



Town Clerk

Les Trigg

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15 Station Road
STONE
ST15 8JP

23 July 2019

Dear Councillor,

A meeting of the **GENERAL PURPOSES COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 30 JULY 2019 at 7:05pm**, or on the rising of the Council Meeting, if later.

I trust you will be able to attend.

Les Trigg
Town Clerk

AGENDA

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

To consider representations from members of the public on items to be considered at this meeting, in accordance with the Council's scheme of public participation.
6. **Minutes of Previous Meeting**

To confirm as a correct record the minutes of the meeting of the General Purposes Committee, held on 2 July 2019, Minute No's GP20/036 – GP20/056 (attached).

7. Minutes of Sub-Committees

- a) Management Sub-Committee held on 16 July 2019, Minute Numbers MAN20/001 – MAN20/007 (attached)
 - i. To consider the draft minutes
 - ii. To consider the Recommendations contained in Minute Numbers MAN20/005 and MAN20/006

8. Budget Monitoring Report – June 2019

To receive the report of the Town Clerk (attached).

9. Consultation on the Draft Stafford Borough Economic Growth Strategy

To consider a Consultation on the Draft Stafford Borough Council Economic Growth Strategy.

An email from the Economic Development Manager is attached to the agenda.

The draft Stafford Borough Council Economic Growth Strategy 2019-2024 is attached to the electronic version of the agenda.

10. Members Motion

Councillor Mrs J. Hood

‘SSAFA are holding a charity event to highlight the needs of ex-service men and women in Stone and the surrounding area. There are many groups attending on the day September 14th and ask that we support this event in paying for the road closure’.

11. Non-Cheque Payments

To receive a list of non-cheque payments made by the Council during the period 1 June to 30 June 2019 (attached).

12. Update from Working Groups:

- a) Neighbourhood Plan Steering Group
- b) Stone Area Parish Liaison Group
- c) Traffic Management in High Street Working Group
- d) VE Day 2020 Commemoration Working Group

13. To receive reports from Town Councillors on attendance at meetings of local organisations and outside bodies as a representative of the Town Council

Stone ATC – Mayor & J. Davies

Age Concern Stone & District – Cllrs: T. Adamson & C. Thornicroft

Stafford & Stone Access Group – Cllr T. Kelt

Stone Common Plot Trustees – Cllrs: Mrs J. Hood, R. Kenney & T. Adamson

Stone Community Hub Liaison Group – Cllrs: Mrs J. Hood, M. Hatton & J. Powell

SPCA Executive Committee – Cllr M. Green

14. **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.

15. **Confidential Minutes**

To confirm as a correct record the confidential minutes of the meeting of the Town Council held on 2 July 2019, Minute Numbers GP20/036, GP20/055 and GP20/056.

16. **Staffing Matters**

To consider the report of the Town Clerk (attached)

Members of the Public are welcome to attend the General Purposes Committee 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 – 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.

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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.

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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.

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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.

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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 – Management Sub-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: I. Fordham, K. Argyle, Mrs A. Burgess, Mrs L. Davies and T. Kelt

By Chairman's invitation: Councillors: A. Best and R. Townsend

ABSENT: No Councillors were absent

MAN20/001 Apologies

There were no apologies

MAN20/002 Declarations of Interest and Requests for Dispensations

None received

MAN20/003 Representations from Members of the Public

None received

MAN20/004 Minutes

That the Minutes of the Management Sub-Committee Meeting held on the 18 December 2018 (Minute No's MAN19/018 – MAN19/023), be approved as a correct record.

MAN20/005 Information Management

The Sub-Committee considered a number of methods put forward by the Town Clerk for disseminating management information electronically to Councillors.

These included:

- A data site to give direct access to agendas, minutes and other relevant information
- A chat system
- Constantly updated Council diary

The Town Clerk advised the Sub-Committee that he wanted to first ensure that all iPads issued to Councillors were set up, and the training course completed.

* 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.

RECOMMENDED: That the Chairman issues a note to Councillors outlining these ideas and inviting any new suggestions for additional information that would be useful to provide electronically.

MAN20/006 CCTV for Council Chamber

The Sub-Committee considered the benefits of installing CCTV in the Council Chamber for the purposes of providing live streaming of meetings to members of the public.

The Town Clerk confirmed that the last time he researched the issue he found it to be very expensive although different techniques for providing a CCTV system may now be available. He also said that consideration should be given to the impact on people feeling uncomfortable in meetings and other logistical issues.

RECOMMENDED: That the Town Council takes no action on installation of CCTV in the Council Chamber currently but looks at options again in the future.

MAN20/007 Updates

The Sub-Committee received updates on the following:

a. Plan HEADSTONE

The Town Clerk advised the Sub-Committee that since the Town Council started planning for the death of the Queen and other members of the Royal Family, national guidance had changed. It would now be necessary to draw up a new version of the protocol.

It was agreed that the Town Clerk in consultation with the Chairman of the Management Sub-Committee would produce a revised version of the Headstone Protocol including the removal of the two minutes silence and proclamation. The draft protocol would then be submitted to the General Purposes Committee for consideration.

b. Website

The Town Clerk advised the Sub-Committee that plans for the website had been superseded by suggestions made earlier in the meeting (information management) therefore no changes other than keeping the usual documentation up to date are planned. The new Marketing Assistant postholder will be asked to feed more information into the website.

* 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.

c. Service Continuity Plan

The Town Clerk advised that although preparations for a Service Continuity Plan had not been documented, the Town Council was continuing to improve its preparedness.

d. Data Protection Act 2018

The Town Clerk advised the Sub-Committee that the Town Council had already complied with the necessary key requirements (as advised by NALC) by the deadline of 25 May 2018 and other items would be dealt with as they arise.

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 - General Purposes Committee

30th July 2019

Budget Monitoring – June 2019

Report of Town Clerk

Purpose of Report

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

Background

2. The Council's budget was approved in February 2019. Good financial management requires the Council to:
 - a. Keep the amount of the budget that it requires under review,
 - b. Monitor spending and income against budget projections, and,
 - c. Take appropriate action to ensure that the Council's financial stability is maintained.
3. This one of a series of regular reports which are presented to the General Purposes Committee on a broadly quarterly basis. The reports consider the Council's financial position at the end of the most recent month available at the time the report is written. On this occasion, the report considers the position as at the end of June 2019.
4. The report will first look at any adjustments proposed to the budget for 2019-20. It will then highlight any areas where net spending differs from that planned in the budget and focus on the income received from the Council's major income generating activities.
5. Finally, the report will list spending by the Council (excluding salaries, salary related costs and the Mayor's Charity Fund) for the period since the last budget monitoring report for Members' information.

Adjustments to 2019-20 Budget

6. The meeting of the Council on 4th June 2019 considered the final accounts for 2018-19 and approved a number of unspent budgets to be rolled over into the current year. These rollovers have now been added to the approved budget of the Council.
7. Appendix A sets out the agreed budget adjustments and the consequent changes to the current approved budget.

Comparison of Budget with Actual Spending and Income

8. Appendix B sets out a comparison of the budget to date with spending up to the end of June 2019. The budget to date has been estimated with reference to spending patterns in the previous year and other available information, but is a fairly broad estimate with a significant margin for error in most areas of the budget. Nevertheless it is a good starting point for identification of potential problems.
9. Members should note that positive numbers in the table reflect expenditure or an adverse variance (overspend), whereas negative numbers represent income or a favourable variance (underspend).
10. Overall, at the end of June 2019, net spending was £67,197 compared with a budget up to that time of £71,915 – a net underspending to date of £4,718.
11. There were no significant adverse variances within this figure.
12. Significant favourable variances are:
 - a. Public Conveniences (£1,650): The legal agreement with Stafford Borough Council for transfer of responsibility for Station Road Toilets is still awaited. The Borough are continuing with the upkeep of the toilets until such time as the agreement is completed. There has therefore been no expenditure by this Council so far.
 - b. Insurances (£2,064): This underspending is due to the improved terms that were agreed when the Council's insurance contract was renewed earlier this year. This is a full year saving.
13. It can thus be seen at this stage that costs are generally under control, though actual net spending varies from the estimated approved budget to date in some areas.
14. It should be noted that the Borough Council have not yet provided details of the 2019 elections costs, and this is an area where costs have been higher than expected in the past.

Income from Major Income Generating Activities

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

Council Spending

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

Recommendations

19. The Committee is recommended to:
 - a. Note the approved adjustments to the Council's budget set out at Appendix A.
 - b. Note the Council's performance against budget at the end of June 2019.
 - c. Note the details of the Council's spending since the last budget monitoring report.
 - d. Consider any action it wishes to take in the light of the information within this report.

