



Town Clerk

Les Trigg

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15 Station Road
STONE
ST15 8JP

26 July 2022

Dear Councillor,

A meeting of the **GENERAL PURPOSES COMMITTEE** will be held at the **Frank Jordan Centre, Lichfield Street, Stone**, on **TUESDAY 2 AUGUST 2022 at 7:05pm**, or on the rising of the Council meeting, if later.

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

Les Trigg
Town Clerk

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest**
3. **Requests for Dispensations Received**
4. **To receive a report from County Councillors representing Stone Town**
 - County Councillor Mrs J. Hood
 - County Councillor I. Parry
5. **To receive a report from Borough Councillors representing Stone Town**
6. **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.

7. Minutes of Previous Meetings

To confirm as a correct record the minutes of the meeting of the General Purposes Committee held on 5 July 2022, Minute No's GP23/031 – GP23/046 (attached).

8. Minutes of Sub-Committees

- a) Estates Sub-Committee held on 12 July 2022, Minute Numbers EST23/001 – EST23/009 (attached)
 - i. To consider the draft minutes
 - ii. To consider the Recommendations contained in Minute Numbers EST23/005 and EST23/006 (Minute EST23/009 will be considered as part of agenda item 17 below).

9. Budget Monitoring Report – June 2022

To receive the report of the Town Clerk (attached).

10. Mayoral Facebook Site

To consider the setting up of a Mayoral Facebook/social media presence. A report of the Town Clerk is attached.

11. Staffordshire Parish Councils' Association

To receive a response to the question raised at minute GP23/028 - "The Committee requested further clarification and justification for the Staffordshire Parish Councils' Association annual subscription and the value it brought the Town Council."

An extract from the SPCA welcome pack is attached.

12. Town Council Payments

To receive a list of payments made by the Council during the period 1 to 30 June 2022 (attached).

13. Update from Working Groups:

- a) Neighbourhood Plan Steering Group
- b) Stone Heritage Centre Steering Group
- c) Engagement with Young People
- d) Queen's Platinum Jubilee Steering Group

14. To receive reports from Town Councillors on attendance at meetings as a representative of the Town Council

Stone Area Parish Liaison Group – J. Davies (notes enclosed)

Stone ATC – Town Mayor & J. Davies

Age Concern Stone & District – Cllrs J. Davies and C. Thornicroft

Stafford & Stone Access Group – Cllr T. Kelt

Stone Common Plot Trustees – Cllrs: Mrs L. Davies, Mrs J. Hood, T. Kelt and R. Kenney

Stone Community Hub Liaison Group – Cllrs: Mrs L. Davies, Mrs J. Hood & J. Powell

SPCA Executive Committee – Cllr M. Green

15. **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.

16. **Confidential Minutes**

To approve the Confidential Minutes of the General Purposes Committee held on 5 July 2022, Minute Numbers GP23/031 and GP23/046 (attached).

17. **To consider the Confidential Minutes and recommendations of the undermentioned Sub-Committee:**

- a) Estates Sub-Committee Meeting held on 12 July 2022, Minute Numbers: EST23/001, EST23/008 and EST23/009 (attached)
 - i. To consider the Minutes
 - ii. To consider the Recommendations contained in Minute Number EST23/009

Please note that the Town Clerk will be providing additional supporting information to allow further consideration by the Committee of the items referred to in minute number EST23/009 above.

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 at the Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 5 July 2022

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

Officers: L. Trigg and Mrs T. Williams

ABSENT: Councillors: Mrs A. Burgess, Mrs L. Davies, I. Fordham, M. Hatton, P. Leason and
S. Walley

GP23/031 Apologies

Apologies were received from Councillors Mrs L. Davies, I. Fordham, P. Leason and
S. Walley

GP23/032 Declarations of Interests

None

GP23/033 Requests for Dispensations

None

GP23/034 To receive the report of the County Councillors

County Councillor Mrs J. Hood

The Chairman invited Councillor Mrs Hood to address the Committee.

Walton Roundabout

Councillor Mrs Hood said she was delighted to advise the Committee that she had
finally persuaded the County Highways Department to award Stone a share of the
£15 million (extra fund) allocated to fixing Staffordshire's roads. She was hopeful
that Walton Roundabout would be repaired very soon to remedy the poor road
surface which was hazardous to cyclists and motorbikes and adding to the wear
and tear on people's cars.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP23/035 To receive the report of Borough Councillors

There were no reports from Borough Councillors on this occasion.

* 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.

GP23/036 Representations from Members of the Public

None

GP23/037 Minutes

RESOLVED:

- a) That the minutes of the General Purposes Committee meeting held on 7 June 2022 (Minute Numbers GP23/018 – GP23/030), be approved as a correct record.

GP23/038 Minutes of Sub-Committees

There were no minutes for consideration.

GP23/039 Grant Aid to Local Organisations

The Committee noted the updated grant assessment criteria (which had been enclosed with the agenda for the meeting).

The Committee considered the following requests for a grant:

STONE SCOUT & GUIDE BAND

The Committee considered the grant application received from Stone Scout & Guide Band requesting £500 to purchase and maintain musical instruments and associated accessories. This would provide a greater range of instruments for local young people to learn and an opportunity for them to play music from other genres outside of military marching songs. The Band will also look to adding another practice night to their schedule.

RESOLVED: To award £500 to Stone Scout & Guide Band.

ROYAL BRITISH LEGION

The Committee considered the grant application received from the Stone Branch of the Royal British Legion requesting £500 to purchase a new branch standard. The old standard is nearly 50 years old and beyond repair due to water mould damage and fading.

RESOLVED: To award £500 to the Royal British Legion.

OAK TREE FARM RURAL PROJECT

The Committee considered the grant application from Oak Tree Farm Rural Project requesting £500 to supplement the loss of income during the Covid 19 lockdown with the additional pressure of financing a repair to its wastewater plant.

The Town Clerk advised the Committee that due to the value of annual turnover and reserves the application did not meet the grant criteria on this occasion.

RESOLVED: To award £500 to Oak Tree Farm Rural Project.

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STONE ALZHEIMER'S DROP IN CLUB

The Committee considered the grant application from Stone Alzheimer's Drop in Club requesting £500 to contribute towards the funding of their annual Christmas party.

The Town Clerk advised the Committee that due to the value of reserves the application did not meet the grant criteria on this occasion.

RESOLVED: To award £300 to Stone Alzheimer's Drop in Club.

15SQUARE

The Committee considered the grant application from 15Square requesting £500 to contribute towards a new office-based computer, the upgrading of existing technology (a laptop and tablet) and to improve digital service delivery.

The Town Clerk advised the Committee that due to the value of reserves the application did not meet the grant criteria on this occasion.

RESOLVED: To decline the award of a grant.

GP23/040 Code of Conduct Review

The Committee considered the updated Councillor Code of Conduct (which had been attached to the electronic version of the agenda for the meeting).

The Committee noted that changes had been made at paragraphs 17, 18 and 19.

RESOLVED: To accept the updated Code of Conduct.

GP23/041 Press and Media Protocol Review

The Committee considered the updated Press and Media Protocol (which had been enclosed with the agenda for the meeting).

The Committee noted that Paragraph 1.5 has been updated for clarity.

RESOLVED: To accept the updated Press and Media Protocol.

GP23/042 Town Council Payments

RESOLVED: To note the list* of Town Council payments made during the period 1 to 31 May 2022.

GP23/043 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 Kenney advised the Committee that a meeting had been held this afternoon and a full report would be given under the confidential section of the agenda.

