



Town Clerk

Les Trigg

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15 Station Road
STONE
ST15 8JP

28 October 2020

Dear Councillor,

A **VIRTUAL** meeting of the **GENERAL PURPOSES COMMITTEE** will be held on **TUESDAY 3 NOVEMBER 2020 at 7:05pm**, or upon the rising of the Town Council meeting, if later.

The agenda is set out below, and I trust you will be able to attend.

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-mVBouN3IUTWQ>

Les Trigg
Town Clerk

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest**
3. **Requests for Dispensations Received**
4. **To receive the report of the County Councillors**
 - County Councillor Mrs J. Hood
 - County Councillor I. Parry
5. **Representations from Members of the Public**

To consider representations from members of the public on items to be considered at this meeting, in accordance with the Council's scheme of public participation.

6. Minutes of Previous Meetings

- a) To confirm as a correct record the minutes of the meeting of the General Purposes Committee held on 6 October 2020, Minute No's GP20/260 – GP20/274 (attached).

7. Minutes of Sub-Committees

- a) Estates Sub-Committee held on 13 October 2020, Minute Numbers EST20/024 – EST20/029 (attached)
 - i. To consider the draft minutes
- b) Environment Sub-Committee held on 13 October 2020, Minute Numbers ENV20/031 – ENV20/037 (attached)
 - ii. To consider the draft minutes
 - iii. To consider the Recommendations contained in Minute Number ENV20/035

8. Budget Monitoring Report – September 2020

To receive the report of the Town Clerk (attached)

9. Appointment to Outside Bodies

To make appointments of Council representatives to the following bodies:

- Stone ATC (Mayor plus 1 Member)
Councillor J. Davies
- Age Concern Stone & District (2 Members)
Councillors: T. Adamson & C. Thornicroft
- Stafford & Stone Access Group (1 Member)
Councillor T. Kelt
- Trustees of the Town Hall Charity (all Members)
- Stone Community Hub Group (3 Members)
Councillors: M. Hatton, Mrs J. Hood and J. Powell
- Stone Area Parish Liaison Group (1 Member)
J. Davies

NOTE: Current membership of the following bodies will continue until the stated dates, or until retirement by an individual member, even if the members cease to be members of the Council

- Stone Common Plot Trustees (four year term)
Members: G. Collier and M. Shaw to May 2020
Councillors: Mrs J. Hood & R. Kenney to May 2020
Councillor T. Adamson to 2023
- Richard Vernon Trust (four year term)
Councillors: J. Powell to 2023, J. Davies and Mrs L. Davies to 2023

- SPCA Executive Committee (one Member for a two year term)
Councillor M. Green (to December 2021)

10. Premises Licence Review – Crown & Anchor

To consider the appointment of a representative to address Stafford Borough Council's Licensing Sub-Committee, required in support of the Town Council's application for a premises licence review.

Reference: Minute Number GP20/255 (General Purposes Committee on Tuesday 22 September 2020).

11. Appeal Hearing – Land off Saddler Avenue

To confirm the appointment of a representative to speak at the above appeal on behalf of Stone Town Council.

12. Bank Mandate

To consider the resolution below in order to update the Council's bank mandate to include the Deputy Town Clerk, rather than the Assistant Town Clerk (Business).

In respect of the proposed resolution, the authorised signatories are Councillors Andrew Best, Kerry Dawson, Jim Davies, Lin Davies, Mark Green and Jill Hood together with the Town Clerk and the Deputy Town Clerk, and the signing rules are as stated paragraph 5.10 of the Council's Financial Regulations.

*"That a banking relationship will be maintained with National Westminster Bank Plc (the **Bank**) in accordance with this mandate and that:*

- *the individuals identified as **Authorised Signatories** may, in accordance with the **Signing Rules**:*
 - *sign cheques and give instructions for Standing Orders, Direct Debits, electronic payments, banker's drafts and other*
 - *payments on the accounts even if it causes an account to be overdrawn or exceed any limit*
 - *sign, accept or endorse bills of exchange.*
 - *request and give counter-indemnities for the issue of letters of credit or Guarantees (including bonds, indemnities and*
 - *undertakings)*
- ***Authorised Signatories** identified in the **Signing Rules** for unlimited amounts may, in accordance with the **Signing Rules**:*
 - *sign agreements for electronic products, including payment systems, and appoint or remove administrators and operators of those electronic products. The Business / Organisation authorises the administrators and operators to exercise the powers detailed in the terms of each electronic product. These powers may be extensive and include the power to make payments and access information on behalf of the Business / Organisation, and in the case of administrators, the power to appoint and remove other administrators (with the same powers) and operators*
- *any **Authorised Signatory** may give other instructions or requests for information to the Bank in relation to the accounts; opening accounts with the same **Signing Rules** and **Authorised Signatories**; closing accounts; or other banking services or products*

- *the Bank may accept instructions that do not have an original written signature provided the Bank is satisfied that the instruction is genuine and subject to any other agreement the Bank may require for those instructions*
- *The mandate will continue until the Customer completes a new mandate I passes a new Authority advising the changes in authority on the account(s)."*

13. Stafford Borough Election Costs

To consider the charge from Stafford Borough Council for the 2019 Town Council elections.

14. Non-Cheque Payments

To receive a list of non-cheque payments made by the Council during the period 1 to 30 September 2020 (attached).

15. Update from Working Groups:

- a) Neighbourhood Plan Steering Group
- b) Stone Area Parish Liaison Group
- c) Traffic Management in Stone Working Group
- d) Promotion of Stone working Group

16. 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 – Mayor & J. Davies

Age Concern Stone & District – Cllrs: T. Adamson & C. Thornicroft

Stafford & Stone Access Group – Cllr T. Kelt

Stone Common Plot Trustees – Cllrs: Mrs J. Hood, R. Kenney & T. Adamson

Stone Community Hub Liaison Group – Cllrs: Mrs J. Hood, M. Hatton & J. Powell

SPCA Executive Committee – Cllr M. Green

Members of the public are welcome to attend the General Purposes Committee meeting as observers and/or to make representations to the committee in accordance with the Council's scheme of public participation. Details of the scheme are displayed in the Council's notice boards and website.

Stone Town Council – General Purposes Committee

Minutes of the meeting held virtually, on Tuesday 6 October 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: J. Davies, Mrs L. Davies, I. Fordham, M. Green, J. Hickling, Mrs J. Hood,
T. Kelt, J. Powell, C. Thornicroft and R. Townsend

ABSENT: Councillors: T. Adamson, K. Argyle, A. Best, Mrs A. Burgess, Mrs K. Dawson,
M. Hatton and P. Leason

GP20/260 Apologies

Apologies were received from Councillors: K. Argyle, Mrs K. Dawson and
P. Leason

GP20/261 Declarations of Interests

Councillor J. Davies declared a personal interest in item 8 (Minute Number
GP20/267) - Requests for grants from local organisations: 2352 (Stone) Squadron
ATC

Councillor R. Kenney declared a personal interest in item 8 (Minute Number
GP20/267) - Requests for grants from local organisations: Crown Wharf Theatre

Councillor R. Kenney declared a personal interest in item 10 (Minute Number
GP20/269) - Town Centre Christmas Trees

Councillor Mrs J. Hood declared a personal interest in item 8 (Minute Number
GP20/267) - Requests for grants from local organisations: Crown Wharf Theatre

Councillor Mrs J. Hood declared a personal interest in item 10 (Minute Number
GP20/269) - Town Centre Christmas Trees

Councillor I. Fordham declared a personal interest in item 10 (Minute Number
GP20/269) - Town Centre Christmas Trees

Councillor M. Green declared a personal interest in item 8 (Minute Number
GP20/267) - Requests for grants from local organisations: Stone Lions Club

Councillor M. Green declared a personal interest in item 10 (Minute Number
GP20/269) - Town Centre Christmas Trees

GP20/262 Requests for Dispensations

None

* 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.

County Councillor Mrs J. HoodNitrous Oxide

Councillor Mrs Hood advised the Committee that at the last full County Council meeting a question had been raised about the County's strategy to help tackle the misuse of nitrous oxide in communities across Staffordshire. She said that there was a problem in all areas of Stone.

Councillor Mrs Hood informed the Committee that there was an increase in crime in Stone and CCTV coverage of properties being broken into suggests that many burglars are drug fuelled.

Councillor Mrs Hood said that she would be writing to Sir Bill Cash, MP, and will be working with County Councillor J. Price in arranging to work with the Criminal Justice Service and the Staffordshire Constabulary. She expressed her opinion that Police officers in Stone and Staffordshire are stretched and under resourced to deal with this issue.

Free Parking in Stone

Councillor Mrs Hood advised the Committee that she had spent most of Saturday in the High Street talking to traders, visitors and residents who were thrilled that parking was free on Saturdays and would continue to be, on the run up to Christmas. The B & M and Crown Hotel car park is not free and arrangements need to be made to ensure this is very clear. She was disappointed that many people are still paying for their parking and hopes that Stone Town Council will speak to Stafford Borough Council to sort the problem out.

Councillor Mrs Hood thanked Stone Town Council for funding the free town parking which will encourage more visitors and spending power to Staffordshire and Stone, where traders are working hard to keep everyone safe and provide a great experience for all.

Farmers Market

Councillor Mrs Hood informed the Committee that on Thursday she and Councillor Kenney were able to meet with the Borough Council and arrange for the Farmer's Market to come back into the High Street.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

Representations from Members of the Public

None

Minutes

RESOLVED:

- a) That the minutes of the General Purposes Committee meeting held on 22 September 2020 (Minute No's GP20/247 – GP20/259), be approved as a correct record.

GP20/266 Minutes of Sub-Committees

RESOLVED:

- a) Management Sub-Committee held on 22 September 2020 (Minute Numbers MAN20/036 – MAN20/040), that the draft minutes be noted.

