

STONE TOWN COUNCIL

Town Clerk

Les Trigg

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26 June, 2017

You are hereby summoned to attend a meeting of the **TOWN COUNCIL**, to be held in the **Stone Station Community Centre, Station Approach, Stone** on **TUESDAY 4 JULY, 2017** 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 the 6 June, 2017, Minute No's. C18/010 – C18/022 (attached)
5. **To receive the minutes and decisions of the under mentioned Committees:**
 - a) Planning Committee Meeting held on 30 May, 2017, Minute Number PC18/016 – PC18/020 (attached)
 - b) General Purposes Committee Meeting held on 6 June, 2017, Minute Numbers GP18/013 – GP18/023 (attached)
 - c) Planning Committee Meeting held on 6 June, 2017, Minute Number PC18/021 – PC18/025 (attached)
 - d) Planning Committee Meeting held on 20 June, 2017, Minute Number PC18/026 – P18/030 (attached)
6. **To receive the forthcoming Civic Announcements** (attached)
7. **To receive the Town Mayor's and Deputy Town Mayor's Reports of Engagements** (attached)

Members of the public are welcome to attend the Council Meeting as observers.

Stone Town Council

Minutes of the meeting held in Christchurch Suite at the Frank Jordan Centre, Lichfield Street, on Tuesday 06 June, 2017

PRESENT: Councillor J Davies in the Chair, and
Councillors Mrs J. Farnham, Mrs K. Green, M. Green, Mrs J. Hood, R. Kenney,
P. Leason, Mrs E. Mowatt, A. Osgathorpe, M. Shaw, Mrs C. Collier, G. Collier,
M. Williamson and Mrs M. Goodall

ABSENT: Councillors T. Jackson, G. Neagus, Mrs J. Piggott and I. Fordham

Before the meeting began Revd. I. Cardinal called for a silence as a mark of respect for those who were killed and injured in the three recent terrorist attacks, particularly the one in London. This was followed by prayers.

The Mayor read out a message received from the First Vice-Mayor of Aix-en-Othe in France expressing concern about the terrorist attacks and of the need for all countries to unite.

Stone Town Mayor has expressed his thanks to the First Vice-Mayor as well as echoing his thoughts.

C18/010 Apologies

Apologies were received from Councillors T. Jackson, G. Neagus, Mrs J. Piggott and I Fordham.

C18/011 Declarations of Interest and Requests for Dispensations

None received.

C18/012 Representations from Members of the Public

None

C18/013 Minutes

RESOLVED:

- a) That the minutes of the Annual Public Meeting held on the 25 April, 2017, copies having been circulated to the members, be signed by the 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.

as a correct record

- b) That the minutes of the Annual Meeting held on 9 May 2017, copies having been circulated to the members, be signed by the Chairman as a correct record.

C18/014 Committee Minutes

RESOLVED:

- a) That the minutes of the General Purposes Committee Meeting held on the 25 April, 2017, copies having been circulated to members, be signed by the Chairman as a correct record
- b) That the minutes of the Planning Committee Meeting held on the 9 May, 2017, copies having been circulated to members, be signed by the Chairman as a correct record
- c) That the minutes of the General Purposes Committee Meeting held on the 16 May, 2017, copies having been circulated to members, be signed by the Chairman as a correct record
- d) That the minutes of the Planning Committee Meeting held on the 16 May, 2017, copies having been circulated to members, be signed by the Chairman as a correct record
- e) That the minutes of the Planning Committee Meeting held on the 23 May, 2017, copies having been circulated to members, be signed by the Chairman as a correct record

C18/015 Annual Governance Statement 2016-17

The Council considered the Annual Governance Statement* which must be approved before the Council Accounts can be submitted to the External Auditor.

RESOLVED: To approve the Annual Governance Statement for the year 2016-17.

C18/016 Internal Auditor's Report 2016-17

The Town Clerk reported that the Internal Auditor (after an assessment of compliance with relevant procedures and controls in accordance with a smaller authority's needs) had raised no concerns.

He also reported that the Internal Auditor had taken a decision to resign and there would be a need to make a new appointment later in the year.

RESOLVED: To accept the Internal Auditor's Report*.

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C18/017 Council Accounts 2016-17

The Council considered the Town Clerk's report* which had been circulated with the agenda.

