

STONE TOWN COUNCIL

Town Clerk

Les Trigg

15 Station Road
STONE
ST15 8JP

Tel: 01785 619740

Fax: 01785 619741

30 October 2017

You are hereby summoned to attend a meeting of the **TOWN COUNCIL**, to be held in **St Michael's Suite at the Frank Jordan Centre, Lichfield Street, Stone** on **TUESDAY 7 NOVEMBER 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 3 October 2017, Minute No's. C18/039 – C18/048 (attached)**
5. **To receive the minutes and decisions of the under mentioned Committees:**
 - a) Planning Committee Meeting held on 26 September 2017, Minute Number P18/051 – P18/055 (attached)
 - b) General Purposes Committee Meeting held on 26 September 2017, Minute Numbers GP18/062 – GP18/068 (attached)
 - c) General Purposes Committee Meeting held on 3 October 2017, Minute Numbers GP18/069 – GP18/085 (attached)
 - d) Planning Committee Meeting held on 3 October 2017, Minute Numbers P18/056 – P18/060 (attached)
 - e) Planning Committee Meeting held on 17 October 2017, Minute Numbers P18/061 – P18/065 (attached)
 - f) General Purposes Committee Meeting held on 24 October 2017, Minute Numbers GP18/086 – GP18/089 (attached)

6. **Local Government Transparency Code 2015
Openness of Public Bodies Regulations 2014**

Information for Quarter Ending 30 September 2017 (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 October 2017, Minute No. C18/048** (attached)
11. **To receive the Confidential Minutes and decisions of the undermentioned Committees:**
 - a) General Purposes Committee Meeting held on the 3 October 2017, Minute Number GP18/085 (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, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 3 October 2017

PRESENT: Councillor J Davies in the Chair, and
Councillors Mrs J. Farnham, Mrs J. Hood, R. Kenney, P. Leason, Mrs E. Mowatt,
A. Osgathorpe, M. Shaw, T. Jackson, G. Neagus, I. Fordham, Mrs C. Collier and
G. Collier

ABSENT: Councillors: Mrs M. Goodall, Mrs K. Green, M. Green, Mrs J. Piggott and
M. Williamson

The change of meeting room (from St Michael's Suite, stated on the agenda) was
due to the availability of suitable furniture following the refurbishment works

Before the meeting began Reverend I. Cardinal gave prayers.

The Mayor offered his sincerest thanks and congratulations to Stone in Bloom who
had achieved a Gold Award (Large Town category) at the 2017 RHS Heart of
England in Bloom Awards Ceremony on 14 September.

C18/039 Apologies

Apologies were received from Councillors: Mrs M. Goodall, Mrs K. Green, M. Green,
Mrs J. Piggott and M. Williamson

C18/040 Declarations of Interest and Requests for Dispensations

None received

C18/041 Representations from Members of the Public

None

C18/043 Committee Minutes

RESOLVED:

- a) That the minutes of the Planning Committee Meeting held on the 5
September 2017, copies having been circulated to members, be signed by
the Chairman 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.

- b) That the minutes of the General Purposes Committee Meeting held on the 5 September 2017, copies having been circulated to members, be signed by the Chairman as a correct record

C18/044 Conclusion of Audit 2016-17

The Committee noted the External Auditors Report for the year ending 31 March 2017 which confirms that the annual audit is complete and that no issues have been identified for the year 2016-17.

C18/045 Civic Announcements

The Civic Announcements, which had been previously circulated, were noted. The upcoming Trafalgar Dinner on 21 October 2017 was highlighted by the Mayor.

C18/046 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 to enable the General Purposes Committee Meeting and Planning Committee Meeting to take place. The meeting was then reconvened for the confidential items on the agenda.

C18/047 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

C18/048 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the General Purposes Committee Meeting held on 5 September 2017, copies having been circulated to members, be signed by the Chairman as a correct record.

