



Town Clerk
Les Trigg

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23 September 2019

You are hereby summoned to attend a meeting of the **TOWN COUNCIL**, to be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 1 OCTOBER 2019 at 7.00pm** when the following business will be transacted.

Les Trigg
Town Clerk

Agenda

1. **To receive apologies for absence**
2. **Declarations of Interest and Requests for Dispensations**
3. **Representations from Members of the Public**
4. **To confirm as a correct record the minutes of the meeting of the Town Council held on 3 September 2019, Minute No's. C20/052 – C20/064 (attached)**
5. **To receive the minutes and decisions of the under mentioned Committees:**
 - a) Planning Committee meeting held on 3 September 2019, Minute Numbers P20/043 – P20/048 (attached)
6. **To receive the draft minutes and decisions of the under mentioned Committees:**
 - a) General Purposes Committee meeting held on 3 September 2019, Minute Numbers GP20/079 – GP20/096 (attached)

7. **To receive the forthcoming Civic Announcements** (attached)
8. **To receive the Town Mayor's and Deputy Town Mayor's Reports of Engagements** (attached)
9. **Exclusion of the Public and Press**
To resolve, pursuant to the Public Bodies (admission to Meetings) Act 1960, the Public and Press be excluded from the meeting whilst the next item of business is discussed on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the debate.
10. **To confirm as a correct record the confidential minutes of the meeting of the Town Council held on 3 September 2019, Minute Numbers C20/052, C20/063 and C20/064** (attached)
11. **To receive the draft confidential minutes and decisions of the undermentioned Committees:**
 - a) General Purposes Committee meeting held on the 3 September 2019, Minute Numbers GP20/079, GP20/095 and GP20/096 (attached).

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

Stone Town Council

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 3 September 2019

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

ABSENT: Councillors: Mrs L. Davies, I. Fordham, M. Green and J. Hickling

Before the meeting began Councillor J. Davies lead prayers

C20/052 Apologies

Apologies were received from Councillors: Mrs L. Davies, I. Fordham, M. Green and
J. Hickling.

C20/053 Declarations of Interest and Requests for Dispensations

None received

C20/054 Representations from Members of the Public

None

C20/055 Minutes

RESOLVED:

That the minutes of the Meeting of the Town Council held on the 30 July 2019
(Minute Numbers C20/040 – C20/051), be approved as a correct record.

C20/056 Committee Minutes

RESOLVED:

- a) The minutes of the Planning Committee Meeting held on the 30 July 2019
(Minute Numbers P20/031 – P20/036), were noted.

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

C20/057 **Draft Committee Minutes**

RESOLVED:

- a) The draft minutes of the General Purposes Committee Meeting held on the 30 July 2019 (Minute Numbers GP20/057 – GP20/072), were noted.
- b) The draft minutes of the Planning Committee Meeting held on the 13 August 2019 (Minute Numbers P20/037 – P20/042), were noted.
- c) The draft minutes of the General Purposes Committee meeting held on 13 August 2019 (Minute Numbers GP20/073 – GP20/078), were noted.

C20/058 **Allotment Awards**

The Deputy Mayor welcomed Martin Robinson and invited him to share details of the Allotments Competition 2019. He said that it had once again been a privilege to judge the Competition accompanied by the Mayor, Councillor M. Green. Both allotment sites were found to be in very good shape with some exceptional plots. He recommended making a visit from an amenity point of view as allotment sites are not just about growing prize vegetables, they also provide a place to escape to.

The Deputy Mayor awarded prizes to the following allotment winners:

Best Kept Allotment – Mr & Mrs Harris
Most Improved Allotment – Mr C. Leader (not in attendance)
Merit Newcastle Road – Mr Pathak
Merit Mount Road – Mr Downing

The Deputy Mayor, thanked Mr Robinson for his input and support in judging the competition each and every year. She urged Town Councillors to visit the allotment sites in a future year when judging is taking place.

C20/059 **Conclusion of Audit 2018-19**

RESOLVED:

The Sub-Committee noted the External Auditor's Report* and Certificate for the year ending 31 March 2019. The Town Clerk and Assistant Town Clerk (Business and Finance) were thanked for ensuring good financial management and achieving a clean report with no matter giving cause for concern.