RESOLVED:

- a) To approve the Council's Accounts for 2016-17 as set out in this document, including the use of the rollover reserve to allow the transfer of budgets between financial years and its proposed use in 2017-18.
- b) To note the variances between the forecast outturn for 2016-17 and the actual outturn, and the reasons identified for the mayor variances
- c) To note that the internal auditor made no comments that he wished to be reported to the Council
- d) To approve the annual Audit Return for submission to the Council's external auditors

The Town Clerk and Assistant Town Clerk (Business and Finance) were thanked for their detailed work with the accounts.

**C18/018 Local Government Transparency Code 2015
Openness of Public Bodies Regulations 2014**

The reports of the Local Government Transparency Code 2015* and Openness of public Bodies Regulations 2014 were noted. A comment was made that the expenditure on removal of bulrushes should not have been necessary, and a query was raised about the cost of the power supplier to the Station Community Centre.

C18/019 Civic Announcements

The Civic Announcements, which were previously circulated, were noted. The Mayor also reminded Members about his Civic Service on Sunday 2 July 2017.

C18/020 Town Mayor's and Deputy Town Mayor's Reports of Engagements

The Town Mayor's and Deputy Town Mayor's Announcements were circulated and noted.

C18/021 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

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C18/022 **Confidential Minutes**

RESOLVED:

That the Confidential Minutes of the General Purposes Committee Meeting held on 25 April, 2017, copies having been circulated to members, be signed by the Chairman as a correct record.

TOWN MAYOR

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Stone Town Council – Planning Committee

Minutes of the meeting held in Stone Station Community Centre on Tuesday 30 May 2017

PRESENT: Councillor A. Osgathorpe in the Chair and:
J. Davies, Mrs J. Farnham, Mrs M. Goodall, Mrs K. Green, M. Green, Mrs J. Hood,
R. Kenney, M. Williamson, T. Jackson, G. Neagus, Mrs E. Mowatt and M. Shaw

ABSENT: I. Fordham, G. Collier, Mrs. C. Collier, Mrs J. Piggott and P. Leason

P18/016 **Apologies**

Apologies were received from Councillors: G. Collier, Mrs C. Collier, Mrs. J. Piggott and P. Leason

P18/017 **Declarations of Interest and Requests for Dispensations**

None received

P18/018 **Representations from Members of the Public**

None received

P18/019 **Planning Applications**

Application Number – 17/26207/FUL

Location – Westbridge Park, Stafford Street

Development – Erection of new Leisure Centre and associated car parking facilities. Demolition of an existing Fitness Centre building.

The Committee noted that Stafford Borough Council had agreed to an extension of the published deadline to allow the Council to submit a response following today's meeting.

Members considered a note* prepared by the Committee Chairman and circulated in advance of the meeting.

Discussion centred around the need for leisure facilities in Stone as weighed against the damage to the towns heritage due to the proposed location of the centre and its style of construction. Concern was also expressed regarding the location of the community facilities proposed for the site, such as the multi-use games area, skate park and children's play area.

On balance, members considered that the town would obtain most overall benefit from the siting of the community facilities within Westbridge Park, at the location currently proposed for the leisure centre, and building a leisure centre which met the town's needs at another, more suitable, location.

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RESOLVED: That the following comments be forwarded to Stafford Borough Council alongside the note considered by the Committee.

‘The Council is supportive of the need to build a new Leisure Centre in Stone, but the benefits of the current proposal do not outweigh the harm to the heritage assets of the town.

It is the Council’s view that the town would be better served by the inclusion of community facilities such as the proposed play area, skate park and multi-use games area on Westbridge Park in the area currently proposed for the leisure centre, with a leisure facility which meets Stone’s needs on an alternative site’.