GP20/267 Requests for Grants from Local Organisations

2352 (Stone) Squadron Air Training Corps

The Committee considered the grant application from 2352 (Stone) Squadron Air Training Corps requesting £500 towards the cost of purchasing air rifles for cadet Weapon Training.

RESOLVED: To award £500 to 2352 (Stone) Squadron Air Training Corps.

Crown Wharf Theatre

This application had been withdrawn by Crown Wharf Theatre prior to the meeting.

Douglas Macmillan Hospice

The Committee considered the grant application from Douglas Macmillan Hospice requesting £200 to provide specialist nursing care to patients, either at home or in the In Patient Unit.

RESOLVED: To decline the award of a grant to Douglas Macmillan Hospice.

Kibblestone District Scout Council

The Committee considered the grant application from Kibblestone District Scout Council requesting £500 towards the costs of maintaining and running Kibblestone International Scout Camp.

RESOLVED: To award £500 to Kibblestone District Scout Council.

Stafford Samaritans

The Committee considered the grant application from Stafford Samaritans requesting £200 to cover the costs of recruiting, training and retention of new volunteers.

RESOLVED: To award £200 to Stafford Samaritans.

Stone Lions Club

The Committee considered the grant application from Stone Lions Club requesting £500 for prostate screening which this year due to the Coronavirus pandemic has involved subsidising the purchase of Home Test Kits as an alternative to a Prostate Screening event.

RESOLVED: To award £500 to Stone Lions Club.

Stone Radio

The Committee considered the grant application from Stone Radio requesting £220 to support a gap in its finances following the Covid-19 pandemic and inability to undertake traditional fundraising activities.

* Items marked with an asterisk refer to reports or papers circulated with the agenda or distributed at the meeting. They are attached as an appendix to the signed copy of the Council minutes.

RESOLVED: To award £220 to Stone Radio.

GP20/268 Budget Review

The Committee considered the report* of the Town Clerk which considers the Council's budget for the current year and the impact of any significant changes since the precept was approved in February 2020.

RESOLVED: That the Council's current financial position for 2020-21, outlined in the Town Clerk's report, is noted and kept under review.

RESOLVED: That the Town Clerk is authorised to make the necessary adjustments to the approved budget to reflect the figures in the report.

GP20/269 Town Centre Christmas Trees

Councillor J. Davies took the chair for this item as the Chairman and Deputy Chairman had declared interests at the start of the meeting.

Councillor Davies reminded the Committee about the usual arrangements for decorating the High Street at Christmas and that this year would be different as a consequence of the Covid-19 pandemic.

The Committee agreed that it would like to see the town appropriately festooned with lights and considered a proposal to pay for the purchase of all Christmas trees to be installed in the High Street. Stone in Bloom would install them and provide the LED batteries.

RESOLVED: That the Town Council agrees to pay up to £1,500 to Stone in Bloom for the purchase (and installation) of 90 to 100 Christmas trees during the festive season 2020.

Councillor Kenney resumed his role in the Chair.

GP20/270 Nominations for SPCA Executive Committee

The Committee considered an invitation to nominate a representative to stand for election to Staffordshire Parish Councils Association's Executive. It was noted that the election would be taking place at the Association's AGM on the evening of 7th December.

RESOLVED: That no nomination be made as Councillor Green is already a representative (and a second representative would only be appointed from Stone if no nominations are received from other parishes in the Stafford Borough).

GP20/271 Speed Limit Near Schools

The Committee considered the need to request that a 20mph speed limit is imposed on roads serving schools in Stone.

Members expressed their concerns about the daily traffic and safety issues that occur at school start and finish times and agreed that although the problems are far reaching, a lower speed limit would be helpful.

* 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 Clerk writes to Staffordshire County Council asking the authority to consider introducing a 20 mph speed limit across schools in Stone (who don't already have the lower speed limit) at start and finish times.

GP20/272 Non-Cheque Payments

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

GP20/273 Update from Working Groups:

Neighbourhood Plan Steering Group

Councillor Mrs Hood confirmed that there had been no meeting.

Councillor Kenney advised that the Town Council is waiting for the referendum to be arranged but it was not known if elections would be held in May 2021.

Stone Area Parish Liaison Group

The Chairman of the Liaison Group, Councillor Davies, advised that the next meeting would be held virtually next week. Items on the agenda included policing issues, how town and parish councils have dealt with the Covid-19 crisis and Stafford Borough Council's planning consultation process. A full report will be given to the Committee in November 2020.

Traffic Management in Stone Working Group

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

Promotion of Stone Working Group

Councillor Kenney advised the Committee that a meeting would be held as soon as the paperwork for co-opted working group representatives had been received.

GP20/274 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 meeting had taken place.

Age Concern Stone & District

Councillor Thornicroft advised the Committee that no meeting had taken place but a meeting was scheduled for Monday 16 October.

Stafford & Stone Access Group

Councillor T. Kelt advised the Committee that no meeting had taken place but a meeting was planned for next week.

Stone Common Plot Trustees

Councillor Kenney confirmed that a meeting was scheduled for tomorrow.

Stone Community Hub Liaison Group

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

* Items marked with an asterisk refer to reports or papers circulated with the agenda or distributed at the meeting. They are attached as an appendix to the signed copy of the Council minutes.

SPCA Executive Committee

Councillor Green advised the Committee that there had been no meeting of the Executive Committee.

Prior to the close of the meeting Town Councillors gave thanks and expressed their appreciation to Christine Parton who is retiring from her Assistant Town Clerk (Business and Finance) role after 23 years of dedicated and conscientious service.

CHAIRMAN

Stone Town Council – Estates Sub-Committee

Minutes of the meeting held virtually on Tuesday 13 October 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 I. Fordham in the Chair and
Councillors: A. Best, Mrs L. Davies, M. Green, Mrs J. Hood, R. Kenney,
C. Thornicroft and R. Townsend

By Chairman's invitation: Councillor P. Leason

ABSENT: Councillors: M. Hatton

EST20/024 Apologies

No apologies were received

EST20/025 Declarations of Interest and Requests for Dispensations

None received

EST20/026 Representations from Members of the Public

None received

EST20/027 Minutes of Previous Meeting

That the minutes of the Estates Sub-Committee meeting held on the 7 January 2020 (Minute Numbers EST20/016 – EST20/023), be approved as a correct record.

EST20/028 Update on Frank Jordan Centre

The Chairman provided the Sub-Committee with an update on the Frank Jordan Centre.

The Chairman advised the Sub-Committee that the Centre had been closed during lockdown except for use by Stone Community Hub, to enable the charity to continue operating its food bank. The Hub had expanded into the St Michael's Suite at a time when there was an unprecedented demand for food parcels from local residents.

* 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.

The Chairman confirmed that the Hub had now moved out of St Michael's Suite and back into the Walton Suite (where the office area continues to be used as a foodbank) freeing up St Michael's Suite for rental once again.

The Committee was informed that in addition to supporting the Hub the opportunity had been taken to carry out significant works in Christchurch Suite to upgrade its condition. The work is now complete and provides a high quality community centre which can be utilised by local residents when conditions allow.

The Committee was also informed that several other upgrades have taken place including installation of Wi-Fi, improvements to signage on the centre and entrance to the car park, cleaning of the car park, repairing damaged brickwork and replacing a section of defective roof.

The Chairman advised the Committee that the Frank Jordan Centre is now beginning to see the return of hirers and an increase in enquiries, which are being accepted subject to Covid-19 requirements.

EST20/029 Reports of Working Groups

Market Strategy (Market Pricing & Strategy)

The Chairman advised the Sub-Committee that the Market Strategy Working Group had not met due to the Covid-19 pandemic.

Councillor Fordham confirmed that the Farmer's Market was scheduled to return to the High Street in November when the working group would be in a better position to review the operation of the town's markets.

Use of Frank Jordan Centre and Stone Station

The Chairman advised the Committee that no meeting of the Community Centres Working Group had taken place.

Councillor Fordham advised that he had given an update on the Frank Jordan Centre earlier in the meeting and Stone Station Community Centre was operating within Covid-19 guidelines.

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.

Stone Town Council – Environment Sub-Committee

Minutes of the meeting held virtually on Tuesday 13 October 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 P. Leason in the Chair and
Councillors: Mrs A. Burgess, M. Green, T. Kelt, R. Kenney and R. Townsend

By Chairman's invitation: Councillors: I. Fordham and Mrs J. Hood

ABSENT: Councillors: T. Adamson, K. Argyle, M. Hatton and J. Powell.

ENV20/031 Apologies

Councillors: T. Adamson, K. Argyle and J. Powell

ENV20/032 Declarations of Interest and Requests for Dispensations

None received

ENV20/033 Representations from Members of the Public

None

ENV20/034 Minutes of Previous Meeting

That the minutes of the Environment Sub-Committee meeting held on the 17 December 2019 (Minute Numbers ENV20/024 – ENV20/030), be approved as a correct record.

ENV20/035 Highways Grounds Maintenance

The Sub-Committee considered the content of an email received from Staffordshire County Council in response to an enquiry made by the Town Clerk about uncultivated areas of land in Stone. The General Purposes Committee on 2 July 2019 had resolved to request a complete list of highways land/sites held and to seek clarification about the County's plans with regard to commencement of a future maintenance program.

The General Purposes Committee had also resolved that the Environment Sub-Committee be asked to consider the County's response and recommend a course of action to the Town Council.

The Sub-Committee was advised that Staffordshire County Council had supplied

a list of sites currently maintained by County Highways but it did not hold a record of sites that are owned but not maintained as part of the cyclical maintenance program.

It was agreed that Town Councillors be asked to record and forward a list of uncultivated sites (adjoining the public highway) to the Town Council office.

RECOMMENDED: That the Town Council liaises with the County Council to establish whether the uncultivated sites identified in Stone are under County ownership, and if so, request they be added to the database for future maintenance.

