers C20/015, C20/028 and C20/029), be signed as a correct record.

C20/039 Confidential Committee Minutes

RESOLVED:

- a) The draft Confidential Minutes of the General Purposes Committee Meeting held on the 4 June 2019 (Minute Numbers GP20/021 and GP20/035), were noted.

TOWN MAYOR

* 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.

Stone Town Council – Planning Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 2 July 2019

- PRESENT:** Councillor J. Davies in the Chair, and
Councillors: K. Argyle, Mrs K. Dawson, I. Fordham, M. Hatton, J. Hickling,
Mrs J. Hood, R. Kenney, J. Powell and C. Thornicroft
- ABSENT:** Councillors: T. Adamson, A. Best, Mrs A. Burgess, Mrs L. Davies, M. Green, T. Kelt,
P. Leason and R. Townsend

P20/018 **Apologies**

Apologies were received from Councillors: T. Adamson, A. Best, Mrs A. Burgess,
Mrs L. Davies, M. Green, T. Kelt, P. Leason and R. Townsend

P20/019 **Declarations of Interest and Requests for Dispensations**

None received

P20/020 **Representations from Members of the Public**

None received

P20/021 **Minutes**

RESOLVED:

That the Minutes of the Planning Committee Meeting held on the 4 June 2019
(Minute Numbers P20/007 – P20/011), be approved as a correct record.

P20/022 **Minutes**

RESOLVED:

That the Minutes of the Planning Committee Meeting held on the 18 June 2019
(Minute Numbers P20/012 – P20/017), be approved as a correct record.

P20/023 **Planning Applications**

Application Number – S.19/03/4119 W (County application)

Applicant – Blancomet Recycling UK

Location – Stone Business Park, Opal Way, Stone

Development – Application not to comply with (to vary) Condition 1 of planning
permission S.17/05/4119 W relating to changes to the approved site layout plan
and Condition 3 relating to hours of operation.

Observations: The Town Council has no objections but would refer the County Council to its previous observations requesting that consideration be given to the installation of a bund wall around the acid storage tank to protect against leakage.

Application Number – S.19/05/4119 W (County application)

Applicant – Blancomet Recycling UK

Location – Stone Business Park, Opal Way, Stone

Development – Erection of the canopy building for the new copper processing plant.

Observations: The Town Council has no objections but would refer the County Council to its previous observations requesting that consideration be given to the installation of a bund wall around the acid storage tank to protect against leakage.

Application Number – 19/30684/HOU

Applicant – Mr G. Descoteaux

Location – 44 Mount Road, Stone

Development – Two Storey side/rear extension and single storey rear extension with demolition of existing detached rear garage.

Observations: No objections

Application Number – 19/30654/HOU

Applicant – Mr D. Mc Nicholas

Location – 76 Crestwood Drive, Stone

Development – Rear extension forming bedroom and front extension to store. For disabled use.

Observations: No objections

Application Number – 19/30724/REM

Applicant – Broad Oak Properties

Location – Land adjacent to 13 Stuart Close North, Stone

Development – Reserved Matters following outline application on 19/30057/OUT – access, appearance, landscaping, layout and scale.

Observations: The Town Council has no objections to the development proposal but serious consideration should be given to the flood risk at this site which needs to be addressed and mitigated.

Application Number – 19/30710/HOU

Applicant – Mr Latham, 14 Trinity Drive, Stone

Location – 48 Station Road, Stone

Development – Removal of two aluminium glazed windows from front elevation and replace with double glazed sliding sash windows including single glazing bar. Removal of white UPVC moulded front door and replace with composite part glazed panelled door. Repaint window head and sill stones in brilliant white, remove red paint from brick reveals to lower window. Removal of four rear double glazed windows and replace with UPVC double glazed opening casement

windows. Removal of rear ground floor double glazed window and wall below and insert pair of French doors. Re-felt roof with new felt and battens and re-use existing roof tiles. Repoint chimney at roof level, replace lead flashing to chimney at roof level and replace all downpipes with black UPVC downpipes.

Observations: No observations were made by the Planning Committee.

