



Town Clerk
Les Trigg

15 Station Road
STONE
ST15 8JP

Tel: 01785 619740
Email: clerk@stonetowncouncil.gov.uk

11 September 2020

Dear Councillor,

A **VIRTUAL** meeting of the **TOWN COUNCIL** will be held on **TUESDAY 22 SEPTEMBER 2020** at **7:00pm** for consideration of the matters itemised in the following agenda.

The meeting will be streamed live on YouTube and members of the public are welcome to observe.

View Meeting: <https://www.youtube.com/channel/UCXHye7pCvT-mVBouN3lUTWQ>

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 4 August 2020, Minute Numbers C20/110 – C20/122 (attached)**

5. To receive the draft minutes and decisions of the under mentioned Committees:

- a) General Purposes Committee meeting held on 4 August 2020, Minute Numbers GP20/223 – GP20/238 (attached)
- b) Planning Committee meeting held on 4 August 2020, Minute Numbers P20/103 – P20/108 (attached)
- c) General Purposes Committee meeting held on 11 August 2020, Minute Numbers GP20/239 – GP20/242 (attached)
- d) General Purposes Committee meeting held on 25 August 2020, Minute Numbers GP20/243 – GP20/246 (attached)

6. To receive the forthcoming Civic Announcements

There are no civic announcements.

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 virtual Meeting as observers.

Stone Town Council

Minutes of the meeting held virtually on Tuesday 4 August 2020

NOTE: Due to the Coronavirus Pandemic (COVID-19) and Government Guidelines on public gatherings, the meeting was held virtually on Zoom. Members of the public were invited to observe the meeting streamed live on YouTube.

PRESENT: Councillor M. Green in the Chair and
Councillors: T. Adamson, Mrs A. Burgess, J. Davies, Mrs L. Davies, I. Fordham,
Mrs J. Hood, T. Kelt, R. Kenney, P. Leason, J. Powell, C. Thornicroft and
R. Townsend.

ABSENT: Councillors: K. Argyle, A. Best, Mrs K. Dawson, M. Hatton and J. Hickling

The Town Mayor called for a one minute silence in memory of former Town Councillor Mr George Beecham who had recently passed away.

C20/110 Apologies

Apologies were received from Councillors: K. Argyle, A. Best, Mrs K. Dawson and J. Hickling

C20/111 Declarations of Interest and Requests for Dispensations

None received

C20/112 Representations from Members of the Public

None

C20/113 Minutes

RESOLVED:

That the minutes of the meeting of the Town Council held on the 4 February 2020 (Minute Numbers C20/098 – C20/109), be approved as a correct record.

C20/114 Committee Minutes

RESOLVED:

- a) The minutes of the General Purposes Committee meeting held on the 4 February 2020 (Minute Numbers GP20/167 – GP20/184), were noted.

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- b) The minutes of the Planning Committee meeting held on the 4 February 2020 (Minute Numbers P20/091 – P20/096), were noted.
- c) The minutes of the General Purposes Committee meeting held on the 3 March 2020 (Minute Numbers GP20/185 – GP20/199), were noted.
- d) The minutes of the General Purposes Committee meeting held on the 24 March 2020 (Minute Numbers GP20/200 – GP20/210), were noted.

C20/115 Draft Committee Minutes

RESOLVED:

- a) The draft minutes of the Planning Committee meeting held on the 3 March 2020 (Minute Numbers P20/097 – P20/102), were noted.
- b) The draft minutes of the General Purposes Committee meeting held on the 7 July 2020 (Minute Numbers GP20/211 – GP20/222), were noted.

C20/116 Six Month Attendance Rule

The Town Council considered, in view of the COVID-19 emergency and its inability to hold Council meetings, a motion defining the method by which the six month rule requirements (of section 85(1) of the Local Government Act 1972) be calculated for Members' attendance at meetings.

After the proposal was seconded to disregard in the calculation the time period during lockdown when no meetings were held, a named vote was requested and everyone in attendance was in favour of the motion.

RESOLVED: That, having regard to the impact of the COVID-19 pandemic, the time where no meetings were held between the General Purposes Committee meeting on 24th March 2020 and the following General Purposes Committee meeting on 7th July 2020 be disregarded for the purpose of calculating the "six months" requirements of section 85(1) of the Local Government Act 1972 for all members.

C20/117 Internal Auditor's Report 2019-20

The Council considered the following documents which had been circulated with the agenda, prior to the meeting:

- a. Formal Internal Audit submission to the External Auditors*
- b. Report from Internal Auditor*

The Town Mayor reported that the Council is required to consider an Internal Audit Report before approving the accounts for submission to the External Auditors.

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RESOLVED: To note the Internal Auditor's report and submission to external Audit.

C20/118 Annual Governance Statement 2019-20

The Council considered the Annual Governance Statement* which must be approved prior to consideration of the Council's accounts.

RESOLVED: To approve the Annual Governance Statement for submission to the External Auditor for the year 2019-20.

