



Town Clerk

Les Trigg

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29 June 2022

Dear Councillor,

A meeting of the **TOWN COUNCIL** will be held at the **Frank Jordan Centre, Lichfield Street, Stone**, on **TUESDAY 5 JULY 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 Town Council Meeting of the Town Council held on 7 June 2022, Minute Numbers C23/013 – C23/023 (attached)**
5. **To receive the draft minutes and decisions of the under mentioned Committees:**
 - a) General Purposes Committee meeting held on 7 June 2022, Minute Numbers GP23/018 – GP23/030 (attached)
 - b) Planning Consultative Committee meeting held on 7 June 2022, Minute Numbers PC23/007 – PC23/012 (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 St Michael's Suite at the Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 7 June 2022

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

Officers: R. Mincher & Mrs T. Williams

ABSENT: Councillors: K. Argyle, Mrs A. Burgess, Mrs L. Davies, J. Hickling, R. Kenney and
P. Leason

Before the meeting began Councillor Mrs Hood led prayers.

Presentation of the Mayor's Charity Collection for 2021-22

The Town Mayor, Councillor Jonathan Powell, awarded £658.00 to each of his charities, collected by Mrs Jane Harding on behalf of Stone Community Hub and Mrs Sharon Hodson and Mrs Sara Christie on behalf of Chuckle productions.

The total value of £1,316.00 had been raised by Councillor Powell during his 2021 to 2022 Mayoral term of office.

Mrs Harding, Mrs Hodson and Mrs Christie expressed their gratitude to Councillor Powell and the Town Council on behalf of their charity/organisation and trustees, for the monies received.

C23/013 Apologies

Apologies were received from Councillor Mrs A. Burgess, Mrs L. Davies, J. Hickling, R. Kenney and P. Leason.

The Town Clerk also apologised for being unable to attend the meeting.

C23/014 Declarations of Interest and Requests for Dispensations

None received

C23/015 Representations from Members of the Public

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.

C23/016 **Minutes**

RESOLVED:

- a) That the minutes of the meeting of the Annual Meeting held on 10 May 2022 (Minute Numbers C23/001 – C23/012), be approved as a correct record.

C23/017 **Committee Minutes**

RESOLVED:

- a) The minutes of the General Purposes Committee meeting held on 17 May 2022 (Minute Numbers GP23/001 – GP23/017), were noted.
- b) The minutes of the Planning Consultative Committee meeting held on 17 May 2022 (Minute Numbers PC23/001 – PC23/006), were noted.

C23/018 **Internal Auditor's Report 2021-22**

In the absence of the Town Clerk, the Council's consideration of the Internal Audit Report for submission to the External Auditor (which had been enclosed with the agenda for the meeting) was deferred to the next meeting of the Town Council.

C23/019 **Annual Governance Statement 2021-22**

In the absence of the Town Clerk, the Council's consideration of the Annual Governance Statement for submission to the External Auditor (which had been enclosed with the agenda for the meeting) was deferred to the next meeting of the Town Council.

C23/020 **Council Accounts 2021-22**

In the absence of the Town Clerk, the Council's consideration of the report of the Town Clerk and accounting statement for submission to the External Auditor (which had been enclosed with the agenda for the meeting) was deferred to the next meeting of the Town Council.

C23/021 **Local government Transparency Code 2015**
Openness of Public Bodies Regulations 2014

The report of the Local Government Transparency Code 2015* and Openness of Public Bodies Regulations 2014 were noted for the quarter ending 31 March 2022.

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C23/022 **Civic Announcements**

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

C23/023 **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 Town Mayor gave a special mention to the St George's Day celebrations in Stone which had attracted a bigger crowd this year. Everyone, particularly the children, had appeared to have a thoroughly enjoyable time.

The Town Mayor informed the Council about his visit to Chuckle Productions where he and the Mayoress had met a phenomenal group of children and staff. The children had showed their larger-than-life characters and Councillor and Mrs Powell had been blown away by their achievements and accomplishments.