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Engagement with Young People

Councillor Mrs Dawson informed the Committee that she was in the process of arranging a meeting of the Working Group.

Queen's Platinum Jubilee Steering Group

Councillor Mrs Hood advised the Committee that a 'washup' meeting had taken place with the Town Clerk and a few items would be put forward to the Tourism and Town Promotion Sub-Committee for discussion.

Councillor Mrs Hood said the events had all gone very well.

The Town Clerk advised the Committee that the Queen's Platinum Jubilee Steering Group would now automatically be disbanded in accordance with the terms of reference.

GP23/044 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 on 27 July.

Stone ATC

Councillor Davies advised the Committee that the last meeting of Stone ATC had taken place on 7 June which had coincided with Town Council meetings. Upon viewing the minutes, he said there were 23 cadets currently. Recruiting new members and raising funds for a new minibus were the main priorities.

Stone ATC's Dining in Night and Award Ceremony had recently taken place and the Town Mayor was present to present the awards.

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 the next meeting of Stafford & Stone Access Group would be held on 18 July and include the AGM.

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 Mrs Hood advised the Committee that no meeting of Stone Community Hub Liaison Group had taken place.

SPCA Executive Committee

Councillor Green advised the Committee that no meeting of the SPCA Executive Committee had taken place.

The meeting was adjourned and then reconvened after the open session of the Planning Consultative committee had taken place.

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GP23/045 Exclusion of the Press and Public

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

RESOLVED: to exclude the Press and Public from the next items of business

GP23/046 Stone Heritage Centre

The Committee considered the confidential report of the Town Clerk setting out issues related to tendering of the building contract for the Stone Heritage Centre. It also received a report and recommendations from the Heritage Centre Steering Group.

The Heritage Centre Steering Group had met earlier on 5th July 2022 to consider the final design and tendering arrangements for the Centre building works. It was noted that this tender covered the building only, including mechanical and electrical (M&E) works, and that separate tenders would be let for the building's internal fittings.

The Steering Group reported that it had considered the same documents that had been circulated electronically as part of the confidential section of this Committee's agenda and had received the advice of both the project architects (Byatt Oliver) and the Council's procurement advisors (Staffordshire County Council). As a result, the Steering Group made a number of recommendations to the General Purposes Committee regarding the arrangements for the tendering of the building contract.

RESOLVED

To approve the recommendations of the Steering Group.

CHAIRMAN

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Stone Town Council – Estates Sub-Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 12 July 2022

PRESENT: Councillor A. Best in the Chair and
Councillors: J. Davies, R. Kenney and C. Thornicroft

Officers: L. Trigg and Mrs T. Williams

By Chairman's invitation: no Councillors

ABSENT: Councillors: Mrs L. Davies, Mrs K. Dawson, I. Fordham, Mrs J. Hood and
J. Powell.

EST23/001 Apologies

Councillors: Mrs L. Davies and Mrs K. Dawson

EST23/002 Declarations of Interest and Requests for Dispensations

None received

EST23/003 Representations from Members of the Public

None received

EST23/004 Minutes of Previous Meeting

That the minutes of the Estates Sub-Committee meeting held on the 4 January 2022 (Minute Numbers EST22/018 – EST22/027), be approved as a correct record.

EST23/005 Stone Station Flooring

The Sub-Committee was asked by the Chairman to consider the flooring at Stone Station Community Centre in respect of whether it was versatile enough for the full range of uses by hirers.

The Chairman suggested that the existing carpet might be off putting and the introduction of wooden flooring that would be suitable for exercise and dance would raise the interest of potential hirers.

The Sub-Committee expressed the opinion that the main impact on the venue's

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popularity was likely to be the limited availability of parking (particularly during the day) and that the subfloor could be investigated with costings obtained for an appropriate floor finish when other pre-existing maintenance issues at the Station had been resolved.

RECOMMENDED: That improvements to the flooring at Stone Station Community Centre be held for investigation at a suitable time in the future.

EST23/006 Maintenance of Cenotaph Garden

The Chairman invited the Town Clerk to update the Sub-Committee on the position with maintenance of the Cenotaph Garden in Granville Square after a number of people had raised concerns about its untidy condition.

The Town Clerk advised the Sub-Committee that the Grounds Maintenance Contractor had tended the garden as a one-off exercise, and it was now looking good. He said that Stone in Bloom had traditionally maintained the garden.

The Sub-Committee noted the condition of the surrounding wall, thought to be the responsibility of the County Council, which was cracked and subsiding.

RECOMMENDED: That the Town Clerk makes enquiries to the Chairman of Stone in Bloom about the Group's longer-term intentions regarding the maintenance of the Cenotaph Garden.

EST23/007 Exclusion of the Press and Public

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

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

EST23/008 Confidential Minutes

RESOLVED:

That the Confidential minutes of the Estates Sub-Committee meeting held on the 4 January 2022 (Minute Numbers EST22/018, EST22/026 and EST22/027), be approved as a correct record.

EST23/009 Update on Stone Station

The Chairman invited the Town Clerk to update the Sub-Committee on the current position on Stone Station Community Centre.

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The Town Clerk updated the Sub-Committee on issues related to the Station.

RECOMMENDED: That the Town Clerk progresses work with regard to the Station roof.

RECOMMENDED: That the General Purposes Committee agree a supplementary estimate of £4,000 to support the Town Clerk's ongoing investigations.

RESOLVED: That an Estates Working Group be established to consider potential additional uses of Stone Station Community Centre, to meet prior to the next meeting of the Sub-Committee. All members of the Sub-Committee should be members of the working group.

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.

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 2022. 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 June 2022.
4. The report will first look at any adjustments proposed to the budget for 2022-23. 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.

Adjustments to 2022-23 Budget

5. The meeting of the Council on 28th June 2022 considered the final accounts for 2021-22 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.
6. 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

7. Appendix B sets out a comparison of the budget to date with spending up to the end of June 2022. The budget to date has been estimated with reference to spending patterns in previous years 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.

8. 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).
9. Overall, at the end of June 2022, net spending was £75,000 compared with a budget up to that time of £78,701 – a net underspending to date of £3,701. Significant variations are identified below.
10. Significant adverse variances are:
 - a. Markets (£1,574): Although markets income is less than budgeted, the is largely compensated for by reduced setup costs. The adverse variance at this stage of the year relates to the purchase of additional weights for the market stalls.
 - b. Salaries and Employment Costs (£2,937): This is due to the arrears of pay award for 2021-22 being paid in April 2022. This budget is expected to balance out as the year progresses.
 - c. Administration (£1,419): This budget is expected to overspend this year due to the spreading of the cost of last year's office IT refresh over four years via the rollover reserve. The current adverse variance is within the anticipated amount.
11. Significant favourable variances are:
 - a. Bus Shelters and Street Furniture (£1,945): There has been no spending yet this year against this budget. This is a combination of work not yet done and invoices not yet received. Spending is expected to increase during the coming months.
 - b. Grounds Maintenance (£1,205): This underspending is largely due to a monthly invoice from the Council's contractor not being received yet.
 - c. Crown Meadow Improvements (£1,000): There has been no spending yet this year against this budget. Spending is expected to increase in the coming months.
 - d. Environmental Initiatives (£1,438): The invoice for energy audit work at the two community centres has not yet been paid.
12. It can thus be seen at this stage that 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

13. Income from the Frank Jordan Centre, Stone Station and the Town Market together represents almost 10% 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 10% can vary within the year in accordance with the Council's success with letting its community centres and market stalls.
14. With this in mind, Members need to closely monitor these income items to ensure that its budget remains in balance.

