



Stone

Town Council

Town Clerk

Les Trigg

Tel: 01785 619740

Email: clerk@stonetowncouncil.gov.uk

15 Station Road
STONE
ST15 8JP

18 March 2020

Dear Councillor,

A meeting of the **GENERAL PURPOSES COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 24 MARCH 2020 at 7:00pm**.

I trust you will be able to attend.

Les Trigg
Town Clerk

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest**
3. **Requests for Dispensations Received**
4. **Minutes of Previous Meetings**
 - a) To confirm as a correct record the minutes of the meeting of the General Purposes Committee held on 3 March 2020, Minute No's GP20/185 – GP20/199 (attached).
5. **Minutes of Sub-Committees**
 - a) Tourism & Town Promotion Sub-Committee held on 17 March 2020, Minute Numbers TTP20/037 – TTP20/046 (attached)
 - i. To consider the draft minutes
6. **Local Plan for Stafford Borough**

To consider the following Stafford Borough Council consultation:

New Stafford Borough Local Plan 2020-2040: Issues & Options Stage Consultation – seeking views on the approach to future development of Stafford Borough over the next 20 years.

A copy of an email from Stafford Borough Council is attached.

A range of documentation and information supporting the consultation is available at: <https://www.staffordbc.gov.uk/new-local-plan->

7. COVID-19 – Helpline Proposal

To determine that the Council should investigate the viability of creating a telephone helpline for people requiring support due to the COVID-19 outbreak, with a view to help coordinating volunteers and local residents groups with their support efforts in Stone and surrounding areas. This work would be undertaken alongside Age Concern and A Little Bit of Stone, who have already started work in this area.

The support offered would relate to activities such as collection of shopping for people unable to leave home.

The General Purposes Committee are recommended to agree that:

1. A viability investigation be undertaken into providing a helpline to support people affected by COVID-19.
2. The Town Clerk be authorised, in consultation with the Chairman and Vice Chairman of the Committee, to determine the viability of the scheme and, if considered viable, to implement a helpline and support scheme for the duration of the current crisis.
3. A budget of £10,000 be made available from reserves to meet the cost of this project.

8. COVID-19 - Council Actions

Following the temporary changes to Council services and meeting schedules implemented as a result of the COVID-19 Pandemic, the General Purposes Committee are recommended to:

1. Note the actions taken to date by the Town Clerk, in consultation with the Chairman and Vice-Chairman of the Committee, and that these actions will be regularly reviewed and updated, if necessary, as the situation develops.
2. For the purposes of Section 85(1) of the Local Government Act 1972, to approve the absence of any Councillor unable to attend meetings due to issues related to COVID-19.
3. Amend Standing Order 10.9 on a temporary basis as follows, to allow the Town Clerk to exercise existing delegations in a situation where it is not reasonable to call a Council/Committee meeting (as opposed to the current delegation which is restricted to when it is not possible to call a meeting):

“Where any matter is urgent and cannot reasonably be dealt with in a meeting of the appropriate Council/Committee, the Council’s Proper Officer is authorised to take any decision on behalf of the Council which can legally be delegated by the Council to an officer. Before taking such a decision, the Proper Officer shall take reasonable steps to consult with

Council Members, and shall report the decision and the reason for its urgency at the next ordinary meeting of the Council or one of its committees if the decision would normally have been taken there. The Assistant Town Clerk (Business) may deputise in the absence of the Proper Officer in respect of this delegation."

9. **Members Motions**

Cllr R Townsend

I am asking the Council to submit a letter to Her Majesty's Inspectorate for Planning in relation to the redetermination hearing for the planning appeal on the Blackies Lane site off Sadler Avenue, Stone.

The letter should state that Stone Town Council believes that the intention of Rural Exception Policy C5A in the adopted Plan for Stafford Borough 2011-2031) is clear and that it is inappropriate to try to apply it to Stone which is designated a Tier 2 Town in the settlement hierarchy and not a rural community. It is the Town Council's view that Stafford Borough Council's decision to deny planning permission for up to 20 affordable homes on the site is in compliance with their stated policy.

The deadline to submit is 31st March and the Inspectorate have proposed 1st & 2nd July for the hearing. Support from the Council would add additional weight.