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 Christchurch Suite, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 26 September 2017

PRESENT: Councillor G. Neagus in the Chair, and
Councillors R. Kenney, Mrs E. Mowatt, J. Davies, Mrs J. Hood, Mrs J. Piggott,
Mrs C. Collier, M. Shaw, I. Fordham, Mrs J. Farnham, P. Leason and G. Collier

ABSENT: Councillors: A. Osgathorpe, Mrs M. Goodall, Mrs K. Green, M. Green, T. Jackson
and M. Williamson

The change of meeting room (from St Michael's Suite, stated on the agenda) was due to the availability of suitable furniture following the refurbishment works

P18/051 **Apologies**

Apologies were received from Councillors: A. Osgathorpe, Mrs M. Goodall, Mrs K. Green, M. Green, T. Jackson and M. Williamson

P18/052 **Declarations of Interest and Requests for Dispensations**

None

P18/053 **Representations from Members of the Public**

None received

P18/054 **Planning Applications**

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

Application Number – 17/27052/REM

Applicant – Persimmon Homes West Midlands

Location – Walton Hill, Residential Development West of, Longhope Drive, Stone

Development – Application for approval of all Reserved Matters following Outline Approval 13/19002/OUT for Phase 1 of residential development for 200 dwellings

Observations: The Committee has no objections but would like reassurance that the developer fulfills its obligations in respect of:

- The layout and design of the development, and the mix of properties provided, including appropriate numbers of affordable homes
- The S.106 improvements to the surrounding infrastructure particularly in relation to highway improvements
- Public services which are stretched to saturation point and an increase to the capacity of schools, doctors and dentists etc. are welcomed

The Committee also ask that:

- The detailed comments of neighbouring residents are closely observed by Planning officers.
- It be noted that Alleyne's Academy, Manor Hill First School and Walton Priory Middle School are expressly stated as being in the catchment area. Pirehill First School has been omitted but is also in the catchment area.

Application Number – 17/27010/FUL

Applicant – Mr W. Carlin

Location – 3 Airdale Road, Stone

Development – Proposed residential development consisting of one detached dwelling with new access

Observations: Objections are raised as the area containing Airdale Road is identified as a Special Character Area within the emerging Stone Neighbourhood Plan.

The Committee agreed that appropriate reference to the Neighbourhood Plan document, detailing the Special Character Area, and the related consultations, should be included with the Town Council's consultation response.

Application Number – 17/26981/POTH

Applicant – Mr D. Latham

Location – 1 High Street, Stone

Development – Prior Approval - Change of use from Financial and professional services (A2) to Restaurant and Cafes (A3)

Observations: No objections

Application Number – 17/27017/HOU

Applicant – Miss L. Hancock

Location – 49 Mount Road, Stone

Development – Demolition of existing rear conservatory, construction of two storey side extension. Construction of single storey side and rear extension

Observations: No objections

Application Number – 17/27080/HOU

Applicant – Mr C. Dorrell

Location – 106 The Fillybrooks, Stone

Development – Proposed first floor extension to side and single storey extension to rear

Observations: No objections

Application Number – 17/27102/HOU
Applicant – Mr & Mrs Todd
Location – 6 Sawyer Way, Stone
Development – Single storey rear extension

Observations: No objections

P18/055

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.

Application Number – 17/26635/COU
Applicant – Mr & Mrs O Hadley
Location – Stonegate House, 14 Eccleshall Road, Stone
Development – Change of use from Doctors Surgery (D1) to Holiday Let (C3) and rear extension
Amendment – Red line amended and position of new rear boundary repositioned

Observations: No objections

Town Mayor

Stone Town Council – General Purposes Committee

Minutes of the meeting held in the Christchurch Suite, Frank Jordan Centre,
Lichfield Street, Stone
on Tuesday 26 September 2017

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: G. Collier, Mrs C. Collier, Mrs J. Hood, J. Davies, P. Leason,
Mrs E. Mowatt, M. Green (from GP18/064), M. Shaw, G. Neagus, Mrs J. Piggott,
I. Fordham and Mrs J. Farnham

ABSENT: Councillors: Mrs M. Goodall, Mrs K. Green, M. Green (to item GP18/063), T.
Jackson,
M. Williamson and A. Osgathorpe

The change of meeting room (from St Michael's Suite, stated on the agenda) was
due to the availability of suitable furniture following the refurbishment works

GP18/062 **Apologies**

Apologies were received from Councillors: Mrs M. Goodall, Mrs K. Green, M. Green
(to GP18/063), T. Jackson, M. Williamson and A. Osgathorpe

GP18/063 **Declarations of Interest**

None

GP18/064 **Requests for Dispensations Received**

None

GP18/065 **Representations from Members of the Public**

None

GP18/066 **Notes of Neighbourhood Plan**

The notes of the Neighbourhood Plan Steering Group Meeting held on 6 September
2017 were noted.