C20/119 Council Accounts 2019-20

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

RESOLVED:

- a) To approve the Council's Accounts for 2019-20 as set out in the report of the Town Clerk, including the use of the rollover reserve to allow the transfer of budgets between financial years and its proposed use in 2020-21.
- b) To note the variances between the forecast outturn for 2019-20 and the actual outturn, and the reasons identified for the major variances.
- c) To approve the financial statement for submission to the Council's external auditors.

**C20/120 Local Government Transparency Code 2015
Openness of Public Bodies Regulations 2014**

The report of the Local Government Transparency Code 2015* and Openness of Public Bodies Regulations 2014 were noted for the quarters ending 31 March 2020 and 30 June 2020.

C20/121 Civic Announcements

There were no Civic Announcements due to the Coronavirus lockdown.

C20/122 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.

TOWN MAYOR

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Stone Town Council – General Purposes Committee

Minutes of the meeting held virtually, on Tuesday 4 August 2020

NOTE: Due to the Coronavirus Pandemic (COVID-19) and Government Guidelines on public gatherings, the meeting was held virtually on Zoom. Members of the public were invited to observe the meeting streamed live on YouTube.

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: T. Adamson, Mrs A. Burgess, Mrs L. Davies, J. Davies, I. Fordham,
M. Green, Mrs J. Hood, T. Kelt, P. Leason, J. Powell, C. Thornicroft and
R. Townsend.

ABSENT: Councillors: K. Argyle, A. Best, Mrs K. Dawson, M. Hatton, J. Hickling

GP20/223 Apologies

Apologies were received from Councillors: K. Argyle, A. Best, Mrs K. Dawson and J. Hickling

GP20/224 Declarations of Interests

None

GP20/225 Requests for Dispensations

None

GP20/226 To receive the report of the County Councillors

County Councillor Mrs J. Hood

Splitter Island

Councillor Mrs Hood advised the Committee that she had been working tirelessly for more than three years to secure removal of the splitter island to alleviate the daily traffic build up on Christchurch Way and the Longton Road. She had offered the County Highways Department her Divisional Highway Programme money in support of a removal scheme, but this had been declined by Officers.

Councillor Mrs Hood read aloud the General Purposes Committee Minute Number GP0505 (dated 16 March 2011) which confirmed the splitter island had been installed as an experiment, intended only as a temporary arrangement. She advised that a feasibility study had now been received and called on the County to work with her to achieve a solution.

Councillor Mrs Hood expressed her grateful thanks to Town Councillors for forwarding their valuable comments which had been submitted to the County Council.

Covid-19 Outbreak in Stone

Councillor Mrs Hood informed the Committee about the messages she had received from residents and business owners concerned about the far reaching

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negative impact of the Covid-19 outbreak on Stone town and consequences for them personally. The virus has been linked to the Crown & Anchor public house and peoples lives have been put in jeopardy.

Councillor Mrs Hood said the cost of the operation to the County Council would eventually be released. She acknowledged the costs to traders and businesses who had worked hard to prepare for reopening after lockdown only for the town to be treated as a 'no go' area. Out of the thousands of people tested there had been a small number of positive diagnoses with 5 cases in Stone.

Councillor Mrs Hood expressed her hope that people would soon regain their confidence and return to shop and eat out in Stone. The town is safe, social distancing measures are being fully observed and visitors will be very warmly welcomed.

Tribute

Councillor Mrs Hood paid tribute to a young man who had tragically taken his own life on Friday night. She said he would be greatly missed by his wider Stone family.

Resurfacing of The Avenue

Councillor Mrs Hood advised the Committee that she had received assurances from the County Council that The Avenue was scheduled for pre-surfacing very soon. This would involve a three day programme with a full resurface scheduled for 2023.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP20/227 Representations from Members of the Public

None

GP20/228 Minutes

RESOLVED: That the minutes of the General Purposes Committee meeting held on the 7 July 2020 (Minute Numbers GP20/211 – GP20/222), be approved as a correct record.

GP20/229 Minutes of Sub-Committees

There were no minutes for consideration.

GP20/230 Stafford Borough Council's Planning Consultation Process

The Committee considered the reply received from the Development Manager at Stafford Borough Council, in response to a letter sent by the Town Council and other parish councils suggesting improvements to the Borough Council's process for handling planning applications.

The letter to Stafford Borough Council (written by the Town Council and other parish councils) and letter of response (from the Development Manager) had been distributed with the agenda for the meeting.

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The Chairman invited Councillor J. Davies, Chairman of the Stone Area Parish Liaison Group, to share his views on the item.

Councillor Davies expressed his disappointment at both the long delay before receiving a reply and the content of the reply which he did not feel addressed the leading reason for putting the item forward. The Borough Council's published 'Statement of Community Involvement 2018 Update' suggests a commitment to public engagement and active participation but this does not appear to be borne out in practice.