P20/024

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

CHAIRMAN

Stone Town Council – General Purposes Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 2 July 2019

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: K. Argyle, J. Davies, Mrs K. Dawson, I. Fordham, M. Hatton, J. Hickling,
Mrs J. Hood, T. Kelt (to GP20/051), P. Leason, J. Powell and C. Thornicroft

ABSENT: Councillors: T. Adamson, A. Best, Mrs A. Burgess, Mrs L. Davies, M. Green, T. Kelt
(from GP20/052) and R. Townsend

GP20/036 Apologies

Apologies were received from Councillors: T. Adamson, A. Best, Mrs A. Burgess,
Mrs L. Davies, M. Green, T. Kelt (from GP20/052) and R. Townsend

GP20/037 Declarations of Interests

Councillor K. Argyle declared a personal interest in item 8 (Minute Number
GP20/043) - Requests for grants from local organisations: Stone Community Hub

Councillor P. Leason declared a personal interest in item 8 (Minute Number
GP20/043) - Requests for grants from local organisations: 1st Stone Cubs, Scout &
Guide Band and 1st Oulton Scout Group

Councillor Mrs K. Dawson declared a personal interest in item 8 (Minute Number
GP20/043) - Requests for grants from local organisations: 1st Stone Cubs, 1st
Oulton Scout Group, Scout & Guide Band and Crossings Community Centre

Councillor J. Davies declared a personal interest in item 8 (Minute Number
GP20/043) - Requests for grants from local organisations: 2352 (Stone Sqn) ATC
and Scout & Guide Band

Councillor I. Fordham declared a personal interest in item 8 (Minute Number
GP20/043) - Requests for grants from local organisations: Stone Community Hub

Councillor T. Kelt declared a personal interest in item 8 (Minute Number
GP20/043) - Requests for grants from local organisations: Stone Community Hub
and Douglas Macmillan Hospice

Councillor R. Kenney declared a personal interest in item 8 (Minute Number
GP20/043) - Requests for grants from local organisations: Crown Wharf Theatre

Councillor Mrs J. Hood declared a personal interest in item 8 (Minute Number
GP20/043) - Requests for grants from local organisations: Crown Wharf Theatre

GP20/038 Requests for Dispensations

None

* 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.

GP20/039 To receive the report of the County Councillors

County Councillor Mrs J. Hood

Councillor Mrs Hood informed the Committee about Staffordshire County Council's 'People Helping People' fund and '#DoingOurBit' campaign which has been devised to encourage people to do one more small thing to help themselves, their family or their community. The County is looking to encourage active community involvement in supporting the non-statutory services it is no longer able to provide.

Councillor Mrs Hood advised the Committee that she had been awarded a sum of £2,500 under the People Helping People Fund and will be looking for projects to invest in. The money will be distributed to eligible groups and organisations looking to create/devise something new in the community. The groups don't have to be a registered charity or have a constitution. The project will need to provide support to vulnerable people, children and families. It will also require match funding, but this doesn't have to be in cash (it can be in time and donations such as a free room). Grants will be issued in small sums and the two County Councillors in Stone could pool their allocations if considered beneficial.

Councillor Leason raised a question about the inadequate maintenance of grass verges. It was noted that this was to be considered further, later in the meeting.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP20/040 Representations from Members of the Public

None

GP20/041 Minutes

RESOLVED:

- a) That the minutes of the General Purposes Committee Meeting held on the 4 June 2019 (Minute Numbers GP20/021 – GP20/035), be approved as a correct record.

GP20/042 Minutes of Sub-Committees

- a) Tourism & Town Promotion Sub-Committee held on 18 June 2019 (Minute Numbers TTP20/001 – TTP20/011), that the draft minutes be noted and the recommendations of the Sub-Committee contained in Minute Numbers TTP20/009 and TTP20/010 be adopted.
- b) Environment Sub-Committee held on 18 June 2019 (Minute Numbers ENV20/001 – ENV20/008), that the draft minutes be noted.
- c) Mayor's Charity Sub-Committee held on 18 June 2019 (Minute Numbers MC20/001 – MC20/004), that the draft minutes be noted.

* 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.