GP18/067 **Consultation on Neighbourhood Plan**

The Committee considered the latest draft of the Stone Neighbourhood Plan*
which had previously been emailed to Members and available on the Council's
website.

RESOLVED: That the latest version of Stone Neighbourhood Plan is approved for
forwarding to Stafford Borough Council.

* 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.

GP18/068 **Consultation on HS2**

The committee considered how to respond to a consultation on the HS2 Phase 2a Environmental Statement.

Councillor Kenney issued a paper* containing a proposed response and Members were asked to spend five minutes reading its content.

It was requested that a named vote take place in response to the proposal that this paper should be submitted as Stone Town Council's response to the Consultation.

The results of the vote were as follows:

Mrs C. Collier – for
G. Collier – for
J. Davies – for
Mrs J. Farnham – for
Fordham – for
Mrs M. Goodall – absent
Mrs K. Green – absent
M. Green – for
Mrs J. Hood – for
T. Jackson – absent
R. Kenney – for
P. Leason – for
Mrs E. Mowatt – for
G. Neagus – for
A. Osgathorpe – absent
Mrs J. Piggott – for
M. Shaw – for
M. Williamson – absent

RESOLVED: That the circulated paper is submitted as Stone Town Council's response to the consultation on HS2 Phase 2a Environmental Statement.

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 – General Purposes Committee

Minutes of the meeting held in the Christchurch Suite, Frank Jordan Centre,
Lichfield Street, Stone
on Tuesday 3 October 2017

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: G. Collier, Mrs C. Collier, Mrs J. Hood, J. Davies, P. Leason,
Mrs E. Mowatt, A. Osgathorpe, M. Shaw, T. Jackson, G. Neagus, I. Fordham and
Mrs J. Farnham.

ABSENT: Councillors Mrs M. Goodall, Mrs J. Piggott, Mrs K. Green, M. Green and
M. Williamson

The change of meeting room (from St Michael's Suite, stated on the agenda) was
due to the availability of suitable furniture following the refurbishment works

GP18/069 **Apologies**

Apologies were received from Councillors: Mrs M. Goodall, Mrs J. Piggott,
Mrs K. Green, M. Green and M. Williamson.

GP18/070 **Declarations of Interests**

None

GP18/071 **Requests for Dispensations**

None

GP18/072 **To receive the Report of the County Councillors**

County Councillor Mrs J. Hood

Councillor Mrs Hood updated the Committee on the latest position with HS2 and
the potential issues related to the proposals for a construction hub near Yarnfield.

Councillor Mrs Hood advised that Staffordshire County Council would soon be going
into consultation on libraries. There are 43 in the county and 19 of them are already
community run, with plans to put forward additional proposals for changing
libraries to community operations including Stone. She urged the Town Council to
give consideration as to how this may be prevented. Stone Library is different from
many others as it is located in the High Street which is the heart of the community
and is very well used with all sorts of community events being held there.

Councillor Mrs Hood assured the Committee that she would do all she could to stop
the County Council from transferring the library from professionally managed to
one run by volunteers.

Councillor Mrs Hood reported that the Bank Manager of the National Westminster Bank had advised that the Stone branch will permanently close on 10 October 2017. There are plans to locate a mobile unit on the rear car park once a week for people to use banking services. She asked that the Town Clerk discuss with the Bank Manager the siting of the mobile unit and whether it might be positioned in the High Street.

There is no information yet on the close date for the Post Office, but it could be in January 2018. Councillor Mrs Hood stated that the loss of both the Post Office and Bank in Stone will have a huge negative impact on local shops as the footfall will reduce if people travel out of town to access these facilities and alternative shopping opportunities. There is a strong need to devise a plan to keep the Post Office in the town and protect the interests of traders in Stone.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP18/073 Representations from Members of the Public

None

GP18/074 General Data Protection Regulation

The Committee considered a report of the Town Clerk* which details changes to data protection requirements as a result of new EU regulation which will supersede the existing Data Protection Act 1998.

The General Data Protection Regulation (GDPR), which will not be affected by the UK's decision to leave the EU, will increase the obligations of organisations when controlling personal data and increase the rights of individuals to ensure that their personal data is respected and used only for legitimate purposes.

