

STONE TOWN COUNCIL

Town Clerk

Les Trigg

15 Station Road
Stone
ST15 8JP

Tel: 01785 619740

Fax: 01785 619741

9th January, 2017

A meeting of the **TOURISM & TOWN PROMOTION SUB COMMITTEE** will be held in the **Council Chamber, 15, Station Road, Stone** on **TUESDAY 17TH JANUARY, 2017** at 7:05pm or on the rising of the Planning Committee if later.

I trust you will be able to attend.

Les Trigg
Town Clerk

Councillors: Mrs J Hood (Chair), G Neagus (Vice Chair), Mrs C Collier, Mrs K Green, P Leason,
Mrs J Piggott, M Shaw and M Williamson
Co-opted: Mr J Heal

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest and Requests for Dispensations Received**
3. **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
4. **Proposed variation to extend the hours of the licence authorising the sale or supply of alcohol** (document attached)
5. **A Nations Tribute and WW1 Beacons of Light – 11th November 2018**

To consider taking part in the event as set out in the email attached
6. **Budget 2017-18 to 2019-20** – to consider report of the Town Clerk (attached)



Application to vary a premises licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary. You may wish to keep a copy of the completed form for your records.

We STONE TOWN COUNCIL being the premise licence holder apply to vary a premises licence under Section 34 of the Licensing Section 37 of the Licensing Act 2003

Premises licence number

88822/071458

Part - 1 Premises Detail

Postal address of premises or, if none, ordnance survey map reference or description
STONE HIGH STREET INCLUDING MARKET SQUARE AND MILL STREET
Post Town STONE Post Code ST15

Telephone number of premises (if any)

NOT APPLICABLE

Non-domestic rateable value of premises

NOT APPLICABLE FOR HIGH ST OR MILL ST BUT £6,000 FOR MARKET SQUARE

Part A2 - Applicant Details

Daytime contact telephone number 01785 619740
E-mail address (optional) clerk@stonetowncouncil.org.uk
Current postal address if different from premises address 15 STATION ROAD STONE STAFFS
Post Town STONE Postcode ST15 8JP

Part 3 - Variation

Do you want the proposed variation to have effect as soon as possible? Please tick yes [checked]

If not do you want the variation to take effect from

| Day | Month | Year |
|-----|-------|------|
| | | |

Please describe briefly the nature of the proposed variation

(Please see guidance note 1)

TO EXTEND THE HOURS THE LICENCE
AUTHORISES THE CARRYING OUT THE
SALE OR SUPPLY OF ALCOHOL FROM
MONDAY TO SUNDAY 9.00 - 18.00
TO MONDAY TO SUNDAY 9.00 - 22.00
IN STONE TOWN CENTRE INCLUDING
MARKET SQ, MILL STREET AND THE
PEDESTRIANISED HIGH STREET. THESE
AREAS ARE PUBLIC OPEN AIR SPACES.
VEHICLE ACCESS IS PERMITTED BETWEEN
16:00 HRS AND 10:00 HRS FOR LOADING
AND UNLOADING ONLY (Plan attached)

If your proposed variation would mean that 5,000 or more
people are expected to attend the premises at any one time,
the number expected to attend

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment

Please tick yes

- | | |
|-----------------------------------------------------------------------------------------------------------------|--------------------------|
| (a) plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| (b) films (if ticking yes, fill in box B) | <input type="checkbox"/> |
| (c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| (d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| (e) live music (if ticking yes, fill in box E) | <input type="checkbox"/> |
| (f) recorded music (if ticking yes, fill in box F) | <input type="checkbox"/> |
| (g) performances of dance (if ticking yes, fill in box G) | <input type="checkbox"/> |
| (h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/> |

Provision of entertainment facilities:

- | | |
|-----------------------------------------------------------------------------------------------------------------|--------------------------|
| (i) making music (if ticking yes, fill in box I) | <input type="checkbox"/> |
| (j) dancing (if ticking yes, fill in box J) | <input type="checkbox"/> |
| (k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K) | <input type="checkbox"/> |

