

Stone Town Council – Management Sub-Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 12 November 2019

- PRESENT:** Councillor J. Davies in the Chair and
Councillors: Mrs L. Davies, I. Fordham, M. Green and T. Kelt
- By Chairman’s invitation: Councillors: A. Best, Mrs K. Dawson and Mrs J. Hood
- ABSENT:** Councillors: K. Argyle, Mrs A. Burgess and R. Kenney
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MAN20/015 Apologies

Councillors: K. Argyle, Mrs A. Burgess and R. Kenney

MAN20/016 Declarations of Interest and Requests for Dispensations

None received

MAN20/017 Representations from Members of the Public

None received

MAN20/018 Minutes

That the Minutes of the Management Sub-Committee Meeting held on the 24 September 2019 (Minute No’s MAN20/008 – MAN20/014), be approved as a correct record.

MAN20/019 Safeguarding Policy

The Sub-Committee considered the draft Safeguarding Policy* which had been issued with the agenda for the meeting.

RECOMMENDED: That the draft Safeguarding Policy is recommended for approval by the General Purposes Committee.

MAN20/020 **Members Motions Under Standing Order 4**

Councillor Mark Green

‘Last year the War Memorial at Sandon was refurbished and looks really good.

The Stone War Memorial is looking tired and would benefit from similar

* 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.

refurbishment. I believe that both Sandon and our Memorials were created by the same sculptor.

The Sub-Committee is asked to support an investigation into the costs of a professional clean'.

RECOMMENDED: That investigations are undertaken by the Town Council to identify the most appropriate and sympathetic method of cleaning a listed monument and that an estimate of the costs is obtained.

MAN20/021 Updates

The Sub-Committee received updates on the following:

a. Plan HEADSTONE

The Town Clerk advised the Sub-Committee that a revised version of the Headstone Protocol had been prepared and would be submitted to the General Purposes Committee for consideration.

b. Website

The Town Clerk advised the Sub-Committee that hosting of the Town Council's website had been transferred to Staffordshire County Council. There has been some minor teething difficulties which are largely now resolved.

The Town Clerk informed the Sub-Committee that the Marketing and Events Assistant would be looking at improving the content of the website in relation to the community centres as well as the website's content generally.

c. Service Continuity Plan

The Town Clerk advised the Sub-Committee that there were no changes to report. 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 there were no changes to report. The Town Council has complied with the necessary key requirements (as advised by NALC) and other items were being dealt with as they arise.

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e. Review of the Grant Aid Application process

The Town Clerk advised the Sub-Committee that a review of the documents had been undertaken and small revisions would be recommended to the next meeting of the General Purposes Committee.

Chairman

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