



Town Clerk

Les Trigg

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22 February 2022

Dear Councillor,

A meeting of the **TOWN COUNCIL** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 1 MARCH 2022 at 7:00pm** for consideration of the matters itemised in the following agenda.

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 8 February 2022, Minute Numbers C22/070 – C22/080 (attached)**
5. **To receive the draft minutes and decisions of the under mentioned Committees:**
 - a) General Purposes Committee meeting held on 8 February 2022, Minute Numbers GP22/147 – GP22/165 (attached)

b) Planning Consultative Committee meeting held on 8 February 2022, Minute Numbers PC22/043 – PC22/048 (attached)

6. **To receive the forthcoming Civic Announcements** (attached)
7. **To receive the Town Mayor's and Deputy Town Mayor's Reports of Engagements** (attached)

Members of the public are welcome to attend the Town Council 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

Minutes of the Meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 8 February 2022

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

Officers: L. Trigg

ABSENT: Councillors: M. Green, J. Hickling, P. Leason and S. Walley

Before the meeting began Councillor Mrs Lin Davies led prayers.

C22/070 Apologies

Apologies were received from Councillor: M. Green and S. Walley

C22/071 Declarations of Interest, Requests for Dispensations, and Declarations under Section 106 of the Local Government Act 1992

None received

C22/072 Representations from Members of the Public

None

C22/073 Minutes

RESOLVED:

- a) That the minutes of the meeting of the Town Council held on 7 December 2021 (Minute Numbers C22/063 – C22/069), be approved as a correct record.

C22/074 Draft Committee Minutes

RESOLVED:

- a) The minutes of the General Purposes Committee Meeting held on 7 December 2021 (Minute Numbers GP22/123 – GP22/138), were noted.

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

- b) The minutes of the Planning Consultative Committee meeting held on 7 December 2021 (Minute Numbers PC22/031 – PC22/036), were noted.
- c) The minutes of the Planning Consultative Committee meeting held on 4 January 2022 (Minute Numbers PC22/037 – PC22/042), were noted.
- d) The minutes of the General Purposes Committee Meeting held on 25 January 2022 (Minute Numbers GP22/139 – GP22/146), were noted.

C22/075 To Consider the Council’s Budget for 2022-23 and to set the Council Tax for the Year

The Council considered the Town Clerk’s budget report*, which was based on the recommendations of the General Purposes Committee on 25 January 2022. The Clerk confirmed in his report that, despite reserves being at a lower level than usual, the budget represented a sustainable position given the Town Council’s expenditure plans.

RESOLVED:

In respect of the Town Council’s budget for 2022-23 to 2024-25, it was resolved that:

1. The Budget recommended by the General Purposes Committee on 25th January 2022, and set out in the Clerk’s report to this meeting, is agreed.
2. The 2022-23 Council Tax for this Council’s purposes should be £56.51 for a Band D property, an increase for the year of £3.45, with indicative Council Tax levels of £58.15 and £59.84 for the following two years. This would result in a precept on Stafford Borough Council for 2022-23 of £355,843. Local Council Tax Support Grant of £21,419 would be added to this.
3. The wording for the 2022-23 Council Tax leaflet should be:

“Stone Town Council provides services for the people and town of Stone.

These services include the provision of community facilities, such as the Frank Jordan and Stone Station community centres, allotment sites at Newcastle Road and Mount Road, and the Crown Meadow Nature Reserve and amphitheatre.

The 2022-23 budget includes additional funding to provide a Covid 19 Commemoration Orchard and further improvements at Crown Meadow, a new bench in Uttoxeter Road and improvements to street furniture within the town, support for

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Queen's Platinum Jubilee events, and essential repairs to the Stone Station roof. This is in addition to the development and operation of a new Heritage Centre within the exciting redevelopment at Crown Wharf.