Background information:

Fradley Developments were denied planning for 10 market value homes on the site. They then submitted a new application for up to 20 affordable homes using the Rural Exception Policy C5A. SBC declined permission on the basis that C5A is not applicable in Stone, as it is a Tier 2 Town. Fradley appealed and the Inspector found in their favour at a public inquiry. The Inspector's decision was then quashed following a High Court review initiated by Aston Lodge Residents Association. The inquiry will now have to be 'redetermined' by a new Inspector.

Potential Outcome:

If the Inspector finds in favour of Fradley's appeal then a precedent will be set for using the Rural Exception Policy C5A on any land which is outside the settlement boundary of Stone. This will enable developers to submit planning applications for such sites and could result in Stafford Borough Council granting permission based on the precedent set. This could lead to largescale and unplanned building on the outskirts of Stone that could be approved before the new Local Plan is ratified.

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10. **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.

11. **To consider the Confidential Minutes and recommendations of the undermentioned Committees:**

- a) Tourism & Town Promotion Sub-Committee Meeting held on 17 March 2020, Minute Numbers TTP20/046 (attached)
 - i. To consider the Minutes
 - ii. To consider the Recommendations contained in Minute Number TTP20/046

Members of the Public are welcome to attend the General Purposes Committee 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 – General Purposes Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 3 March 2020

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

ABSENT: Councillors: M. Green and Mrs J. Hood

GP20/185 Apologies

Apologies were received from Councillors: M. Green and Mrs J. Hood

GP20/186 Declarations of Interests

Councillor I. Fordham declared a personal interest in item 15 (Minute Number GP20/199) Stone Community Hub

Councillor M. Hatton declared a personal interest in item 15 (Minute Number GP20/199) Stone Community Hub

GP20/187 Requests for Dispensations

None

GP20/188 To receive the report of the County Councillors

County Councillor Mrs J. Hood

Councillor Mrs Hood was not in attendance at the meeting.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP20/189 Representations from Members of the Public

None

GP20/190 Minutes

The Town Clerk informed the Committee that he had changed the way confidential minutes are dealt with on the agenda. Where the public summary of the confidential minute is exactly the same as the confidential minute itself, the minute will be considered in the main body of the meeting. Where the confidential minute is different, or where there are any questions and issues raised, the minute will be referred for consideration in the confidential section of the agenda. The changed format will be monitored.

* 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:

That the minutes of the General Purposes Committee meeting held on the 4 February (Minute Numbers GP20/167 – GP20/184), be approved as a correct record.

GP20/191 Minutes of Sub-Committees

There were no minutes for consideration.

GP20/192 Meeting Schedule for 2020-21

The Committee considered a revised programme of meetings and events for the period May 2020 to April 2021 following the changes agreed at the last meeting.

The revised programme of meetings and events were approved.

GP20/193 Local Plan for Stafford Borough

The Committee considered the following Stafford Borough Council consultations inviting views on:

- a) A new Stafford Borough Local Plan 2020-2040: Issues & Options Consultation – seeking views on the approach to future development of Stafford Borough over the next 20 years.

A copy of an email from Stafford Borough Council had been enclosed with the agenda for the meeting along with a link to a range of documentation and information supporting the consultation.

RESOLVED: That a separate General Purposes Committee meeting is arranged for consideration of the consultation on Tuesday 24 March 2020.

- b) Draft Biodiversity Supplementary Planning Document (SPD) Consultation – which expands upon policies in the adopted Plan for Stafford Borough, guiding developers through the ecological mitigation hierarchy of information, avoidance, mitigation, compensation, and new benefits detailing when, what and how to survey.

An email from Stafford Borough Council and an electronic copy of the Biodiversity draft SPD had been enclosed with the agenda for the meeting.

RESOLVED: That the sites of nature conservation at Stone Meadows and Crown Meadows (identified by the red hashed area on the map in Appendix 4 (page 50 of the Biodiversity draft SPD)) be further expanded to include the additional area identified on the enclosed plan (Appendix A*).

GP20/194 Staffordshire Fire & Rescue Service Consultation

The Committee considered a Staffordshire Fire and Rescue Service Safety Plan 2020-2024 Consultation.

An email from the Chief Fire Officer and an electronic copy of 'Our Draft Safety Plan' had been enclosed with the agenda for the meeting.

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RESOLVED: That the Town Council requests that Staffordshire Fire & Rescue Service provides Stone with its fair share of community fire prevention resources as detailed in the draft safety plan.

GP20/195 BT Payphones

The Committee considered a letter from British Telecom which is consulting on a proposal to remove payphones in Stone parish.