GP20/043 Requests for Grants from Local Organisations:

1st Stone Cubs - £495

The Committee considered the grant application from 1st Stone Cubs requesting £495 towards the cost of holding a Christmas Camp (venue hire) in December 2019.

RESOLVED: To award £495 to 1st Stone Cubs.

2352 (Stone Sqn) ATC - £500

The Committee considered the grant application from 2352 (Stone Sqn) ATC requesting £500 for signwriting on the squadron minibus purchased last year.

RESOLVED: To award £500 to 2352 (Stone Sqn) ATC.

The Crossings Community Centre - £500

The Committee considered the grant application from The Crossing Community Centre requesting £500 for the purchase of badminton equipment and a table tennis table. The sports equipment will benefit current community groups and enable the Centre to attract new groups to the venue.

RESOLVED: To decline the award of a grant to The Crossings Community Centre.

As the Chairman and Vice Chairman & Deputy Mayor, had both declared interests in Crown Wharf Theatre Company, Councillor J. Davies was appointed to take the Chair for the following item.

Crown Wharf Theatre Company - £500

The Committee considered the grant application from Crown Wharf Theatre Company requesting £500 towards the cost of fixtures and fittings for conversion of the building to a theatre.

RESOLVED: To award £500 to the Crown Wharf Theatre Company.

On conclusion of the Committee's consideration of this item Councillor Kenney resumed in the Chair.

Douglas Macmillan Hospice - £550

The Committee considered the grant application from Douglas Macmillan Hospice requesting £550 to enable the purchase of a Dyna-Form Mercury Advance mattress to update inpatient equipment.

RESOLVED: To decline the award of a grant to the Douglas Macmillan Hospice.

1st Oulton Scout Group - £500

The Committee considered the grant application from 1st Oulton Scouts Group requesting £500 to enable the purchase of a metal shed to be used as a storage facility.

RESOLVED: To award £500 to 1st Oulton Scout Group.

* 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.

Stone Scout & Guide Band - £500

The Committee considered the grant application from Scout & Guide Band requesting £500 towards the costs of competing in the Traditional Youth Marching Bands Association Competition at Portsmouth in September 2019.

RESOLVED: To award £500 to Stone Scout & Guide Band.

STING - £1000

The Committee considered the grant application from STING requesting £1000 to support local people with differing neurological conditions in living well and to optimise their recovery.

RESOLVED: To decline the award of a grant to STING.

Stone Community Hub - £500

The Committee considered the grant application from Stone Community Hub requesting £500 towards the cost of replacing ageing laptops and software, used by staff and volunteers.

RESOLVED: To award £500 to Stone Community Hub.

STONE LIONS - £500

The Committee considered the grant application received from Stone Lions requesting £500 towards the costs of Prostate Screening PSA Blood Tests.

RESOLVED: To award £500 to Stone Lions.

Stone RUFC (Juniors) - £500

The Committee considered the grant application received from Stone Rugby Union football Club (Junior and Mini Section) requesting £500 for the purposes of growing new junior, mini and ladies teams.

RESOLVED: To award £500 to Stone RUFC (Juniors).

GP20/044 Redundant Bus Shelters

The Committee considered whether it should continue maintaining redundant bus shelters on routes where bus services have been withdrawn. This would include bus shelters in Manor Rise, St Vincent's Road and Whitemill Lane.

The Committee explored the advantages and disadvantages of retaining/removing the bus shelters, taking account of: future maintenance obligations (repainting every two years with 3 or 4 cleans a year), that retention may lead to people incorrectly thinking a bus will arrive, that bus routes may be reinstated again in the future, that unidentified services may still be running on the routes, and, that shelters may be useful for other purposes.

RESOLVED: That the Town Council retains and maintains the bus shelters for a further 12 month period, after which the Estates Sub-Committee will be asked to consider the issue again.

* 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.

GP20/045 Actions from Annual Public Meeting

The Committee considered the following matters raised by residents at the Annual Public Meeting on 16 April, Minute Number APM19/006, and the actions that needed to be taken:

Improving access to primary care facilities

Although Stone has improved dramatically, the town's primary care medical facilities are inadequate (there are too few), given the size of the town.