ENV20/036 Reports of Working Groups

a) Plastic Free Community/Single Use Plastics Working Group

The Chairman invited Councillor Townsend to provide a verbal summary of the work of the Single Use Plastics Working Group.

Councillor Townsend confirmed that there was no report of the Single Use Plastics Working Group as the paper produced by the Environmental Issues Working Group (to follow in the next item on the agenda) was proposing that the activities of the two working groups are merged as the causes of both are very closely aligned.

b) Environmental Issues Working Group

The Sub-Committee considered the content of the Environmental Issues Working Group Progress Report* produced by Councillor Kelt.

The written report of the Working Group had been issued with the agenda for the meeting.

The Sub-Committee noted the content of the Progress Report and made the following points:

Internal Energy Audit and Action Plan (point 1)

Councillor Townsend advised the Sub-committee that as the properties the Town Council occupies and operates from are not owned by the Town Council, for an energy audit to be a worthwhile exercise there would need to be some confidence that the proposals for the buildings stand a chance of being actioned by the owners.

The Town Clerk informed the Sub-Committee about a previous experience where proposals with regard to fire safety requirements and recommendations of a fire safety audit had not been actioned.

Councillor Townsend suggested the Working Group consider whether the energy audit should be limited to items the Town Council is able to

control and action directly.

Terms of Reference (point 2)

Councillor Kelt confirmed that the Working Group recommends the Town Council considers environmental issues in all areas of its activities and the best way of doing this was to write the requirement into the terms of reference which would govern the work of all Committees and Sub-Committees consistently.

Younger Generation (point 4)

Councillor Kelt advised that the Working Group recommends that the Town Council engages with the public only when it is allowed to do so as it would not wish to suggest overburdening schools who are already working in very difficult circumstances through the pandemic.

Councillor Kelt said the Working Group would like to establish as a fact finding exercise what initiatives are already underway in order to identify the people to involve in community action groups at a later date.

It was agreed that the Working Group liaise with the Town Clerk in order to obtain costings for some of the proposals made in the report.

ENV20/037 Crown Meadow Improvements

The Chairman provided an update on the proposed improvements to Crown Meadow. Councillor Leason said that he had spoken to the grounds maintenance contractor who had been unable to carry out work earlier in the year due to the various Covid-19 restrictions. As the nature of the work is seasonal, mainly taking place between October and March, it would begin within the next few weeks.

The Sub-Committee raised questions about the rationale behind the recommendation to remove Willow and Silver Birch trees which had been considered unsuitable for Crown Meadow (reference Minute Number ENV20/029). The Chairman gave reassurances that he would be consulting the Borough Council's Biodiversity Officer again, and would involve Staffordshire Wildlife Trust, in seeking clarification.

The Chairman reminded the Sub-Committee that the proposals for Crown Meadow had included planting new trees to hide the Marks and Spencer Food Hall and entrance.

The Sub-Committee agreed that some elements of the proposal should be revisited due to the time that had lapsed (due to the Covid-19 pandemic) since the site survey had been undertaken. The Chairman said that a report would be given at the next meeting.

Chairman

Purpose of Report

1. To inform the Committee of the Council's current financial position compared with its budget for the year, and to recommend action in any areas of concern.

Background

2. The Council's budget was approved in February 2020. Good financial management requires the Council to:
 - a. Keep the amount of the budget that it requires under review,
 - b. Monitor spending and income against budget projections, and,
 - c. Take appropriate action to ensure that the Council's financial stability is maintained.
3. This one of a series of regular reports which are presented to the General Purposes Committee on a broadly quarterly basis. The reports consider the Council's financial position at the end of the most recent month available at the time the report is written. On this occasion, the report considers the position as at the end of September 2020.
4. The report will first look at any adjustments proposed to the budget for 2020-21. It will then highlight any areas where net spending differs from that planned in the budget and focus on the income received from the Council's major income generating activities.
5. Finally, the report will list spending by the Council (excluding salaries, salary related costs and the Mayor's Charity Fund) for the period since the last budget monitoring report for Members' information.

Adjustments to 2020-21 Budget

6. The meeting of the Council on 4th August 2020 considered the final accounts for 2019-20 and approved a number of unspent budgets to be rolled over into the current year. These rollovers have now been added to the approved budget of the Council. In addition, budget changes considered at the 6th October General Purposes Committee as part of the budget review report have also been added.
7. Appendix A sets out the agreed budget adjustments and the consequent changes to the current approved budget.

Comparison of Budget with Actual Spending and Income

8. Appendix B sets out a comparison of the budget to date with spending up to the end of September 2020. The budget to date has been estimated with reference to spending patterns in the previous year and other available information, but is a fairly broad estimate with a significant margin for error in most areas of the budget. Nevertheless it is a good starting point for identification of potential problems.
9. Members should note that positive numbers in the table reflect expenditure or an adverse variance (overspend), whereas negative numbers represent income or a favourable variance (underspend).
10. Overall, at the end of September 2020, net spending was £107,991 compared with a budget up to that time of £116,259 – a net underspending to date of £8,268.
11. As a review of major issues was considered by the Committee last month, and budgets adjusted as a result, there are only a limited set of further variations identified within this report. These are set out below.
12. Significant adverse variances are:
 - a. Frank Jordan Centre Income (£3,502): This relates mainly to income due from the Hub for the period April to September 2020. The Hub were not, however, invoiced until late September and payment is expected in the near future.
 - b. Administration (£2,441): The overspending relates to the significantly higher take up of iPads by Councillors than expected, with last year's budget forecasting a take up of six out of 18 Councillors, and the actual figure being 16 out of 18.

Last year's overspending was rolled forward into this year to offset against reductions in paper, printing and other related costs. The overspend will, however, need to be balanced by these additional savings over the life of the current Council, not just this year, so part will be rolled forward to be offset against future budgets.
13. Significant favourable variances are:
 - a. Remembrance Sunday and War Memorials (£5,000): This is the amount set aside in the budget for renovation work to the war memorial, which has not been carried out this year. It can be rolled forward to allow work to be undertaken in a future year.
 - b. Miscellaneous (£3,147): This budget forms a contingency for unforeseen events, so can often be underspent during the year. Part of the underspend on this occasion, however, relates to the grant for the Stone Helpline, which was paid in advance and has not yet been fully utilised.
14. It can thus be seen at this stage that, other than as reported to the Committee as part of last month's budget review, costs are generally under control, though actual net spending varies from the estimated approved budget to date in some areas.

Income from Major Income Generating Activities

15. Income from the Frank Jordan Centre, Stone Station and the Town Market together represents almost 15% of the Council's total income. Virtually all of the remaining income is fixed in advance of the year (Precept/Concurrent Functions Allowance), but this 15% can vary within the year in accordance with the Council's success with letting its community centres and market stalls.
16. With this in mind, Members need to closely monitor these income items to ensure that its budget remains in balance.
17. Attached at Appendix C are a set of graphs showing a comparison of income received to date with the level anticipated for each month. These budgets were reviewed last month and revised to reflect the current position. Whilst it must be remembered that the way the income has been profiled is still quite crude, the graphs are showing a position where income is below target for the Frank Jordan Centre and broadly on target for the Station and the Town Market.

Council Spending

18. Appendix D lists all spending (excluding salaries, salary related costs and the Mayor's Charity Fund) for the period since the last budget monitoring report for Members' information.

Recommendations

19. The Committee is recommended to:
 - a. Note the approved adjustments to the Council's budget set out at Appendix A.
 - b. Note the Council's performance against budget at the end of September 2020.
 - c. Note the details of the Council's spending since the last budget monitoring report.
 - d. Consider any action it wishes to take in the light of the information within this report.

Stone Town Council

Budget Adjustments 2020-21

	Contribution to (from) Reserves £	Frank Jordan Centre £	Stone Station £	Shelters & Street Furniture £	Building Maint'ce £	Grounds Maint'ce £	Allotments £	Christmas Lights £	Grants £	Admin £	Heritage Centre (Capital) £	Markets £	Car Parks £	Tourism £	Misc Expenses £	£	£
Council 4th August 2020																	
Rollover re Frank Jordan Centre	-2,415	2,415															
Rollover re Stone Station	-1,520		1,520														
Rollover re Bus Shelters & Street Furniture	-1,125			1,125													
Rollover re Building Maintenance	-9,700				9,700												
Rollover re Grounds Maintenance	-1,200					1,200											
Rollover re Allotments	-1,350						1,350										
Rollover re Christmas Lights	-1,100							1,100									
Rollover re Grants	-2,365								2,365								
Rollover re Administration	4,900									-4,900							
Rollover re Stone Heritage Centre (Capital)	-125,000										125,000						
GP Committee 6th October 2020																	
FJC - Lost Income	-5,460	5,460															
FJC - Additional Expenditure	-340	340															
Station - Lost Income	-3,440		3,440														
Station - Additional Expenditure	-2,160		2,160														
Markets - Lost Income	-13,600											13,600					
Markets - Reduced Expenditure	5,900											-5,900					
Car Parking	-5,000												5,000				
Christmas Lights	-6,500							6,500									
Tourism & Town Promotion	16,000													-16,000			
Administration	-2,130									2,130							
Miscellaneous Expenditure	-1,000														1,000		
TOTAL	-158,605	8,215	7,120	1,125	9,700	1,200	1,350	7,600	2,365	-2,770	125,000	7,700	5,000	-16,000	1,000	0	0
Original Budget	-52,538	3,500	9,740	7,900	10,000	16,600	60	19,000	8,000	23,000	55,000	-10,400	0	23,600	5,000		
Current Budget	-211,143	11,715	16,860	9,025	19,700	17,800	1,410	26,600	10,365	20,230	180,000	-2,700	5,000	7,600	6,000	0	0