The Committee raised the following points:

- When considering requests for planning permission the application of national and local planning policy is required along with some interpretation and opinion. The Borough Council suggests the Town Council's consideration of weightings/balancing of one factor against another is less important than theirs, even though Town Councillors possess detailed local knowledge of their areas.
- The Borough Council suggests that town and parish councils have the same rights as members of the public to speak in Planning Committee but only one objector and one supporter is permitted on any one application. In reality little or no opportunity is available for Town Councillors to express views in this forum.
- The potential bias that the Borough Council suggests might arise from an unequal number of objectors and supporters ignores the point that Town Council representatives may wish to raise genuine points relating to material planning considerations. Whether those points are in favour or against the application is immaterial.
- The rules around speaking at Planning Committee are embedded in the Borough Council's constitution but this is not immutable and may be amended. There was no acknowledgement that processes can be improved.
- There is just one representative from Stone on the Borough Council's Planning Committee and as local knowledge is a valuable resource, a Town Council spokesman should have an opportunity to support the single Member.

RESOLVED: That Councillor Davies and Councillor Fordham work in tandem to produce a reply to be sent on behalf of Stone Town Council.

GP20/231 BT Payphones

The Committee considered an email from British Telecom which is consulting on a proposal to remove a payphone in Stone town.

An email from Stafford Borough Council, a letter from British Telecom and a comments form stating the location of the telephone box (which is outside the library PC01 in Market Square) had been enclosed with the agenda for the meeting.

The Committee expressed the view that although the use of payphones has declined, this payphone is a well used facility located in the centre of town. Not everyone has the use of a mobile phone at all times and the public telephone provides an opportunity for people to call for assistance in the event of an emergency.

RESOLVED: That the Town Council writes to Stafford Borough Council objecting to British Telecom's removal of the payphone in Market Square which is a well used community asset in the centre of town.

GP20/232 **Members Motions**

Councillor Mrs Kerry Dawson

"I have recently been contacted by a resident in my ward who expressed concerns about the speed of traffic using Manor Rise, specifically during school drop off and rush hour. He informed me that there had already been several near misses and a few minor incidents and is worried that it is only a matter of time before a child is hurt, given that Manor Rise is used daily by children who attend Manor Hill First School, Pirehill First School and Walton Priory Middle School as their main walking route.

I share these concerns, and ask the Committee to agree that the Town Clerk should write to Staffordshire County Council regarding the traffic issues on Manor Rise to ask them to monitor/report on the issue and take action to curb speeding motorists in the area."

RESOLVED: As the proposer was not present at the meeting, the motion could not be considered.

GP20/233 **Non-Cheque Payments**

RESOLVED: To note the list* of non-cheque payments made by the Council during the period 1 February to 30 June 2020.

GP20/234 **Update from Working Groups:**

Neighbourhood Plan Steering Group

The Chairman reported that no meetings had taken place.

Stone Area Parish Liaison Group

Councillor Davies advised the Committee that the meeting was cancelled due to COVID-19.

Traffic Management in Stone Working Group

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

GP20/235 **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 advised the Committee that no meetings had taken place.

Age Concern Stone & District

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

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Stafford & Stone Access Group

Councillor T. Kelt advised the Committee that a meeting had been held with the secretary of the Group to discuss the ongoing development of the website.

Stone Common Plot Trustees

It was reported that no meeting of the Trustees had taken place.

Stone Community Hub Liaison Group

Councillor Mrs Hood confirmed that no meetings of the Hub Liaison Group had taken place.

SPCA Executive Committee

Councillor Green advised the Committee that he had been unable to attend the last meeting of the Executive Committee.

GP20/236 **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.

GP20/237 **Frank Jordan Centre**

The Sub-Committee considered the potential merits of relocating Stone Community Hub from the Walton Suite to the Christchurch Suite which may offer advantages to the Hub, Town Council and other centre hirers.

RESOLVED: It was resolved that the Chairman of the General Purposes Committee and the Chairman of the Tourism & Town Promotion Sub-Committee consult Stone Community Hub for its views on moving its operation from the Walton Suite to Christchurch Suite at the Frank Jordan Centre.

GP20/238 **Staffing Item**

The Committee considered the report* of the Town Clerk on recruitment to the post of Deputy Town Clerk following the resignation of the current postholder.

RESOLVED: That the Town Council supports recruitment to the post of Deputy Town Clerk in accordance with the proposals in the report.

RESOLVED: That the Town Council gives authority to the Town Clerk to recruit to the post in accordance with the Council's Staffing Guidelines.

RESOLVED: That members of the final interview panel will include the Chairmen of the: General Purposes Committee, Management Sub-Committee and Tourism & Town Promotion Sub-Committee.

RESOLVED: That the closing date will be 17 August 2020 with interviews to be held in the week commencing 24 August 2020.

CHAIRMAN

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Stone Town Council – Planning Committee

Minutes of the meeting held virtually on Tuesday 4 August 2020

NOTE: Due to the Coronavirus Pandemic (COVID-19) and Government Guidelines on public gatherings, the meeting was held virtually on Zoom. Members of the public were invited to observe the meeting streamed live on YouTube.

