

Stone Town Council – Management Sub-Committee

Minutes of the meeting held in St Michael’s Suite at the Frank Jordan Centre,
Lichfield Street, Stone, on Tuesday 25 October 2022

PRESENT: Councillor J. Davies in the Chair and
Councillors: K. Argyle, Mrs K. Dawson, I. Fordham T. Kelt, R. Kenney, J Powell
and S. Walley

Officers: L. Trigg

By Chairman’s invitation: Councillors: Mrs J. Hood and C. Thornicroft

ABSENT: Councillor: Mrs L. Davies

MAN23/001 Apologies

Councillor: Mrs L. Davies

MAN23/002 Declarations of Interest and Requests for Dispensations

None received

MAN23/003 Representations from Members of the Public

None received

MAN23/004 Minutes

That the Minutes of the Management Sub-Committee Meeting held on the 4 January 2022, (Minute Numbers MAN22/024 – MAN22/030), be approved as a correct record.

MAN23/005 Grant Aid – Eligibility Criteria

The newly adopted grant aid eligibility criteria states that grants will normally only be paid to “Organisations with an annual turnover less than £100,000 who hold less than 12 months’ net expenditure (excluding grants) in reserves. Reserves in this case excludes those which are legally earmarked to specific spending and cannot be used to support the proposals for which grant aid has been sought.”

This has resulted in virtually all applications falling outside the Council’s criteria. It was suggested by the Town Clerk that this is changed to

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“Organisations with an annual turnover less than £100,000 who hold less than 12 months’ expenditure in reserves. Reserves in this case excludes those which are legally earmarked to specific spending and cannot be used to support the proposals for which grant aid has been sought, and expenditure excludes spending from such reserves.”

During discussions it was clarified that applications which failed to meet the criteria would still be brought forward to the General Purposes Committee for consideration, but it would not be discussed unless a Committee member moved a resolution, which was also seconded, to waive the criteria and approve a grant in the specific case of that application.

RECOMMENDED: That the suggested change to the criteria is adopted.

MAN23/006 Updates

The Chairman invited the Town Clerk to provide updates on the following:

a. Website/Facebook

The Town Clerk advised the Sub-Committee that an interactive map had been added to the Council’s website, which would allow users to access information such as the location of the conservation areas and details of the town’s listed buildings, as well as ward boundaries and other local information.

He further advised that a Council social media presence and a major redevelopment of the website would be tasks for the Events and Marketing Officer, once that post has been agreed to be filled.

b. Service Continuity Plan

The Town Clerk advised that significant steps had been taken to improve service continuity with the implementation of the new IT and telephone systems, but that there was not yet a fully documented plan.

The Chairman suggested that he discuss this with the Clerk, with a view to producing a documented plan.

The Sub-Committee also discussed the recent successful implementation of its “Operation Headstone” plan and noted that the plan will now be reviewed and updated to take into account lessons learned.

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MAN23/007 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.

MAN23/008 Staffing Issues

The Sub-Committee considered the report of the Town Clerk, setting out a number of staffing issues that had arisen and recommendations for resolving them.

RECOMMENDED: The recommendations in the report were agreed for recommendation to the General Purposes Committee.

Chairman

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