15. Attached at Appendix C are a set of graphs showing a comparison of income received to date with the level anticipated for each month. 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 a little above target for the Frank Jordan Centre and the Stone Station but below target for the Town Market.

Recommendations

16. 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 June 2022.
 - c. Consider any action it wishes to take in the light of the information within this report.

Stone Town Council

Budget Adjustments 2022-23

	Contribution to (from) Reserves £	Bus Shelters & Street Furniture £	Crown Meadow Imp'ments £	Allotments £	Env'mentl Initiatives £	Admin £	Stone Heritage Centre (Capital) £
Council 28th June 2022							
Rollover re Bus Shelters & Street Furniture	-1,500	1,500					
Rollover re Crown Meadow Improvements	-4,875		4,875				
Rollover re Allotments	-400			400			
Rollover re Environmental Initiatives	-5,750				5,750		
Rollover re Administration	8,000					-8,000	
Rollover re Stone Heritage Centre (Capital)	-108,265						108,265
TOTAL	-112,790	1,500	4,875	400	5,750	-8,000	108,265
Original Budget	-161,038	6,280	8,540	-1,870	0	26,900	155,000
Current Budget	-273,828	7,780	13,415	-1,470	5,750	18,900	263,265

Stone Town Council

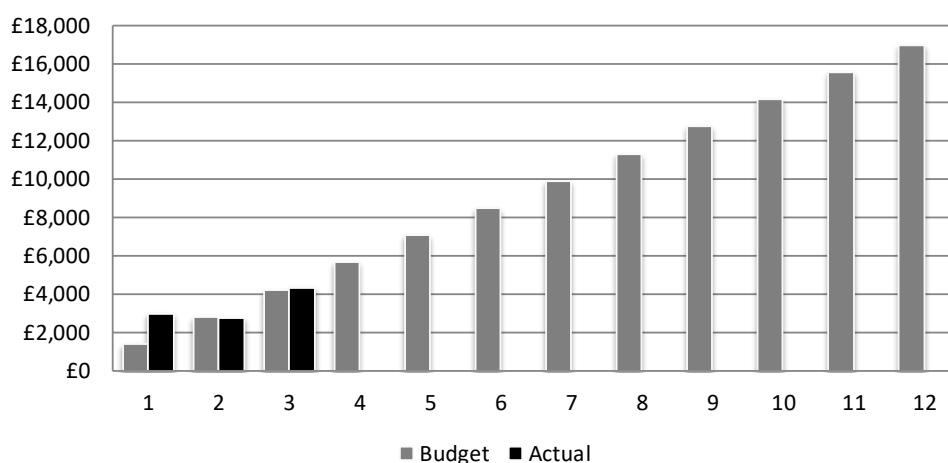
Budget Monitoring Statement 2022-23

Appendix B

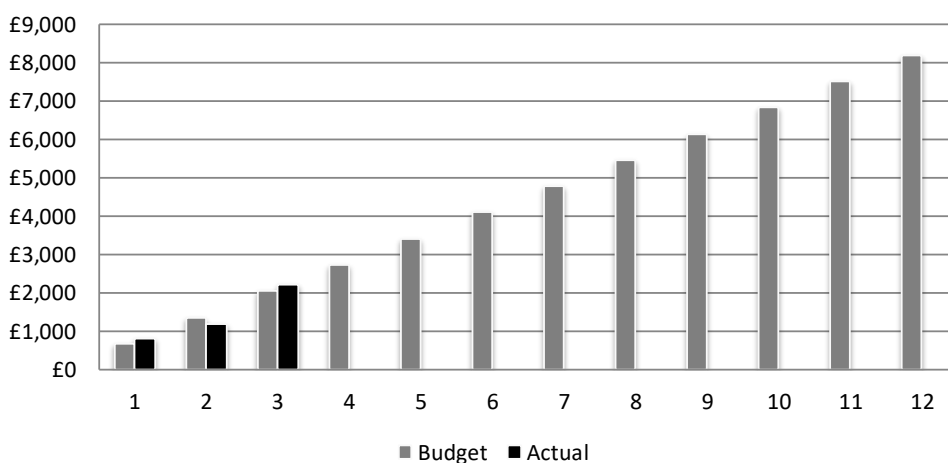
Revenue Account to End of Period 3 Jun-22

	Original Budget £	Current Budget £	Budget to Date £	Actual to Date £	Variance to Date £	Budget Remaining £
Major Income Generating Activities						
Frank Jordan Centre						
Income	-17,000	-17,000	-4,250	-4,345	-95	-12,655
Expenditure	20,700	20,700	5,175	4,652	-523	16,048
Net	3,700	3,700	925	307	-618	3,393
Stone Station						
Income	-8,200	-8,200	-2,050	-2,219	-169	-5,981
Expenditure	45,400	45,400	4,350	4,162	-188	41,238
Net	37,200	37,200	2,300	1,943	-357	35,257
Town Market						
Income	-20,700	-20,700	-4,800	-4,229	571	-16,471
Expenditure	10,300	10,300	2,100	3,103	1,003	7,197
Net	-10,400	-10,400	-2,700	-1,126	1,574	-9,274
Other Activities						
Stone Heritage Centre	20,000	20,000	0	0	0	20,000
Bus Shelters & Street Furniture	6,280	7,780	1,945	0	-1,945	7,780
Street Lighting	700	700	0	0	0	700
Dog & Litter Bins	1,020	1,020	255	0	-255	1,020
Joules Clock	300	300	0	0	0	300
Town Electricity Supply	400	400	100	85	-15	315
Building Maintenance	9,700	9,700	0	0	0	9,700
Grounds Maintenance	20,140	20,140	2,900	1,695	-1,205	18,445
Crown Meadow Improvements	8,540	13,415	1,000	0	-1,000	13,415
Allotments	-1,870	-1,470	-240	397	637	-1,867
Environmental Initiatives	0	5,750	1,438	0	-1,438	5,750
Christmas Lights	26,650	26,650	0	-672	-672	27,322
Tourism & Town Promotion	28,250	28,250	9,000	8,831	-169	19,419
Grants to Outside Bodies	8,300	8,300	0	0	0	8,300
Salaries & Employment Costs	183,000	183,000	39,354	42,291	2,937	140,709
Accommodation	5,510	5,510	160	85	-75	5,425
Insurances	7,040	7,040	8,140	7,732	-408	-692
Administration	26,900	18,900	8,100	9,519	1,419	9,381
Audit & Legal Fees	1,240	1,240	-800	-861	-61	2,101
Town Council Elections	0	0	0	0	0	0
Allowances - Mayor & Deputy Mayor	3,190	3,190	797	666	-131	2,524
Regalia & Presentations	500	500	125	30	-95	470
Civic Activities	3,500	3,500	300	-174	-474	3,674
Remembrance Sunday & War Memorials	2,060	2,060	515	0	-515	2,060
Miscellaneous	3,000	3,000	2,100	2,032	-68	968
Interest	-50	-50	-13	-98	-85	48
Neighbourhood Plan	0	0	0	0	0	0
Stone Heritage Centre (Capital)	155,000	263,265	3,000	2,318	-682	260,947
Coronavirus Contingency	0	0	0	0	0	0
Town Promotion	0	0	0	0	0	0
General Contingency	0	0	0	0	0	0
Total	549,800	662,590	78,701	75,000	-3,701	587,590
Precept & Financing	388,762	388,762	194,381	194,362	-19	
Contribution from (to) Reserves	161,038	273,828	-115,680	-119,362	-3,682	