RESOLVED: That the Town Clerk is asked to write to the Clinical Commissioning Group expressing the Town Council's concerns about the widespread difficulty that people are experiencing in accessing timely and good quality Primary Care Medical Services in Stone.

Bus Stop in Poor Condition outside Weatherspoon

The bus shelter situated outside Weatherspoon in Granville Square has been reported as being in a poor condition.

RESOLVED: That the Estates Sub-Committee is asked to consider how the bus shelter in Granville Square should be managed in the future, along with the other bus shelters in Stone.

Installation of 'For Sale' signs at the entrance to Trent Close

Residents of Trent Close and Trent Court are not permitted to install 'For Sale' signs at the entrance to this private road in order to advertise their homes to passing traffic on Stafford Street. It had been suggested that Stone Town Council (which manages Crown Meadow) had objected to this practice.

RESOLVED: That the issue of 'For Sale' signs being installed on Crown Meadow, adjacent to the entrance to Trent Close, is referred to the Environment Sub-Committee for consideration.

Poor Condition of the 'Old Bowling Green' and 'The Maltings'

The poor condition of the 'Old Bowling Green' and 'The Maltings' building, both on Crown Street, were highlighted as issues that should receive attention due to the poor condition of the sites.

It was agreed that nothing could be done about the Old Bowling Green.

RESOLVED: That the Town Clerk is asked to contact Stafford Borough Council to ask for an update on the enforcement action being taken as a result of the poor state of repair of The Maltings building.

GP20/046 Highways Grounds Maintenance

The Committee considered the approach the Town Council should take on areas of Highways' grounds that are currently unmaintained.

* 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.

The Committee agreed that there were many areas of land around Stone which are uncultivated and unkept, portraying an unsightly image for the town.

RESOLVED: That the Town Clerk is asked to contact Staffordshire County Council to request a complete list of highways land/sites held, and to ask for clarification of its plans with regard to commencement of a future maintenance programme.

RESOLVED: The Environment Sub-Committee will be asked to consider Staffordshire County Council's response to the enquiry and recommend a course of action by the Town Council.

GP20/047 Working Groups – Terms of Reference

The Committee considered the draft Terms of Reference* (circulated with the agenda for the meeting) for all Town Council working groups.

RESOLVED: To adopt the terms of reference for all Town Council working groups.

GP20/048 HS2 Phase 2A (West Midlands to Crewe) Community and Business Funds

The Committee considered an email from HS2 (circulated with the agenda for the meeting) with information about funding opportunities dedicated to communities and businesses disrupted by the construction of Phase 2a.

The Committee were very keen to take advantage of the funding and agreed that every local organisation should be made aware of it.

RESOLVED: That the Town Council monitors opening of the funding opportunity, and considers it further.

GP20/049 Draft Revised Statement of Community Involvement

The Committee considered a public consultation on Staffordshire County Council's draft revised Statement of Community Involvement (SCI) which explains how people and organisations will be consulted, when preparing planning policies or processing planning applications.

An email from the Senior Planning Officer had been circulated with the agenda. The draft revised Statement of Community Involvement (June 2019) and Table of Revisions to the Statement of Community Involvement (June 2019) had been attached to the electronic version of the agenda.

RESOLVED: That the Town Council note the content of the consultation.

GP20/050 Members Motion under Standing Order 4

Councillor Kenney

'Next year's early May bank holiday will be moved back by four days for the whole of the UK to coincide with the 75th anniversary of VE Day.

May Day is traditionally held on a Monday but will be put back to Friday 8 May 2020.

* 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.

VE Day, or Victory in Europe Day, marks the day towards the end of World War Two when fighting against Nazi Germany came to an end in Europe.

The holiday will form part of a three-day weekend of commemorative events.

I propose that Stone Town Council places a budget of £4,000 in next year's finances to cover the costs of the events over the commemorative VE weekend and also forms a working group to organise such events'.

A letter from Pageantmaster VE Day 75 outlining the national plans for celebrating and commemorating the 75th Anniversary of VE Day was circulated during the meeting.

RESOLVED: That Stone Town Council places a sum of £4,000 in the budget for next year (2020-21) to cover the costs of commemorating and celebrating the 75th anniversary of VE Day in Stone.