Stone Town Council

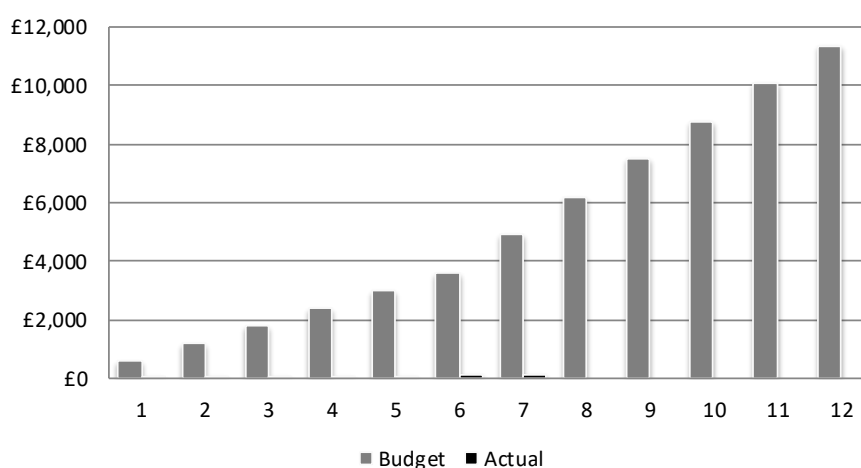
Budget Monitoring Statement 2020-21

Appendix B

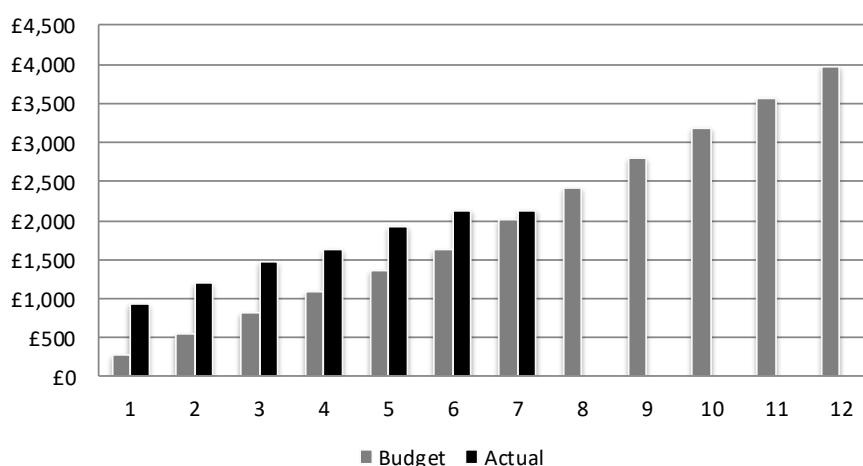
Revenue Account to End of Period 6 Sep-20

	Original Budget £	Current Budget £	Budget to Date £	Actual to Date £	Variance to Date £	Budget Remaining £
Major Income Generating Activities						
Frank Jordan Centre						
Income	-16,800	-11,340	-3,600	-98	3,502	-11,242
Expenditure	20,300	23,055	10,527	9,731	-796	13,324
Net	3,500	11,715	6,927	9,633	2,706	2,082
Stone Station						
Income	-7,400	-3,960	-1,632	-2,115	-483	-1,845
Expenditure	17,140	20,820	8,650	8,498	-152	12,322
Net	9,740	16,860	7,018	6,383	-635	10,477
Town Market						
Income	-20,100	-6,500	-2,300	-2,831	-531	-3,669
Expenditure	9,700	3,800	1,200	1,790	590	2,010
Net	-10,400	-2,700	-1,100	-1,041	59	-1,659
Other Activities						
Stone Heritage Centre	20,000	20,000	0	0	0	20,000
Car Parking	0	5,000	0	0	0	5,000
Bus Shelters & Street Furniture	7,900	9,025	1,200	797	-403	8,228
Public Conveniences	0	0	0	0	0	0
Street Lighting	600	600	100	140	40	460
Dog & Litter Bins	700	700	350	370	20	330
Joules Clock	300	300	150	0	-150	300
Town Electricity Supply	400	400	200	115	-85	285
Building Maintenance	10,000	19,700	0	0	0	19,700
Grounds Maintenance	16,600	17,800	8,500	7,885	-615	9,915
Crown Meadow Improvements	5,935	5,935	535	0	-535	5,935
Westbridge Park	0	0	0	0	0	0
Allotments	60	1,410	-1,400	-1,884	-484	3,294
Environmental Initiatives	2,750	2,750	0	0	0	2,750
Christmas Lights	19,000	26,600	12,000	11,973	-27	14,627
Advertising	0	0	0	0	0	0
Tourism & Town Promotion	23,600	7,600	1,200	1,174	-26	6,426
Community Bus	0	0	0	0	0	0
Grants to Outside Bodies	8,000	10,365	0	0	0	10,365
Salaries & Employment Costs	158,300	158,300	79,150	78,760	-390	79,540
Accommodation	4,500	4,500	450	458	8	4,042
Insurances	6,700	6,700	7,800	7,220	-580	-520
Administration	23,000	20,230	10,115	12,556	2,441	7,674
Audit & Legal Fees	2,000	2,000	-800	-995	-195	2,995
Town Council Elections	0	0	-26,636	-26,636	0	26,636
Allowances - Mayor & Deputy Mayor	3,300	3,300	1,650	1,267	-383	2,033
Regalia & Presentations	500	500	250	47	-203	453
Civic Activities	1,700	1,700	850	90	-760	1,610
Remembrance Sunday & War Memorials	7,000	7,000	5,000	0	-5,000	7,000
Miscellaneous	5,000	6,000	3,000	-147	-3,147	6,147
Interest	-500	-500	-250	-174	76	-326
Neighbourhood Plan	7,900	7,900	0	0	0	7,900
Stone Heritage Centre (Capital)	55,000	180,000	0	0	0	180,000
Total	393,085	551,690	116,259	107,991	-8,268	443,699
Precept & Financing	-340,547	-340,547	-170,273	-170,254	19	
Contribution to (from) Reserves	-52,538	-211,143	54,014	62,263	8,249	