P18/020

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

Town Mayor

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Stone Town Council – General Purposes Committee

Minutes of the meeting held in Christchurch Suite at the Frank Jordan Centre,
Lichfield Street, Stone
on Tuesday 6 June, 2017

PRESENT: Councillor R. Kenney in the Chair, and
Councillors Mrs J. Farnham, Mrs K. Green, M. Green, Mrs J. Hood, J. Davies,
P. Leason, Mrs E. Mowatt, A. Osgathorpe, M. Shaw, Mrs C. Collier, G. Collier,
M. Williamson and Mrs M. Goodall

ABSENT: Councillors T. Jackson, G. Neagus, Mrs J. Piggott and I. Fordham

GP18/013 **Apologies**

Apologies were received from Councillors: Mrs J. Piggott, T. Jackson, G. Neagus and I. Fordham

GP18/014 **Declarations of Interest and Requests for Dispensations**

None received

GP18/015 **To receive the Report of the County Councillors**

County Councillor Mrs J. Hood

Councillor Mrs Hood advised that £5 million had gone into Staffordshire County Council's Highways budget, for the benefit of the whole County to include Stone.

Attempts are being made to deal with the highways backlog.

Discussions have begun for the provision of families who have lost loved ones to suicide in Stone. It is hoped that funding will become available to finance the appointment of qualified staff to support those at risk and families who have been bereaved.

Councillor Mrs Hood noted several highway related faults that were raised by Town Councillors.

County Councillor I. Parry

Councillor Parry was not present at the meeting.

Councillor M. Green pointed out that Councillor Parry had not attended the meeting again. He asked for the Town Council to write again, both to Councillor Parry and the Leader of the County Council to ask that Councillor Parry attend future meetings.

GP18/016 **Representations from Members of the Public**

None

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GP18/017 Minutes

RESOLVED:

Tourism & Town Promotion Sub-Committee held on the 23 May, 2017, copies having been circulated to Members, be signed by the Chairman as a correct record and that the recommendations of the Sub-Committee contained in Minute Numbers: TTP18/005, TTP18/006, TTP18/007, TTP18/008 a) i) & ii) and TTP18/008 b), be adopted.

GP18/018 Stone Community Hub's Grant

The Council considered a report*, circulated to members with the agenda, setting out the financial viability of Stone Community Hub and the way that the Council's grant has been spent. Members were asked whether they wished to continue with its financial contribution, and to determine when another review should be undertaken.

The Community Hub had anticipated that the organisation would become self-sufficient after 18 months and the award had commenced twelve months ago.

RESOLVED: That the Town Council continue with its financial support to Stone Community Hub at the current level and that a review should take place in six months.

GP18/019 Change of Membership on Management Sub Committee

The Committee considered replacing Councillor T. Jackson with Councillor M. Shaw as a member of the Management Sub-Committee.

RESOLVED: That Councillor M. Shaw take over from Councillor T. Jackson as a member of the Management Sub-Committee.

GP18/020 Land at St John's Church – Representation at Planning Hearing

The Committee considered appointing a member of the General Purposes Committee to represent the Council at the Planning Hearing in respect of the land at St John's Church (Minute Numbers P16/104 and P16/120)

RESOLVED: That Councillor I. Fordham be appointed as a representative at the Planning hearing.

GP18/021 Membership of Working Group

The Committee considered the appointment of members to a working group that would determine the venue and arrangement Stone should make in preparation for marking the death of the sovereign or other members of the Royal Family.

RESOLVED: To appoint Councillors: Mrs J. Hood, J. Davies, P. Leason, Mrs J. Farnham and M. Williamson to the Working Group. Revd I. Cardinal would be co-opted. Membership would incorporate the ability to co-opt any future Mayor.

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GP18/022 **Update from Working Groups**

Neighbourhood Plan Steering Group

Councillor Mrs Hood provided an update on the work of the Steering Group. She advised that she has a meeting tomorrow to discuss the next steps following close of the resident consultation regarding Special Character Areas. The outcome will be reported to the next General Purposes Committee.

RESOLVED: To note the update on the work of the Neighbourhood Plan Steering Group.

GP18/023 **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

The Mayor advised that there had been no meeting.

Age Concern Stone & District

Councillor Mrs Green reported that no meeting had taken place but the AGM was tomorrow.

Stone Town Band

The Mayor advised that a meeting was to take place next week.

Walton Community Centre

Councillor M. Green reported that no meeting had taken place.

Stafford & Stone Access Group

Councillor Mrs C. Collier advised that a meeting will be taking place a week on Monday.

Stone Common Plot Trustees

Councillor Mrs Hood reported that no meeting had taken place.

Stone Community Hub Liaison Group

Councillor Mrs Farnham reported that no meeting had taken place.