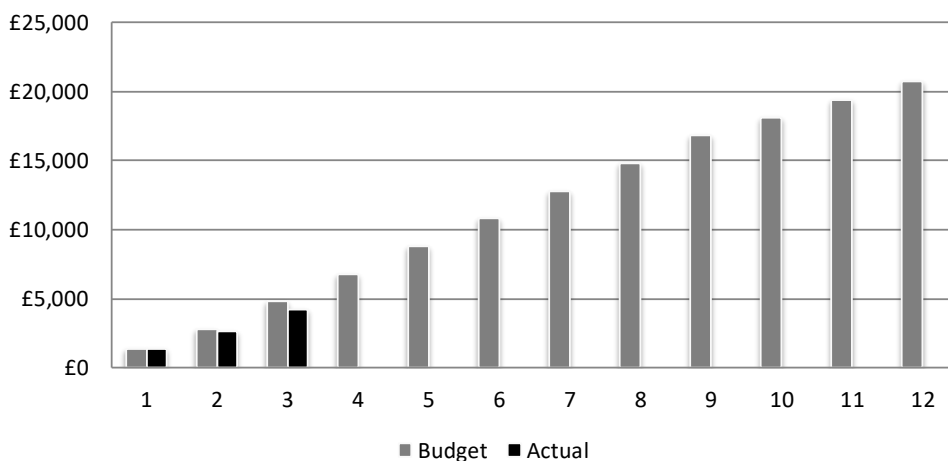
Frank Jordan Centre Income 2022-23



Stone Station Income 2022-23



Town Market Income 2022-23



Introduction

1. The Town Mayor, Councillor Jonathan Powell, has requested that he be allowed to set up a Facebook or other social media site related solely to Mayoral activities. This report considers this proposal and recommends accordingly. For simplicity, this report refers to “Facebook” throughout, but this should be read as also including other major social media platforms such as Instagram.

Background

2. Currently the Council’s Press and Media Protocol prohibits any Councillor from posting on social media in an official capacity, and in particular prohibits the reference to any position held by the writer within the Council, the use of the Council crest/logo and the Council’s phone number. This is for good reason, and is intended mainly to avoid any confusion about whether any views expressed in the post are those of the Council or those of the writer.
3. These rules, however, also prevent the setting up by the Mayor of a Facebook or other social media site in his official capacity, even if it only relates to Mayoral activities.
4. This report will ask two questions:
 - a. Does it want to support the establishment of a Mayoral Facebook site?
 - b. If so, how should it be operated?
5. These issues are considered below.

Should there be a Mayoral Facebook Site?

6. It has long been the objective of the Council to set up its own Facebook site. This has, however, been delayed by the vacancy in the Events and Marketing post. It was decided to combine this post with the new role of Heritage Centre Manager, so it has remained vacant pending the need to recruit to that post.
7. Recruitment to this combined post will be the subject of a future report to the Management Sub-Committee, but it is unlikely to be filled until the latter part of this year.
8. Whilst it is clearly better to have a single Council Facebook page covering all matters, including mayoral activities, it would not be possible to implement this until the new post has been filled.
9. If the Council would like to establish a Mayoral Facebook site in advance of this, a separate site would be needed.

If a Mayoral Facebook Site is Established, who Should Maintain it?

10. The current Town Mayor has offered to set up and operate the site while he is in the role. As stated above, this is currently in breach of the Council's Press and Media Protocol, so specific permission of the Council would need to be granted.
11. A further issue with the Mayor managing the site would be its future viability. Not all Mayors would wish to or, perhaps, be able to maintain a Facebook site. There is therefore a danger that the site would not continue to be maintained into the future, which could reflect badly on the Council. It may also deter future mayoral candidates who would not want this responsibility.
12. The need to maintain political neutrality may also be difficult. The Mayor is a non-political role, so postings related to events should be able to maintain this neutrality, but there would be little control over comments. In any event, no postings could be made by the Mayor during the purdah periods related to any UK election.
13. It would therefore be better for any Mayoral site to be managed by an officer of the Council. There is, however, insufficient capacity within the role of Mayor's Secretary to undertake this task. It would therefore be best for this to be undertaken in the longer term by the new Heritage Centre Manager/Events and Marketing post.
14. This would not, however, solve the immediate issue.

Conclusions

15. My recommendation is that the Council should operate a single Facebook site, including Mayoral activities, and that the site should be managed by the Heritage Centre Manager/Events and Marketing officer once they are in post.
16. Between now and when that officer is able to take up the role, however, I can see no reason why the current Mayor should not set up his own personal site dedicated to Mayoral activities, with the Council granting permission to use his Mayoral designation and the Council's logo and telephone number. This would need to be incorporated into the Council's own site or closed down by the start of the purdah period for the 2023 Council elections.

Recommendations

17. It is recommended that:
 - a. The Committee determines that it does not wish to operate a separate Mayoral Facebook site, and that its objective is to operate a Council site, including Mayoral activities, once the new Heritage Centre Manager/Events and Marketing post is in post.
 - b. That the Committee considers granting the current Mayor permission to use his Mayoral designation and the Council's logo and telephone number for a personal Mayoral Facebook/social media site until the start of the purdah period for the 2023 Council elections.



Welcome from Staffordshire Parish Councils' Association

Welcome to the Town and Parish Council sector.

- This welcome pack has been designed by Staffordshire Parish Councils' Association (SPCA) in conjunction with various partners in Staffordshire to assist you with information to help in your role.

A bit about us:

- Staffordshire Parish Councils' Association is a membership organisation which supports and advises Parish and Town Councils. Through membership your Council also benefits from affiliation to the National Association of Local Councils (NALC).
- SPCA provides advice to Councils and Clerks on legal matters, finance, policy and procedures and much more. We are also able to access indemnified legal advice from NALC's team of solicitors when dealing with complex legal situations.
- SPCA also provides training for both Councillors and Clerks. This is key in a fast moving sector. At present we have around 25 courses on offer and this continues to be enhanced. Our courses range from general Clerk and Councillor courses through to specific courses such as Social Media and Finance. To view our full list or book a course please visit our website: [Staffordshire Parish Councils Association – Staffordshire Parish Councils Association \(spcaonline.org.uk\)](http://spcaonline.org.uk)
- Weekly Bulletin – we provide a weekly update which is emailed to Clerks and Chairman. This is designed to update you about news and inform you promptly on developments in the sector. This assists Clerks in identifying areas of Council work requiring regular confirmation or revision such as policies. The newsletter is designed to be passed by the Clerk to all members of the Council.