Provision of late night refreshment (if ticking yes, fill in box L)

Sale by retail of alcohol (if ticking yes, fill in box M)



In all cases complete boxes N, O and P

M

| | | | | | |
|----------------------------------------------------------------------------------------|--------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------|
| Supply of alcohol Standard days and timings (please read guidance note 6) | | | Will the supply of alcohol be for consumption - please tick box (please read guidance note 7) | On the premises | <input type="checkbox"/> |
| | | | | Off the premises | <input checked="" type="checkbox"/> |
| | | | | Both | <input type="checkbox"/> |
| Day | Start | Finish | State any seasonal variations for the supply of alcohol (please read guidance note 4) | | |
| Mon | 9.00 | 22.00 | | | |
| | | | | | |
| Tue | 9.00 | 22.00 | | | |
| | | | | | |
| Wed | 9.00 | 22.00 | | | |
| | | | | | |
| Thur | 9.00 | 22.00 | Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5) | | |
| | | | | | |
| Fri | 9.00 | 22.00 | | | |
| | | | | | |
| Sat | 9.00 | 22.00 | | | |
| | | | | | |
| Sun | | | | | |
| | | | | | |

N

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

NONE

| Hours premises are open to the public Standard days and timings (please read guidance note 6) | | | State any seasonal variations (please read guidance note 4) |
|-----------------------------------------------------------------------------------------------|-------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Day | Start | Finish | |
| Mon | 00.00 | 23.59 | <p>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)</p> <p>THIS IS A TOWN CENTRE AREA, OPEN TO THE PUBLIC 24 HOURS A DAY, SEVEN DAYS A WEEK.</p> |
| Tue | 00.00 | 23.59 | |
| Wed | 00.00 | 23.59 | |
| Thur | 00.00 | 23.59 | |
| Fri | 00.00 | 23.59 | |
| Sat | 00.00 | 23.59 | |
| Sun | 00.00 | 23.59 | |

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

NONE

Please tick yes

• I have enclosed the premises licence

• I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below.

Reasons why I have failed to enclose the premises licence or relevant part of premises licence

**Join us on 11th November 2018 for
Battle's Over - A Nation's Tribute and WWI Beacons of Light**

On the 3rd August 1914, Britain's Foreign Minister, Sir Edward Grey, was looking out of his office window. It was dusk, and gas lights were being lit along London's Mall, leading to Buckingham Palace, when he remarked to a friend, "The lamps are going out all over Europe; we shall not see them lit again in our lifetime". Our country was about to be plunged into the darkness of the First World War, and it would be four long years before Britain and Europe would again experience the light of peace.

In commemoration and remembrance of the end of the war and the many millions who were killed or came home dreadfully wounded, a chain of beacons will be lit at 7pm on the 11th November 2018 – a century after the guns fell silent. The event will also commemorate the huge army of men and women on the home front who, often in dangerous and exhausting conditions, underpinned the war effort - keeping the wheels of industry turning, bringing the harvests home and ensuring the nation did not starve. The beacons will symbolise the light of hope that emerged from the darkness of war, and we hope that your organisation will join us in this important national commemoration on Sunday 11th November 2018.

Co-ordination begins in February 2017, when we will publish a special *Guide to Taking Part*, similar to that produced for Her Majesty The Queen's Birthday Beacons on 21st April this year. If you can confirm your involvement before the end of January 2017 we will be able to include your organisation in the guide's acknowledgements pages before it is distributed to others throughout the United Kingdom, Channel Islands and the Isle of Man, hopefully encouraging their involvement too.

Participants will also receive a complimentary copy of Battle's Over: A Nation's Tribute – 11th November 2018, the official publication of the Battle's Over national and international event, which concludes four years of First World War commemoration and remembrance.

There are a number of cost-effective ways of participating in the chain of beacons.