TOWN MAYOR

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

Stone Town Council – General Purposes Committee

Minutes of the meeting held at the Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 7 June 2022

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

Officers: R. Mincher and Mrs T. Williams

ABSENT: Councillors: K. Argyle, Mrs A. Burgess, Mrs L. Davies, J. Hickling, R. Kenney and
P. Leason

GP23/018 **Apologies**

Apologies were received from Councillors Mrs A. Burgess, Mrs L. Davies, J. Hickling,
R. Kenney and P. Leason

The Town Clerk also apologised for being unable to attend the meeting.

GP23/019 **Declarations of Interests**

None

GP23/020 **Requests for Dispensations**

None

GP23/021 **To receive the report of the County Councillors**

County Councillor Mrs J. Hood

The Chairman invited Councillor Mrs Hood to address the Committee.

Church Street

Councillor Mrs Hood advised the Committee that she had visited Church Street
with Councillor Walley following his concerns about extending the double yellow
lines. The yellow lines had been a suggested solution to residents' concerns about
the restricted vehicular access in Church Street, caused by on street parking.

Both Councillor Walley and the Highways Officer at the County were happy with
the proposal which has been confirmed will be going ahead.

Tilling Drive

Councillor Mrs Hood advised the Committee that, following a site visit to Tilling
Drive with the Highways Officer, it had been agreed that double yellow lines would
be installed on both corners of Friars Avenue (which is extremely congested at
school times with cars parked up on the pavements).

Double yellow lines will also be installed on Whitebridge Lane (on the bend, near to Come Into Play).

Walton Roundabout

Councillor Mrs Hood was pleased to advise the Committee that the County Highways Department had allocated specific funding for repair work at Walton Roundabout. The work should be done by the end of the year.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

At the last meeting of the General Purposes Committee, Councillor Green had requested to know the date when County Councillor Parry had last attended a meeting of the Town Council.

Councillor Green asked that it be noted that the last meeting attended by Councillor Parry was on Tuesday 7 November 2017.

GP23/022 To receive the report of Borough Councillors

There were no reports from Borough Councillors on this occasion.

GP23/023 Representations from Members of the Public

None

GP23/024 Minutes

RESOLVED:

- a) That the minutes of the General Purposes Committee meeting held on 17 May 2022 (Minute Numbers GP23/001 – GP23/017), be approved as a correct record.

GP23/025 Minutes of Sub-Committees

- a) Tourism & Town Promotion Sub-Committee held on 24 May 2022 (Minute Numbers TTP23/001 – TTP23/007), that the draft minutes be noted.
- b) Environment Sub-Committee held on 24 May 2022 (Minute Numbers ENV23/001 – ENV23/010), that the draft minutes be noted, and the recommendations of the Sub-Committee contained in Minute Number ENV23/010 be adopted.
- c) Mayor's Charity Sub-Committee held on 24 May 2022 (Minute Numbers MC23/001 – MC23/005), that the draft minutes and the resolutions of the Sub-Committee contained in Minute Numbers MC23/004 and MC23/005 be noted.

GP23/026 Appointment to Outside Bodies

The Committee considered appointments as the Council's representatives on outside bodies:

RESOLVED: To make the following appointments of Council representatives on outside bodies:

Stone Common Plot Trustees (four-year term)

Councillor C. Thornicroft (for a four-year term ending in May 2026)

To join Councillors: Mrs L. Davies, Mrs J. Hood, T. Kelt and R. Kenney (all members' terms run to May 2023)

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

GP23/027 Town Market Charges

The Committee considered the report of the Town Clerk (which had been enclosed with the agenda for the meeting) exploring the Council's options for responding to an increase in charges made by the contractor employed by the Town Council to erect, remove and store its marquees.

The Town Clerk had identified three options to deal with the issue:

- a. Do nothing and cover the additional cost by approving a supplementary estimate from reserves.
- b. Stop the provision of marquees, and only rent pitches to traders with their own facilities.
- c. Increase the income received from market rentals to cover the cost of the contractor's increase.