Stone Town Council

Budget Adjustments 2019-20

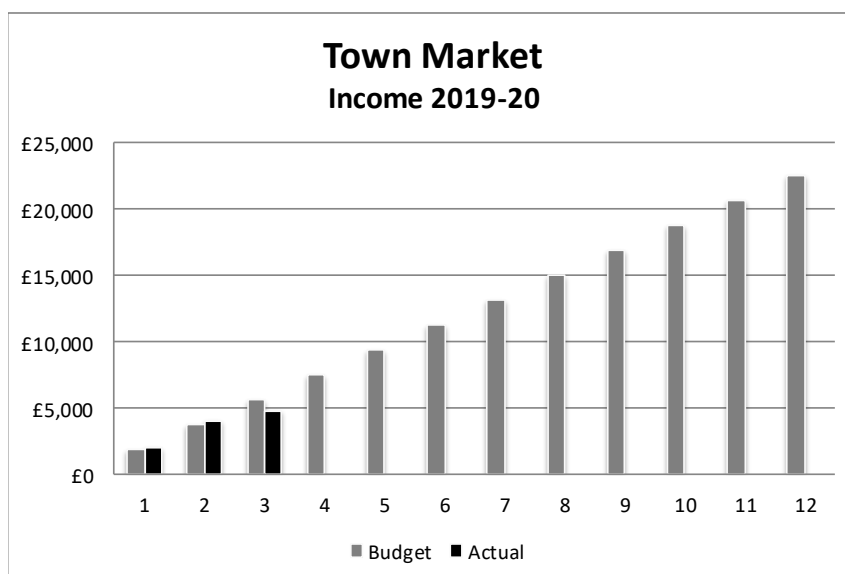
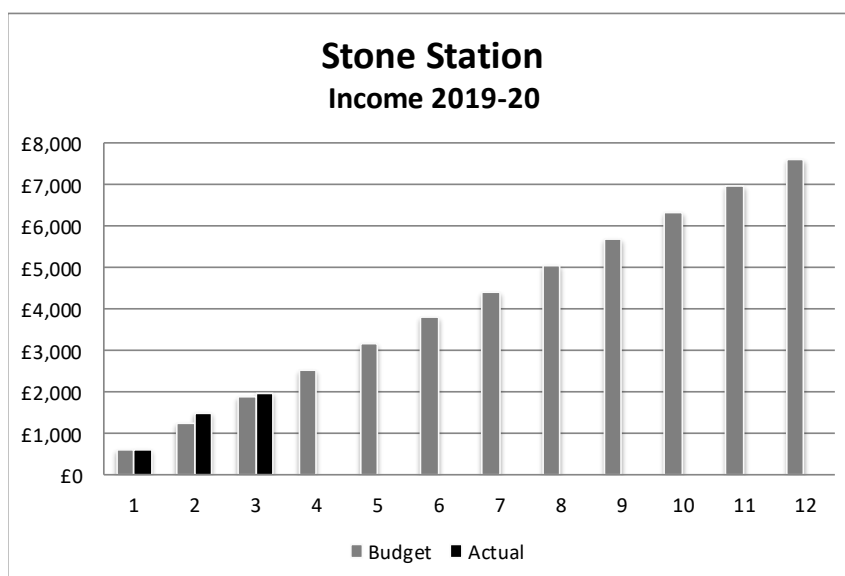
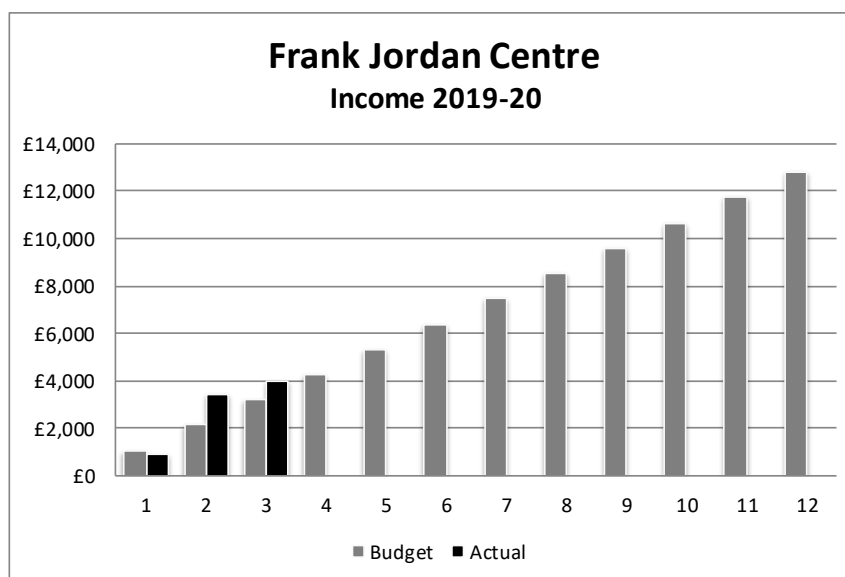
	Contribution to (from) Reserves £	Salaries & Employment Costs £	Crown Meadow Imp'ments £	Grants to Outside Bodies £	Admin- istration £	Allotments £	Building Maintenance £	£	£	£
Council 4th June 2019										
Rollover re Crown Meadow Improvements	-960		960							
Rollover re Grants to Outside Bodies	-5,300			5,300						
Rollover re Administration	-7,500				7,500					
Rollover re Allotments	-1,350					1,350				
Rollover re Building Maintenance	-9,700						9,700			
GP Committee 2nd July 2019										
New Post - Events & Marketing Assistant	-1,500	4,900			-3,400					
TOTAL	-26,310	4,900	960	5,300	4,100	1,350	9,700	0	0	0
 Original Budget	 -126,442	 145,400	 1,900	 9,800	 25,700	 2,500	 10,000			
Current Budget	-152,752	150,300	2,860	15,100	29,800	3,850	19,700	0	0	0

Stone Town Council

Budget Monitoring Statement 2019-20

Revenue Account to End of Period 3 Jun-19

	Original Budget £	Current Budget £	Budget to Date £	Actual to Date £	Variance to Date £	Budget Remaining £
Major Income Generating Activities						
Frank Jordan Centre						
Income	-12,800	-12,800	-3,200	-3,976	-776	-8,824
Expenditure	19,600	19,600	3,400	3,332	-68	16,268
Net	6,800	6,800	200	-644	-844	7,444
Stone Station						
Income	-7,600	-7,600	-1,900	-1,969	-69	-5,631
Expenditure	16,100	16,100	4,025	4,529	504	11,571
Net	8,500	8,500	2,125	2,560	435	5,940
Town Market						
Income	-22,600	-22,600	-5,650	-4,796	854	-17,804
Expenditure	9,400	9,400	2,350	1,713	-637	7,687
Net	-13,200	-13,200	-3,300	-3,083	217	-10,117
Other Activities						
Stone Heritage Centre	125,000	125,000	0	0	0	125,000
Car Parking	4,500	4,500	1,125	237	-888	4,263
Bus Shelters & Street Furniture	4,600	4,600	1,150	387	-763	4,213
Public Conveniences	6,600	6,600	1,650	0	-1,650	6,600
Street Lighting	500	500	125	0	-125	500
Dog & Litter Bins	700	700	175	180	5	520
Joules Clock	300	300	75	0	-75	300
Town Electricity Supply	400	400	100	68	-32	332
Building Maintenance	10,000	19,700	0	0	0	19,700
Grounds Maintenance	18,200	18,200	3,000	2,818	-182	15,382
Crown Meadow Improvements	1,900	2,860	715	218	-497	2,642
Westbridge Park	0	0	0	0	0	0
Allotments	2,500	3,850	25	-170	-195	4,020
Christmas Lights	15,000	15,000	0	0	0	15,000
Advertising	0	0	0	0	0	0
Tourism & Town Promotion	21,100	21,100	1,500	1,533	33	19,567
Community Bus	0	0	0	0	0	0
Grants to Outside Bodies	9,800	15,100	0	340	340	14,760
Salaries & Employment Costs	145,400	150,300	36,350	36,825	475	113,475
Accommodation	4,200	4,200	150	150	0	4,050
Insurances	8,500	8,500	9,700	7,636	-2,064	864
Administration	25,700	29,800	16,200	16,476	276	13,324
Audit & Legal Fees	1,200	1,200	-900	-884	16	2,084
Town Council Elections	28,000	28,000	0	0	0	28,000
Allowances - Mayor & Deputy Mayor	3,200	3,200	800	615	-185	2,585
Regalia & Presentations	500	500	125	446	321	54
Civic Activities	1,500	1,500	600	506	-94	994
Remembrance Sunday & War Memorials	2,000	2,000	0	0	0	2,000
Miscellaneous	1,500	1,500	375	983	608	517
Interest	-600	-600	-150	0	150	-600
Neighbourhood Plan	9,900	9,900	0	0	0	9,900
Total	454,200	480,510	71,915	67,197	-4,718	413,313
Precept & Financing	-327,758	-327,758	-163,879	-163,860	19	
Contribution to (from) Reserves	-126,442	-152,752	91,964	96,663	4,699	