Town Mayor

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Stone Town Council – Planning Committee

Minutes of the meeting held in Christchurch Suite at the Frank Jordan Centre, Lichfield street, Stone on Tuesday 6 June 2017

PRESENT: Councillor A. Osgathorpe in the Chair, and
Councillors Mrs J. Farnham, Mrs K. Green, M. Green, Mrs J. Hood, R. Kenney,
P. Leason, Mrs E. Mowatt, J. Davies, M. Shaw, Mrs C. Collier, G. Collier,
M. Williamson and Mrs M. Goodall

ABSENT:
Councillors T. Jackson, G. Neagus, Mrs J. Piggott and I. Fordham

P18/021 **Apologies**

Apologies were received from Councillors: T. Jackson, G. Neagus, Mrs J. Piggott and I. Fordham.

P18/022 **Declarations of Interest and Requests for Dispensations**

None received

P18/023 **Representations from Members of the Public**

None received

P18/024 **Planning Applications**

RESOLVED: That the following observations be made on the applications listed:

Application Number – 17/26165/COU

Location – 42A Radford Street, Stone

Development – Change of use from Class A3 to Class A4

Observations: No objections

Councillor G. Collier asked that his abstention from the vote be noted in the minutes.

Application Number – 17/26338/HOU

Location – 80 Old Road, Stone

Development – Dropped kerb to create vehicle access for off road parking

Observations: Members object on the grounds that this proposal endangers a safe route to school.

P18/025

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.

RESOLVED: To note that under delegated powers, no objections have been raised to the following application:

Application Number – 17/26088/HOU

Location – 147 Newcastle Road

Development – Ground floor extended by 750mm, single storey roof altered, single window to bedroom 2. Existing ensuite retained, extension reduced to retain bedroom window, kitchen layout altered, utility layout altered, glazing and doors altered to kitchen

Town Mayor

Stone Town Council – Planning Committee

Minutes of the meeting held in St Michael's Suite at the Frank Jordan Centre, Lichfield Street, Stone on Tuesday 20 June 2017

PRESENT: Councillor A. Osgathorpe in the Chair, and
Councillors Mrs K. Green, M. Green, R. Kenney, Mrs E. Mowatt, J. Davies, M.
Shaw, M. Williamson, I. Fordham, T. Jackson, and Mrs M. Goodall

ABSENT: Councillors: Mrs C. Collier, G. Collier, Mrs J. Farnham, G. Neagus, Mrs J. Hood,
Mrs J. Piggott and P. Leason

P18/026 **Apologies**

Apologies were received from Councillors: Mrs C. Collier, G. Collier, Mrs J.
Farnham, G. Neagus, Mrs J. Hood and Mrs J. Piggott

P18/027 **Declarations of Interest and Requests for Dispensations**

None received

P18/028 **Representations from Members of the Public**

None received

P18/029 **Planning Applications**

RESOLVED: That the following observations be made on the applications listed:

Application Number – 17/26280/HOU

Location – 146 Oulton Road

Development – Partial demolition of existing and new extension and alterations
to form single storey kitchen, dining and utility

Observations: No objections

Application Number – 17/26343/HOU

Location – 2 Kingston Drive

Development – Ground floor extensions to front and rear elevations

Observations: No objections

Application Number – 17/26013/FUL

Location – Oatcakes and Milkshakes, Stafford Street

Development – Retention of land used for external seating and 2 canopies

Observations: The Town Council has no objections to the development proposal
but is concerned about the application being a retrospective one. Stafford
Borough Council should review the waste disposal facilities near this site to
ensure that they are both adequate and sightly.

Application Number – 17/26359/FUL

Location – 2 Heath Gardens

Development – Rear sun room extension and large car port and rear detached garage

Observations: No objections

P18/030

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

None

Town Mayor

STONE TOWN COUNCIL MEETING

4 July 2017

CIVIC ANNOUNCEMENTS

Mayor

Thursday 6 July	Stafford Borough Mayor and Mayoress are hosting an Afternoon Tea at The Upper House, Barlaston (in Aid of the Mayor's Charity)
Friday 7 July	Stone in Bloom Judging Day
Saturday 8 July	Stone Lions Duck-less Duck Race
Sunday 9 July	Girl Guiding Staffordshire Celebratory Day
Thursday 13 July	Allotment Judging
Sunday 16 July	Leek Town Mayor's Civic Service
Friday 21 July	HMS Collingwood Ceremonial Divisions
Sunday 30 July	Staffordshire Moorlands Civic Service
Tuesday 1 August	Trinity Skills for Life: A Night of Celebration 2017