RESOLVED: That a working group with the following members be set up to organise and oversee the arrangements:

J. Davies, Mrs J. Hood, R. Kenney, P. Leason and J. Powell

GP20/051 Non-Cheque Payments

RESOLVED: To note the list* of non-cheque payments made by the Council during the period 1 May to 31 May 2019.

GP20/052 Update from Working Groups:

Neighbourhood Plan Steering Group

The Chairman of the Neighbourhood Plan Steering Group, Councillor Mrs Hood, informed the Committee that the Examiner would be releasing his comments on the draft Stone Neighbourhood Plan, after the Principal Planning Officer had returned from holiday. She said the Plan was still on schedule and the working group had done everything it had set out to do.

Stone Area Parish Liaison Group

Councillor Davies advised the Committee that a successful and interesting meeting of Stone Area Parish Liaison Group had been held on 19 June. Representatives from Stone Rural, Yarnfield & Cold Meece, Hilderstone and Sandon & Burston Parish Councils had attended and shared information on the work they are doing in their communities.

Each local council gave an update on the status of their neighbourhood Plans.

It had been agreed that a letter expressing parish and town councils views about Stafford Borough Council's management of planning application consultations should now be sent off on behalf of the Liaison Group.

The Group also talked about issues relating to car parking in Stone, the devolution of services – with examples of parish councils undertaking grass cutting and gully clearing services, and a lively discussion took place on HS2.

* 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.

Councillor Davies informed the Committee that the value of the group was significant and consideration may in the future be given to how its powers may be extended.

Traffic Management in High Street Working Group

Councillor Kenney reported that no meeting had taken place.

GP20/053 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 Davies advised that he had attended a welfare meeting on 5 June. He said the Squadron was in a good state and he is looking forward to seeing the Cadet's presence at the Civic Sunday parade.

Age Concern Stone & District

Councillor Thornicroft advised that a meeting of Age Concern would be taking place on Friday.

Stafford & Stone Access Group

Councillor T. Kelt was not present to provide a report.

Stone Common Plot Trustees

It was reported that a meeting was coming up soon.

Stone Community Hub Liaison Group

It was reported that no meeting had taken place.

SPCA Executive Committee

No report was available as Councillor M. Green was not present at the meeting.

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.

GP20/054 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

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

GP20/055 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the General Purposes Committee Meeting held on the 4 June 2019 (Minute Numbers GP20/021 and GP20/035), be approved as a correct record.

* 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.

The Committee considered the report of the Town Clerk* which had been circulated with the agenda for the meeting.

The report proposes to employ a part time member of staff specifically to support the promotion and marketing of Town Council facilities, activities and events.

RESOLVED: That the Committee:

- a. Supports recruitment to the post of Marketing & Events Assistant in accordance with his report and the job description at Appendix 1 on the basis of a 12 month fixed term contract.
- b. Gives authority to the Town Clerk to recruit to this post in accordance with the Council's staffing Guidelines.
- c. Does not offer the option to join the pension scheme unless otherwise required by regulations.
- d. Agrees to the use of the £5000 advertising budget to fund the post, as set out in the Town Clerk's report, with any additional funding required being met from reserves.

CHAIRMAN

* 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.

Stone Town Council – Planning Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 16 July 2019

PRESENT: Councillor J. Davies in the Chair, and
Councillors: T. Adamson, K. Argyle, A. Best, Mrs A. Burgess, Mrs L. Davies,
I. Fordham, J. Hickling (from P20/029 – 19/30825/HOU), T. Kelt,
C. Thornicroft and R. Townsend

ABSENT: Councillors: Mrs K. Dawson, M. Green, M. Hatton, J. Hickling (to P20/029 –
19/30663/FUL), Mrs J. Hood, R. Kenney, P. Leason and J. Powell

P20/025 Apologies

Apologies were received from Councillors: Mrs K. Dawson, M. Green,
Mrs J. Hood, R. Kenney, P. Leason and J. Powell

P20/026 Declarations of Interest and Requests for Dispensations

None received

P20/027 Representations from Members of the Public

None received

P20/028 Minutes

RESOLVED:

That the Minutes of the Planning Committee Meeting held on the 2 July 2019
(Minute Numbers P20/018 – P20/024), be approved as a correct record.