We hope you find this guide helpful, informative and relevant to your role. It is intended as an introduction to many organisations and hopefully reduces the knowledge gap for those new to their role. If you aren't receiving information from us and your Council is a current member please email us spca.parish@staffordshire.gov.uk

Lisa Horritt, Assistant County Officer and Training Officer, SPCA

Staffordshire Parish Councils' Association



155+ PARISH AND TOWN
COUNCILS IN MEMBERSHIP



50+ TRAINING SESSIONS
DELIVERED IN 2021

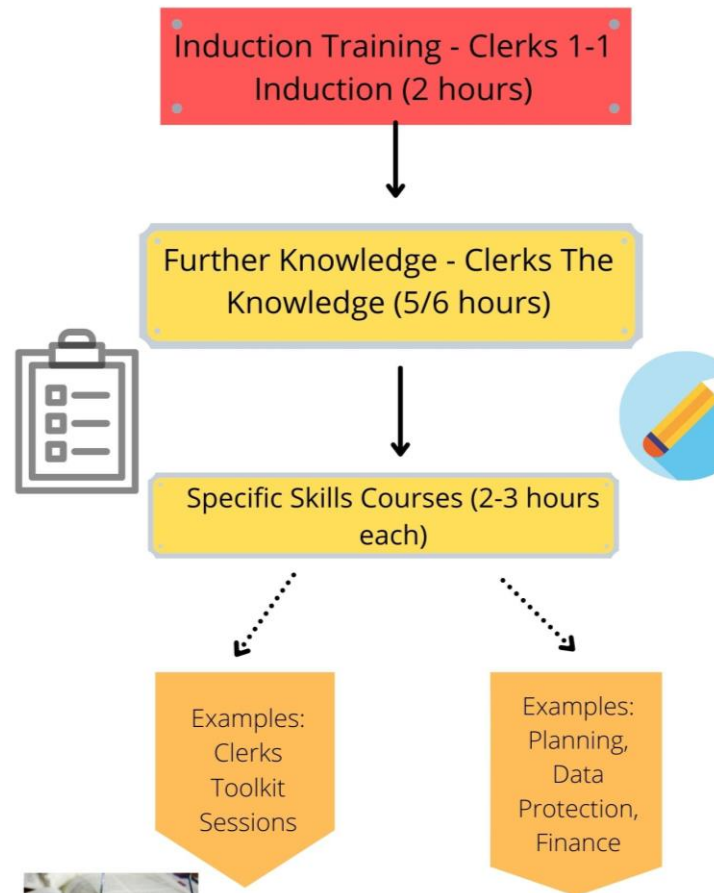


WEEKLY INFORMATION
BULLETINS SENT TO
COUNCILS
4 X TRAINING BULLETINS
PER YEAR

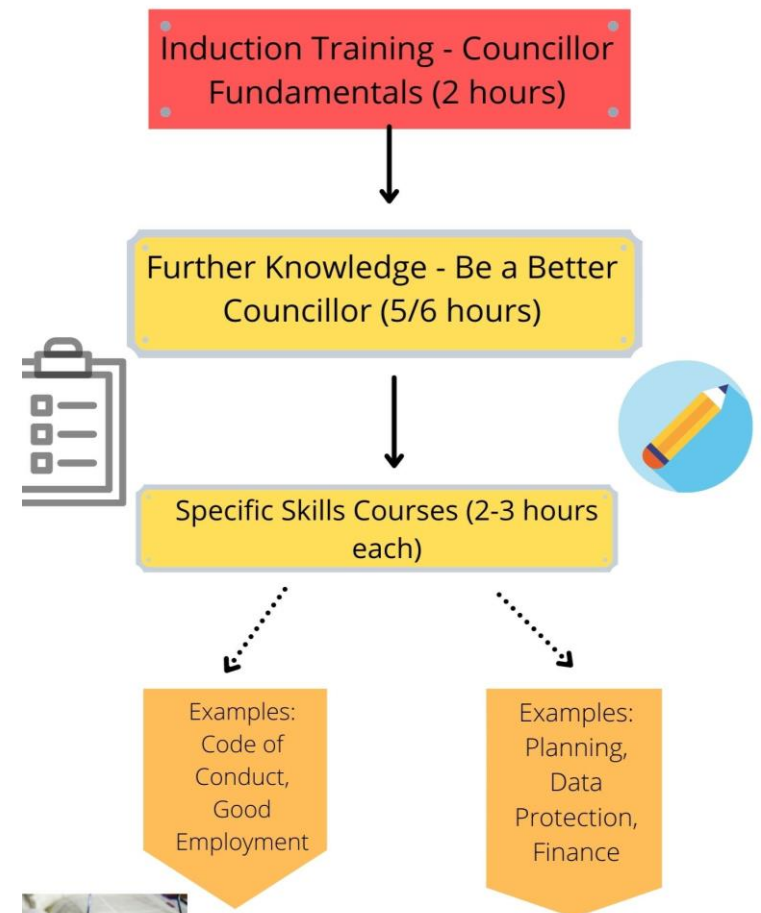
Training Courses for Councils



Suggested Training Route for Clerks



Suggested Training Route for Councillors



See our full list of courses: www.spcanonline.org.uk

Resources for Councils

- Legal Topic Notes – available as part of your subscription via SPCA or on the NALC website (please contact SPCA for log on details)
- Good Councillor Guides on various topics including finance, employment, neighbourhood planning, cyber security etc.- available as part of your subscription via SPCA or on the NALC website (please contact SPCA for log on details)
- Finance – Practitioners Guide – supporting preparation of the AGAR (Annual return) and general finance guidance
- Website accessibility and Transparency Code – guidance on what Councils MUST do in relation to their websites