An email from Stafford Borough Council, a letter from British Telecom and a comments form stating the locations of the telephone boxes (which are outside number 19 PC01 Queens Square and outside Meakin House PC01 Newcastle Road) had been enclosed with the agenda for the meeting.

RESOLVED: That due to the marked fall in demand for public payphones, the Town Council would make no comment in response to the consultation.

GP20/196 Members Motions

Councillor J. Davies

"It was resolved under GP17/113 to fly the Lone Star State Flag on the flag pole at the top of the High Street on specific dates each year. I now ask the Council to amend that resolution by resolving to fly the Lone Star State Flag on the first Saturday of March (to commemorate the anniversary of Texas gaining its independence from Mexico on 2 March 1836), on the first Saturday of July (American Independence Day on 4th July) and on 29th December (the anniversary of Texas gaining admission as the 28th state of the Union in 1845). I also ask the council to make such reasonable financial provision as may be deemed necessary to ensure these events are carried out in an appropriate public manner".

Councillor Davies accepted a proposed amendment at the meeting to delete the last sentence of this motion and replace it with 'I also ask the Council to procure a portable PA system for use at these and other appropriate occasions'.

RESOLVED: That the Lone Star State Flag be flown on the first Saturday in March, the first Saturday in July (to coincide with Farmers' Market days) and on 29 December each year.

RESOLVED: That the Town Clerk is authorised to purchase a suitable portable PA system for use at flag raising and other Town Council events.

RESOLVED: That a notice is put up in advance of the flying of each flag, explaining to members of the public the reason for the flags being flown.

GP20/197 Non-Cheque Payments

RESOLVED: To note the list* of non-cheque payments made by the Council during the period 1 January to 31 January 2020.

GP20/198 Update from Working Groups:

Neighbourhood Plan Steering Group

The Chairman reported that the Stone Draft Neighbourhood Plan would be considered by Stafford Borough Cabinet on Thursday 5 March 2020.

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Stone Area Parish Liaison Group

Councillor Davies advised the Committee that no meeting had taken place.

Traffic Management in Stone Working Group

Councillor Kenney advised the Committee that no meeting had taken place.

VE Day 2020 Commemoration Working Group

Councillor Kenney advised the Committee that meetings of the working group had taken place and the following arrangements had been made for the VE Day 2020 Commemoration in Stone:

Friday 8 May, daytime – the booking of various acts/performers and the ordering of 50 tables and 300 chairs for a 1940's style street party in the high street, with a town band and piped music (along the whole length of the high street).

Friday 8 May, evening – a church service including the ringing of the church bell, the setting up of a screen showing VE Day footage in the church and a reading.

Saturday 8 May, daytime – a plant fair and market with 1940's themed entertainment.

Sunday 9 May, daytime – a procession from Station Road to St Michael & St Wulfad's Church with wreath laying followed by a church service and refreshments.

GP20/199

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 reported that he had attended a meeting of ATC Welfare Committee and the Squadron was in good health with the Acting Officer Commanding having recently received a promotion to Flight Lieutenant.

Age Concern Stone & District

Councillor Thornicroft advised the Committee that no meeting of Age Concern Stone & District had taken place.

Stafford & Stone Access Group

Councillor T. Kelt advised that no meeting of the Access Group had taken place.

Stone Common Plot Trustees

Councillor Kenney advised that no meeting of the Stone Common Plot Trustees had taken place.

Stone Community Hub Liaison Group

Councillor Powell reported that he had attended a productive meeting of Stone Community Hub Liaison Group. A good overview had been given on the activities and services offered to the people of Stone which include: two drop in sessions (Monday and Friday morning), assisted job search and IT assistance, debt management support (Tuesday), Knit and Natter with crafts (Wednesday afternoon). The service is closed on Thursdays.

Councillor Powell advised that attendance numbers at the Hub have been increasing greatly and the space available has not always been big enough for their

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needs. The biggest challenge however is maintaining a continuous income stream for day to day running costs. Income comes from membership subscriptions, grants and fundraising. He appealed to Members to take up membership.

Councillor Powell concluded that the Hub was very healthy and doing great work for the people who are using and benefiting from the services.

SPCA Executive Committee

Councillor Green was not present at the meeting and no report was available.