The first direct impact on the Town Council will be the legal requirement to appoint a Data Protection Officer. The officer could be an employee or an external expert but the post holder would need expert knowledge and experience in this field. All Town and Parish Councils are likely to need to take on the services of an expert and SPCA and Staffordshire County Council are in discussion about offering these services to parishes.

RESOLVED:

- To note the need for the Council to comply with the GDPR when it comes into force on 25 May 2018
- To authorise the Town Clerk to undertake the necessary preparation to meet the Council's obligations, including investigating the options for the provision of a Data Protection Officer
- That the Town Clerk will not incur any expenditure that cannot be met from existing budgets without seeking further approval from the Committee

* 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.

GP18/075 **Mayoral Allowances**

The Committee considered a report of the Town Clerk* which explored Mayoral Allowances for the 2018-19 and subsequent municipal years.

He reported that the current practice of paying a lump sum allowance direct to the Mayor and Deputy Mayor without the deduction of income tax cannot continue. Any lump sum payment to the Mayor must now be paid through the PAYE system to deduct income tax at source. A lump sum can no longer be paid to the Deputy Mayor.

The Committee considered the alternative options for paying the Mayor for the costs of the role in the future. These are to:

- Continue with the current lump sum payment system but to deduct tax via PAYE
- Pay a smaller lump sum allowance but meet some Mayoral costs by direct payment from the Council
- Pay no lump sum allowance, and meet Mayoral costs by reimbursement only

RESOLVED:

That in the financial year 2018-19 and subsequent municipal years:

- The Town Council continue to pay a lump sum allowance direct the Mayor, but deduct tax via PAYE
- That no lump sum allowance is paid to the Deputy Mayor but the Council will pay directly for event tickets, and reimburse for travel and other related expenses provided they are not 'optional' and were exclusively incurred when deputising for the Mayor.

GP18/076 **Consultation on Stafford Borough Council's Planning Application Validation Criteria**

The Committee considered a consultation on Planning Application Validation Criteria after Stafford Borough Council had refreshed the Criteria document with information guidance and support for those submitting planning applications.

RESOLVED: That Stafford Borough Council's Consultation on Planning Application Validation Criteria is noted.

GP18/077 **Civic Dinner**

The Committee considered the change of the date for the Civic Diner in 2018 from Saturday 28 April to Saturday 21 April at the request of the Town Mayor. The Stonehouse Hotel is unavailable to hold the event on 28 April 2018.

RESOLVED: That the Civic Dinner in 2018 would be held on Saturday 21 April.

* 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.

GP18/078 **Grant Application from AEDdonate**

The Committee considered a request for a grant from AEDdonate who are supporting the Coppice Estate which is on the other side of the railway line, to raise funds for a defibrillator.

A number of questions were raised relating to AEDdonate's accounts.

RESOLVED: To defer consideration of the application to the next meeting whilst clarification is sought on costs relating to fundraising events and AEDdonate premises.

GP18/079 **Purchase of Flags for Commemorative Events**

The Committee considered whether flags in the town should be replaced as the ones in use are looking tired.

RESOLVED: That the Town Council allocate an additional budget of £700 for the purchase of flags and bunting for the year 2017-18.

GP18/080 **Craft Market**

The Committee considered a Motion from the Chairman, Councillor Kenney:

'Stafford Borough Council is proposing to introduce a Makers' Market in Stafford town centre which will operate on the third Saturday of each month. This would put it in direct competition with the Town Council's Craft Market, both for stallholders and customers. Currently there is insufficient information available to be able to consider the impact of the new market fully, but it is important that the Council has the flexibility to act quickly, if necessary, to ensure the continued viability of the Craft Market'.

RESOLVED: To delegate to the Town Clerk, in consultation with the Chairman of the General Purposes Committee and Estates Sub-Committee, the authority to vary prices and other arrangements for the Craft Market and Town Market in the short term.

RESOLVED: To note that this item will be brought back to the Committee in two months' time, when further information is available.

GP18/081 **Non- Cheque Payments**

RESOLVED: To note the list* of non-cheque payments made by the Council during the period 1 July 2017 to 31 August 2017.

GP18/082 **Update from Working Groups**

Neighbourhood Plan Steering Group

Councillor Mrs Hood reported that progress with the Neighbourhood Plan was forging ahead, and that it would be submitted to Stafford Borough Council for screening tomorrow. It is hoped that the Council will be ready to go for Regulation 14 on 27 November 2017.