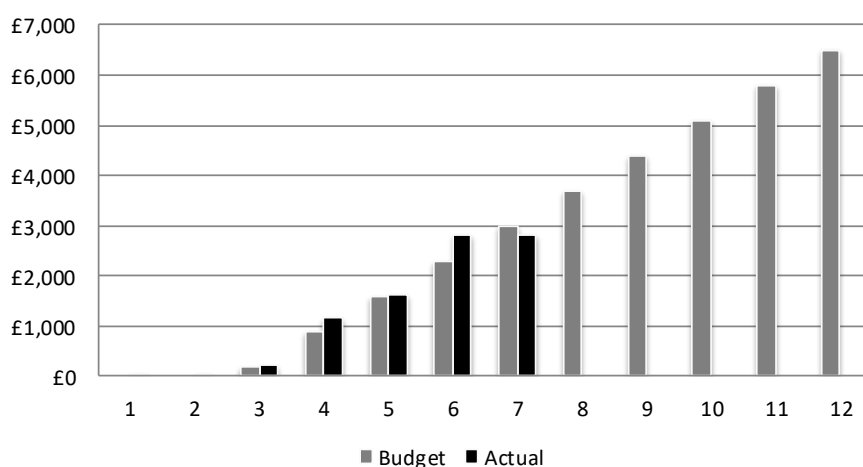
Frank Jordan Centre Income 2020-21



Stone Station Income 2020-21



Town Market Income 2020-21



Stone Town Council

Spending 1st April 2020 to 30th September 2020

Date	Reference	Supplier	Description	Amount	Month
01/04/2020	D/Dbt 001/20	Prism Solutions	Analogue line - FJC	£46.69	Apr-20
01/04/2020	ER 002/20	Digital ID Limited	Refund - badge machine - helpline	-£1,121.28	Apr-20
02/04/2020	Elec 001/20	Urban Vision	Adv/ supp re Reg 16. Mtgs with SBC	£1,837.50	Apr-20
03/04/2020	Elec 001/20	Veolia ES (UK) Ltd	Waste collection - STN - Mar 20	£107.43	Apr-20
03/04/2020	Elec 001/20	Veolia ES (UK) Ltd	Waste collection - FJC - Mar 20	£119.43	Apr-20
03/04/2020	D/Dbt 001/20	Stafford Borough Council	Rates - FJC	£435.30	Apr-20
03/04/2020	D/Dbt 001/20	Stafford Borough Council	Rates - MKT	£51.42	Apr-20
03/04/2020	D/Dbt 001/20	Stafford Borough Council	Rates - STN	£220.50	Apr-20
06/04/2020	Elec 001/20	Panda Press (Stone) Ltd	Flyers - helpline/ Corona Virus	£150.00	Apr-20
06/04/2020	Elec 001/20	J G Fenn Ltd	Stationery - binders	£84.96	Apr-20
06/04/2020	D/Dbt 001/20	EE	Caretaker's mobile - FJC	£20.87	Apr-20
06/04/2020	D/Dbt 001/20	EE	Caretaker's mobile - STN	£20.87	Apr-20
06/04/2020	Elec 001/20	Virgin Media Business	Tele calls March/ rental April 2020	£49.18	Apr-20
08/04/2020	Elec 001/20	Water Logic	Water machine rental - FJC	£5.00	Apr-20
08/04/2020	Elec 001/20	Water Logic	Water machine rental & supplies- STN	£12.92	Apr-20
08/04/2020	Elec 001/20	Water Logic	Water machine rental & supplies- Office	£19.71	Apr-20
08/04/2020	D/Dbt 001/20	Canva Pty Limited	Upgrade of software HA	£107.88	Apr-20
14/04/2020	D/Dbt 001/20	British Gas Lite	Pill 61 Hg St - elec -28/10/19-29/03/20	£15.63	Apr-20
14/04/2020	D/Dbt 001/20	British Gas	FJC - elec - 24 Feb-23 Mar 20	£108.39	Apr-20
14/04/2020	D/Dbt 001/20	British Gas Lite	Pill 30 Hg St - elec -25/02/20-29/03/20	£10.83	Apr-20
15/04/2020	Elec 003/20	Call Handling Services Ltd	Call centre set up & Qtly charges	£1,575.00	Apr-20
15/04/2020	Elec 003/20	CATS Ltd	Repair to iPad - Cllr Best	£360.00	Apr-20
16/04/2020	D/Dbt 001/20	Zoom Video Comm Inc	Monthly Webinar charge	£55.98	Apr-20
16/04/2020	D/Dbt 001/20	Sage Pay	Transaction charges	£15.00	Apr-20
20/04/2020	Elec 003/20	Stafford Borough Council	Annual Service Charge - 15 Station Rd	£4,160.35	Apr-20
21/04/2020	Elec 003/20	Mrs C Shaw	Reimb - IT book	£18.19	Apr-20
21/04/2020	D/Dbt 001/20	World Pay	Transaction charges	£12.50	Apr-20
21/04/2020	D/Dbt 001/20	World Pay	Transaction charges	£11.64	Apr-20
22/04/2020	Elec 003/20	EDG Security Limited	Take over int al. STN ann monit/ maint	£569.00	Apr-20
23/04/2020	Elec 003/20	Miscellaneous	Reimb for elec used at Walton Shops	£40.00	Apr-20
24/04/2020	D/Dbt 001/20	British Gas	Gas - STN - Feb&Mar 20	£863.77	Apr-20
24/04/2020	D/Dbt 001/20	British Gas	Gas - FJC - Feb&Mar 20	£773.84	Apr-20
24/04/2020	D/Dbt 001/20	British Gas	Elec - STN - Mar 20	£78.91	Apr-20
27/04/2020	D/Dbt 001/20	Prism Solutions	ICT costs	£801.77	Apr-20
28/04/2020	D/Dbt 001/20	Fasthosts Internet Ltd	Gov.uk renewal	£61.00	Apr-20
30/04/2020	Elec 003/20	Panda Press (Stone) Ltd	Flyers - helpline/ Corona Virus	£80.00	Apr-20
30/04/2020	D/Dbt 002/20	NatWest	Bank Charges - April 20	£49.97	Apr-20
01/05/2020	Elec 004/20	B Hygienic Ltd	PPE	£95.00	May-20
01/05/2020	D/Dbt 003/20	Prism Solutions	Analogue line	£46.69	May-20
04/05/2020	D/Dbt 003/20	Stafford Borough Council	Rates - FJC - May 20	£434.00	May-20
04/05/2020	D/Dbt 003/20	Stafford Borough Council	Rates - Mkt Sq - May 20	£52.00	May-20
04/05/2020	D/Dbt 003/20	Stafford Borough Council	Rates - STN - May 20	£225.00	May-20
05/05/2020	Elec 004/20	Veolia ES (UK) Ltd	Waste collection April 20 FJC	£94.53	May-20
05/05/2020	Elec 004/20	Sage UK Ltd	Sage 50 Accounts Subscription 20-21	£1,104.00	May-20
05/05/2020	Elec 004/20	PC World Business	Replacement iPad - Cllr Dawson	£399.16	May-20
05/05/2020	Elec 004/20	Veolia ES (UK) Ltd	Waste collection April 20 STN	£57.92	May-20
07/05/2020	D/Dbt 003/20	EE	Caretaker's mobile - STN	£21.28	May-20
07/05/2020	D/Dbt 003/20	EE	Caretaker's mobile - FJC	£21.28	May-20
11/05/2020	Elec 005/20	Stafford Borough Council	Qtly rent 15 Stn Rd	£150.00	May-20
11/05/2020	Elec 005/20	Virgin Media Business	Broadband charges - April 20	£51.75	May-20
12/05/2020	D/Dbt 003/20	British Gas Lite	Pill - 61 High St	£11.68	May-20
12/05/2020	Elec 005/20	Miscellaneous	Qtly charge - fire alarm line - FJC May-Jul 20	£105.60	May-20
12/05/2020	Elec 005/20	Miscellaneous	Fire alarm line - STN cancel - final charge	£22.22	May-20

12/05/2020	D/Dbt 003/20	British Gas Lite	Pill - 30 High St	£5.66	May-20
13/05/2020	Elec 005/20	NPower Ltd	Elec - xmas lights 2019	£1,244.61	May-20
14/05/2020	Elec 005/20	Water Logic	Water machine rental - STN	£5.50	May-20
14/05/2020	Elec 005/20	Water Logic	Water machine rental - Office x 2	£11.55	May-20
14/05/2020	Elec 005/20	Water Logic	Water machine rental - FJC	£5.00	May-20
14/05/2020	Elec 005/20	Virgin Media Business	Broadband charges - May 20	£51.75	May-20
18/05/2020	D/Dbt 003/20	Sage Pay	Transaction charges - April 20	£15.00	May-20
18/05/2020	D/Dbt 003/20	Fasthosts Internet Ltd	.org.uk domain renewal	£20.98	May-20
18/05/2020	D/Dbt 003/20	British Gas	Elec - FJC - 24 Mar-23 Ap 20	£81.46	May-20
19/05/2020	D/Dbt 003/20	World Pay	Transaction charges - April 20	£9.99	May-20
19/05/2020	D/Dbt 003/20	World Pay	Transaction charges - Manage Serv Fee - April 20	£12.50	May-20
19/05/2020	D/Dbt 003/20	Zoom Video Comm Inc	Monthly Webinar charge	£55.98	May-20
20/05/2020	ELEC 007/20	Lawrence Davis	Domain registration stonetwoncouncil.gov.uk	£61.00	May-20
20/05/2020	ELEC 007/20	Jones & Shuffs	Replacement architrave	£14.28	May-20
26/05/2020	D/Dbt 004/20	British Gas	Gas - STN - April 20	£225.28	May-20
26/05/2020	D/Dbt 004/20	British Gas	Gas - FJC - April 20	£267.43	May-20
26/05/2020	D/Dbt 003/20	Prism Solutions	ICT Costs	£714.92	May-20
26/05/2020	D/Dbt 004/20	British Gas	Elec - STN - April 2020	£75.39	May-20
29/05/2020	D/Dbt 005/20	NatWest	Bank charges May 20	£14.70	May-20
01/06/2020	D/Dbt 006/20	Prism Solutions	Inalogue line	£46.69	Jun-20
02/06/2020	Elec 008/20	Christmas Plus	Installation of bunting prior to shops opening	£1,173.56	Jun-20
02/06/2020	Elec 008/20	Christmas Plus	Testing/ addit anchor points	£1,455.48	Jun-20
02/06/2020	Elec 008/20	M J Plant	GM Ap & May/hedge cut canoe club	£3,327.00	Jun-20
03/06/2020	Elec 008/20	Zurich Municipal	Insurance 1 June 20-31 May 21	£6,216.60	Jun-20
03/06/2020	D/Dbt 006/20	Stafford Borough Council	Rates - MKT	£52.00	Jun-20
03/06/2020	D/Dbt 006/20	Stafford Borough Council	Rates - FJC	£434.00	Jun-20
03/06/2020	D/Dbt 006/20	Stafford Borough Council	Rates - STN	£225.00	Jun-20
04/06/2020	Elec 008/20	Mrs C Parton	Reim for black toner - out of stock at Fenns	£34.99	Jun-20
04/06/2020	Elec 009/20	Water Logic	Water cooler rental & charges	£11.55	Jun-20
04/06/2020	Elec 009/20	Water Logic	Water cooler rental & charges	£5.00	Jun-20
04/06/2020	Elec 009/20	Water Logic	Water cooler rental & charges	£5.50	Jun-20
04/06/2020	Elec 008/20	Virgin Media Business	Telephone calls May/ rental June 20	£81.17	Jun-20
05/06/2020	Elec 008/20	Veolia ES (UK) Ltd	Waste collection - STN - May 20	£58.21	Jun-20
05/06/2020	Elec 008/20	Veolia ES (UK) Ltd	Waste collection - FJC - May 20	£70.21	Jun-20
08/06/2020	D/Dbt 006/20	EE	Caretaker's mobile - STN	£21.28	Jun-20
08/06/2020	D/Dbt 006/20	TV Licensing	TV Licence 15 Station Rd	£157.50	Jun-20
08/06/2020	D/Dbt 006/20	EE	Caretaker's mobile - FJC	£21.28	Jun-20
09/06/2020	Elec 009/20	Virgin Media Business	Monthly broadband charges	£51.75	Jun-20
09/06/2020	Elec 009/20	J G Fenn Ltd	Cartridges	£106.68	Jun-20
11/06/2020	Elec 009/20	Ellis Whittam	Insur incl IPT H&S	£79.50	Jun-20
11/06/2020	Elec 009/20	Ellis Whittam	Health & Safety Advisors	£2,315.00	Jun-20
11/06/2020	D/Dbt 007/20	British Gas Lite	Elec pillar 61 High St	£2.81	Jun-20
11/06/2020	D/Dbt 007/20	British Gas Lite	Elec pillar 30 High St	£8.52	Jun-20
12/06/2020	Elec 008/20	Siemens Ltd	Qtly lease rent photocopier 21 Jun-20 Sept 20	£150.00	Jun-20
12/06/2020	D/Dbt 007/20	British Gas	Elec - FJC	£194.65	Jun-20
16/06/2020	Elec 011/20	Staffordshire Tool Hire	Hire of floor sander	£37.50	Jun-20
17/06/2020	D/Dbt 007/20	Zoom Video Comm Inc	Monthly webinar charge	£55.98	Jun-20
17/06/2020	D/Dbt 007/20	Sage Pay	Transaction charges	£15.00	Jun-20
18/06/2020	Elec 011/20	Stafford Borough Council	Installation & removal of High St Bollards	£398.61	Jun-20
18/06/2020	Elec 011/20	Stafford Borough Council	Qtly doggie bin emptying x 6	£138.55	Jun-20
18/06/2020	Elec 011/20	Stafford Borough Council	Qtly emptying of bin on amphitheatre	£46.55	Jun-20
19/06/2020	D/Dbt 007/20	World Pay	Transaction charges	£12.50	Jun-20
19/06/2020	D/Dbt 007/20	World Pay	Transaction charges	£9.99	Jun-20
22/06/2020	D/Dbt 007/20	British Gas	Elec- STN	£146.59	Jun-20
22/06/2020	D/Dbt 007/20	British Gas	Gas - STN	£126.65	Jun-20
22/06/2020	D/Dbt 007/20	British Gas	Gas - FJC	£206.45	Jun-20
22/06/2020	Elec 011/20	BMA Window Cleaner	Cleaning of windows - STN	£25.00	Jun-20
22/06/2020	Elec 011/20	BMA Window Cleaner	Cleaning of windows FJC	£65.00	Jun-20
23/06/2020	Elec 011/20	Mailing room	Qtly rent of frank mach Jul-Set incl	£60.00	Jun-20