PRESENT: Councillor J. Davies in the Chair, and
Councillors: T. Adamson, Mrs A. Burgess, Mrs L. Davies, I. Fordham, M. Green,
Mrs J. Hood, T. Kelt, R. Kenney, P. Leason, J. Powell, C. Thornicroft and
R. Townsend

ABSENT: Councillors: K. Argyle, A. Best, Mrs K. Dawson, M. Hatton and J. Hickling

P20/103 **Apologies**

Apologies were received from Councillors: K. Argyle, A. Best, Mrs K. Dawson and J. Hickling

P20/104 **Declarations of Interest and Requests for Dispensations**

Councillor Mrs Hood abstained from voting on all items.

P20/105 **Representations from Members of the Public**

None received

P20/106 **Minutes**

RESOLVED:

- a) That the minutes of the Planning Committee meeting held on 3 March 2020 (Minute Numbers P20/097 – P20/102), be approved as a correct record.

P20/107 **Planning Applications**

Application Number – 20/32513/HOU

Applicant – Mr J. Goodson

Location – 31 Redwood Avenue, Stone

Development – Rearward extension of upper storey of existing house, built up from head of recent (2018) single storey extension to which permission 17/27168/HOU applies

Observations: No objections

Application Number – 20/32656/HOU
Applicant – Mr A. Khan
Location – The Hollies, Blackies Lane, Stone
Development – Replacement garage with gazebo

Observations: No objections

Application Number – 20/32263/FUL
Applicant – Mrs K. Champ (A & J New Homes Ltd)
Location – 2 Airdale Road, Stone
Development – Detached bungalow

Observations: The Town Council is concerned about access to the proposed development. It supports the conditions that were attached to planning application 12/17141/FUL which are also relevant to this new planning application.

Application Number – 20/32561/HOU
Applicant – Mr T. Bebb
Location – 28 Mercer Avenue, Aston Lodge, Stone
Development – Ground floor extension for bedroom and bathroom and ground floor extension for kitchen, dining room and orangery

Observations: No objections

Application Number – 20/32320/HOU
Applicant – Mr G. Mundell
Location – 85 Pirehill Lane, Stone
Development – Extensions to 85 Pirehill Lane

Observations: No objections

Application Number – 20/32779/HOU
Applicant – Mr C. Brown
Location – Holly Cottage, 72 Newcastle Road, Stone
Development – Raised deck to the rear

Observations: No objections

P20/108

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 – 20/32023/HOU
Applicant – Mrs J. Holmes
Location – 1 The Crest, Manor Rise, Walton
Development – Extension to garage and partial conversion with extension above together with internal alterations

Observations: No objections

Application Number – 20/31892/LBC

Applicant – Mr K. Edwards

Location – Flat 61 The Moorings, Stafford Street, Stone

Development – Retrospective application for the replacement of windows and a patio door

Observations: The Town Council supports the comments of the Conservation Officer and the precedent set by the outcome of planning application 15/22309/LBC.

Application Number – 19/31330/FUL (amended plans)

Applicant – Mr A. Roe (A. J. Roe Properties)

Location – 2 Oulton Road, Stone

Development – Side extension and change of use of former tattoo studio (sui generis) to new fish and chip restaurant and take away (class A3)

Observations: The Town Council objects to this planning application and repeats its representations of 9 January 2020, submitted in response to the original plans:

The Town Council objects to the development proposal because of the following points of concern:

- Road safety risk to motorists and pedestrians – the location of the shop is not ideal as there will inevitably be inappropriate on street parking from customers who are not willing to park safely, away from the bridge, a major road junction and clear of double yellow road markings.
- Traffic congestion and flow – another consequence of the on street parking that is likely to occur outside a fish and chip takeaway near a busy road junction.
- The arrangements for the delivery of supplies – delivery vehicles will not be able to park outside the restaurant safely and without obstruction.
- Environmental Health aspects – there is no information in the application about the installation of an extractor unit. This equipment will be a necessary requirement in a fish and chip restaurant/takeaway and as they operate noisily, may cause disturbance to neighbouring homes.
- Disposal of rubbish/litter – the arrangements for the disposal rubbish and the management of litter have not been stated in the application.

Application Number – 20/32053/HOU

Applicant – Mr S. Nicholls

Location – 4 Kings Avenue, Stone

Development – Demolition of existing timber framed conservatory and rebuilding to the same foot print and replacement windows to rear elevations

Observations: No objections

Application Number – 20/31898/ADV

Applicant – Mrs J. Evans

Location – Car park at rear of 41A Mill Street, Stone

Development – Signage advertising the terms and conditions of parking at the car park

Observations: No comment

Application Number – 20/32101/HOU

Applicant – Mrs Van De Laarschot

Location – The Beeches, 170 Oulton Road, Stone

Development – proposed greenhouse

Observations: No objections

Application Number – 20/32118/HOU

Applicant – Mr T. Yorke

Location – 1 Victoria Street

Development – Erection of single storey extension to the rear that replaces existing outbuildings