* 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.

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

Protocol for Marking the Death of the Sovereign or other member of the Royal Family Group

Councillor Davies reported that he had a discussion with Stafford Borough Council's Chief Executive's, Leader's and Mayoral Office and a detailed protocol had been produced for circulation to members of the Working Group. A schedule would then be formulated for use by the Town Council.

RESOLVED: to note the update on the work of the Marking the Death Working Group.

GP18/083 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 he would be attending the AGM on 19 October 2017.

Age Concern Stone & District

Councillor Mrs Collier reported that there had been no meeting.

Stone Town Band

The Mayor reported that no meeting had taken place.

Councillor Jackson advised that Stone Town Band were available to perform at Christmas events.

Walton Community Centre

No report was available.

Stafford & Stone Access Group

Councillor Mrs Collier reported that a letter was being distributed to businesses by the Town Centre Manager, with guidelines on the best siting positions for A boards. An update on progress with development of the website was also given.

Stone Common Plot Trustees

Councillor Mrs Hood reported that a meeting was taking place tomorrow.

Stone Community Hub Liaison Group

Councillor Mrs Farnham reported that the Hub were going from strength to strength. An email newsletter was going to be issued every month detailing its work and services on offer. On 30 October 2017 the Hub will begin providing hot meals (for anyone wishing to enjoy one) from 12.30 to 1.30 pm on Mondays.

Canal & River Trust

Councillor Kenney reported that he and Councillor Mrs Hood had attended an informal meeting set up to explore the possibility of forming a group for the purpose of adopting the section of canal running through Stone with plans to include the stretch along Whitebridge Industrial Estate. Various community groups were invited and a discussion took place about creating a central point for dealing with canal issues. Another meeting is likely to be held at a later date.

* 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.

SPCA Executive Meeting

No report was available.

The meeting was suspended to enable the Planning Committee Meeting to take place, after which it was reconvened for the confidential items.

GP18/084 Exclusion of the Press and Public

To resolve, pursuant to the Public Bodies (Admission of 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.

GP18/085 Internal Audit

The Committee considered a report of the Town Clerk* on internal audit arrangements for the current financial year and onwards. The Council's existing Internal Auditor had retired, leaving the Council to find a new auditor for 2017-18 and subsequent years.

RESOLVED: To appoint Sandra Morris as the Council's internal auditor for 2017-18 and subsequent years.

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 Christchurch Suite, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 3 October 2017

PRESENT: Councillor G. Neagus in the Chair, and
Councillors: A. Osgathorpe, R. Kenney, Mrs E. Mowatt, J. Davies, Mrs J. Hood,
T. Jackson, Mrs C. Collier, M. Shaw, I. Fordham, Mrs J. Farnham,
P. Leason and G. Collier

ABSENT: Councillors: Mrs M. Goodall, Mrs K. Green, M. Green, Mrs J. Piggott and
M. Williamson

The change of meeting room (from St Michael's Suite, stated on the agenda) was due to the availability of suitable furniture following the refurbishment works

P18/056 **Apologies**

Apologies were received from Councillors: Mrs M. Goodall, Mrs K. Green, M. Green, Mrs J. Piggott and M. Williamson

P18/057 **Declarations of Interest and Requests for Dispensations**

None

P18/058 **Representations from Members of the Public**

None received

P18/059 **Planning Applications**

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

Application Number – 17/27091/FUL

Applicant – Aldi Stores UK Ltd

Location – Aldi Supermarket, Stafford Road, Stone

Development – Installation of new plant

Observations: No objections

Application Number – S.17/09

Applicant – Staffordshire County Council

Location – Christ Church CE(A) Middle School, Old Road, Stone

Development – Single storey dining hall extension with canopies

Observations: No objections

Application Number – 17/27120/HOU

Applicant – Mr S. Talbot

Location – 37 St Chads Close, Stone

Development – Proposed ground floor rear extension forming a garden room

Observations: No objections

Application Number – 17/27138/HOU

Applicant – Mr & Mrs Dean

Location – 43 Walton Way, Stone

Development – To add a pitched, hipped roof in place of a flat roof and a ground floor rear extension

Observations: No objections

Application Number – 17/27139/HOU

Applicant – Mr & Mrs J. Mollaghan

Location – 45 Walton Way, Stone

Development – To add a pitched, hipped roof in place of a flat concrete roof

Observations: No objections

P18/060

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 – Planning Committee

Minutes of the meeting held in the St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 17 October 2017