23/06/2020	Elec 011/20	Water Plus	Water charges - STN-28 Feb-28 May 20	£189.89	Jun-20
24/06/2020	Elec 011/20	Jones & Shuffs	Architrave & evo stik	£8.64	Jun-20
24/06/2020	Elec 011/20	J G Fenn Ltd	Printer cartridge	£32.12	Jun-20
25/06/2020	D/Dbt 007/20	The Arch Rent Collectors	Qtly Rent of STN building	£1,087.50	Jun-20
25/06/2020	D/Dbt 007/20	Prism Solutions	ICT Costs	£714.92	Jun-20
29/06/2020	Elec 011/20	Staffs Shoe Repair	Keys for allot site	£22.50	Jun-20
30/06/2020	D/Dbt 008/20	NatWest	Bank charges June 2020	£15.05	Jun-20
01/07/2020	D/Dbt 009/20	Prism Solutions	Analogue line rental - FJC	£46.69	Jul-20
03/07/2020	D/Dbt 009/20	Stafford Borough Council	Rates - FJC - July 20	£434.00	Jul-20
03/07/2020	D/Dbt 009/20	Stafford Borough Council	Rates - MKT - July 20	£52.00	Jul-20
03/07/2020	D/Dbt 009/20	Stafford Borough Council	Rates - STN - July 20	£225.00	Jul-20
06/07/2020	Veolia UK	Veolia ES (UK) Ltd	Waste collection FJC - June 20	£69.92	Jul-20
06/07/2020	Veolia UK	Veolia ES (UK) Ltd	Waste collection STN - June 20	£33.31	Jul-20
06/07/2020	Virgin Media Bus	Virgin Media Business	Telephone calls - June 20/ rent July 20	£66.90	Jul-20
07/07/2020	Waterlogic	Water Logic	Water cooler rental - STN	£5.50	Jul-20
07/07/2020	D/Dbt 009/20	EE	Caretaker's mobile - STN	£21.28	Jul-20
07/07/2020	Waterlogic	Water Logic	Water cooler rental - FJC	£5.00	Jul-20
07/07/2020	D/Dbt 009/20	EE	Caretaker's mobile - FJC	£21.28	Jul-20
07/07/2020	Waterlogic	Water Logic	Water cooler rental - office	£11.55	Jul-20
09/07/2020	M J Plant	M J Plant	Removal/ disposal railings carpark FJC	£85.00	Jul-20
09/07/2020	M J Plant	M J Plant	Grounds maintenance - June 2020	£1,509.00	Jul-20
09/07/2020	M J Plant	M J Plant	Supply & fit new tap Mt Rd Allot	£66.61	Jul-20
09/07/2020	D/Dbt 009/20	Information Commissioner's Office	Registration fee - data protection	£35.00	Jul-20
10/07/2020	Stafford Borough Council	Stafford Borough Council	Qtly rent of accom - 15 Station Rd	£150.00	Jul-20
10/07/2020	Michael's Civ Robes	Miscellaneous	Black rosettes - project headstone	£46.50	Jul-20
10/07/2020	Home & Colour	Home & Colour	Velcro for signs	£6.72	Jul-20
13/07/2020	Mrs C Shaw	Mrs C Shaw	Velcro for signs	£6.73	Jul-20
13/07/2020	Virgin Media Business	Virgin Media Business	Monthly broadband charge	£51.75	Jul-20
13/07/2020	D/Dbt 009/20	British Gas Lite	Pillar - 30 High St	£8.80	Jul-20
13/07/2020	D/Dbt 009/20	British Gas Lite	Pillar - 61 High St	£11.35	Jul-20
14/07/2020	Black Rose Solutions Ltd	Sandra Morris	Internal Audit 2019 -20	£175.30	Jul-20
14/07/2020	CAM TEC Ltd	CAM-TEC LTD	Call out to CCTV FJC	£80.00	Jul-20
15/07/2020	20/001	Miscellaneous	Refund - Civ Din Tkts - cancelled Covid-19	£90.00	Jul-20
16/07/2020	D/Dbt 009/20	British Gas	Electricity supply - STN	£96.10	Jul-20
17/07/2020	D/Dbt 009/20	Sage Pay Europe	Transaction charges	£15.00	Jul-20
17/07/2020	Zoom Video Comm Inc	Zoom Video Comm Inc	Monthly webinars charges	£55.98	Jul-20
17/07/2020	British Gas	British Gas	Elec supply - FJC	£189.03	Jul-20
20/07/2020	Elec 013/20	Call Handling Services Ltd	WCC renewal (9mths) call ctre	£703.12	Jul-20
20/07/2020	Elec 013/20	Miscellaneous	Reim for tables not provided	£19.99	Jul-20
21/07/2020	Worldpay	World Pay	Transaction charges	£12.50	Jul-20
21/07/2020	Worldpay	World Pay	Transaction charges	£9.99	Jul-20
22/07/2020	British Gas	British Gas	Gas supply - STN June 20	£119.12	Jul-20
22/07/2020	British Gas	British Gas	Gas supply - FJC June 20	£159.19	Jul-20
27/07/2020	Elec 013/20	Staffordshire County Council	Hosting/ manage website	£500.00	Jul-20
27/07/2020	Elec 013/20	Call Handling Services Ltd	Call charges VCC - June 20	£18.25	Jul-20
27/07/2020	Prism Solutions	Prism Solutions	ICT costs	£714.92	Jul-20
28/07/2020	Elec 013/20	J G Fenn Ltd	Sneeze sceen	£116.69	Jul-20
29/07/2020	British Gas	British Gas	Gas supply - FJC July 20 final	£44.46	Jul-20
30/07/2020	Pozitive Energy	Pozitive Energy	Elec supply - FJC - July 20 new supply	£90.78	Jul-20
30/07/2020	Elec 013/20	Trudy Williams	Reimb for hand sanitisers - office	£12.55	Jul-20
30/07/2020	Elec 013/20	Trudy Williams	Reimb for postage	£12.92	Jul-20
31/07/2020	British Gas	British Gas	Gas supply STN -July 20 final	£44.42	Jul-20
31/07/2020	D/Dbt 011/20	NatWest	Bank charges	£25.55	Jul-20