Investing in and working to promote a vibrant town and encourage visitors is a key Town Council priority. In order to support this, the Council organises regular events such as the Town Market and monthly Craft Market together with town centre events such as the Music Festival, Stone by the Sea, the Classic Car event and the St Georges Day celebration. Christmas lights are provided in the High Street and at Walton, with the Council's annual switch-on event being one of highlights of the town year. The High Street environment is enhanced by the Council's provision of hanging baskets and bunting along the High Street, and newly refurbished noticeboards and fingerposts throughout the town.

The Council provides bus shelters, benches and dog bins throughout the area and takes responsibility for the upkeep of many local amenities and planted areas. It also provides grants and other support to help charitable and community organisations such as the Stone Community Hub, supports various festivals, and Council staff supply regular support and advice to local residents.

Whilst the pandemic has restricted a number of these activities over the last two years, the Council is looking forward to being in a position to resume them all as soon as possible, and will continue with its financial backing of the Stone Helpline for as long as the current situation continues and the residents of the town need it.

By considering the impact of every planning application, the Council seeks to develop and conserve the town, and the approval of its Neighbourhood Plan in May 2021 will help the Council to shape and protect the future of Stone for years to come.

At its monthly meetings the Council welcomes questions from the public and sets aside time to listen and respond. Assistance with public questions will gladly be given by the Council's staff."

4. The Clerk is authorised to seek tenders/quotations, place orders and make payments in accordance with this budget, the Council's policies, and Financial Regulations.

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C22/076 **Local government Transparency Code 2015**
Openness of Public Bodies Regulations 2014

The Information* for Quarter ending 31 December 2021 was noted.

C22/077 **Civic Announcements**

The Civic Announcements, which had been previously circulated, were noted.

C22/078 **Town Mayor's and Deputy Town Mayor's Reports of Engagements**

The Town Mayor's and Deputy Town Mayor's reports of engagements, which had been previously circulated, were noted.

The meeting was temporarily suspended and then reconvened after the open session of the General Purposes Committee and the Planning Consultative Committee meetings had taken place.

C22/079 **To resolve, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the meeting whilst the next item of business is discussed on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the debate**

RESOLVED: To exclude the Press and Public from the next item of business.

C22/080 **Confidential Committee Minutes**

RESOLVED:

- a) The confidential Minutes of the General Purposes Committee meeting held on 7 December 2021 (Minute Numbers GP22/0123, GP22/136 and GP22/137) were noted.

TOWN MAYOR

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Stone Town Council – General Purposes Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 8 February 2022

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

Officers: L. Trigg

ABSENT: Councillors: M. Green, J. Hickling, P. Leason and S. Walley

GP22/147 **Apologies**

Apologies were received from Councillors: M. Green and S. Walley.

GP22/148 **Declarations of Interests**

Councillor R. Townsend declared a personal interest in agenda item 10 (Minute Number GP22/156) – Grant aid to local organisations: Aston Lodge Residents Association.

GP22/149 **Requests for Dispensations**

None

GP22/150 **To receive the report of the County Councillors**

County Councillor Mrs J. Hood

Councillor Hood reported on a meeting she held with County Highways in the High Street regarding the traffic position and also commented on the misleading notices in the town.

She informed the Committee that in future, County Councillors will be informed of road closures in their area and updated Walton Councillors that the bus gate cameras will be installed within four weeks.

The Committee were also informed that Stone will lose some of its trains to London from December. Councillor Hood said that she had the details, and encouraged members to write to the Stone MP, Sir Bill Cash, about this issue.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP22/151 **To receive the report of Borough Councillors**

There was no report on this occasion.

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GP22/152 **Representations from Members of the Public**

None

GP22/153 **Minutes**

RESOLVED:

- a) That the minutes of the General Purposes Committee meeting held on 25 January 2022 (Minute Numbers GP22/139 – GP22/146), be approved as a correct record.