C20/060 **Civic Announcements**

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

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

C20/061 Town Mayor's and Deputy Town Mayor's Reports of Engagements

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

The meeting was suspended at this point to enable the open session of the General Purposes Committee Meeting and the Planning Committee Meeting to take place.

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

C20/062 To resolve, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the meeting whilst the next item of business is discussed on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the debate

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

C20/063 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the Meeting of the Town Council held on the 30 July 2019 (Minute Numbers C20/040, C20/050 and C20/051), be approved as a correct record.

C20/064 Confidential Committee Minutes

RESOLVED:

- a) The draft Confidential Minutes of the General Purposes Committee Meeting held on the 30 July 2019 (Minute Numbers GP20/057, GP20/071 and GP20/072), were noted.
- b) The draft Confidential Minutes of the General Purposes Committee Meeting held on the 13 August 2019, Minute Numbers GP20/073 and GP20/078, were noted.

TOWN MAYOR

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

Stone Town Council – Planning Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 3 September 2019

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

ABSENT: Councillors: Mrs L. Davies, I. Fordham, M. Green, and J. Hickling

P20/043 **Apologies**

Apologies were received from Councillors: Mrs L. Davies, I. Fordham, M. Green
and J. Hickling

P20/044 **Declarations of Interest and Requests for Dispensations**

None

P20/045 **Representations from Members of the Public**

None received

P20/046 **Minutes**

RESOLVED:

That the Minutes of the Planning Committee Meeting held on 13 August 2019
(Minute Numbers P20/037 – P20/042), be approved as a correct record.

P20/047 **Planning Applications**

Application Number – 19/30992/HOU

Applicant – Mr J. Edwards

Location – 1 Radford Close, Stone

Development – Re roof to existing garage, 2 storey rear extension to existing 4
bed dwelling and internal alterations

Observations: The Town Council has no objections but asks that the
observations of Cadent Gas Ltd are noted.

Application Number – 19/31052/HOU

Applicant – Mr & Mrs Butler

Location – 2 Coniston Close, Aston Lodge, Stone

Development – Proposed two storey rear extension

Observations: No objections

P20/048

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

None

CHAIRMAN

Stone Town Council – General Purposes Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 3 September 2019

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

ABSENT: Councillors: Mrs L. Davies, M. Green, I. Fordham and J. Hickling

GP20/079 **Apologies**

Apologies were received from Councillors: Mrs L. Davies, M. Green, I. Fordham and J. Hickling

GP20/080 **Declarations of Interests**

None

GP20/081 **Requests for Dispensations**

None

GP20/082 **To receive the report of the County Councillors**

County Councillor Mrs J. Hood

Councillor Mrs Hood informed the Committee that she had received many enquiries from residents about the road works in the town, although plenty of advance notice of the work had been given. She said she understood peoples frustrations but asked that they be patient as the work will improve the town in the long term.

Councillor Mrs Hood confirmed that she will be meeting with officers of Staffordshire County Council on 20 September to discuss highway issues which will include all matters discussed over the last few weeks.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP20/083 **Representations from Members of the Public**

None

GP20/084 **Minutes**

RESOLVED:

- a) That the minutes of the General Purposes Committee Meeting held on the 30 July 2019 (Minute Numbers GP20/057 – GP20/072), be approved as a correct record.
- b) That the minutes of the General Purposes Committee Meeting held on the 13 August 2019 (Minute Numbers GP20/073 – GP20/078), be approved as a correct record.

GP20/085 **Minutes of Sub-Committees**

- a) Tourism & Town Promotion Sub-Committee held on 13 August 2019 (Minute Numbers TTP20/012 – TTP20/020), that the draft minutes be noted and the recommendations of the Sub-Committee contained in Minute Number TTP20/019 be adopted.
- b) Environmental Sub-Committee held on 13 August 2019 (Minute Numbers ENV20/009 – ENV20/016), that the draft minutes be noted and the recommendations of the Sub-Committee contained in Minute Number ENV20/013 be adopted.
- c) Estates Sub-Committee held on 13 August 2019 (Minute Numbers EST20/001 – EST20/008), that the draft minutes be noted and the recommendations of the Sub-Committee contained in Minute Number EST20/006 be adopted.

GP20/086 **To consider the following request for a grant:**

STONE & DISTRICT STROKE CLUB - £500

The Committee considered the grant application from Stone & District Stroke Club requesting £500 for the hire of specialist transport (through the year) to take members on days out and to places of interests.