nalc

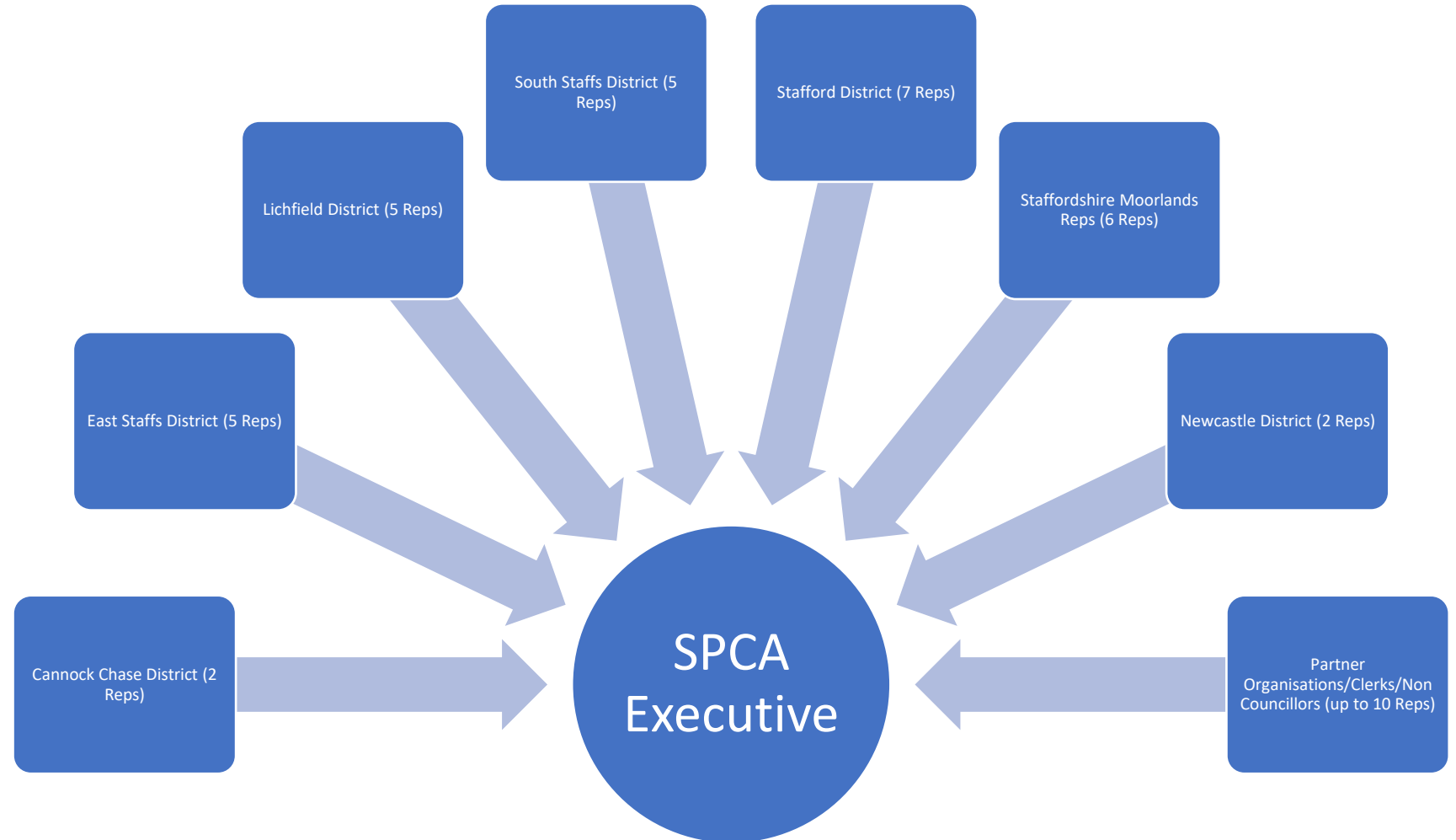




SPCA Executive Structure

Parish Council representatives are nominated by their Council for each area to serve on the SPCA Executive for a period of 2 years. They are elected at the AGM in December and are expected to attend quarterly meetings to represent their area.

The SPCA Executive agree the strategic direction for the Association and raise issues on behalf of member councils.





Established in 1947, the National Association of Local Councils is the only national body that represents the interests of 10,000 local (parish and town) councils in England. NALC works in partnership with county associations to support, promote and improve local councils.

WHAT WE DO

NALC provide a national voice for local (parish and town) councils across England. We campaign on their behalf, raise awareness of their work and provide them with a range of services to support their needs.

We provide a number of services:

- Campaigning – lobby for the issues that are important to local councils and communicate those views to government and a range of influential organisations, in the private, charity and public sector.
- Legal, accounts and audit advice – Written, telephone and digital advice from NALC's well-experienced solicitors.
- Publications – A quarterly magazine, *LCR*, fortnightly *DIS*, guides on being a good councillor, employer, finance and transparency, neighbourhood planning and a range of toolkits.
- Conferences, events and training – NALC's national events and training sessions are opportunities to bring our diverse membership together to learn about new or topical initiatives and share ideas.
- Publicity – Raise the profile of local councils and the sector beyond a regional level
- Media – Guidance on how to deal with a media crises, how to deal with reporters and media outlets and writing a media policy.
- Standards, awards and recognition – Opportunities all year round for local councils to take up the chance to celebrate and be recognised for achievements through the Local Council Award Scheme, Council Spotlight and Star Council Awards.

HOW WE WORK

NALC is run on a democratic structure.

Local councils are members of NALC and their county association.

Each county association appoints one elected councillor from their local (parish and town) councils to sit on National Assembly.

National Assembly is responsible for the appointment of NALC committees, as well as the management and conduct of NALC.

Local councils join their County Association (SPCA) and, by virtue of that membership, have access to the National Association's services and specialist advice.



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Stone Town Council - Payments

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The table below lists payments made by the Council in the period identified, for the Committee's information.

The table includes payments by cheque, direct debit, PayPal, payment card, 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. All amounts exclude VAT.

Payment Date From : 01/06/2022

Payment Date To : 30/06/2022

<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
01/06/2022	0361002158	Water Plus	Water Usage May 2022	81.00
01/06/2022	67499	Prism Solutions	Leased Line Rental	44.45
01/06/2022	67499	Prism Solutions	Leased Line Rental	46.69
01/06/2022	Jubilee Events	Miscellaneous	Bagpiper at Beacon Lighting - Jubilee Event	180.00
06/06/2022	Jubilee Events	Miscellaneous	Band - The Vanz at Jubilee Event	400.00
06/06/2022	Rates	Stafford Borough Council	Station Rates June 2022	225.00
06/06/2022	Rates	Stafford Borough Council	Mkt Sq Rates - June 2022	35.00
06/06/2022	Rates	Stafford Borough Council	FJC Rates - June 2022	434.00
06/06/2022	Jubilee Events	Miscellaneous	Band - The Cartoon Kings - Jubilee Event	750.00
06/06/2022	035856	MEB Total Ltd	Re-set boiler following lock out	118.60
06/06/2022	035562	MEB Total Ltd	FJC Boiler service and burner replacement	497.91
06/06/2022	31052022	Cllr Jill Hood	Keys cut for access to Westbridge Park - Jubilee Event	7.50
06/06/2022	INV000133	Hearts Cross Medical	Medical Support at Jubilee Event	250.00
06/06/2022	V01995378773	EE	Mobile Phone Charges June 2022	23.53
06/06/2022	V01995378773	EE	Mobile Phone Charges June 2022	23.53
06/06/2022	V01995378773	EE	Mobile Phone Charges June 2022	25.27
07/06/2022	060622/1	Face ina Crowd	Face Painting - Jubilee Event	300.00
07/06/2022	Jubilee Events	Miscellaneous	S&G Band - Jubilee Event	100.00

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Stone Town Council - Payments

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<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
07/06/2022	028875	Cllr Jill Hood	Food for Ukranian refugees - Jubilee Event	76.78
07/06/2022	Jubilee Events	Miscellaneous	LOC Band - Jubilee Event	500.00
08/06/2022	3941116839	TV Licensing	TV License Renewal 2022/23	159.00
08/06/2022	499	Hazzard Promotions	Sound Sytem - Jubilee Event	700.00
09/06/2022	INV6221	Hampshire Flags	Paper handwaving flags for Jubilee Event	68.50
09/06/2022	INV5238	Hampshire Flags	Paper handwaving flags for Jubilee Event	68.50
09/06/2022	INV0001	Quiet Men Band	Quiet Men Band - Jubilee Event	400.00
09/06/2022	221520299	British Gas	Heritage Centre -Elec SC Apr/ May 22	19.43
10/06/2022	INV-0722	Current Electrical & Property Services	Hire of crowd barriers, generator and 32 amp supply -	1,046.00
10/06/2022	713392022186819	Pozitive Energy	STN Elec Usage - Apr 21	187.89
10/06/2022	036290	MEB Total Ltd	Qtr Fire Alarm Testing FJC	75.74
10/06/2022	036294	MEB Total Ltd	Emergency lighting repairs	90.74
10/06/2022	036291	MEB Total Ltd	Emergency light testing - every 6 months	85.48
10/06/2022	SI-24923	Signs 2000	Supply and fit graphics to Mayor's Board	30.00
10/06/2022	2973679	British Gas	Elec Usage 61 High St Apr/May 2022	14.05
10/06/2022	2973680	British Gas	Elec Usage Pillar 1 Apr/May 2022	10.47
11/06/2022	201615202218629	Pozitive Energy	Gas Standing Charges My 2022	25.22
13/06/2022	INV-0723	Current Electrical & Property Services	Marquees set up - May 22	685.00
13/06/2022	SIN2075422	PPL PRS Music Rights	PPL PRS Music Licencing 2022/23	1,079.04
14/06/2022	5466	Byatt Oliver Associates	Detailed drawings for tendering contractor	2,104.00
14/06/2022	05062022	Florence Brass	Florence Brass Band - Jubilee Event	200.00
14/06/2022	Jubilee Events	Martin Robinson	Donation re photos of Town Crier / Jubilee Proclamation	50.00
15/06/2022	Land Registry	Stafford Borough Council	Land Registry Fee - Market Square	6.00
15/06/2022	65900540	Fasthosts Internet Ltd	Domain Renewal stonetowncouncil.org.uk	20.98
15/06/2022	5559	Loo's Direct Ltd	Hire of 8 portable toilets - Jubilee Event	700.00