GP22/154 **Minutes of Sub-Committees**

- a) Estates Sub-Committee held on 4 January 2022 (Minute Numbers EST22/018 – EST22/027), that the draft minutes be noted, and the recommendations of the Sub-Committee contained in Minute Numbers EST22/022 and EST22/027 be adopted.
- b) Management Sub-Committee held on 4 January 2022 (Minute Numbers MAN22/024 – MAN22/030), that the draft minutes be noted, and the recommendations of the Sub-Committee contained in Minute Numbers MAN22/028 and MAN22/029 be adopted.
- c) Tourism & Town Promotion Sub-Committee held on 4 January 2022 (Minute Numbers TTP22/026 – TTP22/035), that the draft minutes be noted, and the recommendations of the Sub-Committee contained in Minute Number TTP22/034 be adopted.
- d) Environment Sub-Committee held on 18 January 2022 (Minute Numbers ENV22/021 – ENV22/030), that the draft minutes be noted, and the recommendations of the Sub-Committee contained in Minute Numbers ENV22/025, ENV22/026 and ENV22/030 be adopted. The Sub-Committee were asked to reconsider minute ENV22/027 and the recommendation was consequently not agreed at this stage.

GP22/155 **Annual Review of Risk Management**

The Committee received the report* of the Town Clerk and considered the annual review of the Council's Risk Management Policy, Strategy and Risk Register.

The Town Clerk confirmed that there were very few changes required as a result of the review except for additions relating to the risks presented by Covid-19.

It was requested that the risks related to Covid-19 were retained in future assessments, but widened to pandemics in general.

RESOLVED: To accept the Annual Review of Risk Management.

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GP22/156 **Grant Aid to Local Organisations**

The Committee considered the following requests for a grant:

ASTON LODGE RESIDENTS' ASSOCIATION

The Committee considered the grant application received from Aston Lodge Residents Association requesting £500 to purchase a strimmer, a hedge cutter and appropriate PPE for the purposes of maintaining the many unadopted footpaths and their borders on Aston Lodge estate.

RESOLVED: To award £500 to Aston Lodge Residents Association.

STONE & DISTRICT STROKE CLUB

The Committee considered the grant application received from Stone & District Stroke Club requesting £500 to subsidise specialist coach hire for two planned club outings which form an important part of the club's work.

RESOLVED: To award £500 to Stone & District Stroke Club.

STONE & DISTRICT SWIMMING CLUB

The Committee considered the grant application from Stone & District Swimming Club requesting £500 to pay for the necessary training and development of swim teachers. The donation will assist the Club in bridging the gap created by the loss of financial support from a local sponsor.

RESOLVED: To award £500 to Stone & District Swimming Club.

GP22/157 **Meeting Schedule for 2022-23**

The Committee considered a proposed programme of meetings and events* for the period May 2022 to April 2023.

It was suggested that the changes made to dates of meetings in December 2021 and January 2022 had resulted in a better programme, and that this should be repeated in future years.

RESOLVED: To approve the circulated schedule of meetings and events dates, with the sub-committee meetings planned for 20th December 2022 moved to 17th January 2023 and the General Purposes Committee meeting planned for 17th January 2023 moved to 24th January 2023.

GP22/158 **Fishing Rights on the River Trent**

The Committee considered a letter from Bibby's Stone & District Angling Club requesting the Town Council extend the current five-year free lease which ends on 15 June 2022, to support the Club.

A letter from the Secretary of the Angling Club and Memorandum of Agreement regarding fishing on the River Trent at Stone had been attached to the agenda for the meeting.

RESOLVED: To agree to extend with the agreement for a further five years.

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GP22/159 **High Street Traffic Safety**

The Committee considered the recent awareness campaign by Stafford Borough policing team urging drivers to avoid driving down the High Street and any actions to be taken by the Town Council.

A copy of the Staffordshire Police press release “Drivers Urged to Avoid Stone High Street” had been enclosed with the agenda for the meeting.

Concerns were expressed by Councillors about the use of the High Street as a “rat-run” by drivers, creating a genuine safety risk that had resulted in a significant number of complaints from residents.

The Police have now explained the rules to drivers that they found using the High Street, and are now ready to take enforcement action.

Councillors expressed the view that public safety is the first priority when compared with driver convenience.

Reference was made to problems being caused due to the new takeaway at the bottom of the High Street causing congestion and risks to public safety, and the comments that the Town Council had made on the planning application to try to prevent this.