Observations: No comment

Application Number – 20/32115/HOU

Applicant – Mr & Mrs Northwood

Location – 30 Stuart Close North, Stone

Development – Two storey side extension and single storey rear extension with the widening of existing dropped kerb and drive

Observations: No comment

Application Number – 20/32178/FUL

Applicant – Mrs P. Johns

Location – Land adjacent to 11 Flax Croft, Stone

Development – Removal of Condition 11 on application 19/30663/FUL

Observations: No objections

Application Number – 20/32065/FUL

Applicant – Mr A. Roe (A. J. Roe Properties)

Location – 2 Oulton Road, Stone

Development – Two new semi-detached dwellings on land to the rear of 2 Oulton Road

Observations: The Town Council has no objections to the concept of building on the land to the rear of 2 Oulton Road. Concerns are, however, expressed about the plans in their current form. The proposal to build two, four bedroomed houses is considered to be too much for the size of the site, with unacceptable consequences in relation to the adequacy of vehicular parking.

The residential car parking standards detailed in Appendix B of the Plan for Stafford Borough state that detached or semi detached dwellings with four or more bedrooms should have three spaces for residents and visitors within the curtilage of the dwelling.

Local Plan Policy T2 (Parking and Maneuvering Facilities) states that all new development must have a safe and adequate means of access and egress and internal circulation, and the facilities do not materially impact highway safety or traffic movement.

The parking provision detailed in this proposal falls short of these standards. The dwellings have two car parking spaces, one in front of the other with barely room to access and with egress by reversing into the road. Such large homes will likely lead to more than two cars per household and therefore more on-street parking.

In addition the point was made that there may be a possible issue with the height of the proposed dwellings in relation to surrounding properties.

Application Number – 20/32110/COU

Applicant – Mr M. Irfan (Star Private Hire Staffs Ltd)

Location – 6 Church Street, Stone

Development – Change of use of former hairdressers (Use Class A1) to Taxi Booking Office

Observations: The Town Council raises no objections to a change of use of 6 Church Street for the operation of a business that will provide a valuable service to the residents of Stone.

However, concern is expressed about the business causing on-street parking and waiting which would be to the detriment of the free flow of traffic, create access and safety issues, and disturbance to the amenity of the neighbouring residential accommodation.

The application makes no reference to where the taxis would wait and Stafford Borough Council should seek clarification on the number of vehicles that would be associated with the business and where they would be parked at the premises.

As parking restrictions exist in Church Street (in the form of double yellow lines), Planning Conditions should prevent its use as a pick up point for customers and a rest stop for taxi drivers at all times.

Application Number – 20/32135/FUL

Applicant – English Dominican Congregation

Location – St Dominics Convent, Station Road, Stone

Development – Erection of care home (Building Block A) to complete application 18/28402/FUL. Relocation of bin store, parking areas and associated works.

Observations: No comment

Application Number – 20/32201/HOU

Applicant – Mr A. Wright

Location – 14 Augustine Close, Aston Lodge Park, Stone

Development – Side extension above existing garage to form additional bedrooms

Observations: No objections

Application Number – 20/32242/HOU

Applicant – Mrs B. Hurdle

Location – 51 Stafford Road, Stone

Development – Two storey rear extension and associated internal alterations

Observations: No objections

Application Number – 20/32307/COU

Applicant – Mr L. James (The Original Reggies of Stone)

Location – 41B High Street, Stone

Development – Removal of condition 3 (use of the flat roofed area) on application 19/30984/COU

Observations: The Town Council raises objections to the proposed roof terrace for the following reasons:

- To safeguard the character of the Stone Conservation Area.
- To protect the amenity of nearby residents from noise and nuisance.
- To encourage use of the High Street for residential apartments, an issue which will become increasingly important in the future. Reference is made to Stafford Borough Local Plan Policies N1 (Design) and N9 (Historic Environment).

Please also note the following comments:

- Removal of Planning Condition 3 on application 19/30984/COU, little more than six months after the award of planning permission, appears to undermine its original purpose and value.
- Should the Committee be minded to approve the application, planning conditions should be applied to ensure that adequate measures are implemented to mitigate the potential for noise pollution. These should include sound screening and a requirement for music volumes and noise levels to be maintained within acceptable parameters.

Application Number – 20/31715/HOU (amended plans)

Applicant – Mr Bright

Location – Lynton, Church Street, Stone

Development – Rear two storey extension to dwelling house

Amendments – Two storey extension omitted; single storey extension spanning the width of the dwelling at rear and balcony (which does not fill the entirety of the proposed flat roof extension and is away from the boundary with the neighbouring residential property).