RESOLVED: To award £500 to Stone & District Stroke Club.

GP20/087 **Street Names**

The Committee considered an invitation from Stafford Borough Council to make comment on the suggested street name of 'Ancestry Close' for use at a new development off Whitebridge Lane.

An email from Stafford Borough Council, a Location Plan and a Planning Layout map had been distributed with the agenda for the meeting.

The Committee acknowledged that it would like street names to have a local connection with Stone and that it should consider preparing a reserve list of names that could be held for future use. A list of names from the War Memorial have been used as suggestions on previous occasions.

Councillor Leason confirmed that 'Ancestry' was the name of a local company that had previously been in business in the town.

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RESOLVED: To note the suggested street name of 'Ancestry Close' for use on the new development off Whitebridge Lane.

GP20/088 **Polling District and Polling Place Review**

The Committee considered a Stafford Borough Council consultation on its Polling District and Polling Places Review 2019 which is assessing suitability of all existing and proposed polling districts and polling places in current use.

A letter from the Acting Returning Officer and a guidance note had been enclosed with the agenda for the meeting.

RESOLVED: That Stafford Borough Council is asked to consider whether residents of Granville Terrace, The Avenue, Bromfield Court and the right side of Longton Road, could be allocated the closer polling station of Lotus Court (Oulton Road, Stone), as an alternative to the Stone Lawn Tennis & Squash Club (Newcastle Road, Stone).

GP20/089 **Civic Sunday**

The Committee considered changing the set day/date for Civic Sunday, from the first weekend in July each year to the second or third weekend in July.

RESOLVED: That the set date for Stone Town Council's Civic Sunday is changed to the second weekend/Sunday in July each year.

GP20/090 **Members Motion**

Councillor R. Kenney

'I propose that Stone Town Council supports both Staffordshire County Council and Stafford Borough Council in their recent declarations of Climate Emergency and in doing so will, through its recently formed Environmental Working Group, report to the General Purposes Committee what actions Stone Town Council can also take to achieve carbon neutrality'.

Councillor Adamson proposed an amendment to the motion to add the words 'also declare its own Climate Emergency and' following the words 'and in doing so will' in Councillor Kenney's motion. It was emphasised that this was a statement only, with no immediate resource implications, as actions would only be determined following the report of the Environment Working Group.

Both the mover and seconder of the original motion accepted the proposed amendment, so it became the substantive motion.

RESOLVED: That Stone Town Council supports both Staffordshire County Council and Stafford Borough Council in their recent declarations of Climate Emergency, and in doing so will also declare its own Climate Emergency, and through its recently formed Environmental Working Group, report to the General Purposes Committee what actions Stone Town Council can also take to achieve carbon neutrality.

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GP20/091 Non-Cheque Payments

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

GP20/092 Update from Working Groups:

Neighbourhood Plan Steering Group

The Chairman of the Neighbourhood Plan Steering Group, Councillor Mrs Hood, informed the Committee that the Draft Neighbourhood Plan was moving along at reasonable speed. The Examiner has submitted his report to the Town Council with a number of changes suggested including removal of some Open Green Spaces, which included Tilling Drive and Blackies Lane.

A meeting of the Steering Group and the Council's Planning Consultant has been arranged for 23 September 2019 to consider the examiner's report and make recommendations to the General Purposes Committee.

Stone Area Parish Liaison Group

Councillor Davies advised the Committee that Stone Area Parish Liaison Group was ever growing and successful in developing its working relationships with neighbouring councils and sharing its mutual interests in Stone and the surrounding areas. He referred the Committee to note number L20/006 – Purpose of the Group, and note number L20/008 – Planning Application Processing, which is a topic many local councils are concerned about.

The next meeting will be held on 18 September and Town Councillors are very welcome to attend.

Traffic Management in High Street Working Group

Councillor Kenney said he would like the Committee to review membership of the Working Group as it was difficult to arrange meetings with officers of Stafford Borough Council and Staffordshire County Council.

VE Day 2020 Commemoration Working Group

Councillor Kenney advised that a meeting was scheduled to take place next week.

GP20/093 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 Civilian Welfare meeting of the ATC on 21 August 2019. He said the Squadron's membership consisted of 30 Cadets (not 13 as had been previously recorded). Its Annual General Meeting would be held on 8 October 2019.