RESOLVED:

To support the Police, and to ask them to publish a further press release explaining the rules and advising the public of forthcoming enforcement action.

To write to Highways to ask them to take due regard of congestion caused on the High Street when considering planning applications, and whether they are prepared to police it using their enforcement officers.

GP22/160 **Boundary Commission Review - Public Hearings**

The Committee considered the appointment of a Councillor to speak on behalf of the Council at the Boundary Commission public hearing.

An extract from the Boundary Commission’s website had been attached with the agenda for the meeting along with the link to the full content.

The Town Clerk advised the Committee that whilst only one Councillor can speak on behalf of the Council, this does not preclude other Councillors from speaking at the hearings in a private capacity.

RESOLVED: That Councillor I Fordham be appointed to speak on the Council’s behalf at the Boundary Commission public hearing.

GP22/161 **Town Council Payments**

RESOLVED: To note the list* of Town Council payments made during the period 1 November to 31 December 2021.

* 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.

GP22/162 **Update from Working Groups:**

Neighbourhood Plan Steering Group

It was reported that the Neighbourhood Plan Steering Group had not met.

Heritage Centre Steering Committee

Councillor Kenney advised the Committee that a meeting of the Steering Group would be held within the next two weeks.

Engagement with Young People

Councillor Mrs Davies advised the Committee that the Group had met and were still exploring the way forward.

GP22/163 **To receive reports from Town Councillors on attendance at meetings of local organisations and outside bodies as a representative of the Town Council**

Stone Area Parish Liaison Group

Councillor Davies advised the Committee that the minutes of the October meeting of the Liaison Group were attached to the agenda, and demonstrated the wide range of issues being considered. The Group had since met during January, with key issues discussed being access to school transport for over 16s and the development of the Stone Heritage Centre.

Stone ATC

Councillor Davies advised the Committee that a number of new Committee members had joined, that they were looking to set up a new indoor rifle range, and that they were planning to apply for a stall on Stone market for recruitment purposes.

Age Concern Stone & District

Councillor Thornicroft advised the Committee that following publicity in the Gazette a number of new volunteers had joined, and that it was now hoping to restart activities such as hospital transport, coffee mornings and the lunch club.

Stafford & Stone Access Group

Councillor Kelt advised the Committee that no meeting had taken place since the last report.

Stone Common Plot Trustees

Councillor Kenney advised the Committee that no meeting had been held since the last report.

Stone Community Hub Liaison Group

Councillor Mrs Davies advised the Committee that no meeting had been held since the last report.

SPCA Executive Committee

Councillor Green was not available to provide a report.

The meeting was adjourned and then reconvened after the open session of the Planning Consultative Committee and closed session of the Town Council meeting had taken place.

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GP22/164 **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 items of business.

GP22/165 **Confidential Minutes and Recommendations of Sub-Committee**

- a) Estates Sub-Committee meeting held on 4 January 2022, Minute Numbers EST22/018, EST22/026 and EST22/027.

RESOLVED:

- i. To note the draft minutes
- ii. To approve the recommendations contained in Minute Number EST22/027.

CHAIRMAN

Stone Town Council – Planning Consultative Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 8 February 2022

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

Officers: L. Trigg

ABSENT: Councillors: M. Green, J. Hickling, P. Leason, and S. Walley

PC22/043 **Apologies**

Apologies were received from Councillors: M. Green and S. Walley

PC22/044 **Declarations of Interest and Requests for Dispensations**

Councillor Mrs Hood confirmed that, as a member of Stafford Borough Council's Planning Committee, she would not be commenting or voting on the planning applications listed on the agenda.

Councillor Fordham stated that he would not be speaking or voting on application 21/34251/FUL (amended plans), as he had called it in as a Borough Council member.

PC22/045 **Representations from Members of the Public**

None received

PC22/046 **Minutes**

RESOLVED:

That the minutes of the Planning Consultative Committee meeting held on 4 January 2022 (Minute Numbers PC22/037 – PC22/042), be approved as a correct record.