Observations: No objections

Application Number – 20/32347/LBC

Applicant – Mrs K. Edwards

Location – The Moorings, Flat 61 Stafford Street, Stone

Development – Replace existing UPVC window and French door with timber to comply with Listed Buildings status. Retrospective consent to maintain UPVC was rejected under ref: 20/31892/LBC

Observations: No objections

Application Number – 20/32249/FUL

Applicant – Mr A. Stewart (Persimmon Homes West Midlands)

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

Development – Full application for the erection of 60 no. dwellings including access, open space and associated infrastructure

Observations: No objections

Application Number – 20/32305/HOU

Applicant – Mr M. Walley

Location – 22 Northesk Street, Stone

Development – Repair and replace a number of sash windows/patio doors

Observations: No objections

Application Number – 20/32420/HOU

Applicant – Mr P. Frodsham

Location – 5 Airdale Road, Stone

Development – Proposed alterations, extensions and replacement of flat roof with pitched roof and first floor extension over existing garage

Observations: No objections

Application Number – 20/32466/HOU

Applicant – Mr M. Warrilow

Location – 8 Fraser Close, Stone

Development – Porch off side elevation and single storey rear extension with the demolition of existing car port

Observations: No objections

Application Number – 20/32467/FUL

Applicant – Mr R. Jenkinson & Mr R. Dawson

Location – 30 & 32 Whitemill Lane, Stone

Development – Replace existing flat roof with new hipped roof and bedroom in new roof space

Observations: No objections

Application Number – 20/32425/HOU

Applicant – Mrs T. Flanagan
Location – 13 Gower Road, Stone
Development – Single storey rear extension

Observations: No objections

Application Number – 20/32307/COU (amended plans)
Applicant – Mr L. James (The Original Reggies of Stone)
Location – 41B High Street, Stone
Development – Removal of condition 3 (use of the flat roofed area) on application 19/30984/COU
Amendment – Additional structures on the roof terrace: gates, barrier, seating, bar

Observations: The Town Council has no additional comments to add in response to the proposed amendments and repeats its representations of 20 May 2020 which are as follows:

The Town Council raises objections to the proposed roof terrace for the following reasons:

- To safeguard the character of the Stone Conservation Area.
- To protect the amenity of nearby residents from noise and nuisance.
- To encourage use of the High Street for residential apartments, an issue which will become increasingly important in the future. Reference is made to Stafford Borough Local Plan Policies N1 (Design) and N9 (Historic Environment).

Please also note the following comments:

- Removal of Planning Condition 3 on application 19/30984/COU, little more than six months after the award of planning permission, appears to undermine its original purpose and value.
- Should the Committee be minded to approve the application, planning conditions should be applied to ensure that adequate measures are implemented to mitigate the potential for noise pollution. These should include sound screening and a requirement for music volumes and noise levels to be maintained within acceptable parameters.

Application Number – 20/32644/FUL
Applicant – Screwfix Direct Limited
Location – 5-7 Diamond Way Business Park, Diamond Way, Stone
Development – Variation of condition 8 on application 16/23975/FUL

Observations: Members repeat their objection submitted regarding planning application 16/23975/FUL. They object due to the inappropriate development in close proximity to a residential area and concerns regarding noise and vibration.

Application Number – 20/32291/HOU
Applicant – Mr & Mrs Harris
Location – 9 Fallowfield Close, Stone

Development – Front, side and rear extensions

Observations: No objections

CHAIRMAN

Stone Town Council – General Purposes Committee

Minutes of the meeting held virtually, on Tuesday 11 August 2020

NOTE: Due to the Coronavirus Pandemic (COVID-19) and Government Guidelines on public gatherings, the meeting was held virtually on Zoom. Members of the public were invited to observe the meeting streamed live on YouTube.

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: T. Adamson, A. Best, Mrs A. Burgess, J. Davies, I. Fordham, M. Green, M. Hatton (from 7.15pm during Minute number GP20/242), J. Hickling, Mrs J. Hood, T. Kelt, P. Leason and J. Powell

ABSENT: Councillors: K. Argyle, Mrs L. Davies, Mrs K. Dawson, M. Hatton (to 7.15pm during Minute Number GP20/242), C. Thornicroft and R. Townsend

GP20/239 Apologies

Apologies were received from Councillors: K. Argyle, Mrs L. Davies, Mrs K. Dawson, C. Thornicroft and R. Townsend

GP20/240 Declarations of Interests

None

GP20/241 Requests for Dispensations

None

GP20/242 COVID-19 Outbreak

The Chairman informed the Committee that the purpose of the meeting was to discuss the recent COVID-19 outbreak in Stone, to assess what had happened and consider the actions the Town Council could take to support recovery of the town.

The Chairman invited County Councillor Mrs J. Hood and Borough Councillor I. Fordham to address the Committee.

Councillor Mrs Hood

Councillor Mrs Hood gave an outline of the sequence of events after it became public knowledge that a mass gathering had been allowed to take place in the Crown & Anchor Public House on the 18 July 2020. Some days later, the County Council's Director of Public Health put out a warning on 'A Little Bit of Stone' advising everyone who had been in the venue on that night that they should get tested as soon as possible. The story about the COVID-19 outbreak in Stone reached national news.

Councillor Mrs Hood advised the Committee that a mobile testing centre was set up on the Crown Street Car Park from 29 July to 2 August which on the first day was overwhelmed with more than a thousand people queueing to be tested. On the Thursday the testing centre was taking drive through bookings and people were asked to carry out their own test. Self swabbing unfortunately resulted in a

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number of inconclusive results which required repeat testing. Every individual received a test result and the County Council provided updates via the Incident Management Team (consisting of County Councillors, Officers and Director of Public Health).