CHAIRMAN

Stone Town Council – Tourism & Town Promotion Sub-Committee

Minutes of the Meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 17 March 2020

PRESENT: Councillor Mrs J. Hood in the Chair and
Councillors: T. Adamson, R. Kenney, P. Leason (from TTP20/041) and
C. Thornicroft

By Chairman's invitation: No Councillors

ABSENT: Councillors: A. Best, J. Davies, I. Fordham, M. Green, P. Leason (to TTP20/040) and
J. Powell

TTP20/037 Apologies

Councillors: A. Best, J. Davies, I. Fordham, M. Green, P. Leason (to TTP20/040)
and J. Powell.

TTP20/038 Declarations of Interest and Requests for Dispensation

None received

TTP20/039 Representations from Members of the Public

None

TTP20/040 Minutes of Previous Meeting

That the minutes of the Tourism & Town Promotion Sub-Committee meeting
held on the 7 January 2020 (Minute Numbers TTP20/029 – TTP20/036), be
approved as a correct record.

TTP20/041 Calendar of Events

An updated copy of the calendar of events for 2020-21 was circulated to Sub-
Committee Members.

The Town Clerk proposed that due to the coronavirus (COVID-19) outbreak, all
events up to the end of May are cancelled, with a review of the events going
forward at the end of each month. This would include cancellation of St George's
Day and Council organised VE Day commemorative events. The viability of the
Music Festival (in July) should be considered at the end of April.

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Councillor Leason advised that no public church services would be held until the end of May 2020.

TTP20/042 Great British Clean Up on March 29th

The Chairman informed the Sub-Committee that the Great British Clean Up national event had been cancelled.

TTP20/043 Reports from Working Groups

To receive reports from Working Groups:

Town Centre Appearance and Environment Working Group

Councillor Fordham was not available to provide a report.

Town Centre Events and Attractions Working Group

Councillor Kenney advised the Sub-Committee that, due to the cancellation of events he had nothing to report.

TTP20/044 Social Media

The Town Clerk advised the Sub-Committee that the Town Council's Facebook page, designed by the Events and Marketing Assistant to cover 'Events and News', would be going live at the end of the month.

Any changes to the design and content will be made if required, when live.

TTP20/045 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.

TTP20/046 Christmas Lights Contract

The Sub-Committee received the Town Clerk's verbal and written report* considering the Christmas Lights contract for 2020 to 2022, including a number of proposals for the enhancement and maintenance of the lighting displays in the town. The written report was circulated at the meeting.

RECOMMENDED: That the General Purposes Committee awards a three year contract to Christmas Plus for the provision of Christmas Lighting displays in accordance with the terms of Standing Order 19.6 at the prices set out in paragraph 4 of the report.

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RECOMMENDED: That the full range of enhancements to the Christmas lighting displays in all locations set out in the report are purchased.

RECOMMENDED: That data is obtained to establish the carbon footprint of the displays with a view to improving energy efficiency if this is possible.

Chairman

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From: [forwardplanningconsultations](#)
Subject: New Stafford Borough Local Plan 2020-2040: Issues & Options stage consultation
Date: 31 January 2020 13:47:57
Attachments: [image003.png](#)
[Local Plan A4 Consultation Poster print.pdf](#)

Dear Parish Clerk,

New Stafford Borough Local Plan 2020-2040: Issues & Options stage consultation

The purpose of this letter is to invite you to respond to the New Stafford Borough Local Plan 2020-2040 – “Issues and Options” document which we are consulting on during February and March 2020. The consultation seeks views on the approach to future development of Stafford Borough over the next 20 years.

The Issues and Options document examines a range of high-level strategic options including:

- potential housing and employment land requirements, and how these might be distributed across the new settlement hierarchy;
- potential options for one or more new garden communities in the Borough;
- a range of other planning policy issues which need to be addressed through the new Local Plan, including climate change, economic development, housing provision, transport and the environment.

To view the full Issues & Options document, a short Non-Technical Summary document, and a range of evidence reports together with additional information, please visit www.staffordbc.gov.uk/new-local-plan-.

To assist Parish Councils with this consultation, a presentation on the New Local Plan “Issues and Options” document has been arranged for 6.30 pm until 8.00 pm on Monday 10 February 2020 in the Craddock Room at the Civic Centre in Stafford. This event will be open only to Parish Councillors and Parish Clerks.