PC22/047 **Planning Applications**

Application Number – 21/35051/HOU

Applicant – Mr Ayman Alhanouti

Location – Almeria, Walton Way, Stone

Development – The application site is currently a bungalows detached house with a front and back/side garden, from the front of Walton Way, Stone. The application for full planning permission to rear extensions bungalows detached

house with 4m extensions and 4.2m height, which is a kitchen and family living room. In addition to internal modifications, including converting the existing kitchen into an en-suite bedroom.

Observations: No objections

Application Number – 21/35085/HOU

Applicant – Mr Clifford

Location – 126 Oulton Road, Stone

Development – Single storey rear extension and two storey side extension over existing garage

Observations: No objections

Application Number – 21/34672/HOU

Applicant – Mrs C. Hulme

Location – 3 Greenway Avenue, Stone

Development – Apex roof to attached garage that currently has a flat roof and continuing the roof around the front of the house for an overhang and a porch over front door.

Observations: No objections

Application Number – 21/35131/HOU

Applicant – Mr & Mrs D. Bell

Location – 38 St Chads Close, Stone

Development – Alterations & extensions. Rear ground floor extension (more than 6m on semi-detached house) and second floor/roof extension.

Observations: No comments

Application Number – 21/34251/FUL (amended plans)

Applicant – Dr A. Jilka

Location – 15 Lichfield Street, Stone

Development – Carry internal alterations to first and second floors forming existing domestic accommodation to dental practice. Provide additional car parking to rear, use existing rear access to existing car parking. Provide signage.

Amendments – Addressing points raised by Conservation Officer and other consultees. New noise survey, clarification on condenser unit, changes to parking area – lighting, different surface and fewer spaces.

Observations: The Town Council advised Stafford Borough Council on 4 August 2021 that it had no objections to the development proposal subject to the Borough Conservation Officer's approval of the scheme.

The Town Council raises objections to the newly installed uPVC windows which are detrimental to the appearance of this historic asset and inappropriate in the conservation area. The Town Council hopes the Conservation Officer will also reject the uPVC installation and request replacement with windows of suitable design and construction in natural wood material.

The installation of an air flow unit/air source heat pump should be installed in an unobtrusive position and the Borough Council be satisfied that there will be no impact on neighbour amenity.

Application Number – 21/35184/HOU

Applicant – Mr G. Haynes

Location – 35 Pirehill Lane, Stone

Development – Single storey rear extension

Observations: No objections

Application Number – 21/35243/HOU

Applicant – Mrs G. Banks

Location – 30 St Michael's Mount, Stone

Development – Demolition of existing garage. New single and two storey side and rear extension with internal alterations

Observations: No comments at this stage. Application to be brought back to the next Planning Consultative Committee meeting to enable neighbour comments to be taken into account.

PC22/048

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

None

CHAIRMAN

STONE TOWN COUNCIL MEETING

1 MARCH 2022

CIVIC ANNOUNCEMENTS

Town Mayor

Saturday 5 March	Texas Flag Raising in the High Street to commemorate the anniversary of Texas gaining its independence from Mexico
Friday 18 March	Staffordshire Moorlands Chairman's Ball
Friday 25 March	Stone Town Mayor's Quiz Night
Saturday 26 March	Stone Rugby Club Men's First XV Home Fixture
Thursday 31 March	The Artisan Boutique and Kitchen Opening Event

Deputy Mayor

Thursday 31 March	The Artisan Boutique and Kitchen Opening Event
Saturday 2 April	The Artisan Boutique and Kitchen Official Opening to the public

TOWN MAYOR

TOWN MAYOR'S REPORT – to 21 February 2022

Saturday, 12th February – Stone Lions Club 43rd Charter Anniversary Dinner

The mayoress and I were invited to the annual charter dinner and were welcomed by all. We met the current stand in chairperson and the District Governor, Neil Martin. It was a very pleasant evening where we were able to meet some lovely people. In my speech I thanked them for their service in and around Stone, and even won a prize in the raffle.

DEPUTY TOWN MAYOR'S REPORT – to 21 February 2022

No report for this period