Stone Town Council

Spending 1st October 2019 to 30th June 2019

Date	Reference	Supplier	Description	Amount	Month
01/10/2018	18/043	Mailing room	Qtly rent of franking machine	£60.00	Oct-18
01/10/2018	18/043	E On	Replacement of sox lanren with LED	£202.00	Oct-18
01/10/2018	D/Dbt 18/014	Network Rail	Qtly rent of Station	£1,087.50	Oct-18
01/10/2018	Elec18/012	Panda Press (Stone) Ltd	Flyers & posters - Classic Car event	£120.00	Oct-18
01/10/2018	D/Dbt 18/014	Prism Solutions	Analogue line rental	£46.69	Oct-18
02/10/2018	18/043	Veolia ES (UK) Ltd	Waste collection - FJC	£112.82	Oct-18
02/10/2018	18/043	Veolia ES (UK) Ltd	Waste collection - STN	£100.82	Oct-18
03/10/2018	18/045	M J Plant	Grounds maintenance - amphitheatre/ allot	£1,213.00	Oct-18
03/10/2018	18/045	Stone Elders Activity	PO Bus charge - Octobert 18	£60.84	Oct-18
03/10/2018	18/045	City B Group Ltd	Setting up marquees - Sept 18	£531.00	Oct-18
03/10/2018	D/Dbt 18/014	Stafford Borough Council	Rates - Northesk St Car Park	£116.00	Oct-18
03/10/2018	Elec18/012	Panda Press (Stone) Ltd	Banners - Classic Car Event	£135.00	Oct-18
03/10/2018	D/Dbt 18/014	Stafford Borough Council	Rates - FJC	£418.00	Oct-18
03/10/2018	D/Dbt 18/014	Stafford Borough Council	Rates - Market	£171.00	Oct-18
03/10/2018	D/Dbt 18/014	Stafford Borough Council	Rates - STN	£216.00	Oct-18
03/10/2018	D/Dbt 18/014	Stafford Borough Council	Rates - Crown Wharf Car Park	£267.00	Oct-18
05/10/2018	D/Dbt 18/014	Pitney Bowes	Postage for franking machine	£400.00	Oct-18
08/10/2018	Elec18/012	Staffordshire County Council	Licence to erect noticeboard in town	£100.00	Oct-18
08/10/2018	D/Dbt 18/014	EE	Mobile phone - caretaker - STN	£27.02	Oct-18
08/10/2018	D/Dbt 18/014	EE	Mobile phone caretaker - FJC	£27.02	Oct-18
10/10/2018	18/046	Angel Springs Ltd	Water cooler service - STN	£21.69	Oct-18
10/10/2018	18/046	Stafford Borough Council	Road closure - classic car event	£108.00	Oct-18
10/10/2018	18/046	Angel Springs Ltd	Qtly & cups - drink machine	£29.10	Oct-18
10/10/2018	18/045	Miscellaneous	Grant - Min No:GP19/067 refers	£250.00	Oct-18
10/10/2018	18/046	Virgin Media Business	Telephone calls Sept 18/ rental Oct 18	£48.11	Oct-18
10/10/2018	18/046	Lexis Nexis	Publication - Arnold Baker	£136.99	Oct-18
10/10/2018	18/045	NPower Ltd	Electricity - pillar 61 High St	£33.96	Oct-18
10/10/2018	18/047	Water Plus	Water charges - N/C Rd allots	£17.99	Oct-18
10/10/2018	18/047	Stafford Borough Council	Qtly rent of storeroom - Oct-Dec 18	£150.00	Oct-18
11/10/2018	18/047	Canal & River Trust	Waterpipe in towpath - N/C Rd	£250.00	Oct-18
12/10/2018	D/Dbt 18/014	British Gas	Electricity - FJC - 23 June - 23 Sept 18	£274.35	Oct-18
19/10/2018	D/Dbt 18/015	British Gas	Gas supply - STN	£91.98	Oct-18
19/10/2018	18/047	Water Plus	Water charges - Mt Rd allots	£113.61	Oct-18
19/10/2018	18/048	Stafford Borough Council	Premises Licence - Mkt Sq, High Street, Mill Street	£70.00	Oct-18
19/10/2018	18/048	Active Weed Control Ltd	3rd App 2018 - Japanese Knotweed treatment	£97.50	Oct-18
22/10/2018	Elec18/012	Panda Press (Stone) Ltd	Song sheets and menu cards	£72.00	Oct-18
23/10/2018	18/048	Mrs C Parton	Cable ties	£4.17	Oct-18
23/10/2018	D/Dbt 18/015	British Gas	Electricity -STN 01 -09-18 to 30-09-18	£68.45	Oct-18
23/10/2018	18/048	MEB Total Ltd	Replace faulty beacon strobe	£153.24	Oct-18
23/10/2018	18/049	NPower Ltd	Electricity charge - pillar - 30 High St	£50.56	Oct-18
25/10/2018	D/Dbt 18/016	Prism Solutions	ICT Provision	£459.04	Oct-18
25/10/2018	18/049	British Telecommunications PLC	Qtly broadband package - July - Sept 18	£198.71	Oct-18
31/10/2018	D/Dbt 18/016	NatWest	Bank charges - Oct 18	£65.45	Oct-18
01/11/2018	18/049	Staffordshire County Council	OHU referral - caretaker FJC	£138.00	Nov-18
01/11/2018	18/049	Stafford Borough Council	Annual Lottery Fee	£20.00	Nov-18
01/11/2018	18/049	E On	Highway lighting - maintenance & energy 18/19	£579.98	Nov-18
01/11/2018	18/050	Angel Springs Ltd	Sanitisation of drinks machine - STN	£7.20	Nov-18
01/11/2018	ER046/18	Staffordshire County Council	Reimbursement for invoice paid twice in error	-£100.00	Nov-18
01/11/2018	D/Dbt 18/017	Prism Solutions	Analogue line rental	£46.69	Nov-18
02/11/2018	D/Dbt 18/017	Open Spaces	Subscription	£45.00	Nov-18
02/11/2018	Elec 18/014	Panda Press (Stone) Ltd	Banners - switch-on	£110.00	Nov-18
05/11/2018	18/050	M J Plant	Fit vents replace window	£353.00	Nov-18
05/11/2018	18/050	Stone Elders Activity	PO bus charge - October 18	£29.49	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	Hedge cutting & removal of cuttings	£90.00	Nov-18
05/11/2018	18/050	M J Plant	Maintenance of bus shelters	£247.00	Nov-18
05/11/2018	D/Dbt 18/017	Stafford Borough Council	Rates - Crown Wharf	£267.00	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 - MKT SQ	£171.00	Nov-18
05/11/2018	D/Dbt 18/017	Stafford Borough Council	Rates - Northesk St Car Park	£116.00	Nov-18
05/11/2018	D/Dbt 18/017	Stafford Borough Council	Rates - STN	£216.00	Nov-18
06/11/2018	D/Dbt 18/017	EE	Caretaker's mobile - STN	£24.35	Nov-18
06/11/2018	D/Dbt 18/017	EE	Caretaker's mobile - FJC	£24.35	Nov-18
07/11/2018	18/051	Stafford Borough Council	Road Closure - switch-on	£108.00	Nov-18
07/11/2018	18/051	Radio Comms Ltd	Hire of radios - Switch - on event	£70.00	Nov-18
07/11/2018	18/051	Stafford Borough Council	Road Closure - Remembrance Sunday	£108.00	Nov-18
07/11/2018	18/051	Virgin Media Business	Telephone charges - Oct 18 rental Sept 18	£56.04	Nov-18
08/11/2018	18/052	Water Plus	Water charges - N/C Rd Allots - Oct 18	£18.14	Nov-18
08/11/2018	18/051	Mrs C Parton	HDMI cable for use with projector	£12.41	Nov-18
09/11/2018	Elec 18/014	Panda Press (Stone) Ltd	Flyers - Xmas Late Night Shop	£80.00	Nov-18
09/11/2018	Elec 18/014	Panda Press (Stone) Ltd	Poster - Xmas Late Night	£25.00	Nov-18
09/11/2018	Elec 18/014	Current Electrical & Property Services	Marquee set up - Oct 18	£465.00	Nov-18
12/11/2018	D/Dbt 18/017	Pitney Bowes	Postage - franking machine	£200.00	Nov-18
13/11/2018	18/053	BMA Window Cleaner	Window cleaning - FJC	£65.00	Nov-18
13/11/2018	18/052	Water Plus	Water charges - STN	£189.17	Nov-18
13/11/2018	18/053	Royal British Legion	2 x poppy wreathes	£40.00	Nov-18
13/11/2018	18/053	BMA Window Cleaner	Window cleaning - STN	£25.00	Nov-18
13/11/2018	18/053	J G Fenn Ltd	Stationery	£57.09	Nov-18
13/11/2018	18/052	Trudy Williams	Coffee, tea - Remembrance Sunday	£11.98	Nov-18
13/11/2018	18/052	Miscellaneous	Hire of Santa outfit	£20.00	Nov-18
13/11/2018	18/052	Kristan Green	Beverages - Remembrance Sunday	£69.00	Nov-18
14/11/2018	18/054	Miscellaneous	Reimbursement - Brewery Tour cancelled	£25.00	Nov-18
14/11/2018	18/054	Miscellaneous	Reimbursement - Brewery Tour cancelled	£50.00	Nov-18
14/11/2018	Elec 18/014	Panda Press (Stone) Ltd	Order of Service - Remembrance	£205.00	Nov-18
14/11/2018	Elec 18/014	The Secret Kitchen	Remembrance Sunday reception buffet	£595.00	Nov-18
14/11/2018	18/054	Miscellaneous	Performance @ switch-on	£50.00	Nov-18
14/11/2018	18/053	Miscellaneous	In lieu of performance & compering switch-on	£100.00	Nov-18
15/11/2018	18/055	Water Plus	Water charges - Mt Rd Allots - Aug 18	£108.16	Nov-18
15/11/2018	18/055	British Telecommunications PLC	Qtly rental of fire alarm line - STN	£95.70	Nov-18
15/11/2018	Elec18/015	Miscellaneous	Reimbursement - Brewery Tour cancelled	£25.00	Nov-18
15/11/2018	18/054	British Telecommunications PLC	Qtly rent of fire alarm line - FJC	£95.70	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	Christmas Plus	70% on installation	£3,861.90	Nov-18
20/11/2018	18/056	Steve's Sound Systems	Sound system - Remembrance Sunday	£165.00	Nov-18
20/11/2018	18/056	Miscellaneous	Performance at Late Night Xmas Shop	£150.00	Nov-18
20/11/2018	18/055	J G Fenn Ltd	Stationery	£41.80	Nov-18
20/11/2018	18/055	Greenbarnes Ltd	Noticeboard at top of Town	£2,263.65	Nov-18
21/11/2018	Elec18/015	Panda Press (Stone) Ltd	Banners - Christmas Late Night shop	£135.00	Nov-18
22/11/2018	D/Dbt 18/017	British Gas	Electricity - STN	£89.84	Nov-18
26/11/2018	18/056	Water Plus	Water charges - FJC 30 Jul-20 Nov 18	£162.88	Nov-18
26/11/2018	18/056	M J Plant	Powerwash cenotaphs x 3	£595.99	Nov-18
26/11/2018	18/056	M J Plant	Grounds maintenance	£3,774.50	Nov-18
26/11/2018	18/056	Siemens Ltd	Qtly rent of photocopier - 21 Dec 18-20 Mar 19	£175.00	Nov-18
26/11/2018	18/056	Stone Gazette Ltd	Advertisement - light switch-on	£315.00	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	Installation of Richard Vernon bench	£153.50	Nov-18
26/11/2018	18/056	M J Plant	Painting at FJC	£175.00	Nov-18
26/11/2018	D/Dbt 18/017	British Gas	Gas - STN	£289.50	Nov-18
27/11/2018	Elec 18/016	Current Electrical & Property Services	Lights for marquees - Switch On event	£600.00	Nov-18
27/11/2018	Elec18/015	Empire Hire Ltd	Hire of stage - Switch - On	£1,575.00	Nov-18
28/11/2018	Elec 18/016	Panda Press (Stone) Ltd	Mayoral Christmas Cards	£119.00	Nov-18
28/11/2018	Elec 18/016	Panda Press (Stone) Ltd	Christmas Cards for winners of competition	£89.50	Nov-18

29/11/2018	Elec 18/016	Current Electrical & Property Services	Marquees setup - switch-on	£150.00	Nov-18
29/11/2018	18/056	J & S Security Services	Security services @ Switch-On Event	£126.50	Nov-18
29/11/2018	Elec 18/016	Current Electrical & Property Services	Marquees set up - Nov 18	£515.00	Nov-18
30/11/2018	D/Dbt 18/017	NatWest	Bank Charges	£86.19	Nov-18
30/11/2018	18/056	Canal Cruising Co Ltd	Gas refill - Beacon - St Michael's Rem Sun	£65.96	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
03/12/2018	D/DBT 18/018	Stafford Borough Council	Rates - Northesk St Car Park	£116.00	Dec-18
03/12/2018	D/DBT 18/018	Stafford Borough Council	Rates - STN	£216.00	Dec-18
03/12/2018	D/DBT 18/018	Prism Solutions	Analogue line - FJC	£46.69	Dec-18
03/12/2018	D/DBT 18/018	Stafford Borough Council	Rates - MKT	£171.00	Dec-18
04/12/2018	Elec 18/016	Community Link	Funding of community bus	£2,494.00	Dec-18
05/12/2018	18/058	Chatfields	Replace lock & keys	£91.80	Dec-18
05/12/2018	18/058	Miscellaneous	Clerk's membership	£40.00	Dec-18
05/12/2018	18/058	Society of Local Council Clerks	Clerk's membership	£220.00	Dec-18
05/12/2018	18/058	Water Plus	Water charges - N/C Rd Allots - Nov 18	£12.28	Dec-18
05/12/2018	Elec18/017	Miscellaneous	Part payment - replacement marquees	£4,478.51	Dec-18
06/12/2018	Elec18/017	Veolia ES (UK) Ltd	Waste collection - FJC	£113.11	Dec-18
06/12/2018	Elec18/017	Veolia ES (UK) Ltd	Waste collection - STN	£123.85	Dec-18
06/12/2018	Elec18/017	Veolia ES (UK) Ltd	Waste collection - FJC	£135.85	Dec-18
06/12/2018	Elec18/017	Veolia ES (UK) Ltd	Waste collection - STN	£101.11	Dec-18
07/12/2018	Elec18/017	Hammond Hygiene Solutions Ltd	Cleaning products - FJC	£23.80	Dec-18
07/12/2018	Elec18/017	Cress Security	Reprogram fob and reset x2 callouts	£155.00	Dec-18
07/12/2018	D/DBT 18/018	EE	Caretaker's mobile FJC	£24.93	Dec-18
07/12/2018	D/DBT 18/018	EE	Caretaker's mobile - STN	£24.92	Dec-18
12/12/2018	18/059	Stafford Borough Council	Road closure Xmas Late Night Shop	£108.00	Dec-18
12/12/2018	18/059	NPower Ltd	Electricity - 61 High St	£24.86	Dec-18
12/12/2018	18/059	NPower Ltd	Electricity - 30 High St	£16.30	Dec-18
12/12/2018	18/058	Virgin Media Business	Telephone charges Nov 18 rental Dec 18	£73.57	Dec-18
12/12/2018	18/059	Stafford Borough Council	Emptying of doggie bins	£134.52	Dec-18
12/12/2018	18/059	Stafford Borough Council	Installation & removal of bollards - High St	£387.00	Dec-18
12/12/2018	18/060	Angel Springs Ltd	Sanitisation of machine - office	£7.20	Dec-18
12/12/2018	18/060	Angel Springs Ltd	Sanitisation of machine STN	£7.20	Dec-18
12/12/2018	18/060	Stone Gazette Ltd	Advertisement - late night shop	£160.00	Dec-18
13/12/2018	18/060	Mailing room	Qtly rent of franking machine	£60.00	Dec-18
14/12/2018	D/Dbt 18/020	Pitney Bowes	Postage on franking machine	£200.00	Dec-18
17/12/2018	Query18/020	Protec Fire Detection plc	Second call out - unresolved	-£282.00	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
19/12/2018	Elec 18/022	Panda Press (Stone) Ltd	Signs for free parking - Police Car Park	£169.00	Dec-18
19/12/2018	Elec 18/022	Miscellaneous	Hire of radiators during boiler exchange	£75.00	Dec-18
20/12/2018	Query 18/020	Protec Fire Detection plc	Second call out - unresolved	£282.00	Dec-18
20/12/2018	18/060	J G Fenn Ltd	Diaries & wall charts	£11.93	Dec-18
21/12/2018	Elec 18/023	British Gas	Gas - STN - Nov 18	£317.98	Dec-18
21/12/2018	Elec 18/023	British Gas	Elec - STN - Nov 18	£75.89	Dec-18
21/12/2018	Elec 18/022	MEB Total Ltd	6 mth EML test - FJC	£118.65	Dec-18
21/12/2018	Elec 18/021	Protec Fire Detection plc	Credit against Inv a098D9	-£162.00	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
31/12/2018	Elec 18/023	NatWest	Bank charges	£65.04	Dec-18
02/01/2019	R053/18	Miscellaneous	Credit against account	-£2.08	Jan-19
02/01/2019	18/062	Veolia ES (UK) Ltd	Waste collection - STN	£101.11	Jan-19
02/01/2019	18/062	Veolia ES (UK) Ltd	Waste collection - FJC	£113.11	Jan-19
02/01/2019	18/062	Water Plus	Water charges - N/C Rd Allots 23 Nov-23 Dec 18	£17.99	Jan-19
02/01/2019	18/061	MEB Total Ltd	Annual service of 2 boilers - STN	£158.84	Jan-19
02/01/2019	18/061	MEB Total Ltd	Qtly fire alarm test - FJC	£67.64	Jan-19
02/01/2019	18/061	Stafford Borough Council	Emptying of litter bin - amphitheatre - Oct-Dec18	£45.20	Jan-19