- (1) Light existing beacon braziers on tall wooden poles erected in 1988 that have been used for other previous anniversaries.
- (2) Use gas-fueled beacons lit for The Queen's Diamond Jubilee in 2012.
- (3) Use the gas-fueled VE beacons lit to commemorate the 70th Anniversary of VE Day in 2015.
- (4) Use the gas-fueled beacons lit for The Queen's 90th birthday in April this year.

(5) Build a traditional bonfire beacon.

I would be grateful if you would confirm your involvement by providing me with the following details as soon as possible to ensure that you are included in the guide and on our website for others to consider taking part.

Name of organisation:

Name of beacon co-ordinator:

Address of beacon co-ordinator:

Telephone number:

Mobile number:

Email:

County:

Country:

Beacon location:

Please confirm if your beacon will be open to the public or will be lit at a private event for family and friends. This is important because private beacons will not be included in the acknowledgements pages of the guide but will be included in the list kept in memory of this unique occasion.

When planning your beacon, your local newspaper could help you in contacting a relative of someone who served their country in WWI so you can invite them to light your beacon. This will also help you to gain media coverage for your event while providing a personal and touching aspect to the occasion.

We do hope that you will be able to join us in this special tribute.

I look forward to hearing from you.

My warmest regards,



Bruno Peek LVO OBE OPR

Pageantmaster

Battle's Over - A Nation's Tribute & WWI Beacons of Light

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Email: brunopeek@mac.com or pageantmaster@mac.com

Stone Town Council – Tourism & Town Promotion Sub-Committee

17th January 2017

Tourism and Town Promotion Sub-Committee Budget 2017-18 to 2019-20

Report of Town Clerk

Introduction

1. The purpose of this report is to determine the level of budget for services under its control that the Sub-Committee wishes to recommend to the General Purposes Committee meeting on 24th January 2017.

Background

2. The General Purposes Committee on 6 December 2016 considered the standstill budget for 2017-18 and indicative figures for the next two years based on a number of assumptions contained within the report.
3. The figures for this Sub-Committee are:

| Actual | | Budget | Forecast | Budget | Budget | Budget |
|---------------------------|--------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| 2015-16 | | 2016-17 | 2016-17 | 2017-18 | 2018-19 | 2019-20 |
| £ | | £ | £ | £ | £ | £ |
| 19,247 | Christmas Lights | 16,800 | 15,000 | 15,000 | 15,500 | 16,000 |
| 925 | Advertising | 500 | 300 | 500 | 500 | 500 |
| 7,810 | Tourism & Town Promotion | 24,400 | 21,500 | 16,900 | 17,400 | 17,900 |
| <hr/> 27,982 <hr/> | TOTAL | <hr/> 41,700 <hr/> | <hr/> 36,800 <hr/> | <hr/> 32,400 <hr/> | <hr/> 33,400 <hr/> | <hr/> 34,400 <hr/> |

4. In respect of the figures above, Members should note:
 - a. The Christmas Lights budget includes the cost of providing the lights, and the electricity to run them, but not the costs of the switch-on event which are included in this Committee's Tourism & Town Promotion budget. The budget reflects the agreed contract payments to Christmas Plus together with a contingency for maintenance and replacement of the infrastructure and Council owned lights.
 - b. The Advertising budget is currently being used for one advertisement per year in the Stone Festival edition of the Gazette. This has been continued into future years.
 - c. The Tourism and Town Promotion budget includes provision for hanging baskets throughout the town centre (£5,000), the Christmas lights switch-on event (£3,000), a provision towards a World War One event in 2018 (£1,000) and a general contingency for town promotion events (£7,900).

5. As reported to the meeting of the General Purposes Committee on 6th December, the standstill budget is just the starting point for the budget process. Members will want to review this standstill budget and the amounts provisionally included. In addition, there are likely to be other areas where Members will want to undertake new developments or stop/change the things that the Council is doing now.
6. The Sub-Committee is asked to consider the standstill budget and any areas of growth or savings which they would want to be taken into account in setting the budget for 2017-18 and future years.

Recommendations

7. Members are asked to recommend their proposed budget for consideration by the General Purposes Committee on 24th January 2017.