P20/029 Planning Applications

Application Number – 19/30724/REM (amended plans)

Applicant – Broad Oak Properties

Location – Land Adjacent to 13 Stuart Close North, Stone

Development – Reserved Matters following outline application on
19/30057/OUT – access, appearance, landscaping, layout and scale.

Amendment – More detail has been provided on landscaping for two plots,
visibility splays from two access points onto the road and biodiversity
enhancements.

Observations: No objections

Application Number – 19/30779/HOU

Applicant – Ms R. Wilcock

Location – 1 Hartley Close, Stone

Development – Remove a garden wall (within property boundary) and construct a garden boundary wall (same height as fence) made from bricks and coping stones that are sympathetic to the brickwork of the dwelling. To also extend the existing fence to full boundary of property, thus extending space and privacy within the garden. The exterior hedge and tree would need removing to allow for proposed wall. The objective is to create a traditional ‘walled garden’ with trees, shrubs and paving.

Observations: No objections

Application Number – 19/30663/FUL

Applicant – Mr Johns

Location – Land adjacent to 11 Flax Croft, Stone

Development – Detached dormer bungalow

Observations: The Town Council objects to this planning application. Cadent Gas Ltd has concerns that need to be fully addressed by the applicant. In addition, the Arboricultural report expired three years ago and a new report should be requested in order that the full impact of the development can be assessed.

Application Number – 19/30825/HOU

Applicant – Mrs Bardon

Location – 20 Eccleshall Road, Stone

Development – Demolition of existing garage and proposed single storey extension to rear

Observations: No objections

P20/030

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

CHAIRMAN

Stone Town Council

Local Government Transparency Code 2015

Information for Quarter Ended 30th June 2019

Expenditure Exceeding £250

Date	Reference	Supplier	Description	Amount	Month
01/04/2019	Elec 19/001	Current Electrical & Property Services	Setting up of marquees March 19	£405.00	Apr-19
03/04/2019	D/Dbt 19/001	Stafford Borough Council	Rates - FJC	£428.70	Apr-19
05/04/2019	19/001	M J Plant	Ann tree pruning/ GM Mar 19	£2,209.00	Apr-19
11/04/2019	19/003	Lawrence Davis	Website updates	£390.00	Apr-19
11/04/2019	19/002	ADT Fire & Security plc	Maint & monitoring of intruder alarm - STN	£869.49	Apr-19
12/04/2019	19/003	Age Concern Stone & District	Grant Min NoGP19/211	£339.60	Apr-19
12/04/2019	D/Dbt 19/001	British Gas	Elec FJC 24-12 to 23-03-19	£368.05	Apr-19
15/04/2019	19/003	Stafford Borough Council	Area office service charge	£3,855.19	Apr-19
18/04/2019	Elec 19/002	Community Link	Community bus costs	£690.00	Apr-19
18/04/2019	19/004	NPower Ltd	Xmas light energy 2018	£1,255.46	Apr-19
18/04/2019	19/004	Miscellaneous	Equine display - St George's Day Event	£700.00	Apr-19
23/04/2019	D/Dbt 19/001	British Gas	Gas-STN 28-02 to 31-03-19	£301.61	Apr-19
25/04/2019	D/Dbt 19/001	Prism Solutions	ICT Provision	£521.34	Apr-19
29/04/2019	Elec 19/003	Empire Hire Ltd	Barriers - St George's Day Event	£278.00	Apr-19
03/05/2019	D/Dbt 19/002	Stafford Borough Council	Rates - FJC - May 19	£427.00	May-19
04/05/2019	Elec 19/004	Current Electrical & Property Services	Setting up of Marquees April 19	£735.00	May-19
07/05/2019	19/006	M J Plant	Amph, Crown Meadow, Allots, Abbey St	£1,409.00	May-19
14/05/2019	Elec 19/004	Ellis Whittam	H & S Services	£2,525.00	May-19
14/05/2019	Elec 19/004	Stone House Hotel	Civic Dinner meals etc	£1,271.42	May-19
16/05/2019	D/Dbt 19/002	Sage UK Ltd	Sage Subscription	£1,104.00	May-19
20/05/2019	Elec 19/007	Miscellaneous	Internal Audit 2018-19	£275.60	May-19
28/05/2019	D/Dbt 19/003	Prism Solutions	ICT Provision	£521.34	May-19
29/05/2019	Elec 19/008	Fattorini	Repair to Mayor's pendant	£330.75	May-19
31/05/2019	Elec 19/008	Zurich Municipal	Insurance premium 01 June 19 - 31 May 20	£6,020.57	May-19
03/06/2019	D/Dbt 19/004	Stafford Borough Council	Rates - FJC June 19	£427.00	Jun-19
04/06/2019	Elec 19/009	Current Electrical & Property Services	Setting up marquees May 19	£590.00	Jun-19
11/06/2019	19/008	M J Plant	Grounds maintenance - May 19	£1,409.00	Jun-19
12/06/2019	Elec 19/010	Lawrence Davis	Annual hosting of website	£300.00	Jun-19