02/01/2019	18/061	Altodigital Networks Ltd	Photocopying charges - 19/09-17/12/18	£51.31	Jan-19
02/01/2019	D/Dbt 18/021	Prism Solutions	Analogue line - FJC	£46.69	Jan-19
03/01/2019	D/Dbt 18/021	Stafford Borough Council	Rates Crown Wharf Car Park	£267.00	Jan-19
03/01/2019	D/Dbt 18/021	Stafford Borough Council	Rates - FJC	£418.00	Jan-19
03/01/2019	D/Dbt 18/021	Stafford Borough Council	Rates - Market Square	£171.00	Jan-19
03/01/2019	D/Dbt 18/021	Stafford Borough Council	Rates - STN	£216.00	Jan-19
03/01/2019	D/Dbt 18/021	Stafford Borough Council	Rates - Northesk St Car Park	£116.00	Jan-19
07/01/2019	D/Dbt 18/021	EE	Caretaker's mobile - FJC	£25.32	Jan-19
07/01/2019	D/Dbt 18/021	EE	Caretaker's mobile - STN	£25.32	Jan-19
08/01/2019	Elec 18/023	Miscellaneous	Safe for insurance purposes	£350.00	Jan-19
09/01/2019	Elec 18/023	Community Link	Signs for community bus	£45.00	Jan-19
10/01/2019	18/063	Stafford Borough Council	Qtly rent of accomm at 15 Station Rd	£150.00	Jan-19
10/01/2019	Elec 18/023	Current Electrical & Property Services	Setting up of marquees - Dec 18	£430.00	Jan-19
10/01/2019	18/062	Bescot Stadium Sunday Market Ltd	Marquees for late night xmas shopping	£1,020.00	Jan-19
10/01/2019	18/063	Angel Springs Ltd	Sanitisation of drinks machine	£14.40	Jan-19
10/01/2019	18/063	Virgin Media Business	Telephone calls Dec 18 rental Jan 19	£40.33	Jan-19
10/01/2019	18/063	Angel Springs Ltd	Bottle cover - water machine	£15.00	Jan-19
11/01/2019	18/063	Mrs C Parton	Postage for xmas card ti Italy - Bagnacavallo	£1.55	Jan-19
11/01/2019	18/063	Mrs C Parton	Sellotape for office	£2.49	Jan-19
11/01/2019	18/063	J G Fenn Ltd	Stationery	£89.60	Jan-19
15/01/2019	18/064	Sage UK Ltd	Subscription to SAGE	£248.00	Jan-19
16/01/2019	D/Dbt 18/021	British Gas	Electricity FJC 24 Sept-23Dec 18	£457.38	Jan-19
16/01/2019	18/064	Protec Fire Detection plc	Service & Maintenance - fire alarm - STN	£443.33	Jan-19
18/01/2019	18/065	British Telecommunications PLC	Qtly broadband 01 Jan- 31 Mar 19	£212.80	Jan-19
18/01/2019	18/064	R Mountfords	New toilet handle	£4.15	Jan-19
18/01/2019	18/064	Christmas Plus	Dismantling of xmas lights - 30%	£1,655.10	Jan-19
21/01/2019	D/Dbt 18/022	British Gas	Gas - STN - Dec 18	£334.77	Jan-19
22/01/2019	Cancel	Miscellaneous	Mayor's Quiz tickets	-£25.00	Jan-19
22/01/2019	D/Dbt 18/022	British Gas	Elec-STN-Dec 18	£93.66	Jan-19
22/01/2019	Cancel	Miscellaneous	Cancel - see tran 21383	£25.00	Jan-19
24/01/2019	Cancel	Miscellaneous	Mayor's Quiz tickets	-£20.83	Jan-19
24/01/2019	Cancel	Miscellaneous	Cancel - see tran 21385	£20.83	Jan-19
25/01/2019	D/Dbt 18/022	Prism Solutions	ICT Provision	£481.54	Jan-19
25/01/2019	18/065	Hylands	Replacement vacuum cleaner	£112.48	Jan-19
25/01/2019	18/065	MEB Total Ltd	Supply/ instal radiator - HUB	£500.99	Jan-19
28/01/2019	18/065	Stafford Borough Council	Planning Application fee - sign FJC	£132.00	Jan-19
31/01/2019	Elec 18/023	Miscellaneous	Call out to leak - Hub/ new stop cock	£202.93	Jan-19
31/01/2019	D/Dbt 18/022	NatWest	Bank charges	£55.92	Jan-19
01/02/2019	D/Dbt 18/023	Prism Solutions	Analogue line - FJC	£46.69	Feb-19
04/02/2019	Elec 18/024	Current Electrical & Property Services	Setting up of marquees January 2019	£100.00	Feb-19
04/02/2019	18/066	Veolia ES (UK) Ltd	Waste collection - FJC - Jan 19	£144.04	Feb-19
04/02/2019	18/066	Veolia ES (UK) Ltd	Waste collection - STN - Jan 19	£132.04	Feb-19
04/02/2019	18/066	Water Plus	Water - N/C Rd Allots	£18.14	Feb-19
04/02/2019	18/066	Kristan Green	Reimbursement for prizes & beverages - Quiz	£28.66	Feb-19
06/02/2019	Elec 18/024	SUN LEISURE	2 x new marquees	£1,401.86	Feb-19
06/02/2019	D/Dbt 18/023	EE	Caretaker's mobile - STN	£26.24	Feb-19
06/02/2019	D/Dbt 18/023	EE	Caretaker's mobile - FJC	£26.24	Feb-19
07/02/2019	18/066	Angel Springs Ltd	Sanitisation of water machine & supplie	£31.50	Feb-19
07/02/2019	18/067	BMA Window Cleaner	Cleaning of windows -STN	£25.00	Feb-19
07/02/2019	18/067	BMA Window Cleaner	Cleaning of windows -FJC	£65.00	Feb-19
07/02/2019	18/066	Virgin Media Business	Telephone calls Jan rental Feb 19	£46.66	Feb-19
08/02/2019	D/Dbt 18/023	Pitney Bowes	Postage	£200.00	Feb-19
14/02/2019	18/067	Stafford Borough Council	Road closure - craft & collectables	£111.00	Feb-19
14/02/2019	18/068	J G Fenn Ltd	Stationery	£137.73	Feb-19
14/02/2019	18/068	J G Fenn Ltd	Stationery	£53.48	Feb-19
14/02/2019	18/067	Adobe Systems Software	Adobe software suscription	£303.36	Feb-19
14/02/2019	18/067	B Hygienic Ltd	Annual hygiene services - STN	£598.00	Feb-19
14/02/2019	18/067	J G Fenn Ltd	Stationery	£54.26	Feb-19
14/02/2019	18/068	ADT Fire & Security plc	Annual BT redcare - fire & Security STN	£166.69	Feb-19