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

ABSENT: Councillors: Mrs J Hood, G. Neagus, Mrs K. Green, Mrs J. Farnham and T. Jackson

P18/061 **Apologies**

Apologies were received from Councillors: Mrs J Hood, G. Neagus and
Mrs K. Green

P18/062 **Declarations of Interest and Requests for Dispensations**

None

P18/063 **Representations from Members of the Public**

None received

P18/064 **Planning Applications**

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

Application Number – S.17/05/4119 W

Applicant – Mr L Tamulaitis (Blancomet)

Location – Delice De France PLC, Stone Business Park, Opal Way, Stone

Development – Application not to comply with (to vary) condition 1 of planning permission S.16/02/4119 W relating to changes to the approved site layout plan for the erection of 2 no. canopies, installation of a weighbridge, and relocation of drop-off area, and acid tank

Observations: No objections but consideration should be given to the installation of a bund wall around the acid storage tank to protect against leakage

Application Number – 17/27210/HOU

Applicant – Mr R. Hughes

Location – 26 Marlborough Road, Walton, Stone

Development – Loft conversion with front and rear dormers

Observations: No objections

Application Number – 17/27168/HOU

Applicant – Mr J. Goodson

Location – 31 Redwood Avenue, Stone

Development – Formation of single storey rear extension to existing house together with internal alterations

Observations: No objections

Application Number – 17/27193/COU

Applicant – Ms B. Shingler (Beth Lauren Cakes)

Location – 2C Radford Street, Stone

Development – Change of use from retail A1 to a Café A3

Observations: No objections but any new signage must be appropriate to the character and appearance of the Stone conservation area

Application Number – 17/27218/FUL

Applicant – Mr C. Pinto

Location – Crown and Anchor Inn, 1 Station Road, Stone

Development – Extension to rear of Crown and Anchor Public House

Observations: No objections

P18/065

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 – General Purposes Committee

Minutes of the meeting held in the St Michael's Suite, Frank Jordan Centre,
Lichfield Street, Stone
on Tuesday 24 October 2017

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: G. Collier, Mrs C. Collier, J. Davies, Mrs E. Mowatt, A. Osgathorpe,
M. Shaw, G. Neagus, I. Fordham, Mrs J. Farnham, Mrs M. Goodall, Mrs J. Piggott,
M. Green and M. Williamson.

ABSENT: Councillors Mrs K. Green, Mrs J. Hood, T. Jackson and P. Leason

GP18/086 **Apologies**

Apologies were received from Councillors: Mrs K. Green, Mrs J. Hood, T. Jackson and P. Leason.

GP18/087 **Declarations of Interests**

None

GP18/088 **Requests for Dispensations**

None

GP18/089 **Neighbourhood Plan**

The Committee considered the amended Stone Neighbourhood Plan 2031 (Draft Version 5 – 23 October 2017) following the outcome of the Green Spaces consultation. Following this, the Committee considered whether to agree submission of the plan to Stafford Borough Council for screening purposes.

Details of the amendments proposed by the Neighbourhood Plan Steering Group and updated copies of the Plan and Green Spaces appendix had been provided electronically, and in hard copy at the meeting.

RESOLVED: That the amendments to the Stone Neighbourhood Plan be approved and that the document be submitted to Stafford Borough Council for screening.

Town Mayor

Stone Town Council

Local Government Transparency Code 2015

Information for Quarter Ended 30th September 2017

Expenditure Exceeding £250 (NOTE: to 31st August 2017 only. September to be included with next quarter)