In addition there will be a number of drop-in exhibitions across the Borough for all interested parties (e.g. Parish Councillors, residents, local business people) to attend in order to discuss the New Local Plan and to ask questions. These are detailed below:

Date	Time	Venue
Monday 24 February 2020	4 – 8 pm	Jubilee Room, Eccleshall Community Centre
Wednesday 26 February 2020	4 – 7 pm	Hixon Memorial Hall
Saturday 29 February 2020	12 noon to 4 pm	Stafford Library
Tuesday 3 March 2020	4 – 8 pm	Westbridge Room, Christchurch, Stone

If you wish to comment, please submit your response using our consultation form which is available here www.staffordbc.gov.uk/new-local-plan-. Alternatively please submit by post to us at Forward Planning, Stafford Borough Council, Civic Centre, Riverside, Stafford, ST16 3AQ.

Please ensure that your comments are received by us before **12 noon on Tuesday 31 March 2020**.

Please refer to the Privacy Notice within this letter, in terms of the General Data Protection Regulations (May 2018) which sets out how we will use your personal information.

A summary of responses made to the “Issues and Options” consultation will be published in due course. Responses will be taken account of in the preparation of the “Preferred Option” consultation document later in 2020.

If you would like to know more information about the Local Plan please visit www.staffordbc.gov.uk/forwardplans. If you have any additional questions or require assistance in making a representation please do not hesitate to contact the Forward Planning team either by telephone on 01785 619000 or email forwardplanning@staffordbc.gov.uk

Yours sincerely,



Alex Yendole
Planning Policy Manager

NEW LOCAL PLAN 2020-2040: ISSUES & OPTIONS **STAFFORD BOROUGH COUNCIL – PRIVACY NOTICE**

How we will use your details

All representations received to the Stafford Borough New Local Plan 2020-2040 Issues & Options consultation document will be included in a schedule and made publicly available once the consultation has closed.

Stafford Borough Council will consider all representations received, using them to inform the next stage of the process for the New Local Plan 2020-2040.

Comments cannot be treated as confidential. Your personal information, such as your postal and email address will not be published and signatures will be redacted, but your name and organisation will be made available. We will only use your personal information to send you information on the New Local Plan and

associated planning policy matters.

We believe you should always know what data we collect from you and how we use it, and that you should have meaningful control over both. As part of our ongoing commitment to transparency, and in relation to the new General Data Protection Regulations (May 2018), we have updated our Privacy Policy.

Stafford Borough Council are the data controller and you can find information about how we handle your personal data by visiting www.staffordbc.gov.uk/privacynotices and if you have any queries or would like to unsubscribe from receiving information then please contact forwardplanningconsultations@staffordbc.gov.uk

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Stone

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Town Clerk

Les Trigg

Tel: 01785 619740

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15 Station Road
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Councillors: T. Adamson, K. Argyle, A. Best, Mrs A. Burgess, J. Davies, Mrs L. Davies,
Mrs K. Dawson, I. Fordham, M. Hatton, J. Hickling, T. Kelt, P. Leason, J. Powell,
C. Thornicroft and R. Townsend

ABSENT: Councillors: M. Green and Mrs J. Hood

GP20/185 Apologies

Apologies were received from Councillors: M. Green and Mrs J. Hood

GP20/186 Declarations of Interests

Councillor I. Fordham declared a personal interest in item 15 (Minute Number GP20/199) Stone Community Hub

Councillor M. Hatton declared a personal interest in item 15 (Minute Number GP20/199) Stone Community Hub

GP20/187 Requests for Dispensations

None

GP20/188 To receive the report of the County Councillors

County Councillor Mrs J. Hood

Councillor Mrs Hood was not in attendance at the meeting.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP20/189 Representations from Members of the Public

None

GP20/190 Minutes

The Town Clerk informed the Committee that he had changed the way confidential minutes are dealt with on the agenda. Where the public summary of the confidential minute is exactly the same as the confidential minute itself, the minute will be considered in the main body of the meeting. Where the confidential minute is different, or where there are any questions and issues raised, the minute will be referred for consideration in the confidential section of the agenda. The changed format will be monitored.

* 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:

That the minutes of the General Purposes Committee meeting held on the 4 February (Minute Numbers GP20/167 – GP20/184), be approved as a correct record.

GP20/191 Minutes of Sub-Committees

There were no minutes for consideration.

GP20/192 Meeting Schedule for 2020-21

The Committee considered a revised programme of meetings and events for the period May 2020 to April 2021 following the changes agreed at the last meeting.