15/02/2019	18/069	British Telecommunications PLC	Qtly rent of fire alarm line - FJC	£95.70	Feb-19
15/02/2019	18/069	British Telecommunications PLC	Qtly rent of fire alarm line - STN	£95.70	Feb-19
21/02/2019	D/Dbt 18/023	British Gas	Gas - STN - Jan 19	£466.24	Feb-19
22/02/2019	D/Dbt 18/023	British Gas	Elec - STN - Jan19	£105.24	Feb-19
25/02/2019	D/Dbt 18/023	Prism Solutions	ICT Provision	£481.54	Feb-19
27/02/2019	18/070	MEB Total Ltd	Pat testing - FJC	£19.40	Feb-19
27/02/2019	18/070	Miscellaneous	Grant min no: GP19/177 refers	£500.00	Feb-19
27/02/2019	Elec 18/024	SUN LEISURE	Marquee purchased from Cllr Davies Charity funds	£500.00	Feb-19
27/02/2019	18/070	MEB Total Ltd	Pat testing - STN	£11.23	Feb-19
27/02/2019	18/070	MEB Total Ltd	Pat testing - office	£102.10	Feb-19
27/02/2019	18/069	J G Fenn Ltd	Stationery	£46.16	Feb-19
27/02/2019	18/069	Siemens Ltd	Qtly rent of photocopier - 21 Mar-20 June 19	£150.00	Feb-19
27/02/2019	18/069	Visit Stafford	Membership 2019	£30.00	Feb-19
28/02/2019	Elec 18/024	NO 5 Collection	Advice re planning application	£1,000.00	Feb-19
28/02/2019	D/Dbt 18/023	NatWest	Bank Charges	£41.63	Feb-19
01/03/2019	18/070	Miscellaneous	Grant min no: GP19/177 refers	£500.00	Mar-19
01/03/2019	18/071	Miscellaneous	Grant - Min No: GP19/177 refers	£300.00	Mar-19
01/03/2019	18/071	Miscellaneous	Grant - Min No: GP19/177 refers	£500.00	Mar-19
01/03/2019	18/071	Water Plus	Water charges - N/C Rd Allots 23 Jan-23 Feb	£18.14	Mar-19
01/03/2019	D/Dbt 18/024	Prism Solutions	Analogue line FJC	£46.69	Mar-19
05/03/2019	18/071	Water Plus	Water charges - STN 07 Nov-26 Feb 19	£248.04	Mar-19
05/03/2019	18/072	Water Plus	Water charges Mt Rd allots 9 Nov-26 Feb 19	£125.74	Mar-19
05/03/2019	18/071	Water Plus	Water charges - FJC 20 Nov-26 Feb 19	£141.71	Mar-19
06/03/2019	18/072	Staffordshire Parish Councils' Association	Subscription 2019-20	£926.00	Mar-19
06/03/2019	18/072	Angel Springs Ltd	Sanitisation of water machine - STN	£7.20	Mar-19
06/03/2019	18/072	Veolia ES (UK) Ltd	Waste collection - STN	£106.56	Mar-19
06/03/2019	18/072	Veolia ES (UK) Ltd	Waste collection - FJC	£118.56	Mar-19
06/03/2019	18/072	Virgin Media Business	Telephone charges - Feb 19/ rental Mar 19	£43.20	Mar-19
06/03/2019	D/Dbt 18/024	Pitney Bowes	Postage - Franking Mach	£200.00	Mar-19
07/03/2019	Elec 18/024	NO 5 Collection	Advice re planning appl	£500.00	Mar-19
08/03/2019	Elec 18/024	Current Electrical & Property Services	Setting up marquees	£490.00	Mar-19
11/03/2019	Elec 18/024	Cress Security	Annual maint & mon of alarm	£352.00	Mar-19
11/03/2019	D/Dbt 18/024	EE	Caretaker's mobile - STN	£26.95	Mar-19
11/03/2019	D/Dbt 18/024	EE	Caretaker's mobile - FJC	£26.95	Mar-19
12/03/2019	18/074	Miscellaneous	Grant Min No GP19/194	£500.00	Mar-19
12/03/2019	18/073	NPower Ltd	Electricity - pillar o/s 30 high St	£24.90	Mar-19
12/03/2019	18/073	NPower Ltd	Electricity - pillar o/s 61 high St	£35.75	Mar-19
12/03/2019	18/073	Stafford Borough Council	Emptying of doggie bins Jan-Mar 19	£179.72	Mar-19
12/03/2019	18/073	Stafford Borough Council	Inst & removal of High St bollards Jan-Mar 19	£387.00	Mar-19
12/03/2019	18/074	Mailing room	Qtly rent of franking machine	£60.00	Mar-19
13/03/2019	Elec 18/024	Hammond Hygiene Solutions Ltd	Cleaning products - STN	£87.79	Mar-19
18/03/2019	ER 073/18	Miscellaneous	Compensation for taking cheque out twice	-£40.00	Mar-19
20/03/2019	18/074	M J Plant	Filling potholes - Northesk CP	£340.00	Mar-19
20/03/2019	18/074	M J Plant	Install new noticeboard	£375.00	Mar-19
20/03/2019	18/074	M J Plant	Draught exclusion/ new latch-fire door	£333.46	Mar-19
20/03/2019	Elec 18/024	Miscellaneous	Catering for Pig Race	£291.50	Mar-19
20/03/2019	Elec 18/024	Adobe Systems Software	Adobe software	£343.68	Mar-19
21/03/2019	18/075	Altodigital Networks Ltd	Copying charges 17.12.18-15.03.19	£33.93	Mar-19
21/03/2019	18/075	MEB Total Ltd	Electrical work&qtly fire alarm - FJC	£205.35	Mar-19
21/03/2019	D/Dbt 18/024	British Gas	Gas-Feb 19-STN	£298.09	Mar-19
21/03/2019	D/Dbt 18/024	British Gas	Gas-Dec-Feb incl FJC	£1,347.94	Mar-19
22/03/2019	18/075	J G Fenn Ltd	Stationery	£97.65	Mar-19
22/03/2019	Elec 18/024	Community Link	Local bus costs	£120.00	Mar-19
22/03/2019	Elec 18/024	Miscellaneous	Advert - Ann Pub Mtg	£59.85	Mar-19
22/03/2019	D/Dbt 18/024	British Gas	Elec-Feb 19-STN	£74.75	Mar-19
25/03/2019	D/Dbt 18/024	The Arch Rent Collectors	Rent of STN 23.03.19-23.06.19	£1,087.50	Mar-19
25/03/2019	D/Dbt 18/024	Prism Solutions	ICT Provision	£521.34	Mar-19
28/03/2019	18/075	Water Plus	Water charges-N/C rd Allots	£16.18	Mar-19

28/03/2019	Elec 18/027	MEB Total Ltd	New boiler @ FJC	£10,285.95	Mar-19
29/03/2019	D/Dbt 18/024	NatWest	Bank charges	£47.19	Mar-19
01/04/2019	Elec 19/001	Current Electrical & Property Services	Setting up of marquees March 19	£405.00	Apr-19
01/04/2019	D/Dbt 19/001	Prism Solutions	Analogue line	£46.69	Apr-19
02/04/2019	19/001	Veolia ES (UK) Ltd	Waste collection FJC -Mar 19	£119.43	Apr-19
02/04/2019	19/001	Veolia ES (UK) Ltd	Waste collection STN -Mar 19	£82.82	Apr-19
02/04/2019	19/001	J G Fenn Ltd	Stationery	£2.71	Apr-19
03/04/2019	D/Dbt 19/001	Stafford Borough Council	Rates - STN	£220.50	Apr-19
03/04/2019	D/Dbt 19/001	Stafford Borough Council	Rates - FJC	£428.70	Apr-19
03/04/2019	D/Dbt 19/001	Stafford Borough Council	Rates - Market	£110.08	Apr-19
03/04/2019	D/Dbt 19/001	Stafford Borough Council	Rates - Northesk St Car Park	£128.90	Apr-19
05/04/2019	19/002	BMA Window Cleaner	Window cleaning - STN	£25.00	Apr-19
05/04/2019	19/002	Angel Springs Ltd	Water machine supplies	£13.56	Apr-19
05/04/2019	19/001	Stafford Borough Council	Qtly rent of storeroom	£150.00	Apr-19
05/04/2019	19/001	M J Plant	New stop tap N/C Rd	£90.00	Apr-19
05/04/2019	19/001	M J Plant	Ann tree pruning/ GM Mar 19	£2,209.00	Apr-19
05/04/2019	ER006/19	Miscellaneous	Civ Dinn Tkts	-£58.33	Apr-19
05/04/2019	19/001	Virgin Media Business	Telephone charges - March 19	£45.75	Apr-19
05/04/2019	19/002	BMA Window Cleaner	Window cleaning - FJC	£65.00	Apr-19
05/04/2019	R002/19	Miscellaneous	Wayleave	-£16.96	Apr-19
08/04/2019	D/Dbt 19/001	EE	Caretaker's mobile - STN	£34.12	Apr-19
08/04/2019	D/Dbt 19/001	EE	Caretaker's mobile - FJC	£34.13	Apr-19
11/04/2019	19/002	Mailing room	Inks fo franking machine	£77.95	Apr-19
11/04/2019	19/002	Mailing room	Annual maintenance of franking machine	£160.00	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
11/04/2019	ER006/19	Miscellaneous	Civ Din Tkts	-£58.33	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
12/04/2019	Elec 19/001	Sage UK Ltd	P60's	£35.50	Apr-19
12/04/2019	19/003	Mrs C Parton	Reimbursement for 150 creme eggs - St George's Event	£51.97	Apr-19
15/04/2019	19/003	Stafford Borough Council	Area office service charge	£3,855.19	Apr-19
15/04/2019	19/003	BEA Fire Safety Ltd	Fire Risk Assess - STN	£225.00	Apr-19
15/04/2019	19/003	BEA Fire Safety Ltd	Fire Risk Assess - STC offices	£225.00	Apr-19
15/04/2019	ER006/19	Miscellaneous	Civ Din Tkts	-£58.33	Apr-19
15/04/2019	19/003	BEA Fire Safety Ltd	Fire Risk Assess - FJC	£225.00	Apr-19
16/04/2019	ER006/19	Miscellaneous	Christmas market pitch	-£40.00	Apr-19
17/04/2019	Elec 19/002	Jim Davies	Deputy Mayor's claim	£7.20	Apr-19
17/04/2019	19/004	British Telecommunications PLC	Qtly broadband 01-04-19to30-06-19	£214.14	Apr-19
18/04/2019	19/004	Mrs C Parton	Reimbursement for Facy Dress Comp Prize	£25.00	Apr-19
18/04/2019	19/004	Miscellaneous	Equine display - St George's Day Event	£700.00	Apr-19
18/04/2019	Elec 19/002	Community Link	Community bus costs	£158.11	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	Elec 19/002	Community Link	Community bus costs	£65.30	Apr-19
18/04/2019	D/Dbt 19/001	Sage UK Ltd	Sage Pay initial payment	£15.00	Apr-19
18/04/2019	19/004	Miscellaneous	Addit cost for display - St George's Day	£100.00	Apr-19
23/04/2019	D/Dbt 19/001	British Gas	Gas-STN 28-02 to 31-03-19	£301.61	Apr-19
24/04/2019	D/Dbt 19/001	British Gas	Elec STN 01-03 to 31-03-19	£89.34	Apr-19
24/04/2019	ER006/19	Stafford Borough Council	Reimb - part month on sale	-£153.55	Apr-19
25/04/2019	D/Dbt 19/001	Prism Solutions	ICT Provision	£521.34	Apr-19
29/04/2019	Elec 19/003	Current Electrical & Property Services	Power supply - St George's Day	£148.00	Apr-19
29/04/2019	Elec 19/003	Empire Hire Ltd	Barriers - St George's Day Event	£278.00	Apr-19
29/04/2019	ER007/19	Miscellaneous	Civ Din Tkts	-£58.33	Apr-19
29/04/2019	Elec 19/003	Trudy Williams	Remote control for projector	£26.99	Apr-19
29/04/2019	Elec 19/003	Kristan Green	Reimbursement for floweres - Civ Dinn	£60.00	Apr-19
29/04/2019	Elec 19/002	Miscellaneous	Singer - Civic Dinner	£200.00	Apr-19
29/04/2019	19/005	MEB Total Ltd	Replacement emerg light - o/s St Michael's Suite	£154.41	Apr-19