Date	Reference	Supplier	Description	Amount
03/07/2017	17/114	M J Plant	Grounds maintenance - June + Amphitheatre + allots	£1,478.00
03/07/2017	17/114	M J Plant	Repair gate, clean & repaint bridge & benches - Crown Meado	£1,162.60
03/07/2017	17/114	M J Plant	Benches on canal - clean & repaint	£556.92
03/07/2017	17/114	M J Plant	Bus shelter	£300.00
03/07/2017	17/117	Frances Mayer	Catering - Civic Sunday	£400.00
03/07/2017	Tele/Bank	Panda Press Stone	Civic Sunday - Order of Service	£259.00
03/07/2017	D/Dbt	SBC	Rates - Frank Jordan Centre	£405.00
03/07/2017	D/Dbt	British Gas	Electricity charges - Stone Station Community Centre	£351.04
03/07/2017	Tele/Bank	Panda Press Stone	Music Festival & Late Night Posters	£312.00
05/07/2017	17/120	Ellis Whittam	Health & Safety - Yr 1 - E learning & insurance	£2,543.66
13/07/2017	D/Dbt	British Gas	Electricity charges - Frank Jordan Centre	£454.78
26/07/2017	17/128	Stone Community Hub	May 17 instalment grant - GP17/008 refers	£500.00
26/07/2017	17/127	Stone Royal British Legion	Grant Min No GP18/035 refers	£300.00
26/07/2017	17/124	STING	Grant Min No GP18/035 refers	£500.00
26/07/2017	17/125	Stone ATC 2352 Squadron	Grant Min No GP18/035 refers	£500.00
26/07/2017	17/126	Stone Lions	Grant Min No GP18/035 refers	£500.00
27/07/2017	17/134	Atlas Contractors Ltd	Cleaning of Frank Jordan Centre - July 17	£552.28
27/07/2017	17/141	The Stone Gazette Ltd	Full page advertorial - Stone Gazette	£315.00
27/07/2017	17/136	Npower Ltd	Electricity - Christmas Lights display 2016	£440.92
27/07/2017	17/133	Bescot Stadium Sunday Market	Hire of marquees - late night shop 20 07 2017	£1,147.50
27/07/2017	17/131	J & S Security Services	Security provision @ Music Festival 08 07 2017	£792.00
02/08/2017	17/150	Christmas Plus Ltd	Hire of Christmas decorations/display 2017/2018	£5,770.00
02/08/2017	17/152	City B Group Ltd	Erection & dismantling of marquees - July, 17	£1,208.00
03/08/2017	D/Dbt	SBC	Rates - Frank Jordan Centre	£405.00
04/08/2017	17/156	Planned Office Interiors Ltd	Claim 1 - Refurbishment works at Frank Jordan Centre	£34,775.65
04/08/2017	17/157	M. J. Plant	Ground Maintenance for July, 2017	£1,178.00
04/08/2017	17/157	M. J. Plant	Crown Meadow annual grass cutting	£360.00
10/08/2017	17/163	Stonehouse Hotel	Civic Dinner - 2017	£1,287.09
11/08/2017	17/166	Microsoft Ireland Operations L	Microsoft Office Software	£916.80
21/08/2017	17/174	Empire Hire Ltd	Hire of stage, barriers and banner for Music Festival	£1,780.00
21/08/2017	17/177	Water Plus Ltd	Water charges - Stone Station	£301.97
21/08/2017	17/178	E.on	Erect/remove banner for Music Festival	£384.00
21/08/2017	17/179	Planned Office Interiors Ltd	Remove water tank & install water on to mains connections	£695.00
21/08/2017	17/180	Bescot Stadium Sunday Market L	Provision,erection,dismantle of marquees & tables for late n	£1,147.50
21/08/2017	17/173	Canal and River Trust	Annual wayleave - water pipe in towpath - 29.09.17 - 28.09.1	£250.00

Procurement Information

1. Invitations to Tender for Contracts Exceeding £5,000

None

2. Contracted Agreements Exceeding £5,000

None

Stone Town Council

Openness of Public Bodies Regulations 2014

Information for Quarter Ended 30th September 2017

Decisions that would otherwise have been taken by the Town Council or one of its Committees that have been delegated to an officer:

- 1. Under a specific express authorisation; or**
- 2. Under a general authorisation to officers to take such decisions and, the effect of the decision is to:**
 - a. grant a permission or licence;**
 - b. affect the rights of an individual; or**
 - c. award a contract or incur expenditure which, in either case, materially affects the Town Council's financial position.**

None

STONE TOWN COUNCIL MEETING

7 November 2017

CIVIC ANNOUNCEMENTS

Mayor

Saturday 11 November	Armistice Day – Two Minute Silence in Market Square
Sunday 12 November	Remembrance Sunday – Service and Reception
Thursday 16 November	Stone Christmas Lights Switch On
Sunday 19 November	Staffordshire ABF The Soldiers' Charity Curry Lunch – Officers' Mess, Beacon Barracks
Thursday 30 November	Stone Community Hub AGM
Friday 1 December	Christ Church Advent Opening – Co-op Funeral Shop
Sunday 3 December	Cheadle Town Council Carol Service

Deputy Mayor

TOWN MAYOR

TOWN MAYOR'S REPORT – 29 Oct 17

Monday 25 Sep 17

The Mayor and Mayoress supported Uttoxeter Town Council 's commemoration of the anniversary of the penance of Dr Samuel Johnson in the town centre in 1784.