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Stone Town Council - Payments

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<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
15/06/2022	52075	Call Handling Services Ltd	Stone Helpline Virtual Call Centre - Annual Charge	1,150.00
15/06/2022	201615202218629	Pozitive Energy	Gas Standing Charges My 2022	25.22
16/06/2022	IN03935138	NPower Ltd	Electricity Usage - Christmas Lights 2021	1,227.98
17/06/2022	16171	Call Handling Services Ltd	Stone Helpline Charges May 22	4.11
17/06/2022	INV152916789	Zoom Video Comm Inc	ZOOM Subscription Jun/Jul 2022	47.96
17/06/2022	515131090	Zurich Municipal	Annual Insurance Cover 2022/23	6,670.52
20/06/2022	730356ALTO	Altodigital Networks Ltd	Photocopier Usage March to June 2022	12.69
20/06/2022	INV-135772-54202	AutoEntry	AutoEntry Monthly Subscription - June 22	9.00
20/06/2022	281059386	British Gas	Amhpi Elec Standing Charges May 22	14.22
22/06/2022	210285	Black Rose Solutions Ltd	Internal Audit Fee for 2021/22	289.50
23/06/2022	713402022192443	Pozitive Energy	Gas Usage FJC May 2022	252.07
23/06/2022	713382022192442	Pozitive Energy	Elec Usage FJC May 2022	155.07
23/06/2022	713412022192443	Pozitive Energy	Gas Usage STN May 2022	90.02
24/06/2022	7070290442	Stafford Borough Council	SBC Annual Service Charge 2021/22	4,225.69
24/06/2022	5813476/CE/27563	The Arch Rent Collectors	Station Rental 24/06/22 to 28/09/22	1,184.25
24/06/2022	SINV00560434	J G Fenn Ltd	Pack of white card	11.18
24/06/2022	STW-INV06346507	Water Plus	FJC Water Usage May / June 2022	76.08
24/06/2022	743014903/001/06	Virgin Media Business	Broadband Usage Jun/Jul 2022	50.00
24/06/2022	444008-006	Virgin Media Business	Telephone Rental Charges / Call Cost May/June 22	89.08
27/06/2022	CD-223066829	Water Logic	Water Cooler Rental - Office May 22	9.32
27/06/2022	158653	Prism Solutions	Prism IT Service Charge July 2022	852.05
27/06/2022	713392022194021	Pozitive Energy	Elec Usage May 2022	180.68
28/06/2022	VE01095382	Veolia ES (UK) Ltd	Waste Collection May - 2022	72.67
28/06/2022	VE01095383	Veolia ES (UK) Ltd	Waste Collection May - 2022	60.67
30/06/2022	SI-174187	Mailing room	Ink for franking machine	55.95

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Stone Town Council - Payments

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<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
30/06/2022	22373	West Midlands Employers	Corporate Mship: Bronze 2022/23	500.00
				<u>29,261.28</u>

Stone Area Parish Liaison Group

Notes of the meeting held Virtually (on Zoom) on Wednesday 27 April 2022

PRESENT: Councillors: J. Davies (Stone Town Council & Hilderstone Parish Council) in the Chair and
P. Jones (Eccleshall Parish Council), B. Eyre (Yarnfield & Cold Meece Parish Council) Mrs S. Haine (Stone Rural Parish Council) and
S. Amison (Swynnerton Parish Council)

Also:

L. Trigg (Town Clerk to Stone Town Council)

Mrs S. Stokes (Clerk to Chebsey Parish Council)

Mrs T. Williams (Assistant Clerk to Stone Town Council)

L23/001 Apologies

Apologies were received from Councillor B. Fletcher (Stone Rural Parish Council)

Also:

Mr D. Croxford (Parish Clerk to Salt & Enson Parish Council)

Ms K. St Leger (Parish Clerk to Barlaston Parish Council)

L23/002 Declarations of Interest

None received.

L23/003 Election of Chair and Vice Chairman

The Chairman, Councillor Jim Davies was re-elected as Chairman to the Liaison Group for the year 2022-23.

Councillor Peter Jones was elected as Vice-Chairman for the year 2022-23.

L23/004 Notes of the previous meeting

The notes of the meeting held on 26 January 2022 were agreed as a correct record.

L23/005 Environmental Issues

The Chairman invited the Liaison Group to share updates on environmental work/activity.

The Chairman informed the Liaison Group that the Town Council's Environment Sub-Committee was taking some initiatives forward which could be shared after its next meeting and the final decision has been made and approved by General Purposes.

The Town Clerk advised the Liaison Group that he expected a draft article about environmental matters (in general) to be considered for publication in the Stone & Eccleshall Gazette. This would also include the actions of Stone Town Council.

The Town Clerk confirmed that after the matter had been considered by the Town Council, copies would be issued to Liaison Group representatives in readiness for the next meeting.

L23/006 School Transport for over 16s

The Chairman invited Councillor Jones to provide a progress report on the current situation following the County's decision to suspend the school transport vacant seat scheme for the over 16s.

Councillor Jones advised the Liaison Group that the Rural School Transport Action Group had the support of the local MP and County Councillors (Including Jeremy Pert) but hadn't moved very far forward which was disappointing as the buses were there.

The Liaison Group concluded that it did not understand the reluctance of the County Council to offer school transport to students over 16 as parents were prepared to pay for the service.

The Chairman suggested the item be dropped from the agenda for the time being and revisited again at the beginning of the new academic year.

L23/007 Heritage Centre

The Chairman invited the Town Clerk to update the Liaison Group on developments with Stone Heritage Centre.

The Town Clerk advised the Group that the Council had agreed the final design for the building and was now looking to invite tenders for the work to be undertaken. The internal fittings and displays had not been agreed yet.

The Town Council has employed the County Council to work on the tendering procedure after the architect had put the tender documentation together and provided a brief. The Town Clerk's target was to have the tender ready for the 7 July General Purposes Committee meeting but due to difficulties in contacting the architect this timeframe might not be achievable.

The Town Clerk said that a select list of County approved building contractors would be invited to tender.

The Chairman invited the Liaison Group to consider the local history content and stories that need to be told at the Heritage Centre as Stone was more than the town itself and included the hinterland as well. The American depot at Yarnfield during WW2 was suggested as important historically both to Yarnfield and Stone.

a. Planning including Neighbourhood Plans

The Chairman invited the Liaison Group to share updates on planning issues and neighbourhood plans:

Swynnerton Parish – has submitted some more papers to the Borough via Councillor Roy James which will hopefully lead to steps forward in the neighbourhood planning process.

The Liaison Group acknowledged that the new Borough Council Development Plan when introduced will override parish neighbourhood plans and lead to the requirement for review and modification if any of the new policies affect them. Any changes are not expected to be wholesale in nature.

Stone Town – it is understood that the Borough Council is planning to adopt the Green Spaces contained in the Stone Neighbourhood Plan rendering this part of the parish plan redundant. The decision won't change anything but does endorse the work done by Stone Town Council and demonstrates the value of the Neighbourhood Plan.

Eccleshall Parish – is worried that developers may use the new Borough Development Plan rather than the Neighbourhood Plan emphasising the importance of making sure the Borough Plan reflects what is in the Neighbourhood Plan as much as possible.

Eccleshall Parish Council has talked about setting up its Neighbourhood Plan Working Group again in order to prepare for any work/action that is needed.