20/06/2019	Elec 19/011	PC World Business	Councillor Ipads	£8,050.67	Jun-19
24/06/2019	D/Dbt 19/005	The Arch Rent Collectors	Rent - Stone STN	£1,087.50	Jun-19
25/06/2019	Elec 19/011	Stafford Borough Council	Inst & rem of bollards Apr-June 19	£387.00	Jun-19
25/06/2019	D/Dbt 19/005	Prism Solutions	ICT Provision	£521.34	Jun-19
27/06/2019	Elec 19/012	Miscellaneous	New sign - FJC	£425.00	Jun-19

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 30th June 2019

Procurement Information

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

None

2. Contracted Agreements Exceeding £5,000

Insurance contract with Zurich Municipal - five years from 2019.

Purchase of Councillor IT equipment from PC World

Stone Town Council

Openness of Public Bodies Regulations 2014

Information for Quarter Ended 30th June 2019

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
30 JULY 2019

CIVIC ANNOUNCEMENTS

Mayor

Sunday 4 August	Cheadle Town Council's 'Party in the Park'
Tuesday 6 August	Trinity Skills for Life – Summer Celebration Evening
Wednesday 7 August to Saturday 10 August	Stone Town Council's 'Stone by the Sea'
Thursday 8 August	Stafford & Rural Homes Garden Awards
Friday 9 August	Uttoxeter Town Council's 'Strictlee Summer Ball'
Sunday 11 August	Leek Town Mayor's Civic Service
Wednesday 14 August	'Le Réveil Sablonnais Serriérois' Wind Orchestra playing in Market Square
Saturday 17 August	Buss King Marionettes Drama Workshops
Sunday 18 August	Burma Star Commemorative Service & Parade
Friday 23 August	Mayor of Lichfield & Sheriff of Lichfield Charity Summer Barn Dance
Sunday 1 September	Florence Brass Band playing in Stonefield Park
Sunday 1 September	Mayor of Biddulph Civic Sunday

Deputy Mayor

Wednesday 7 August to Saturday 10 August	Stone Town Council's 'Stone by the Sea'
Wednesday 14 August	'Le Réveil Sablonnais Serriérois' Wind Orchestra
Saturday 17 August	Buss King Marionettes Drama Workshops
Sunday 18 August	Burma Star Commemorative Service & Parade
Sunday 1 September	Florence Brass Band playing in Stonefield Park

TOWN MAYOR

TOWN MAYOR'S REPORT – to 21 July 2019

Tuesday 25th June

Today we went along to Standon Hall just outside Stafford. This building is being transformed into a Conference Centre and Wedding venue. When finished later this year it will be an asset to the area.

Saturday 13th July

This was the day of the Music Festival in Stone. Live music went on all day in the Market Square. The people of Stone came along and had a great day out. Thank you to all who helped on the day and those who arranged the event.

Saturday 20th July

Today we went along to Staffordshire Moorlands District Council Chairman's Civic Service. This year it was held in Blythe Bridge and many civic heads attended. It is unusual for a Civic Service to be held on a Saturday but it worked very well.

DEPUTY TOWN MAYOR'S REPORT – to 21 July 2019

Nothing to report for this period