The Committee considered the three options and discounted option b. as the Town Council's own marquees were smart visually and provided a branded presence in the High Street.

The Committee expressed a mixture of views about whether a price increase should be applied by the Town Council and whether the price increase could be phased.

The Committee acknowledged that good contractors were hard to find and that there had been no price increase by the marquee contractor for ten years and the increase in charges represented a 20% increase over that period.

The Committee expressed the importance of communicating to market stall holders that the price increases were the result of a contractor price increase and not a Town Council decision to increase the profit margin.

RESOLVED: The Committee agreed to the request for increased prices received from the Council's marquee contractor.

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RESOLVED: The Committee agreed to increase the charges to market stall traders with effect from 1 July 2022, and as set out in the Town Clerk's report (with the prices listed below):

	Current Charge	New Charge
Stall with Marquee	£33.50	£39.00
Stall with Marquee – Farmers' Market Day	£50.50	£56.00

GP23/028 Town Council Payments

RESOLVED: To note the list* of Town Council payments made during the period 1 to 30 April 2022.

The Committee commented on the ongoing costs of removing bullrushes and asked for clarification on the work undertaken.

The Committee requested further clarification and justification for the Staffordshire Parish Councils' Association annual subscription and the value it brought the Town Council.

The Committee commented on the good value obtained from the hired Town Crier costume as Councillor Davies had performed the Town Crier role splendidly during the Queen's Platinum Jubilee Proclamation/celebrations.

GP23/029 Update from Working Groups:

Neighbourhood Plan Steering Group

Councillor Mrs Hood reported that the Neighbourhood Plan Steering Group had not met.

Stone Heritage Centre Steering Group

Councillor Mrs Hood advised the Committee that the Heritage Centre Steering Group had not met.

Engagement with Young People

Councillor Mrs Dawson informed the Committee that no meeting had taken place.

Queen's Platinum Jubilee Steering Group

Councillor Green thanked the Steering Group for the work it had undertaken in organising a number of celebratory events to mark the Queen's Platinum Jubilee bank holiday weekend from Thursday 2 and Sunday 5 June 2022.

GP23/030 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 next meeting would be held in July when a representative from the Safer Roads Partnership would be in attendance to talk about Community Speed Watch.

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Councillor Davies said that he would like to explore with other local councils their processes for dealing with grant aid, at the next meeting.

Stone ATC

Councillor Davies advised the Committee that a meeting of Stone ATC was taking place on this evening (7 June 2022) and a report would be given at the next meeting.

Age Concern Stone & District

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

Stafford & Stone Access Group

Councillor Kelt advised the Committee that no meeting of Stafford & Stone Access Group had taken place.

Stone Common Plot Trustees

Councillor Mrs Hood advised the Committee that no meeting of the Stone Common Plot Trustees had taken place.

Stone Community Hub Liaison Group

Councillor Powell advised the Committee that no meeting had been held by Stone Community Hub Liaison Group.

SPCA Executive Committee

Councillor Green had not been able to attend SPCA Executive Committee meetings (due to ill health).

CHAIRMAN

Stone Town Council – Planning Consultative Committee

Minutes of the meeting held in St Michael’s Suite at the Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 7 June 2022

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

Officers: R. Mincher & Mrs T. Williams

ABSENT: Councillors: K. Argyle, Mrs A. Burgess, Mrs L. Davies, J. Hickling, R. Kenney and
P. Leason

PC23/007 **Apologies**

Apologies were received from Councillors: Mrs A. Burgess, Mrs L. Davies,
J. Hickling, R. Kenney and P. Leason

The Town Clerk also apologised for being unable to attend the meeting.

PC23/008 **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.

PC23/009 **Representations from Members of the Public**

None received

PC23/010 **Minutes**

RESOLVED:

That the minutes of the Planning Consultative Committee meeting held on 17
May 2022 (Minute Numbers PC23/001 – PC23/006), be approved as a correct
record.