31/07/2020	Elec 013/20	R Mountfords	Wood filler & finish	£17.48	Jul-20
03/08/2020	Elec 014/20	Oak Tree Farm Rural Project	Donation in lieu of allotment judging	£75.00	Aug-20
03/08/2020	Elec 014/20	J G Fenn Ltd	Stationery	£59.66	Aug-20
03/08/2020	D/Dbt 012/20	Stafford Borough Council	Rates - STN	£225.00	Aug-20
03/08/2020	D/Dbt 012/20	Stafford Borough Council	Rates - FJC	£434.00	Aug-20
03/08/2020	D/Dbt 012/20	Prism Solutions	Analogue line - FJC	£46.69	Aug-20
03/08/2020	D/Dbt 012/20	Stafford Borough Council	Rates - MKT	£52.00	Aug-20
04/08/2020	Elec 014/20	B Hygienic Ltd	Hand sanitiser refills - FJC	£95.00	Aug-20
04/08/2020	Elec 014/20	B Hygienic Ltd	Hand sanitiser refills - STN	£32.00	Aug-20
04/08/2020	Elec 014/20	B Hygienic Ltd	Hand sanitiser refills - offices	£42.00	Aug-20
05/08/2020	Elec 014/20	Current Electrical & Property Services	Installation of marquees - July 20	£475.00	Aug-20
06/08/2020	Elec 014/20	Veolia ES (UK) Ltd	Waste collection - STN - July 20	£58.21	Aug-20
06/08/2020	Elec 015/20	Water Logic	Water machine charges - FJC	£5.00	Aug-20
06/08/2020	Elec 015/20	Water Logic	Water machine charges - offices	£18.53	Aug-20
06/08/2020	Elec 015/20	Water Logic	Water machine charges - STN	£5.50	Aug-20
06/08/2020	Elec 014/20	Staffordshire Parish Councils' Association	Councillor training	£25.00	Aug-20
06/08/2020	Elec 015/20	MEB Total Ltd	Qtly fire alarm test	£199.50	Aug-20
06/08/2020	Elec 014/20	Veolia ES (UK) Ltd	Waste collection - FJC - July 20	£70.21	Aug-20
06/08/2020	D/Dbt 012/20	EE	Caretaker's mobile - STN	£21.28	Aug-20
06/08/2020	D/Dbt 012/20	EE	Caretaker's mobile - FJC	£21.28	Aug-20
06/08/2020	Elec 015/20	R Mountfords	Sundries - DIY	£15.48	Aug-20
06/08/2020	Elec 015/20	MEB Total Ltd	6 mthly lighting test - FJC	£124.50	Aug-20
07/08/2020	Elec 015/20	West Midlands Employers	Employment services	£500.00	Aug-20
11/08/2020	Elec 015/20	J G Fenn Ltd	Stationery	£86.80	Aug-20
11/08/2020	D/Dbt 012/20	British Gas Lite	Elec Pillar 61 High St	£11.07	Aug-20
11/08/2020	D/Dbt 012/20	British Gas Lite	Elec Pillar 30 High St	£8.52	Aug-20
14/08/2020	Elec 017/20	M J Plant	Grounds maint July 20	£1,509.00	Aug-20
14/08/2020	Elec 017/20	M J Plant	Hedge cutting - Mt Rd Allots	£135.00	Aug-20
14/08/2020	Elec 017/20	M J Plant	Crown Meadow - ann grass cutting/ removal	£381.00	Aug-20
14/08/2020	Elec 017/20	Virgin Media Business	Monthly broadband charges	£51.75	Aug-20
18/08/2020	Elec 017/20	Virgin Media Business	Telephone charges calls July/ rental Aug 20	£58.52	Aug-20
18/08/2020	Elec 017/20	Mr David Littlehales	Reimburse - floor varnish FJC	£38.43	Aug-20
18/08/2020	D/Dbt 012/20	Sage Pay Europe	Transaction charges	£15.00	Aug-20
19/08/2020	D/Dbt 012/20	World Pay	Transaction charges	£9.99	Aug-20
19/08/2020	D/Dbt 012/20	World Pay	Transaction charges	£12.50	Aug-20
19/08/2020	D/Dbt 012/20	World Pay	Transaction charges	£3.02	Aug-20
19/08/2020	D/Dbt 012/20	Zoom Video Comm Inc	Monthly Webinar Charges	£55.98	Aug-20
20/08/2020	Elec 017/20	Canal & River Trust	Wayleave waterpipe in towpath N/C Rd Allot 29.09.20-28.09.21	£250.00	Aug-20
24/08/2020	Elec 017/20	B Hygienic Ltd	Air sanitizer - office	£286.00	Aug-20
25/08/2020	Elec 017/20	Christmas Plus	Christmas lights - installation charge	£6,202.75	Aug-20
25/08/2020	Elec 017/20	Reach Publishing	Advert - Dep TC	£400.00	Aug-20
25/08/2020	D/Dbt 012/20	Prism Solutions	ICT costs	£714.92	Aug-20
26/08/2020	Elec 017/20	Current Electrical & Property Services	Repair to floodlight in Granv Sq	£140.00	Aug-20
26/08/2020	Elec 017/20	Call Handling Services Ltd	Helpline - July 20 calls	£17.91	Aug-20
27/08/2020	Elec 018/20	Miscellaneous	Shredding of confidential waste	£108.50	Aug-20
27/08/2020	Elec 018/20	Miscellaneous	Grant to cover costs of presenting petition to House of Lord	£1,000.00	Aug-20
27/08/2020	D/Dbt 012/20	Pozitive Energy	Gas - FJC 09/07 - 09/08/20	£128.61	Aug-20
27/08/2020	D/Dbt 012/20	Pozitive Energy	Elec - FJC 21/07 - 01/08/20	£39.76	Aug-20
27/08/2020	D/Dbt 012/20	Pozitive Energy	Gas - STN 08/07 - 08/08/20	£110.01	Aug-20
28/08/2020	D/Dbt 012/20	NatWest	Bank charges	£24.15	Aug-20
01/09/2020	D/Dbt 013/20	Prism Solutions	Analogue line - FJC	£46.69	Sep-20
01/09/2020	D/Dbt 013/20	Zoom Video Comm Inc	Zoom charges	£6.97	Sep-20
01/09/2020	D/Dbt 013/20	Prism Solutions	Analogue line - STN	£77.43	Sep-20
02/09/2020	Elec 019/20	Water Plus	Water charges - Mt Rd Allots - 29 May-29 Aug 20	£88.66	Sep-20
02/09/2020	Elec 019/20	Veolia ES (UK) Ltd	Waste collection FJC - Aug 20	£70.21	Sep-20

02/09/2020	Elec 019/20	Current Electrical & Property Services	Setting up of marquees - Aug 20	£280.00	Sep-20
02/09/2020	Elec 019/20	Veolia ES (UK) Ltd	Waste collection STN - Aug 20	£58.21	Sep-20
02/09/2020	Elec 019/20	J G Fenn Ltd	Stationery	£36.59	Sep-20
03/09/2020	Elec 020/20	CommuniCorp	Subscription 2020/ 2021	£100.00	Sep-20
03/09/2020	Elec 020/20	Water Plus	Water charges - FJC -up to 29 Aug 20	£135.47	Sep-20
03/09/2020	Elec 019/20	Mrs C Parton	Reimb refresh for interviews @ STN	£1.21	Sep-20
03/09/2020	Elec 020/20	BMA Window Cleaner	Cleaning of windows -STN	£25.00	Sep-20
03/09/2020	Elec 019/20	Mrs C Parton	Reimb refresh for interviews @ STN	£8.33	Sep-20
03/09/2020	Elec 019/20	Water Plus	Water charges - N/C Rd Allots 23 May-23 Aug 20	£17.29	Sep-20
03/09/2020	Elec 020/20	BMA Window Cleaner	Cleaning of windows - FJC	£65.00	Sep-20
03/09/2020	D/Dbt 013/20	Stafford Borough Council	Rates - MKT	£52.00	Sep-20
03/09/2020	ER 009/20	PC World Business	Faulty Ipad - Cllr Dawson	-£371.83	Sep-20
03/09/2020	D/Dbt 013/20	Stafford Borough Council	Rates - FJC	£434.00	Sep-20
03/09/2020	D/Dbt 013/20	Stafford Borough Council	Rates - STN	£225.00	Sep-20
07/09/2020	Elec 021/20	Siemens Ltd	Rent of photocopier - 21 Sept-20 Dec 20	£150.00	Sep-20
07/09/2020	Elec 021/20	Water Logic	Water machine rental - STN	£5.00	Sep-20
07/09/2020	Elec 021/20	Water Logic	Water machine rental - STN	£5.50	Sep-20
07/09/2020	D/Dbt 013/20	EE	Caretaker's mobile - STN	£21.28	Sep-20
07/09/2020	Elec 020/20	Water Plus	Water charges - FJC -up to 29 Aug 20	£135.47	Sep-20
07/09/2020	D/Dbt 013/20	EE	Caretaker's mobile - FJC	£21.28	Sep-20
07/09/2020	Elec 020/20	Virgin Media Business	Tele calls Aug/ rental Sept 20	£47.68	Sep-20
07/09/2020	Elec 021/20	Water Logic	Water machine rental - office/ chamber	£11.55	Sep-20
09/09/2020	Elec 021/20	Staffordshire Playing Fields Association	Subscription 2020/ 2021	£20.00	Sep-20
10/09/2020	Elec 021/20	CAM-TEC LTD	Annual maint con - CCTV - FJC	£380.00	Sep-20
10/09/2020	Elec 021/20	M J Plant	Grounds maintenance - Aug 20	£1,509.00	Sep-20
11/09/2020	D/Dbt 013/20	British Gas Lite	Elec Pillar - 61 High Street	£11.50	Sep-20
11/09/2020	D/Dbt 013/20	British Gas Lite	Elec Pillar - 30 High Street	£8.80	Sep-20
14/09/2020	R012/20	Miscellaneous	Settlement following cancellation	-£0.18	Sep-20
14/09/2020	D/Dbt 014/20	Apple Distribution Int Ltd	Ipad charg/ cable & Cam adpt	£79.99	Sep-20
15/09/2020	Elec 021/20	Virgin Media Business	Monthly broadband charge	£50.00	Sep-20
15/09/2020	Elec 021/20	Hammond Hygiene Solutions Ltd	Cleaning materials - STN	£15.25	Sep-20
15/09/2020	Elec 021/20	Staffs Shoe Repair	Engraving of shields	£15.90	Sep-20
15/09/2020	Elec 021/20	Hammond Hygiene Solutions Ltd	Cleaning materials - FJC	£33.00	Sep-20
15/09/2020	Elec 021/20	Mailing room	Qtly rent of franking machine 01/10 - 31/12/20	£60.00	Sep-20
16/09/2020	D/Dbt 014/20	Zoom Video Comm Inc	Monthly Webinar charges	£35.97	Sep-20
16/09/2020	D/Dbt 014/20	Sage Pay Europe	Transaction charges	£15.00	Sep-20
18/09/2020	Elec 023/20	Altdigital Networks Ltd	Photocopying charges 12/03 - 10/09/2020	£12.53	Sep-20
21/09/2020	D/Dbt 014/20	World Pay	Transaction charges	£12.50	Sep-20
21/09/2020	Elec 023/20	Miscellaneous	1st prize allot comp 2020	£25.00	Sep-20
21/09/2020	D/Dbt 014/20	World Pay	Transaction charges	£0.79	Sep-20
21/09/2020	D/Dbt 014/20	World Pay	Transaction charges	£9.99	Sep-20
22/09/2020	Elec 023/20	Water Plus	Water charges - STN - 28 May - 28 Aug 20	£214.80	Sep-20
23/09/2020	D/Dbt 014/20	Pozitive Energy	Elec charges - STN Aug 20	£168.20	Sep-20
23/09/2020	Elec 023/20	Call Handling Services Ltd	Helpline call charges - Aug 20	£12.11	Sep-20
23/09/2020	Elec 023/20	J G Fenn Ltd	Printer cart - Les	£279.86	Sep-20
24/09/2020	Elec 023/20	Christmas Plus	Christmas Lights - Walto Roundabout	£4,323.00	Sep-20
25/09/2020	D/Dbt 015/20	Prism Solutions	ICT costs	£714.92	Sep-20
25/09/2020	Elec 024/20	Miscellaneous	Allot Merit Award N/C Rd	£10.00	Sep-20
25/09/2020	D/Dbt 015/20	Pozitive Energy	Elec charges - FJC	£109.43	Sep-20
25/09/2020	Elec 024/20	Miscellaneous	Allot Merit Award Mt Rd	£10.00	Sep-20
25/09/2020	Elec 024/20	Miscellaneous	Most Imp Allot Award	£15.00	Sep-20
28/09/2020	Elec 024/20	Lawrence Davis	Letterheads	£75.00	Sep-20
28/09/2020	Elec 024/20	Stafford Borough Council	Inst & remov bollards Jul-Sep 20	£398.61	Sep-20
28/09/2020	Elec 024/20	Stafford Borough Council	7 x bin/ doggie bins - Jul-Sep 20	£185.10	Sep-20
29/09/2020	Elec 024/20	B Hygienic Ltd	Annual Hygiene Services/ maint - FJC	£932.50	Sep-20
29/09/2020	D/Dbt 015/20	The Arch Rent Collectors	Rent of Stone Station	£1,087.50	Sep-20