The revised programme of meetings and events were approved.

GP20/193 Local Plan for Stafford Borough

The Committee considered the following Stafford Borough Council consultations inviting views on:

- a) A new Stafford Borough Local Plan 2020-2040: Issues & Options Consultation – seeking views on the approach to future development of Stafford Borough over the next 20 years.

A copy of an email from Stafford Borough Council had been enclosed with the agenda for the meeting along with a link to a range of documentation and information supporting the consultation.

RESOLVED: That a separate General Purposes Committee meeting is arranged for consideration of the consultation on Tuesday 24 March 2020.

- b) Draft Biodiversity Supplementary Planning Document (SPD) Consultation – which expands upon policies in the adopted Plan for Stafford Borough, guiding developers through the ecological mitigation hierarchy of information, avoidance, mitigation, compensation, and new benefits detailing when, what and how to survey.

An email from Stafford Borough Council and an electronic copy of the Biodiversity draft SPD had been enclosed with the agenda for the meeting.

RESOLVED: That the sites of nature conservation at Stone Meadows and Crown Meadows (identified by the red hashed area on the map in Appendix 4 (page 50 of the Biodiversity draft SPD)) be further expanded to include the additional area identified on the enclosed plan (Appendix A*).

GP20/194 Staffordshire Fire & Rescue Service Consultation

The Committee considered a Staffordshire Fire and Rescue Service Safety Plan 2020-2024 Consultation.

An email from the Chief Fire Officer and an electronic copy of 'Our Draft Safety Plan' had been enclosed with the agenda for the meeting.

* 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: That the Town Council requests that Staffordshire Fire & Rescue Service provides Stone with its fair share of community fire prevention resources as detailed in the draft safety plan.

GP20/195 BT Payphones

The Committee considered a letter from British Telecom which is consulting on a proposal to remove payphones in Stone parish.

An email from Stafford Borough Council, a letter from British Telecom and a comments form stating the locations of the telephone boxes (which are outside number 19 PC01 Queens Square and outside Meakin House PC01 Newcastle Road) had been enclosed with the agenda for the meeting.

RESOLVED: That due to the marked fall in demand for public payphones, the Town Council would make no comment in response to the consultation.

GP20/196 Members Motions

Councillor J. Davies

"It was resolved under GP17/113 to fly the Lone Star State Flag on the flag pole at the top of the High Street on specific dates each year. I now ask the Council to amend that resolution by resolving to fly the Lone Star State Flag on the first Saturday of March (to commemorate the anniversary of Texas gaining its independence from Mexico on 2 March 1836), on the first Saturday of July (American Independence Day on 4th July) and on 29th December (the anniversary of Texas gaining admission as the 28th state of the Union in 1845). I also ask the council to make such reasonable financial provision as may be deemed necessary to ensure these events are carried out in an appropriate public manner".

Councillor Davies accepted a proposed amendment at the meeting to delete the last sentence of this motion and replace it with 'I also ask the Council to procure a portable PA system for use at these and other appropriate occasions'.

RESOLVED: That the Lone Star State Flag be flown on the first Saturday in March, the first Saturday in July (to coincide with Farmers' Market days) and on 29 December each year.

RESOLVED: That the Town Clerk is authorised to purchase a suitable portable PA system for use at flag raising and other Town Council events.

RESOLVED: That a notice is put up in advance of the flying of each flag, explaining to members of the public the reason for the flags being flown.

GP20/197 Non-Cheque Payments

RESOLVED: To note the list* of non-cheque payments made by the Council during the period 1 January to 31 January 2020.

GP20/198 Update from Working Groups:

Neighbourhood Plan Steering Group

The Chairman reported that the Stone Draft Neighbourhood Plan would be considered by Stafford Borough Cabinet on Thursday 5 March 2020.

* 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 Area Parish Liaison Group

Councillor Davies advised the Committee that no meeting had taken place.

Traffic Management in Stone Working Group

Councillor Kenney advised the Committee that no meeting had taken place.

VE Day 2020 Commemoration Working Group

Councillor Kenney advised the Committee that meetings of the working group had taken place and the following arrangements had been made for the VE Day 2020 Commemoration in Stone:

Friday 8 May, daytime – the booking of various acts/performers and the ordering of 50 tables and 300 chairs for a 1940's style street party in the high street, with a town band and piped music (along the whole length of the high street).