PC23/011 **Planning Applications**

Application Number – 22/35521/FUL

Applicant – Cornerstone

Location – Telecommunications Mast, Stone Business Park, Opal Way, Stone

Development –Removal of 18.5m monopole mast with headframe, three
antennas, two equipment cabinets and all ancillary development. Installation of
22.5m monopole mast with headframe, size antennas, two equipment cabinets
and all ancillary development.

Observations: No objections

Application Number – 21/35112/HOU

Applicant – Mr D. Selwood

Location – Kayman House, 16a Northesk Street, Stone

Development – Replace 10 no. existing brown woodgrain PVC windows with white PV windows – conservation area

Observations: No comments were made on this planning application

Application Number – 22/35618/HOU

Applicant – Mr & Mrs M. McCormack

Location – 55 Stafford Road, Stone

Development – Extensions and alterations to existing dwelling, including part two storey, part single storey front, rear and side extensions and associated landscaping works.

Observations: No objections

Application Number – 22/35645/HOU

Applicant – Mr J. Gilbert

Location – 20 Northesk Street, Stone

Development – The replacement of the exiting two windows of the first floor of the front elevation of the house with white wooden two-over-two sliding sash windows. Full details of the proposed works are included in the annexed documents.

Observations: No objections

Application Number – 22/35687/HOU

Applicant – Mr G. Wilcox & Ms K. Archer

Location – 106 The Fillybrooks, Stone

Development – Extension to side to form shower and kitchen with new bedroom and en-suite

Observations: No comments were made on this planning application

Application Number – 22/35530/FUL

Applicant – Mr R. Douglas (Leons properties Limited)

Location – Land Adjacent Units A1-A5 Douglas Park, Stone Business Park, Opal Way, Stone

Development – Commercial Development comprising of a single B2/B8 industrial unit and 4 light industrial units to rear of existing business park

Observations: The Town Council has no objections to this planning application but asks the Borough Council to consider the environmental impacts of the development and ways of incorporating/improving energy efficiency and renewability.

PC23/012

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

5 JULY 2022

CIVIC ANNOUNCEMENTS

Town Mayor

Saturday 9 July	Stone Lions Day for Children with Special Needs – Foxfield Railway
Sunday 10 July	Stone Town Mayor’s Civic Sunday
Sunday 10 July	Girlguiding Stone Outward Division – Royal Garden Party
Wednesday 13 July	Christ Church Academy’s First Celebration Evening
Thursday 14 July	Stafford Borough Mayor’s Portuguese Evening
Friday 15 July	Musical Youth Theatre Stafford – Performance of ‘Wind in the Willows’
Sunday 17 July	Staffordshire Moorlands District Council Chairman’s Civic Service
Wednesday 20 July	Allotment Competition Viewings with Judge, Mr Robinson

Deputy Mayor

No engagements currently

TOWN MAYOR

TOWN MAYOR'S REPORT – to 26th June 2022

Thursday 2nd June – Queen's Jubilee Proclamation and Tree Planting

The Mayoress and I joined the Town Crier and a large crowd for the official Queen's Jubilee Proclamation in the Market Square. The Town Crier did a wonderful job. We then proceeded to the amphitheatre to plant a tree as part of the Queen's Green Canopy. Although I had to dig the hole myself, all went well, if not a little slow.

Queen's Jubilee Beacon Lighting

The Mayoress and I were joined by a very large crowd to light the Queen's Beacon. All were entertained with music by the Stone Choral Society, a bugler and bagpiper cheering when the beacon was lit.

Saturday 4th June – Stafford Borough Council Queen's Jubilee Service

We enjoyed a lovely service at St Mary's Church in Stafford joining other dignitaries and guests in celebrating HM the Queen's Platinum Jubilee, led by the church choir, musicians and organist.