30/09/2020	Elec 025/20	Panda Press (Stone) Ltd	Car park sign	£99.00	Sep-20
30/09/2020	Elec 025/20	Current Electrical & Property Services	Setting up of marquees - Sept 20	£690.00	Sep-20
30/09/2020	D/Dbt 015/20	NatWest	Bank charges	£22.75	Sep-20

NOTE: The table above excludes salary and related payments, payments from the Mayor's Charity, and transfers between the Council's bank accounts.

Stone Town Council - Non-Cheque Payments

The table below lists non-cheque payments made by the Council in the period since the last report, for the Committee's information.

The table includes payments by direct debit, telephone banking and online banking. It excludes salary and related payments, payments from the Mayor's Charity, and transfers between the Council's bank accounts, which can be seen by any Member on request. All amounts exclude VAT.

Date	Reference	Supplier	Description	Amount	Month
01/09/2020	D/Dbt 013/20	Zoom Video Comm Inc	Zoom charges	£6.97	Sep-20
01/09/2020	D/Dbt 013/20	Prism Solutions	Analogue line - FJC	£46.69	Sep-20
01/09/2020	D/Dbt 013/20	Prism Solutions	Analogue line - STN	£77.43	Sep-20
02/09/2020	Elec 019/20	Current Electrical & Property Services	Setting up of marquees - Aug 20	£280.00	Sep-20
02/09/2020	Elec 019/20	Water Plus	Water charges - Mt Rd Allots - 29 May-29 Aug 20	£88.66	Sep-20
02/09/2020	Elec 019/20	J G Fenn Ltd	Stationery	£36.59	Sep-20
02/09/2020	Elec 019/20	Veolia ES (UK) Ltd	Waste collection STN - Aug 20	£58.21	Sep-20
02/09/2020	Elec 019/20	Veolia ES (UK) Ltd	Waste collection FJC - Aug 20	£70.21	Sep-20
03/09/2020	Elec 020/20	CommuniCorp	Subscription 2020/ 2021	£100.00	Sep-20
03/09/2020	Elec 020/20	Water Plus	Water charges - FJC -up to 29 Aug 20	£135.47	Sep-20
03/09/2020	Elec 020/20	BMA Window Cleaner	Cleaning of windows - FJC	£65.00	Sep-20
03/09/2020	Elec 020/20	BMA Window Cleaner	Cleaning of windows -STN	£25.00	Sep-20
03/09/2020	D/Dbt 013/20	Stafford Borough Council	Rates - MKT	£52.00	Sep-20
03/09/2020	Elec 019/20	Water Plus	Water charges - N/C Rd Allots 23 May-23 Aug 20	£17.29	Sep-20
03/09/2020	Elec 019/20	Mrs C Parton	Reimb refresh for interviews @ STN	£8.33	Sep-20
03/09/2020	D/Dbt 013/20	Stafford Borough Council	Rates - FJC	£434.00	Sep-20
03/09/2020	Elec 019/20	Mrs C Parton	Reimb refresh for interviews @ STN	£1.21	Sep-20
03/09/2020	D/Dbt 013/20	Stafford Borough Council	Rates - STN	£225.00	Sep-20
07/09/2020	Elec 021/20	Water Logic	Water machine rental - STN	£5.00	Sep-20
07/09/2020	Elec 021/20	Siemens Ltd	Rent of photocopier - 21 Sept-20 Dec 20	£150.00	Sep-20
07/09/2020	Elec 021/20	Water Logic	Water machine rental - STN	£5.50	Sep-20
07/09/2020	Elec 020/20	Virgin Media Business	Tele calls Aug/ rental Sept 20	£47.68	Sep-20
07/09/2020	Elec 021/20	Water Logic	Water machine rental - office/ chamber	£11.55	Sep-20
07/09/2020	Elec 020/20	Water Plus	Water charges - FJC -up to 29 Aug 20	£135.47	Sep-20
07/09/2020	D/Dbt 013/20	EE	Caretaker's mobile - STN	£21.28	Sep-20
07/09/2020	D/Dbt 013/20	EE	Caretaker's mobile - FJC	£21.28	Sep-20
09/09/2020	Elec 021/20	Staffordshire Playing Fields Association	Subscription 2020/ 2021	£20.00	Sep-20
10/09/2020	Elec 021/20	CAM-TEC LTD	Annual maint con - CCTV - FJC	£380.00	Sep-20
10/09/2020	Elec 021/20	M J Plant	Grounds maintenance - Aug 20	£1,509.00	Sep-20
11/09/2020	D/Dbt 013/20	British Gas Lite	Elec Pillar - 30 High Street	£8.80	Sep-20

Date	Reference	Supplier	Description	Amount	Month
11/09/2020	D/Dbt 013/20	British Gas Lite	Elec Pillar - 61 High Street	£11.50	Sep-20
14/09/2020	D/Dbt 014/20	Apple Distribution Int Ltd	Ipad charg/ cable & Cam adpt	£79.99	Sep-20
15/09/2020	Elec 021/20	Virgin Media Business	Monthly broadband charge	£50.00	Sep-20
15/09/2020	Elec 021/20	Hammond Hygiene Solutions Ltd	Cleaning materials - STN	£15.25	Sep-20
15/09/2020	Elec 021/20	Hammond Hygiene Solutions Ltd	Cleaning materials - FJC	£33.00	Sep-20
15/09/2020	Elec 021/20	Mailing room	Qtly rent of franking machine 01/10 - 31/12/20	£60.00	Sep-20
15/09/2020	Elec 021/20	Staffs Shoe Repair	Engraving of shields	£15.90	Sep-20
16/09/2020	D/Dbt 014/20	Zoom Video Comm Inc	Monthly Webinar charges	£35.97	Sep-20
16/09/2020	D/Dbt 014/20	Sage Pay Europe	Transaction charges	£15.00	Sep-20
18/09/2020	Elec 023/20	Altodigital Networks Ltd	Photocopying charges 12/03 - 10/09/2020	£12.53	Sep-20
21/09/2020	D/Dbt 014/20	World Pay	Transaction charges	£12.50	Sep-20
21/09/2020	Elec 023/20	Miscellaneous	1st prize allot comp 2020	£25.00	Sep-20
21/09/2020	D/Dbt 014/20	World Pay	Transaction charges	£0.79	Sep-20
21/09/2020	D/Dbt 014/20	World Pay	Transaction charges	£9.99	Sep-20
22/09/2020	Elec 023/20	Water Plus	Water charges - STN - 28 May - 28 Aug 20	£214.80	Sep-20
23/09/2020	D/Dbt 014/20	Pozitive Energy	Elec charges - STN Aug 20	£168.20	Sep-20
23/09/2020	Elec 023/20	J G Fenn Ltd	Printer cart - Les	£279.86	Sep-20
23/09/2020	Elec 023/20	Call Handling Services Ltd	Helpline call charges - Aug 20	£12.11	Sep-20
24/09/2020	Elec 023/20	Christmas Plus	Christmas Lights - Walto Roundabout	£4,323.00	Sep-20
25/09/2020	D/Dbt 015/20	Prism Solutions	ICT costs	£714.92	Sep-20
25/09/2020	D/Dbt 015/20	Pozitive Energy	Elec charges - FJC	£109.43	Sep-20
25/09/2020	Elec 024/20	Miscellaneous	Allot Merit Award N/C Rd	£10.00	Sep-20
25/09/2020	Elec 024/20	Miscellaneous	Most Imp Allot Award	£15.00	Sep-20
25/09/2020	Elec 024/20	Miscellaneous	Allot Merit Award Mt Rd	£10.00	Sep-20
28/09/2020	Elec 024/20	Stafford Borough Council	7 x bin/ doggie bins - Jul-Sep 20	£185.10	Sep-20
28/09/2020	Elec 024/20	Lawrence Davis	Letterheads	£75.00	Sep-20
28/09/2020	Elec 024/20	Stafford Borough Council	Inst & remov bollards Jul-Sep 20	£398.61	Sep-20
29/09/2020	Elec 024/20	B Hygienic Ltd	Annual Hygiene Services/ maint - FJC	£932.50	Sep-20
29/09/2020	D/Dbt 015/20	The Arch Rent Collectors	Rent of Stone Station	£1,087.50	Sep-20
30/09/2020	Elec 025/20	Panda Press (Stone) Ltd	Car park sign	£99.00	Sep-20
30/09/2020	Elec 025/20	Current Electrical & Property Services	Setting up of marquees - Sept 20	£690.00	Sep-20
30/09/2020	D/Dbt 015/20	NatWest	Bank charges	£22.75	Sep-20