Friday 8 May, evening – a church service including the ringing of the church bell, the setting up of a screen showing VE Day footage in the church and a reading.

Saturday 8 May, daytime – a plant fair and market with 1940's themed entertainment.

Sunday 9 May, daytime – a procession from Station Road to St Michael & St Wulfad's Church with wreath laying followed by a church service and refreshments.

GP20/199

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 reported that he had attended a meeting of ATC Welfare Committee and the Squadron was in good health with the Acting Officer Commanding having recently received a promotion to Flight Lieutenant.

Age Concern Stone & District

Councillor Thornicroft advised the Committee that no meeting of Age Concern Stone & District had taken place.

Stafford & Stone Access Group

Councillor T. Kelt advised that no meeting of the Access Group had taken place.

Stone Common Plot Trustees

Councillor Kenney advised that no meeting of the Stone Common Plot Trustees had taken place.

Stone Community Hub Liaison Group

Councillor Powell reported that he had attended a productive meeting of Stone Community Hub Liaison Group. A good overview had been given on the activities and services offered to the people of Stone which include: two drop in sessions (Monday and Friday morning), assisted job search and IT assistance, debt management support (Tuesday), Knit and Natter with crafts (Wednesday afternoon). The service is closed on Thursdays.

Councillor Powell advised that attendance numbers at the Hub have been increasing greatly and the space available has not always been big enough for their

* 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.

needs. The biggest challenge however is maintaining a continuous income stream for day to day running costs. Income comes from membership subscriptions, grants and fundraising. He appealed to Members to take up membership.

Councillor Powell concluded that the Hub was very healthy and doing great work for the people who are using and benefiting from the services.

SPCA Executive Committee

Councillor Green was not present at the meeting and no report was available.

CHAIRMAN

Stone Town Council – Tourism & Town Promotion Sub-Committee

Minutes of the Meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 17 March 2020

PRESENT: Councillor Mrs J. Hood in the Chair and
Councillors: T. Adamson, R. Kenney, P. Leason (from TTP20/041) and
C. Thornicroft

By Chairman's invitation: No Councillors

ABSENT: Councillors: A. Best, J. Davies, I. Fordham, M. Green, P. Leason (to TTP20/040) and
J. Powell

TTP20/037 Apologies

Councillors: A. Best, J. Davies, I. Fordham, M. Green, P. Leason (to TTP20/040)
and J. Powell.

TTP20/038 Declarations of Interest and Requests for Dispensation

None received

TTP20/039 Representations from Members of the Public

None

TTP20/040 Minutes of Previous Meeting

That the minutes of the Tourism & Town Promotion Sub-Committee meeting
held on the 7 January 2020 (Minute Numbers TTP20/029 – TTP20/036), be
approved as a correct record.

TTP20/041 Calendar of Events

An updated copy of the calendar of events for 2020-21 was circulated to Sub-
Committee Members.

The Town Clerk proposed that due to the coronavirus (COVID-19) outbreak, all
events up to the end of May are cancelled, with a review of the events going
forward at the end of each month. This would include cancellation of St George's
Day and Council organised VE Day commemorative events. The viability of the
Music Festival (in July) should be considered at the end of 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.

Councillor Leason advised that no public church services would be held until the end of May 2020.

TTP20/042 Great British Clean Up on March 29th

The Chairman informed the Sub-Committee that the Great British Clean Up national event had been cancelled.

TTP20/043 Reports from Working Groups

To receive reports from Working Groups:

Town Centre Appearance and Environment Working Group

Councillor Fordham was not available to provide a report.

Town Centre Events and Attractions Working Group

Councillor Kenney advised the Sub-Committee that, due to the cancellation of events he had nothing to report.

TTP20/044 Social Media

The Town Clerk advised the Sub-Committee that the Town Council's Facebook page, designed by the Events and Marketing Assistant to cover 'Events and News', would be going live at the end of the month.

Any changes to the design and content will be made if required, when live.

TTP20/045 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.

TTP20/046 Christmas Lights Contract

The Sub-Committee received the Town Clerk's verbal and written report* considering the Christmas Lights contract for 2020 to 2022, including a number of proposals for the enhancement and maintenance of the lighting displays in the town. The written report was circulated at the meeting.

RECOMMENDED: That the General Purposes Committee awards a three year contract to Christmas Plus for the provision of Christmas Lighting displays in accordance with the terms of Standing Order 19.6 at the prices set out in paragraph 4 of the report.