Yarnfield & Cold Meece Parish – as a new parish it has started afresh and is proceeding well. It is working with Swynnerton Parish and with the support of its consultant, Urban Vision.

b. HS2

The Chairman invited updates on HS2:

Councillor Eyre provided an update on a successful joint meeting with HS2 and Kier, who have the contract to do work just down the road from Yarnfield. Joe Wilson was also in attendance. The Yarnfield representatives didn't go there guns blazing but rather went to work in co-operation which was a successful approach. The meeting was face to face in Yarnfield Park with a Zoom connection from the two Kier engineers (who were in Ireland).

The view of both parties was that no one knows the area better than local people and it was agreed that they would work together going forward with Kier inviting comment on all future proposals.

Councillor Eyre advised the Liaison Group that the Stone Railhead Crisis Group (SRCG) were engaged in a lot of very high level talking,

assisted by Sir Bill Cash. A lot of information could not be shared at present.

Councillor Eyre informed the Liaison Group that he has suggested to Mr Parkin that a meeting is arranged to let people know the Group remains active and continuing to work away. Mr Parkin is working extremely hard and the communities the Group represents are fortunate in having some knowledgeable people working in their interests. They are talking to Members of Parliament and the expertise of SRCG is being spread wider as other areas are asking for advice.

Councillor Eyre advised the Liaison Group that Yarnfield Lane was going to be almost closed for about five days from next week. Network Plus are laying pipes under a gully by the green and further down the lane HS2 will be doing ground surveys.

c. Highways, Traffic and Parking

The Chairman invited updates on highways, traffic, and parking matters:

The Liaison Group questioned whether the M6 Smart Motorway system was still going ahead between junction 14 and 15. No one had any information to share on this.

Potholes on the highway network seem to be an ongoing problem and it was suggested the Highways Department were tackling a whole road at a time rather than individual potholes. No new information has come directly from County Councillors on this point.

The Liaison Group commented on the extent of faint white road markings that have been noticed where zebra crossings, traffic roundabouts and other road markings needed repainting.

d. Policing

The Chairman invited updates on Policing matters:

Hilderstone Parish – Police officers have called at Hilderstone Parish Council for a quick chat. Councillor Davies phoned the Police Station leading to them paying a visit. The Chairman suggested other parish councils encourage them to get on board.

Swynnerton Parish – have invited Police officers to attend their meetings but haven't succeeded as yet.

Eccleshall Parish – Police officers either attend meetings or provide a report.

Stone Town – the Town Council share the same building with the Police and the impression was that the Police were being presented with some challenges as things are more active than they had been during the pandemic.

The Chairman suggested that a representative from the Community Speed Watch Team be invited to attend the next meeting of the Liaison Group as the Community Speed Watch Co-Ordinator had delivered an informative presentation recently to the Town Council.

The Liaison Group agreed that the presentation could be delivered on Zoom.

e. Leisure and Recreation

The Chairman invited updates on matters relating to leisure and recreation:

Eccleshall Parish – there are play areas but no parks. Eccleshall has been trying for three years to buy or rent a play area from the Borough Council.

Stone Town – permission has been received (today) for the Town Council to use Westbridge Park as a venue for the Queen's Platinum Jubilee Party in the Park.

The Town Clerk advised the Liaison Group that he had not seen any results following the Westbridge Park public consultation which didn't appear to have been published yet.

Swynnerton Parish – the Parish Council had an interesting discussion about roads and roadworks last week at its meeting. It is waiting for yellow and white lines to be painted but they won't be done yet as the road surfaces are not in good enough condition.

There have been objections about a speed limit change on a road from Cold Meece to Swynnerton and must wait for the outcome on that.

The County Council are thought to have linked Eccleshall, Swynnerton and Yarnfield's requirements for double yellow lines together and if one of them raise an objection the whole lot is stalling.

f. Commercial and Retail Activity

The Chairman invited updates on matters relating to leisure and recreation:

In Eccleshall another café has opened.

Planning permission has been awarded for the National Westminster Bank building to be converted into a restaurant on the ground floor and flats on the first floor.

In Stone 'The Bod' had opened (next to Market Square) and the Barclays bank building was now the 'Artisan Boutique and Kitchen' which were very popular.

The Liaison Group assumes there will be enough clientele for all the bars, coffee shops and restaurants to succeed.

The Chairman suggested that the most disappointing empty properties were the old Reeds Rains estate agent at the top of the High Street and the Clinton Cards shop. Otherwise, things are pretty good.

Stone was looking forward to the opening of Crown Wharf Theatre and the Heritage Centre. The Theatre has succeeded in obtaining a grant from HS2, but the outcome on two major grant applications were not known.

Anyone wanting an update on the theatre can find out on Sunday 5 June as a stall will be present at the Westridge park Queen's Platinum Jubilee event.

The Labour in Vain Public House in Yarnfield has closed its doors once again. The Parish Council has unsuccessfully tried to arrange to talk to Stonegate to see what their plans were for the pub's future.

The shop and post office in Yarnfield have been taken on by new shopkeepers. The shop which is open seven days a week is being well supported by the community.

The Fitzherbert Arms in Swynnerton has won the Best Pub in Staffordshire Award for 2022. It was also featured in the Sentinel for a job seekers award.

The Roebuck Public House in Hilderstone is open for business.

g. Future Governance

The Chairman advised the Liaison Group that he awaited with interest any further developments in the structure of local government.

The Town Clerk advised the Liaison Group that the second consultation phase of the Boundary Review by the Boundary Commission for England had taken place and he understood that a number of people were in favour of the proposal for a Stone and Great Wyrley Constituency. Not everyone was in opposition.

The Town Council had a representative present to give evidence to the Inquiry opposing the proposal and the outcome of their work is awaited.

L23/009 Joint Calendar of Events

The Chairman asked parish council representatives to share the dates of their events to enable them to be added to the Joint calendar.

The Chairman commented on the wide variety of events that were in

planning across the area for the Queen's Platinum Jubilee Celebratory weekend and he hoped people would take the opportunity to attend.

A program of Queen's Platinum Jubilee events would be held in Eccleshall and information could be found at: www.eccleshallplatinumjubilee.co.uk

In Stone on Thursday 2 June there would be a Proclamation delivered by a Town Crier in Market Square and the Beacon would be lit at St Michael & St Wulfad's Church with the Choral Society singing the Jubilee Song in the evening. A Big Lunch/Party in the Park would be taking place at Westbridge Park on Sunday 5 June.

The Chairman suggested that everyone give a report on their events at the next meeting.

The following additional events/dates were given:

- The Eccleshall Festival will be held on 25 June.
- Stone Food & Drink Festival from 15 to 17 July.

The Liaison Group pointed out that parish councillors are constantly criticised for not doing anything with or for the public but when they ask members of the public for feedback on what they would like to see happen they don't offer a response. As an example, gym equipment was installed on something like a 9% response rate.

On 11 May Eccleshall will be holding a 'Community Forum' where 50 plus groups were planning to set up stalls at the community centre to advertise the work they are doing. The Borough Council and Parish Council will also be there, and people are invited to join them for a chat and a cup of tea.

Most people have said the event would be good for membership and act as a reminder of their activity following the Covid-19 pandemic.

L23/010 Schedule of Future Meeting Dates

The Chairman suggested the Liaison Group continues to take the meetings one at a time at present (rather than devise a schedule).

L23/011 Date of Next Meeting

The date of the next meeting will be Wednesday 20 July 2022 at 3pm, via Zoom (subsequently changed to the 27 July due to the availability of a representative of the Safer Roads Partnership).

The Chairman thanked everyone for their attendance before closing the meeting.