Deputy Mayor

Thursday 20 July	Stone & District Scouts Council - AGM
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TOWN MAYOR

TOWN MAYOR'S REPORT – 4 Jul 17

Monday 29 May 17

The Stone Festival was launched (almost literally!) by the Soapbox Derby down the High Street. Last year's revival of this event had been hugely successful and the 2017 running benefited from the experience of 2016. The Mayor welcomed to the town Gordon Banks, the world-cup-winning goalkeeper, who joined the Mayor as one of the judges. The Mayor presented the prizes and medallions at the conclusion. This was again a hugely enjoyable event with, happily, no significant injuries!

Saturday 3 Jun 17

The town is rightly proud of its long association with the Royal Navy. Therefore, the Mayor and Mayoress were delighted and privileged to attend the HMS Collingwood open day and field-gun competition. Excellent hospitality was received and the Mayor and Mayoress were pleased to meet their counterparts from Stafford Borough Council and Fareham District Council.

Sunday 4 Jun 17

Sunday 4 June saw the start of the main events of Festival Week. In the morning the Town Mayor and Mayoress visited Westbridge Park and assisted at the start of the 5-mile road race and viewed the car boot sale. They then proceeded to the River Trent at the Darlaston Inn for the usual eventful start of the raft race before returning to Westbridge Park to greet the successful crews and where the Mayor presented the certificates and prizes. The Mayor and Mayoress then visited the Dog Show where the Mayor presented the awards.

Friday 9 Jun 17

In the evening the Mayor and Mayoress attended the drinks reception hosted by the High Sheriff, Humphrey Scott-Moncrieff, at Basford Hall, Cheddleton. This was a most enjoyable and significant event attended by civic heads and other community representatives from throughout the county and beyond. It was a privilege to be able to represent the Town at this important annual occasion.

Saturday 10 Jun 17

Just after midday the Mayor and Mayoress arrived at the ABB car park in Old Road where the carnival procession was forming. The Borough Mayor, Councillor Aidan Godfrey, and the Mayoress, Wendy Godfrey, were welcomed. The Town Mayor and Mayoress then judged the floats before taking their places in two vintage cars to drive in procession to Westbridge Park. The weather was kind and the public turned out in large numbers to support the parade; moreover, the vehicles carrying the Town Mayor and Mayoress made it to Westbridge Park without mishap. The Town Mayor then presented the prizes to the winning carnival floats.

The Town Mayor then invested the two Mayor's Cadets for 2017/18, Cadet Sergeant Sally Proudman of 2352 (Stone) Squadron, Air Training Corps and Cadet Lance-Corporal Ryan Oates of the Army Cadets. Afterwards the Mayor added his voice to the Stone Choral Society choir in a short open-air concert.

In the evening the Mayor attended the 'Battle of the Bands' at St Dominic's Priory School Hall and awarded the prizes to the winners.

Sunday 11 Jun 17

In the evening the Mayor and Mayoress attended the Festival Church Service in St Michaels' and St Wulfad's. The Service comprised a 'Songs of Praise' programme at which the Mayor introduced two of the hymns.

The Mayor and Mayoress then went on to the Festival Quiz in Granville's where the Mayor presented the prizes to the winning team (of which he was also a member!).

Thus ended the Stone Festival for 2017, which consisted of a galaxy of events which were very well supported. Many thanks and congratulations go to Neil Gater and his committee for their very hard work and splendid achievement.

Monday 19 Jun 17

Following on from the visit on 25 January, the Mayor visited St Michael's First School to talk to the children of Year 4 about the town and the town mayoralty.

In the evening the Mayor joined the Stone Town Council team for the annual contest against the Stone Ex-Servicemen's Bowls Team at Stonefield Park. With a group of supporters headed by the Mayoress, the Town Council team played with dedication to achieve an honourable draw. Afterwards the participants repaired to the Pheasant for light refreshments. This was a highly enjoyable occasion and it was a pity that not all councillors were able to support it.

DEPUTY TOWN MAYOR'S REPORT

No report