Councillor Mrs Hood advised that there had been 22 positive diagnoses of COVID-19, 5 of them were Stone residents and 17 from surrounding areas including Stoke on Trent. Sixty people have been traced as having had direct contact with people who tested positive and these have been told to self isolate for 14 days. The incident team at the County Council has now reported that they have stepped down their test and tracing work.

Councillor Mrs Hood emphasised that the Prime Minister had repeatedly been telling us what we had to do to stay safe and it was disappointing the Crown & Anchor said it didn't understand the importance of social distancing.

Councillor Mrs Hood said she hoped the Committee would be able to find a way to bring our close knit community back. Businesses have put in place robust safety measures and we can be confident that visiting Stone is safe. She communicated to everyone that 'We are safe and we want our economy to recover. Please come out with confidence. The local authorities, businesses, traders and shops have all got your best interests at heart'.

Councillor I. Fordham

The Chairman invited Borough Councillor I. Fordham to address the Council.

Councillor Fordham thanked Councillor Mrs Hood for giving a very clear explanation of the testing process. He said the events at the Crown and Anchor had been foolish and irresponsible. There had been a clear breach of guidelines which had unacceptably put lives at risk. Several councillors have made representations to the licensing authorities at Stafford Borough Council and Staffordshire Police to request action to prevent any reoccurrence, stepping up enforcement action and restricting late night licensing during the course of the pandemic. A potential tragedy may have been averted by the actions of Public Health England and our local authorities. We are grateful to them and thank them for their response.

Councillor Fordham suggested that now was the time to move forward and he hoped to see the return of consumer and business confidence leading to a rapid recovery to the town. Prior to the outbreak, feedback from businesses was that life had been returning to the town following lockdown – trade had been picking up.

Councillor Fordham advised that businesses have put in place COVID-19 secure arrangements including the necessary social distancing measures. He said they now deserve our support and asked that the following actions be requested:

- A suspension of late night alcohol and music licences for the duration of the pandemic to discourage the assembly of large groups
- A formal review of the Crown & Anchor alcohol licence as a result of the risks caused to public safety.
- Regular weekend evening patrols by police and enforcement to ensure the laws and guidelines have been respected to help build confidence.

- Local businesses to come together to develop a confidence building campaign to encourage a gradual return of consumer footfall.
- That the Town Council plays its part in helping to build confidence by mounting its own low key informative and factual campaign stressing that businesses have worked hard at COVID security and comply with government guidelines.

Committee Member Comments

The Chairman invited Members to express their views.

The discussion points were wide ranging and the following key themes emerged:

Implications of the Crown & Anchor Incident

The Committee acknowledged the following points:

- The incident had undermined the hard work of local businesses in becoming COVID-19 prepared and ready to reopen after lockdown.
- Public confidence had been lost and there was a fear about the safety of the town.
- Businesses have sustained loss of custom and sales.
- There has been a reduced footfall in town.
- A negative image of the town had been portrayed following coverage on national news.
- Late opening (to 3am) had significantly increased the venues popularity by patrons
- Feedback suggests that businesses have felt unsupported as there has been a lack of guidance and business support.
- That hard lessons had been learned and it was time to look to the future

Resident and visitor safety

The Committee acknowledged the following points:

- The County Council and Borough Council are working with the Crown & Anchor to make sure safety measures are in place.
- The power of the general public (including residents, visitors shoppers and diners) should not be underestimated in self policing safety measures, raising questions when they feels something is not done in accordance with the required procedures.

The Committee suggested that consideration be given to the following points of action:

- To emphasise that Stone is a safe town to visit, in which to shop, dine and socialise. Standards are high often exceeding the Government's guidelines and strict COVID-19 measures are in operation.
- That support should be given to the test and trace programme.
- That the residents of Stone are protected, particularly the elderly population, as well as its businesses. One view suggested the Town Council should only promote the town to local people and not encourage people to visit from further afield. This could lead to further outbreaks and greater longer term damage.

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- That use is made of local surveillance to identify where management of the guidelines are not meeting the required standards.
- That consideration is given to reaching younger people to identify how they can best communicate their needs.
- That enquiries are made to the County Highways Department about extending closure of the High Street to 8pm.

Promoting Stone to restore confidence

The Committee suggested that consideration be given to the following points of action:

- That the Town Council actively welcomes visitors as well as local people who are vital to the economy of the town, impressing on them the safety measures that are in place.
- That the Town Council take the opportunity to promote Stone as people are widely preferring to visit small towns rather than larger towns and cities.
- That the possibility of providing free parking at weekends is explored.
- That the interests of daytime and night time businesses which are equally as important to the town's economy, are protected.
- That support be given to continuation of the Farmers market in Stone.