In the evening the Mayor visited the Stone Detachment (Mercian) Army Cadets during which he presented a certificate to Cadet Sergeant Rachel Humphries, one of the two Mayor's Cadets for 16/17. Humphries is now a Cadet Staff Sergeant and a Lord Lieutenant's cadet.

Wednesday 4 Oct 17

Chillington Hall, near Brewood, is the ancestral home of the Giffard family (who were part of the retinue of William the Conqueror) and was the venue for a fascinating visit in support of the Chairman of South Staffordshire Council. Many other civic heads were also present.

Saturday 7 Oct 17

Once again the HMS St Vincent Association held its AGM in Gosport and, in the evening, its Annual Gala Dinner in Southsea. The Mayor and Mayoress were delighted to attend these events and to renew the links between the Royal Navy and the town dating from the distinguished career of John Jervis, Admiral of the Fleet the Earl of St Vincent, whose resting place is at St Michael and St Wulfad's church.

Sunday 8 Oct 17

The Mayor and Mayoress were delighted to attend morning service at the church of St Ann, inside Portsmouth Naval Base, where the new standard of the HMS St Vincent Association was blessed.

Tuesday 10 Oct 17

Blindfold, the Mayor put his safety in the hands of Cllr Kristan Green, this year's President of Stone Lions for the 'Walk for Sight' charity around the High Street. The Mayor escaped unharmed.

Thursday 12 Oct 17

Keeping the town clean and attractive is an important aim of the Town Council. Accordingly, the Mayor was keen to support an initiative by Stafford Borough Council to tackle the problems of litter and fly tipping, and he was the first to sign the public 'pledge board' promising not to create litter and to encourage others to keep the town tidy.

Thursday 19 Oct 17

No 2352 (Stone) Squadron, Air Training Corps, has long been an important and valued part of the community. The Mayor was delighted to attend their AGM, to learn of their recent commendable achievements, to thank the Squadron for their support of the town and to learn of their plans for the future, especially a project to acquire a replacement, reliable mini-bus.

Friday 20 Oct 17

Stone is blessed with a splendid range of charitable organisations catering for the less-fortunate members of the community. Chuckle Productions helps families with children and young people on the autistic spectrum, or who have limited communication skills, or who have profound and multiple learning difficulties. The Mayor and Mayoress were delighted to support their highly entertaining Chucklebox Show at Weston Road High School, Stafford.

Saturday 21 Oct 17

The Mayor and Mayoress hosted a highly-enjoyable charity Trafalgar Dinner held at the Stone House Hotel. This is an anniversary that enables the town not only to join country-wide celebrations of Nelson's victory but also to commemorate that other hero of the Napoleonic Wars, Admiral of the Fleet the Earl of St Vincent. Civic heads from the County Council, Stafford Borough, Stoke-on-Trent, Newcastle-under-Lyme, Staffordshire Moorlands, Cannock Chase, South Staffordshire and Eccleshall were joined by members of the HMS St Vincent Association. The event was very well supported, with highlights being: an opening 'rum issue', the march-on of the new HMS St Vincent Association Standard and the singing of sea songs led by Sue and Ian Campbell-Kelly with the CK Community Choir.

Sunday 22 Oct 17

One of the highest-profile sporting organisations in the town is the renowned Stafford and Stone Canoe Club. To mark the end of another very successful season the Town Mayor, accompanied by the Mayoress, were delighted to support the last competition day of the year and to present the trophies, including the Stone Town Cup

DEPUTY TOWN MAYOR'S REPORT

15th October 2017

The Deputy Mayor and Deputy Mayoress had the pleasure of attending the annual Eccleshall Civic Service held at St Chads, Slindon.

21st October 2017

The Deputy Mayor and Deputy Mayoress were delighted to attend the Trafalgar Dinner at the Stone House Hotel. It was an excellent, well attended and thoroughly enjoyable evening.