29/04/2019	ER006/19	Miscellaneous	Civ Din Tkts	-£29.17	Apr-19
30/04/2019	D/Dbt 19/001	NatWest	Bank charges - April 19	£64.81	Apr-19
01/05/2019	19/005a	J G Fenn Ltd	Stationery	£51.24	May-19
01/05/2019	D/Dbt 19/002	Prism Solutions	Analogue line	£46.69	May-19
02/05/2019	19/006	Veolia ES (UK) Ltd	Waste collection - FJC - April 19	£119.14	May-19
02/05/2019	19/006	Veolia ES (UK) Ltd	Waste collection - STN - April 19	£82.53	May-19
03/05/2019	D/Dbt 19/002	Stafford Borough Council	Rates - STN - May 19	£221.00	May-19
03/05/2019	D/Dbt 19/002	Stafford Borough Council	Rates - Northesk Car Park - May 19	£131.00	May-19
03/05/2019	D/Dbt 19/002	Stafford Borough Council	Rates - Market - May 19	£114.00	May-19
03/05/2019	D/Dbt 19/002	Stafford Borough Council	Rates - FJC - May 19	£427.00	May-19
03/05/2019	Elec 19/004	Miscellaneous	Additional keys cut	£17.70	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	19/007	Virgin Media Business	Telephone calls April 19 Rental May 19	£49.03	May-19
07/05/2019	D/Dbt 19/002	EE	Caretaker's mobile - STN	£24.65	May-19
07/05/2019	19/007	Angel Springs Ltd	Water machine sanitisation - STC	£14.40	May-19
07/05/2019	19/006	M J Plant	Repair to broken tap	£63.13	May-19
07/05/2019	19/007	Angel Springs Ltd	Water machine sanitisation - FJC	£7.20	May-19
07/05/2019	ER008/19	Miscellaneous	Ret fron Bank - incorr ref	-£60.00	May-19
07/05/2019	19/006	M J Plant	Amph, Crown Meadow, Allots, Abbey St	£1,409.00	May-19
07/05/2019	19/006	M J Plant	Repair to hand rail and CP fence	£218.36	May-19
07/05/2019	D/Dbt 19/002	EE	Caretaker's mobile - FJC	£24.65	May-19
13/05/2019	Elec 19/004	West Midlands Employers	Subscription 2019 - 20	£230.00	May-19
13/05/2019	19/007	J G Fenn Ltd	Stationery	£13.94	May-19
13/05/2019	19/007	J G Fenn Ltd	Stationery	£76.03	May-19
13/05/2019	Elec 19/004	KSV Vending	Supplies for hot drinks machine	£72.34	May-19
13/05/2019	Elec 19/004	Trudy Williams	Reimbursement for envelopes & card - Civ Dinn	£17.06	May-19
14/05/2019	Elec 19/004	Ellis Whittam	H & S Services - insurance	£19.02	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
14/05/2019	Elec 19/004	Miscellaneous	2 x bouquets - outgoing Mayor & Dep Mayor Con	£50.00	May-19
16/05/2019	D/Dbt 19/002	Sage UK Ltd	Sage Subscription	£1,104.00	May-19
17/05/2019	D/Dbt 19/002	Sage Pay Europe	Electronic transactions - April 19	£15.00	May-19
20/05/2019	Elec 19/006	British Telecommunications PLC	Qtly rent of fire alarm line - STN	£97.30	May-19
20/05/2019	Elec 19/006	British Telecommunications PLC	Qtly rent of fire alarm line - FJC	£97.30	May-19
20/05/2019	Elec 19/007	Miscellaneous	Internal Audit 2018-19	£275.60	May-19
20/05/2019	Elec 19/006	Fattorini	8 x collarettes	£115.25	May-19
22/05/2019	D/Dbt 19/003	British Gas	Gas - STN - April 19	£121.76	May-19
22/05/2019	Elec 19/007	Kristan Green	Reim for flowers made again as previous ret by bank	£60.00	May-19
24/05/2019	D/Dbt 19/003	British Gas	Elec-STN-April 19	£67.49	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
29/05/2019	Elec 19/008	Mailing room	Cartridge - franking machine	£47.95	May-19
31/05/2019	Elec 19/008	Zurich Municipal	Insurance premium 01 June 19 - 31 May 20	£6,020.57	May-19
31/05/2019	19/007	Home & Colour	Silicone & duck tape - noticeboards	£14.96	May-19
31/05/2019	D/Dbt 19/003	NatWest	Bank charges - May 19	£67.29	May-19
03/06/2019	19/008	Mrs C Parton	Reimbursement for spline key power box FJC C/C suite	£3.00	Jun-19
03/06/2019	D/Dbt 19/004	Stafford Borough Council	Rates - STN - June 19	£221.00	Jun-19
03/06/2019	D/Dbt 19/004	Stafford Borough Council	Rates - Northesk CP - June 19	£131.00	Jun-19
03/06/2019	D/Dbt 19/004	Stafford Borough Council	Rates - FJC June 19	£427.00	Jun-19
03/06/2019	D/Dbt 19/004	Prism Solutions	Analogue line - FJC	£46.69	Jun-19
03/06/2019	D/Dbt 19/004	Stafford Borough Council	Rates - Mkt - June 19	£114.00	Jun-19
04/06/2019	Elec 19/009	Current Electrical & Property Services	Setting up marquees May 19	£590.00	Jun-19
05/06/2019	Elec 19/009	Virgin Media Business	Telephone calls May 19/ rental June 19	£47.90	Jun-19
05/06/2019	Elec 19/009	Water Plus	Water - Mt Rd Allots 26 Feb-30 May 19	£241.37	Jun-19
05/06/2019	Elec 19/009	Veolia ES (UK) Ltd	Waste coll FJC - May 19	£144.04	Jun-19
05/06/2019	Elec 19/009	Veolia ES (UK) Ltd	Waste coll - STN - May 19	£132.04	Jun-19
06/06/2019	Elec 19/009	Lawrence Davis	Website amendments	£195.00	Jun-19

06/06/2019	Elec 19/009	Panda Press (Stone) Ltd	A6 flyers - Music Festival	£80.00	Jun-19
06/06/2019	D/Dbt 19/004	EE	Caretaker's mobile - FJC	£28.29	Jun-19
06/06/2019	D/Dbt 19/004	EE	Caretaker's mobile -STN	£28.30	Jun-19
07/06/2019	Elec 19/009	PC World Business	USB sticks	£99.99	Jun-19
10/06/2019	D/Dbt 19/005	Pitney Bowes	Postage - franking machine	£200.00	Jun-19
11/06/2019	Elec 19/009	Staffordshire Parish Councils' Association	Cllr training course x 2	£35.00	Jun-19
11/06/2019	Elec 19/009	Miscellaneous	Photography sevices	£100.00	Jun-19
11/06/2019	19/008	Mrs C Parton	Reimb for bottles to decant claning fluids in to & cabl- FJC	£4.62	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	Mailing room	Qtly rental of franking machine 1/7-30/9	£60.00	Jun-19
12/06/2019	Elec 19/010	Lawrence Davis	Annual hosting of website	£300.00	Jun-19
12/06/2019	Elec 19/010	Angel Springs Ltd	Water machine sanitisation - STN	£7.20	Jun-19
12/06/2019	Elec 19/009	Panda Press (Stone) Ltd	Banners x 6 - Music Festival	£135.00	Jun-19
12/06/2019	Elec 19/009	Panda Press (Stone) Ltd	A4 posters - Music Festival	£40.00	Jun-19
12/06/2019	Elec 19/010	Angel Springs Ltd	Supplies - water machine - office	£14.58	Jun-19
12/06/2019	Elec 19/010	NPower Ltd	Elec - pillar 61 High St	£38.17	Jun-19
12/06/2019	Elec 19/010	NPower Ltd	Elec - pillar 30 High St	£29.61	Jun-19
13/06/2019	19/009	Miscellaneous	Cllr photos for Website	£50.00	Jun-19
13/06/2019	19/008	Mr L Trigg	Reimb for 3 x apple ipad covers	£137.49	Jun-19
18/06/2019	D/Dbt 19/005	Sage Pay	Comp software - Card transactions	£15.00	Jun-19
18/06/2019	19/009	Mrs C Parton	4 x keys - N/C Rd allots	£12.00	Jun-19
18/06/2019	Elec 19/011	Miscellaneous	Buffet following Ex-Servicemen's Bowls Match	£120.00	Jun-19
20/06/2019	D/Dbt 19/005	World Pay	Charge - card trans	£1.41	Jun-19
20/06/2019	Elec 19/011	PC World Business	Councillor Ipads	£8,050.67	Jun-19
21/06/2019	D/Dbt 19/005	British Gas	Gas - STN - May 19	£93.97	Jun-19
21/06/2019	D/Dbt 19/005	British Gas	Elec - STN - May 19	£58.95	Jun-19
21/06/2019	Elec 19/010	Siemens Ltd	Qtly rental photocopier 21 June-20 Sept 19	£150.00	Jun-19
24/06/2019	Elec 19/011	Staffordshire Parish Councils' Association	Councillor courses - Chairman Skills	£20.00	Jun-19
24/06/2019	D/Dbt 19/005	The Arch Rent Collectors	Rent - Stone STN	£1,087.50	Jun-19
24/06/2019	19/010	R Mountfords	Key - FJC car pk - for Veolia to access bin	£3.26	Jun-19
24/06/2019	19/010	BMA Window Cleaner	Window cleaning - STN	£25.00	Jun-19
24/06/2019	19/010	BMA Window Cleaner	Window cleaning - FJC	£65.00	Jun-19
24/06/2019	19/010	Stafford Borough Council	Litter/ doggie bins Amph Ap-Ju 19	£45.20	Jun-19
24/06/2019	19/010	Altdigital Networks Ltd	Photocopying charges	£36.02	Jun-19
25/06/2019	Elec 19/011	Stafford Borough Council	Ap-June 19 doggie bins x 6	£134.52	Jun-19
25/06/2019	D/Dbt 19/005	Prism Solutions	ICT Provision	£521.34	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	Elec 19/011	MEB Total Ltd	6mthly ELT & qtly fire alarm test - FJC	£186.29	Jun-19
25/06/2019	Elec 19/011	BEA Fire Safety Ltd	Serv 1 x fire extinguisher - missed previously	£22.00	Jun-19
25/06/2019	Elec 19/011	Water Plus	26 Feb-17 Jun 19 water - FJC	£161.37	Jun-19
25/06/2019	Elec 19/011	Water Plus	26 Feb-17 Jun 19 water - STN	£248.66	Jun-19
26/06/2019	Elec 19/012	Prism Solutions	New internet connection	£89.25	Jun-19
27/06/2019	Elec 19/012	Miscellaneous	New sign - FJC	£425.00	Jun-19
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28/06/2019	Elec 19/012	Water Plus	Water charges N/C Rd Allots	£56.56	Jun-19
28/06/2019	D/Dbt 19/006	NatWest	Bank charges	£35.71	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.

From: Robert Gatensbury
To: [Robert Gatensbury](#)
Subject: Consultation on the Draft Stafford Borough Economic Growth Strategy
Date: 01 July 2019 14:46:45
Attachments: [imagea3aca4.PNG](#)
[Stafford Borough Economic Growth Strategy Consultation Draft 20 June 2019.pdf](#)

To all Parish Clerks

Dear all

We want people to come to Stafford Borough – to live, to work, to invest and to flourish. With our connectivity, appetite for growth and ability to make things happen, the Borough plays a major role in the economy of Staffordshire and beyond. It has the potential to do more, which in turn must and will benefit its communities.

Together with a number of partners the Borough Council is preparing a new Economic Growth Strategy and we would welcome your input to help create an aspirational, fit for purpose document which gives us clear direction for economic growth.

The attached document is intentionally left in a draft format with gaps which will be filled and amendments which will be added to reflect your comments and to ensure, as far as possible, our collective vision for the Borough's economy is shown.

We would like you to consult with the draft document and then to spend a few minutes completing the online survey at www.staffordbc.gov.uk/EGS_Survey before 29th July 2019. Your comments will help to shape the final version of the Strategy which will be completed in the Autumn.

Best wishes

Robert Gatensbury
Economic Development Manager
Stafford Borough Council



Robert Gatensbury | Economic Development Manager
Stafford Borough Council | Civic Centre | Riverside | Stafford | ST16 3AQ
01785 619748 | rgatensbury@staffordbc.gov.uk | www.staffordbc.gov.uk

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LOGOS FOR PARTNERS

To be added

DRAFT

Stafford Borough Economic Growth Strategy 2019-2024

Picture of Staffordshire Place

DRAFT

Foreword

Growth is central to the Borough's Corporate Business Plan, the County Council's Strategic Plan and the Staffordshire and Stoke on Trent Local Enterprise Partnership's Strategic Economic Plan. Stafford Borough is growing and we have the ambition and energy to transform our local economy. The Stafford Growth, Regeneration and Infrastructure Partnership has representatives from Stafford Borough Council, Staffordshire County Council, Staffordshire Police and Commissioner's Office, Staffordshire Fire, Newcastle and Stafford Colleges Group, Stafford Town Centre Partnership, Staffordshire Chambers of Commerce and Stafford and Rural Homes. Homes England also support the direction of travel that the Partnership are taking.