St Michael and St Wulfad's Queen's Jubilee Thanksgiving Service

We received a very warm welcome at St Michael's and St Wulfad's Thanksgiving Service for HM the Queen which we enjoyed greatly, particularly the sounds of the choir and wonderful new organ.

Sunday 5th June – Stone Marathoners Westbridge 5k Race

I joined the organisers from Stone Marathoners for their 5k race in the rain. It didn't dampen any spirits as the large field set off. It didn't take long for the winners to return and as the group of finishers increase the applause increased for the returning runners.

Queen's Jubilee Big Lunch

Although a little damp myself, the Mayoress and Bear, the Mayoral dog, had a wonderful time with members of Stone. The music helped greatly to raise the spirits and as the weather got drier the dancing got more lovely. A huge thank you to all the organisers.

Wednesday 8th June – Kibblestone District Scout Council's AGM

An enjoyable evening was had by all as we were put through some team building games. Then a very interesting AGM finishing with a buffet and time to chat. They really do have a wonderful camp which so many groups from across the country enjoy.

Saturday 11th June – Stone Festival Teddy Bears Picnic

We joined the festival organisers, Rotary Club and Stone Lions along with a large group of children and their teddies. They enjoyed a picnic and stories with prizes for the cutest teddies.

Church on the Crossing Queen's Jubilee Event

We were honoured to be invited to the Church on the Crossing to meet so many lovely people offering families help in times of need and to see the creative art on show that members had produced. Both the Mayoress and I were humbled at the organisations represented there.

Monday 13th June – Stone Festival Steeple Chase and Dog Derby

The Mayoress and I joined a large group of families and dogs on a pleasant evening, encouraging all those participating in first the Steeplechase and then the Dog Derby. We were honoured to present the prizes for the fastest runners.

Tuesday 14th June – Stone Festival Two Wheel Tuesday

We were amazed to be part of a great event in the High Street and joined over 300 motorbikes, scooters and cycles who had travelled to Stone to celebrate, all with 2, and 3 wheels. We really enjoyed walking round and talking to all the owners and trying to pick the winners.

Wednesday 15th June – Stone Festival Freemason's Open Evening

We had a very interesting evening talking to members of the Stone Freemasons, being shown round their temple and told about its history and work.

Thursday 16th June – Stone Festival Historic Talk

We were entertained and informed in a very interesting historical talk around the history of the military camp at Yarnfield which became a BT training facility.

Saturday 18th June – Stone Festival Carnival

A great day with many families from Stone's community. The floats, organisations, classic cars and scooters, and all participants made it a great day. We really enjoyed being part of the carnival and meeting all the organisations that helped make it such a great day. Plus, the rain stayed off until after the day had concluded.

Saturday 25th June – Christ Church Academy Stone Rocks

The Mayoress and I had a wonderful afternoon as guests of Christ Church Academy for their Stone Rocks event. The stalls and food offerings were only overshadowed by the Acoustic tent and main

stage and their performers. Dance, bands, choirs, drummers and more entertained a great crowd. The smiles of everyone were a sight to see.

2352 (Stone) Squadron ATC Dining in and Awards Presentation Evening

It was an honour to be invited to the Air Cadets of 2352 Squadron to be part of their dining in and awards evening. It was a real honour to help present some awards, say a few words and see what wonderful young people the Air Cadets are, with all making us feel really welcome.

Sunday 26th June – St Michael's 10k Road Race

Early on Sunday morning we joined over 300 runners at St Michael's school for the road race. We started the race and cheered on runners from all abilities and ages – from the youngest to the oldest at 82. The inter county races were tightly contested but with all enjoying the good weather.

Biddulph Town Council Civic Service

The Mayoress and I joined other local dignitaries from the region in supporting the new Mayor of Biddulph. It was a lovely service with a heart felt message from Mayor Jim Garvey. We were very happy to be part of the day.

DEPUTY TOWN MAYOR'S REPORT – to 26 June 2022

No report for this period