* 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.

RECOMMENDED: That the full range of enhancements to the Christmas lighting displays in all locations set out in the report are purchased.

RECOMMENDED: That data is obtained to establish the carbon footprint of the displays with a view to improving energy efficiency if this is possible.

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.

From: [forwardplanningconsultations](#)
Subject: New Stafford Borough Local Plan 2020-2040: Issues & Options stage consultation
Date: 31 January 2020 13:47:57
Attachments: [image003.png](#)
[Local Plan A4 Consultation Poster print.pdf](#)

Dear Parish Clerk,

New Stafford Borough Local Plan 2020-2040: Issues & Options stage consultation

The purpose of this letter is to invite you to respond to the New Stafford Borough Local Plan 2020-2040 – “Issues and Options” document which we are consulting on during February and March 2020. The consultation seeks views on the approach to future development of Stafford Borough over the next 20 years.

The Issues and Options document examines a range of high-level strategic options including:

- potential housing and employment land requirements, and how these might be distributed across the new settlement hierarchy;
- potential options for one or more new garden communities in the Borough;
- a range of other planning policy issues which need to be addressed through the new Local Plan, including climate change, economic development, housing provision, transport and the environment.

To view the full Issues & Options document, a short Non-Technical Summary document, and a range of evidence reports together with additional information, please visit www.staffordbc.gov.uk/new-local-plan-.

To assist Parish Councils with this consultation, a presentation on the New Local Plan “Issues and Options” document has been arranged for 6.30 pm until 8.00 pm on Monday 10 February 2020 in the Craddock Room at the Civic Centre in Stafford. This event will be open only to Parish Councillors and Parish Clerks.

In addition there will be a number of drop-in exhibitions across the Borough for all interested parties (e.g. Parish Councillors, residents, local business people) to attend in order to discuss the New Local Plan and to ask questions. These are detailed below:

Date	Time	Venue
Monday 24 February 2020	4 – 8 pm	Jubilee Room, Eccleshall Community Centre
Wednesday 26 February 2020	4 – 7 pm	Hixon Memorial Hall
Saturday 29 February 2020	12 noon to 4 pm	Stafford Library
Tuesday 3 March 2020	4 – 8 pm	Westbridge Room, Christchurch, Stone

If you wish to comment, please submit your response using our consultation form which is available here www.staffordbc.gov.uk/new-local-plan-. Alternatively please submit by post to us at Forward Planning, Stafford Borough Council, Civic Centre, Riverside, Stafford, ST16 3AQ.

Please ensure that your comments are received by us before **12 noon on Tuesday 31 March 2020**.

Please refer to the Privacy Notice within this letter, in terms of the General Data Protection Regulations (May 2018) which sets out how we will use your personal information.

A summary of responses made to the “Issues and Options” consultation will be published in due course. Responses will be taken account of in the preparation of the “Preferred Option” consultation document later in 2020.

If you would like to know more information about the Local Plan please visit www.staffordbc.gov.uk/forwardplans. If you have any additional questions or require assistance in making a representation please do not hesitate to contact the Forward Planning team either by telephone on 01785 619000 or email forwardplanning@staffordbc.gov.uk

Yours sincerely,



Alex Yendole
Planning Policy Manager

NEW LOCAL PLAN 2020-2040: ISSUES & OPTIONS **STAFFORD BOROUGH COUNCIL – PRIVACY NOTICE**

How we will use your details

All representations received to the Stafford Borough New Local Plan 2020-2040 Issues & Options consultation document will be included in a schedule and made publicly available once the consultation has closed.

Stafford Borough Council will consider all representations received, using them to inform the next stage of the process for the New Local Plan 2020-2040.

Comments cannot be treated as confidential. Your personal information, such as your postal and email address will not be published and signatures will be redacted, but your name and organisation will be made available. We will only use your personal information to send you information on the New Local Plan and

associated planning policy matters.

We believe you should always know what data we collect from you and how we use it, and that you should have meaningful control over both. As part of our ongoing commitment to transparency, and in relation to the new General Data Protection Regulations (May 2018), we have updated our Privacy Policy.

Stafford Borough Council are the data controller and you can find information about how we handle your personal data by visiting www.staffordbc.gov.uk/privacynotices and if you have any queries or would like to unsubscribe from receiving information then please contact forwardplanningconsultations@staffordbc.gov.uk

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