The Borough Council's Corporate Business Plan has set the marker for how we will respond to the Borough's communities and business sectors growing and changing. The vision and objectives are supported by the Plan for Stafford Borough, a local plan set to deliver 10,000 new homes by 2031, a figure we're well on track to meet. With the arrival of HS2 services on the horizon the local plan is being revised to capture the huge opportunities this will bring to Stafford.

This Growth Strategy aligns with the County Council's Strategic Plan and the vision to 'create a connected Staffordshire, where everyone has the opportunity to prosper, be healthy and happy'. The Strategy enables Staffordshire County Council, working with Stafford Borough Council to deliver its three priority outcomes which are to be able to access more good jobs and feel the benefits of economic growth, to be healthier and more independent and to feel safer, happier and more supported in and by their community.

In the autumn of 2018 a Corporate Peer Challenge Team recognised the Borough Council's strong track record of delivering successful outcomes for residents whilst influencing at a regional and national level. The Council was also found to be a financially stable organisation with strong partnerships in place to deliver its aspirations. This Economic Growth Strategy enables the Council and its partners to think big, be bold and continue to generate sustainable growth for the long term prosperity of our residents, visitors and businesses.

The strength of Stafford's County town charm is matched by its ability to deliver a big city economy. The Partnership have a vision for Stafford Borough that will reshape our position and reputation in the local, national and global economy. As a partnership we will continue to deliver commercially astute, innovative investment that we can all be proud of.

Signed by:

To be added

Patrick Farrington, Frances Beatty, Philip Atkins or Mark Winnington, David Frost (Chair of the Stoke on Trent and Staffordshire LEP, Sara Williams (Chief Executive of Staffordshire Chambers of Commerce), Mary Walker (Chair of Stafford Town Centre Partnership), xxxx (Stafford College), xxxx (Stafford and Rural Homes)

Introduction

We want people to come to Stafford – to live, to work, to invest and to flourish.

With our connectivity, appetite for growth and ability to make things happen Stafford plays a major role in the economy of Staffordshire and beyond. It has the potential to do more, which in turn must and will benefit its communities.

Destination Stafford

134,800 people call Stafford Borough home with the population set to increase between 2017 and 2027 by 3%. This rate of growth is faster than the England average¹. With over 5,000 businesses delivering over 68,000 jobs, as Staffordshire's largest district, covering around 230 square miles we have great transport links which are already improving and adapting as the Stafford Western Access Route takes shape.

An urban extension to Stone and to the north, east and west of Stafford are delivering 6,000 new homes. With more homes comes greater opportunities for inward investment and demand for education, employment and leisure facilities. In this context we want the Borough to offer a choice of high quality, demand driven options.

Live, work, Enjoy

Improving the quality of life of our local residents by developing strong communities that promote health and wellbeing is not only a key corporate priority but reflected in our 'health in everything we do' ethos. We're delivering a new £10 million leisure centre and destination park in Stone and working in

partnership with the Heritage Lottery Fund to restore the landmark Victoria Park back to its former glory.

The Council's Corporate Business Plan is very clear about the need for a dynamic local enterprise culture and building on what is already a sustainable and vibrant economy.

Picture of cinema

The first purpose built Odeon Luxe cinema opened in Stafford in November 2018 demonstrating our commitment to supporting investment in new leisure and entertainment facilities.

Building Blocks

To realise the full potential of our area we need to aim for maximum economic productivity and assemble the building blocks of ideas, people, infrastructure, business environment and place² to achieve this. The changing transport network coursing through our Borough highlights the need to move with the changing face of industry to keep the Borough at the forefront of sustainable economic growth and maximise employment opportunities.

Westbridge Park Leisure Centre

A new £10 million leisure centre is opened in March 2019 as part of the transformation of Westbridge Park, the gateway to Stone

¹ Stafford: District Data Pack, September 18, Staffordshire Observatory

² The Five Foundations of the Government's Industrial Strategy, 2017

Centres of Excellence

With support from the Borough Council, the Newcastle and Stafford College Group are embarking on a major scheme of development based around their aspirations for creating a centre of engineering excellence that's future proofed against rapidly changing technologies. Not only will this offer advanced skills to our young people it builds the reputation of Stafford as the place that always looks to the future. We now need to look at building stronger links with our local universities and agricultural colleges and explore social enterprise models.

Stafford and Stone are the hub towns for business and enterprise but a significant area of our Borough is rural. In these rural areas investment in Meaford Business Park and the Raleigh Hall Industrial Estate demonstrate that we want to support our business sectors to grow and diversify. Agriculture, agri-tech and the food industry all have a massive role in our rural areas but it is the challenges faced in our rural communities that now need focus so that instead of resolving problems we're creating opportunities for innovation.

Delivering our vision

How are we going to get all of this done? Action plans run throughout this strategy and strategic governance is coming from the Stafford Growth, Regeneration and Infrastructure Partnership made up of colleagues from Staffordshire County Council, the Staffordshire Commissioners office, Homes England, Stafford and Rural Homes, the Staffordshire Police and Fire Services, the Town Centre Partnership and the Chamber of Commerce and other

organisations. It's also important that this strategy is treated as a live document that responds to changes in the economy, technology and population as it drives forward opportunities for success.

Town Centre (at the top)

We're working on a strategic development framework for the whole of Stafford Town Centre and similar in Stone and engaging with our communities to start drawing up ideas for towns and villages across the Borough.

Stafford Partnerships Delivery Track Record

The Stoke on Trent and Staffordshire LEP, Borough and County Councils are delivering the Stafford Western Access Route which will facilitate growth in the town centre

The Town Centre Partnership deliver the annual Cheese and Ale Festival which attracted over 72,000 visitors in 2018

The Partnership's Vision

To be the strongest growing economy in the West Midlands by 2025.

As a partnership we will grow a diverse business economy to optimise our connectivity, opportunities and skills that supports new and existing businesses. We will deliver higher value jobs whilst continuing to consolidate our existing employment base.

To deliver this vision the partnership will focus on:

- 1) Enabling new and existing businesses to grow and build confidence in Stafford as a hub of productivity, creating opportunities for local communities
- 2) Leading on the delivery of infrastructure led commercial and housing growth to shape Stafford as the best place to invest
- 3) Unlocking the economic growth opportunities in our rural areas
- 4) Developing access to lifelong learning to create a local workforce with specialist skills that can respond to our ambitions for growth
- 5) Promoting our visitor economy to demonstrate just how much Stafford has to offer

Insert picture (to be added)

Stafford town offers businesses a place to put down roots where housing, retail and leisure is right on their doorstep

Growth Priority 1: Enabling new and existing businesses to grow and build confidence in Stafford as a hub of productivity

Looking to invest in Stafford? What helps you make that decision?

Is it the partnership planning approach that focuses on design, quality and creating a great place to live or our urban and rural economies nurturing innovative and smart technologies?

Transformational projects like the Stafford Station Gateway look to improve our offer with new hotel and conferencing facilities.

We already cover the spectrum of employment sectors but we need to address the fact on average each hour worked in Staffordshire was nearly a fifth less productive than the national average.³

Stafford is traditionally a large public sector employer, not just local government but across the health and defence services. As with other industries, people are likely to experience more than one career during their working life, it's important that we support these moves and retain our skilled workforce locally.

Stafford has been showcased at international property event MIPIM where our ambitions have been shared and investment interest is growing. As our proposals take shape so must the way we shout about them and announce that Stafford is one of the best places to invest in.

What are we doing now?

- Taking a holistic approach to inward investment inquiries and delivering a package of business support tools from relocation advice to customer care

What will we be doing next?

- In 2019 we'll be introducing a business engagement protocol across the partnership to guarantee that our business support is co-ordinated, effective and making a difference
- In 2019 we will build stronger links with local universities to support business incubation
- By 2020 we'll be identifying, addressing and preventing impacts on productivity, particularly workplace and mental health issues
- By 2021 our new local plan will be in place and identifying new employment sites

What are we planning to deliver in the next 5 years?

- By 2022 the new commercial district will open as part of the Stafford Station Gateway
- Optimising the commercial development opportunities created by the Stafford Western Access Route

*Picture – GE **to be added** - GE Grid Solutions serves customers globally and is the largest employer in Stafford. The Redhill Grid Automation manufacturing facility has been selected as a pilot for GE's digital 'Brilliant Factory' programme*

*Picture – Omicron **to be added**- Electrical energy firm OMICRON invested £2 million in a purpose-built, state-of-the-art facility at Stafford's County Council developed Redhill Business Park.*

³ Increasing Economic Output (Gross Value Added) and Raising Productivity in Staffordshire and Stoke-on-Trent; Staffordshire County Council, April 2018

Growth Priority 2: Leading on the delivery of major new infrastructure and continued commercial and housing growth to shape Stafford as the best place to invest

Using our connectivity to grow a strong economy

2027 will see Stafford station become a hub for High Speed 2 services, cutting journey time to London to just 53 minutes, the Smart Motorway programme between Junctions 16 and 19 of the M6 will reduce congestion and unreliable journey times and the opening of the Stafford Western Access Route in 2021 will improve connectivity between the west and north of Stafford.

Whilst Superfast Staffordshire has provided 94% of the Borough population with internet speeds of around 25mbps+ over 11,000 of our residents are still waiting on this connectivity. In rural areas robust digital connectivity has the potential to transform the economy.

The housing and business growth that we've seen over the last five years demonstrates how much people want to come and live and work here and our aspiration for a new garden community means there is more work to be done.

We want Stafford to be the place where people want to set down roots, commuting into rather than away from the town.

Infographic:
Housing numbers
Target 500 new houses built per year

2015/16 = 688
2016/17 = 1010
2017/18 = 863

What are we already doing?

- Modelling options with the Department for Transport for a new West Coast Mainline railway station as part of our

proposals for a new garden community to the west of Stone

- Promoting the development potential of HS2 in Stafford Borough through the Constellation Partnership Growth Strategy

Picture of Stafford Station to be added

Stafford Borough is already well connected with three M6 junctions and railway stations in Stafford and Stone on the West Coast mainline. Government investment can already be seen in rail capacity improvements at Norton Bridge and the Smart Motorway programme.

What will we be doing next?

- In 2020 we will refresh the Infrastructure Delivery Plan alongside the work on our new local plan to ensure that the right infrastructure is in place to deliver our vision
- In 2020 we will launch a Parking and Transport Strategy for Stafford Borough that responds to the planned level of growth and supports our ambitions with improved taxi provision and walking and cycling networks all of which will be designed to enable healthy lifestyles.
- Stafford Borough and Staffordshire County Council will work to deliver the Strategic Infrastructure Plan (SIP) that will consider the cumulative impact of growth and identify major infrastructure requirements needed to deliver sustainable growth.

What are we planning to deliver in the next 5 years?

- Ultrafast and 5G connectivity

Growth Priority 3: Unlocking the economic growth opportunities in our rural areas

Whether you live in our towns or villages the proportion of working age residents is the same. The productivity gap identified in our towns also exists at the same rate in the rural Borough⁴. So why is it important that we pay particular attention to our rural areas?

Because the challenges and opportunities there are different. Nearly 4,000 businesses in our Borough are located in the rural areas but issues around digital connectivity, mobile phone coverage and access to skilled labour are more prevalent than in the town hubs.