Working with local businesses

The Committee suggested that consideration be given to the following points of action:

- That Radio Stoke be invited to broadcast a live show from Stone, showcasing how Stone has responded to the incident by interviewing businesses to demonstrate that the town is open for business and is a safe place to visit.
- The use of media – radio, press and online social networking to deliver the message that Stone is open for business, safe and a great place to visit.
- The increased use of test, track and trace to local situations. If incidents like this do occur businesses should discuss potential action with peer groups.
- To set up a working group of councillors, traders and other interested parties to work together to promote the town.
- To develop a trader led Certificate of Approval scheme driven by local businesses with the support of Public Health England. *Any initiative, would require investigation relating to legal implications and the scope/powers of the Town Council.
- To investigate the possibility of the Town Council providing a package of benefits to shops (for example a free on off use of a marquee) to assist individual traders to recover.
- To enquire about free Pavement Licences so that businesses can extend their trading range onto their shop frontages.

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RESOLVED:

That the Town Council:

- Writes to the Licensing Department at Stafford Borough Council asking for a suspension of late night alcohol and music licences within all Stone public house and entertainment venues for the duration of the COVID-19 pandemic.
- Writes to Stafford Borough Council calling for a formal review of the Crown & Anchor Premises Licence for consideration of whether the venue continues to meet the licensing objective relating to 'public safety'.
- Writes to Staffordshire Police and Stafford Borough Council's Enforcement team requesting that weekend evening patrols are undertaken in Stone to ensure the laws and guidelines on COVID-19 measures have been respected to help rebuild confidence.
- Sets up a Working Group consisting of Town Councillors, local businesses and other interested parties to consider how the town can be promoted through a confidence building campaign that will encourage a return of consumer footfall to the High Street and spending in Stone.
- Writes to Stafford Borough Council to ask how much it would charge Stone Town Council to provide free Saturday parking in Stone to the end of the year.
- Writes to the County Highways Department to ask whether there would be a possibility of extending the duration of the High Street pedestrianised zone each day, and that if permitted by the County, the Town Council first undertakes a consultation exercise with businesses to identify the most appropriate times.
- Writes to the Licensing Department asking whether Stafford Borough Council would be prepared to suspend the fee for Pavement Licence applications from Stone businesses for the rest of the year.

CHAIRMAN

Stone Town Council – General Purposes Committee

Minutes of the meeting held virtually, on Tuesday 25 August 2020

NOTE: Due to the Coronavirus Pandemic (COVID-19) and Government Guidelines on public gatherings, the meeting was held virtually on Zoom. Members of the public were invited to observe the meeting streamed live on YouTube.

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: T. Adamson, A. Best, Mrs A. Burgess, J. Davies, Mrs L. Davies,
I. Fordham, M. Green, Mrs J. Hood, T. Kelt, P. Leason, J. Powell and R. Townsend

ABSENT: Councillors: K. Argyle, Mrs K. Dawson, M. Hatton, J. Hickling and C. Thornicroft

GP20/243 **Apologies**

Apologies were received from Councillors: K. Argyle, Mrs K. Dawson, J. Hickling, and C. Thornicroft

GP20/244 **Declarations of Interests**

None

GP20/245 **Requests for Dispensations**

None

GP20/246 **Promotion of Stone Working Group**

The Committee considered the appointment of members to the Promotion of Stone Working Group, set up at the meeting of the General Purposes Committee on 11 August 2020.

The Chairman invited Committee members to put forward their proposals on internal and external memberships and a number of nominations were given.

The Town Clerk reminded the Committee that the terms of reference for working groups require that proposed members external to the Council would need to be approved by the General Purposes Committee (as the parent body). An agenda item has been included in the agenda for the next meeting for this purpose. On completion of this process, external members will be required to sign the Council's Code of Conduct.

The Committee had some discussion regarding the role of the Working Group, but the Chairman reminded the Committee that the Group's purpose had been determined at the last meeting and the objective of this meeting was to determine membership.

The Chairman reminded Members that the working group would report back to the General Purposes Committee and the Committee would decide whether its recommendations should be supported. The Committee would also give directives to the working group as required.

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RESOLVED: That the membership of the Promotion of Stone Working Group will consist of the following Members:

Town Councillors:

- Councillor Mrs J. Hood
- Councillor Mrs L. Davies
- Councillor Mrs A. Burgess
- Councillor J. Powell

In addition, the Town Mayor and the Chairman of the General Purposes Committee are ex-officio members of all committees, sub-committees and working groups as set out in Standing Orders.

One representative from the following business groups:

- Licencee from Stone Pub Watch
- Stone Traders Group
- Stone Business Network/Hub
- Walton Businesses
- 'A Little Bit of Stone'

CHAIRMAN

TOWN MAYOR'S REPORT – to 11 September 2020

Due to the situation throughout the country, most of the usual engagements have been cancelled.

However on:

Saturday 15th August

I was asked by the Royal British Legion to lay a wreath on behalf of the Town Council at the Burma Star Memorial in Stonefield Park.

DEPUTYTOWN MAYOR'S REPORT – to 11 September 2020

There are no Deputy Town Mayor engagements to report on this occasion.