2352 (Stone) Squadron ATC would be fundraising for the Royal Air Forces Association's Wings Appeal in the High Street on Saturday.

Age Concern Stone & District

Councillor Adamson advised that a meeting of Age Concern Stone & District was scheduled to take place on Friday.

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Stafford & Stone Access Group

Councillor T. Kelt advised that the next meeting of the Access Group would be held in October.

Stone Common Plot Trustees

It was reported that no meeting of the Trustees had taken place.

Stone Community Hub Liaison Group

It was reported that a meeting of the Liaison Group would be taking place on Tuesday.

SPCA Executive Committee

Councillor Green was not in attendance to provide a report.

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.

GP20/094 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.

GP20/095 Confidential Minutes

RESOLVED:

- a) That the Confidential Minutes of the General Purposes Committee Meeting held on the 30 July 2019 (Minute Numbers GP20/057, GP20/071 and GP20/072), be approved as a correct record.
- b) That the Confidential Minutes of the General Purposes Committee Meeting held on the 13 August 2019 (Minute Numbers GP20/073 and GP20/078), be approved as a correct record.

GP20/096 Stone Heritage Centre

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

The Committee considered the Council's position with regard to the proposed Stone Heritage Centre and whether it wished to enter into an agreement with Joules Brewery for the operation of the Centre.

RESOLVED: To proceed to enter into an agreement with Joules Brewery for the operation of Stone Heritage Centre along the lines set out in the report.

RESOLVED: That Standing Order 19.7 related to the tendering of contracts is suspended in respect of this item.

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STONE TOWN COUNCIL MEETING
1 OCTOBER 2019

CIVIC ANNOUNCEMENTS

Mayor

Thursday 3 October	Alzheimers Drop in Club – 13 th Birthday Celebration
Sunday 6 October	Staffordshire Harvest Festival at Lichfield Cathedral
Tuesday 8 October	Stone Lions Walk for Sight
11 to 14 October	HMS St Vincent Reunion Weekend
Friday 18 October	Stone Town Mayor's Trafalgar Dinner
Tuesday 22 October	St Dominic's Brownies Tour of Council Chamber
Friday 25 October	Stone Town Mayor's Quiz Night
Sunday 27 October	Eccleshall Parish Council's Civic Service, including the Freedom of the Parish Presentations
Sunday 27 October	Stafford and Stone Canoe Club's Presentation of Stone Town Cup

Deputy Mayor

No events on this occasion

TOWN MAYOR

TOWN MAYOR'S REPORT – to 20 September

Friday 23rd August

This evening we went along to a Barn Dance at Lichfield. The Mayor and Sheriff of Lichfield were the hosts, as the event was held to raise money for their Charities.

Sunday 1st September

This afternoon we attended the Civic Service for the Mayor of Biddulph. It was a lovely afternoon and many Civic Heads also attended.

Wednesday 11th September

This evening we attended, with Cllrs. Jill Hood and Rob Kenney, an event held at the Golden Orient in Stafford. It was in aid of the Mayor of Stafford's Charities. We all had a really good evening.

Thursday 12th September

The Battle of Britain Dinner was held this evening at MOD Stafford. The event included a fly past followed by dinner in the mess. Cllrs. Jim and Lin Davies also attended as members of RAFA. We all enjoyed the evening.

Saturday 14th September

Today we went to an event in the Crown Hotel that was organised by SSAFA to show case a number of charities that look after the welfare of all ex-servicemen and women. Most of the charities work we had never even heard of, but all work hard to help in any way they can.

In the afternoon we went to the Chrysanthemum and Dahlia Society show. There was a great number of lovely blooms in various classes. I was asked to present the trophies for the best blooms and the best in show.

Sunday 15th September

Today was the Battle of Britain Commemoration day at Stafford. It started with a parade from the Civic Centre to St. Mary's Church followed by the wreath laying at the two War Memorials. We all then went back to the Civic Centre for a Reception.

Thursday 19th September

This evening we attended the SARH Annual General Meeting where they showcased their work in the 14 years since taking over the housing stock from Stafford Borough Council. On 1st October they are to merge with Housing Plus Group which will make them a larger organisation. The evening showed all they have achieved since their creation all those years ago.

DEPUTY TOWN MAYOR'S REPORT – to 20 September

Nothing to report for this period