There is also a need to understand our rural communities and make sure that a reliance on digital connectivity doesn't increase concerns around social isolation by limiting the amount of interaction people have.

Building sustainable communities means providing affordable rural homes, encouraging tourism and supporting the mix with a better public transport offer.

The countryside isn't just about farming and food production but these continue to be hugely important. The emerging Local Industrial Strategy will take account of rural economies and their future potential.

Infographic: 5G networks will be faster, with wider coverage and more reliable connections.

*Picture of Wissage Bakehouse
to be added*

Rural Enterprise Funding helped a farming couple in Aston to transform under-used agricultural buildings into a bakery specialising in savoury pies

What are we already doing?

- Using the Rural Enterprise Programme scheme to provide over £100,000 of support to businesses wanting to locate or expand in the Borough

What will we be doing next?

- Developing employment opportunities for young people in rural areas
- Promoting the Gigabit Broadband Voucher Scheme which can be used by small businesses and the local communities surrounding them to contribute to the installation cost of a gigabit-capable connection
- Targeting specific business advice and funding opportunities to rural businesses to facilitate business growth
- Supporting Staffordshire County Council to identify how its farm estate in the Borough can contribute to unlocking economic growth opportunities in our rural areas.

What are we planning to deliver in the next 5 years?

- Using evidenced based research to understand the impact of rural enterprise on the Borough's economy with a view to capacity building

⁴ Staffordshire Rural Economy Evidence Base; Staffordshire County Council, 2015

Growth Priority 4: Developing access to lifelong learning to create a local workforce with skills that can respond to our ambitions for growth

Staffordshire is an economic success story with almost full employment. But as the aims and aspirations of our communities change few people will have, or expect, a job for life. Our careers will take many paths and we now need to provide multiple employment pathways to support this way of working, including a choice of more flexible working.

We know that Stafford Borough has an ageing population but our economic prosperity relies on a balanced demographic within our workforce.

We have ambitions for our Borough that will see the highly skilled, digitally advanced manufacturing sector grow.

We want sustainable employment offers that promise not just jobs but careers. Despite an impressive amount of investment in the Borough, 24% of our residents struggle to cope on their current income. We also need to address the barriers faced by our residents with long term health conditions and encourage employment opportunities that support this.

It's well documented how successful we are in delivering growth but we need to make sure that our local communities are prepared and ready to benefit from regeneration projects.

To achieve all this we need to lay the educational foundations and ensure that we are providing opportunities for lifelong learning to everyone in our Borough so

that we're the right place to bring business to and the only place worth staying in.

Case study: Learning and apprenticeships

To be added

What are we doing now?

- Working inclusively to tackle health inequalities and provide support into work for young adults and careers guidance for 14-19 year olds
- Supporting the Future Leaders Programme at Stafford College

What are we doing next?

- Working with the Careers Enterprise Company to deliver a local careers hub
- Equipping local people with the skills to be interview or further education ready

What are we planning to deliver in the next 5 years?

- A strategy to facilitate and promote the contribution of the over 60s to our local economy that understands the value of volunteering

Infographic: The gap in employment for people with a long term health condition in Stafford Borough is 5%

Growth Priority 5: Promoting our visitor economy to demonstrate just how much Stafford Borough has to offer

It's not just about our world class medieval Castle or Tudor town house or the shopping village at Trentham. Neither is it just about the recent investments at Riverside that demonstrate the confidence in the Stafford economy alongside the County Showground with its nationally renowned events. A large number of our visitors actually come to us through their work.

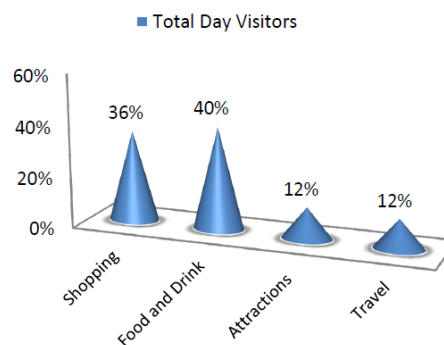
Whatever your reason for visiting Stafford the visitor economy contributes towards over 3,000 jobs in our Borough, a figure that is only set to rise. The visitor economy is the sixth largest employment sector in the UK and by supporting local businesses and facilities it helps to create an attractive place for investment.

Stafford is known as a county town with a history of shoemaking. It has railway heritage and a focus on heavy electrical engineering. It's also rural and urban, traditional yet always looking forwards. Being clear about what Stafford has to offer is fundamental to encouraging significant investment in our Borough.

We know that Stafford already tempts people in for the day with successful events like the annual Cheese and Ale Festival that brings in over 72,000 visitors. What we need to strengthen is our offer for staying visits and our town centres sit at the heart of this.

Infographic: The visitor economy is worth £222 million to the Borough every year

Breakdown of expenditure



What are we already doing?

- Supporting Visit Stafford to promote our Borough as a place to visit again and again
- Bidding to the Future High Streets Fund to transform Stafford into the best town centre in the UK to live in

What will we be doing next?

- Launching a cohesive Visitor Economy Strategy in 2019 and developing the evening economy and a programme of events to boost our reputation as a destination town
- By 2020 we will have a Strategic Framework for Stafford Town Centre that draws together existing plans across the town to ensure that we deliver the right mix of food, retail, residential and leisure

What are we planning to deliver in the next 5 years?

- Building Brand Stafford – reaching out to the people who don't yet know Stafford is one of the best places to visit
- Expanding work opportunities in the visitor sector through new hotels and conferencing facilities and expanding our cultural offer with exciting projects like the Staffordshire History Centre

Stafford Economic Growth Strategy Action Plan (to be populated once the Priorities and actions are agreed)

Growth Priority 1: Enabling new and existing businesses to grow and build confidence in Stafford as a hub of productivity			
Action	To be completed by	Lead Officer	Measures of success
Growth Priority 2: Leading on the delivery of major new infrastructure and continued commercial and housing growth to shape Stafford as the best place to invest			
Action	To be completed by	Lead Officer	Measures of success
Growth Priority 3: Unlocking the economic growth opportunities in our rural areas			
Action	To be completed by	Lead Officer	Measures of success
Growth Priority 4: Developing access to lifelong learning to create a local workforce with skills that can respond to our ambitions for growth			
Action	To be completed by	Lead Officer	Measures of success
Growth Priority 5: Promoting our visitor economy to demonstrate just how much Stafford Borough has to offer			
Action	To be completed by	Lead Officer	Measures of success

APPENDIX

Why Stafford Borough?

Infographics:

Connected: 3 M6 junctions, 2 railways stations and 4 airports within an hours drive

Skilled: 50% of Borough residents are educated to NVQ Level 4 or above

Focused: 17% growth in manufacturing since 2011, 489 digital businesses

Committed: £100 million investment in Stafford town centre

Information Sources

Office of National Statistics

- **Population Estimates 2017**
- **Annual Population Survey**
- **Business Register and Employment Survey 2017**
- **Interdepartmental Business Register 2018**

Staffordshire County Council

- **Stafford Locality Profile, January 2018**

Links to other Strategies

[**Stoke on Trent and Staffordshire Strategic Economic Plan \(April 2018\)**](#)

[**Stoke on Trent and Staffordshire Local Enterprise Partnership Skills Strategy**](#)

[**Ladder for Staffordshire**](#)

[**Midlands Engine Strategy**](#)

[**Industrial Strategy White Paper**](#)

[**The Constellation Partnership – Delivery Plan and Skills Strategy**](#)

Stone Town Council - Non-Cheque Payments

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

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

Date	Reference	Supplier	Description	Amount	Month
03/06/2019	D/Dbt 19/004	Prism Solutions	Analogue line - FJC	£46.69	Jun-19
03/06/2019	D/Dbt 19/004	Stafford Borough Council	Rates - STN - June 19	£221.00	Jun-19
03/06/2019	D/Dbt 19/004	Stafford Borough Council	Rates - Northesk CP - June 19	£131.00	Jun-19
03/06/2019	D/Dbt 19/004	Stafford Borough Council	Rates - Mkt - June 19	£114.00	Jun-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
05/06/2019	Elec 19/009	Water Plus	Water - Mt Rd Allots 26 Feb-30 May 19	£241.37	Jun-19
05/06/2019	Elec 19/009	Virgin Media Business	Telephone calls May 19/ rental June 19	£47.90	Jun-19
05/06/2019	Elec 19/009	Veolia ES (UK) Ltd	Waste coll - STN - May 19	£132.04	Jun-19
05/06/2019	Elec 19/009	Veolia ES (UK) Ltd	Waste coll FJC - May 19	£144.04	Jun-19
06/06/2019	Elec 19/009	Panda Press (Stone) Ltd	A6 flyers - Music Festival	£80.00	Jun-19
06/06/2019	Elec 19/009	Lawrence Davis	Website amendments	£195.00	Jun-19
06/06/2019	D/Dbt 19/004	EE	Caretaker's mobile -STN	£28.30	Jun-19
06/06/2019	D/Dbt 19/004	EE	Caretaker's mobile - FJC	£28.29	Jun-19
07/06/2019	Elec 19/009	PC World Business	USB sticks	£99.99	Jun-19
10/06/2019	D/Dbt 19/005	Pitney Bowes	Postage - franking machine	£200.00	Jun-19
11/06/2019	Elec 19/009	Staffordshire Parish Councils' Association	Cllr training course x 2	£35.00	Jun-19
11/06/2019	Elec 19/009	Miscellaneous	Photography sevicees	£100.00	Jun-19
12/06/2019	Elec 19/010	Angel Springs Ltd	Water machine sanitisation - STN	£7.20	Jun-19
12/06/2019	Elec 19/010	NPower Ltd	Elec - pillar 30 High St	£29.61	Jun-19
12/06/2019	Elec 19/010	Mailing room	Qtly rental of franking machine 1/7-30/9	£60.00	Jun-19
12/06/2019	Elec 19/010	Lawrence Davis	Annual hosting of website	£300.00	Jun-19
12/06/2019	Elec 19/010	Angel Springs Ltd	Supplies - water machine - office	£14.58	Jun-19
12/06/2019	Elec 19/010	NPower Ltd	Elec - pillar 61 High St	£38.17	Jun-19
12/06/2019	Elec 19/009	Panda Press (Stone) Ltd	Banners x 6 - Music Festival	£135.00	Jun-19
12/06/2019	Elec 19/009	Panda Press (Stone) Ltd	A4 posters - Music Festival	£40.00	Jun-19
18/06/2019	D/Dbt 19/005	Sage Pay	Comp software - Card transactions	£15.00	Jun-19
18/06/2019	Elec 19/011	Miscellaneous	Buffet following Ex-Servicemen's Bowls Match	£120.00	Jun-19
20/06/2019	D/Dbt 19/005	World Pay	Charge - card trans	£1.41	Jun-19
20/06/2019	Elec 19/011	PC World Business	Councillor Ipads	£8,050.67	Jun-19
21/06/2019	Elec 19/010	Siemens Ltd	Qtly rental photocopier 21 June-20 Sept 19	£150.00	Jun-19

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27/06/2019	Elec 19/012	Miscellaneous	New sign - FJC	£425.00	Jun-19
28/06/2019	Elec 19/012	Water Plus	Water charges N/C Rd Allots	£56.56	Jun-19
28/06/2019	D/Dbt 19/006	NatWest	Bank charges	£35.71	Jun-19