



Town Clerk

Les Trigg

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29 March 2023

Dear Councillor,

A meeting of the **TOWN COUNCIL** will be held in St Michael's Suite at the **Frank Jordan Centre, Lichfield Street, Stone**, on **TUESDAY 4 APRIL 2023** 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**

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.

(NOTE: Due to this meeting taking place in the pre-election period for Town Council elections, this item will not be considered).

4. **To confirm as a correct record the minutes of the Meeting of the Town Council held on 7 March 2023, Minute Numbers C23/096 – C23/104 (attached)**

5. **To receive the draft minutes and decisions of the under mentioned Committees:**
 - a) General Purposes Committee meeting held on 7 March 2023, Minute Numbers GP23/172 – GP23/192 (attached)
 - b) Planning Consultative Committee meeting held on 7 March 2023, Minute Numbers PC23/061 – PC23/066 (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).
8. **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.
9. **To receive the draft Confidential Minutes and decisions of the undermentioned Committees:**
 - a) General Purposes Committee meeting held on 7 March 2023, Minute Numbers GP23/172, GP23/190, GP23/191 and GP23/192 (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 March 2023

PRESENT: Councillor J. Powell in the Chair and
Councillors: J. Davies, J. Hickling, Mrs J. Hood, T. Kelt, R. Kenney, C. Thornicroft
and R. Townsend

Officers: L. Trigg and Mrs T. Williams

ABSENT: Councillors: K. Argyle, A. Best, Mrs A. Burgess, Mrs L. Davies, Mrs K. Dawson,
I. Fordham, M. Green, M. Hatton, P. Leason and S. Walley

Before the meeting began Councillor Mrs Jill Hood led prayers.

C23/096 Apologies

Apologies were received from Councillors: K. Argyle, A. Best, Mrs L. Davies,
Mrs K. Dawson, I. Fordham, M. Green and S. Walley

C23/097 Declarations of Interest and Requests for Dispensations

None received

C23/098 Representations from Members of the Public

None

C23/099 Minutes

RESOLVED:

- a) That the minutes of the meeting of the Town Council held on 14 February 2023 (Minute Numbers C23/085 – C23/095, be approved as a correct record.

C23/100 Committee Minutes

RESOLVED:

- a) The minutes of the General Purposes Committee meeting held on 7 February 2023 (Minute Numbers GP23/148 – GP23/171), 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 14 February 2023 (Minute Numbers PC23/055 – PC23/060), were noted.

C23/101 Civic Announcements

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

C23/102 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 drew the Committee's attention to the Service of Commemoration held at Christ Church to mark the 80th Anniversary of the death of Flight Lieutenant Richard Noel Stubbs DFC DFM RAFVR.

He said that it had been a wonderful afternoon remembering a true hero of Stone who was a very brave young man and professional beyond his years. The opportunity to meet a descendant/member of his family had also been very good.

The Town Mayor thanked the organisers for providing the opportunity to remember a Stone resident who had done something exceptional. He suggested that anyone wishing to find out the full story should contact Councillor Jim Davies.

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

C23/103 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.

C23/104 Confidential Committee Minutes

- a) The confidential Minutes of the General Purposes Committee meeting held on 7 February 2023, Minute Numbers GP23/148, GP23/169 and GP23/170 and GP23/171 were noted.

TOWN MAYOR

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Stone Town Council – General Purposes Committee

Minutes of the meeting held in St Michael’s Suite at the Frank Jordan Centre, Lichfield Street, Stone, on Tuesday 7 March 2023

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: J. Davies, J. Hickling, Mrs J. Hood, T. Kelt, J. Powell, C. Thornicroft and R. Townsend

Officers: L. Trigg and Mrs T. Williams

ABSENT: Councillors: A. Best, K. Argyle, Mrs A. Burgess, Mrs L. Davies, Mrs K. Dawson, I. Fordham, M. Green, M. Hatton, P. Leason and S. Walley

GP23/172 Apologies

Apologies were received from Councillors: A. Best, K. Argyle, Mrs L. Davies (illness), Mrs K. Dawson, I. Fordham, M. Green (illness) and S. Walley.

Where a reason for absence is given, this reason was approved for purposes of Section 85(1) of the Local Government Act 1972.

GP23/173 Declarations of Interests

None

GP23/174 Requests for Dispensations

None

GP23/175 To receive the report of the County Councillors

County Councillor Mrs J. Hood

The Chairman invited Councillor Mrs Hood to address the Committee.

Highway Maintenance

Councillor Mrs Hood advised the Committee that she had received notification from the County Highways Department that structural maintenance work would begin on 24 April 2023 to improve/renew the road surface around Walton Roundabout, incorporating drainage, curb stones and carriageway.

The Highways team have been working on drains at the top end of town, attending to those in need of maintenance but needing to return to Victor Street to repair three lid jams including their jet cleaning.

HS2 Meeting

Councillor Mrs Hood advised the Committee that she had attended a meeting (on 7 March) with County Highways officers, County Councillors and representatives from Keir and Balfour Beatty.

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She said the meeting had been fruitful but its content was mostly confidential at this stage.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP23/176 To receive the report of Borough Councillors

County Councillor Mrs J. Hood

The Chairman invited Councillor Mrs Hood to address the Committee.

Councillor Mrs Hood advised the Committee that Councillor Andy Cooper had been elected as Borough Mayor Designate for the year 2023-24.

GP23/177 Representations from Members of the Public

None

GP23/178 Minutes

RESOLVED:

- a) That the minutes of the General Purposes Committee meeting held on 7 February 2023 (Minute Numbers GP23/148 – GP23/171, be approved as a correct record.

GP23/179 Minutes of Sub-Committees

There were no Sub-Committee Minutes for consideration.

GP23/180 Review of Standing Orders

The Committee undertook to review the Council's Standing Orders* which had been presented at the last meeting of the Committee and circulated electronically with the agenda for this meeting. The document had been reviewed by the Town Clerk who did not propose any changes.

RESOLVED: That no changes were required to the Town Council's Standing Orders.

GP23/181 Review of Financial Regulations

The Committee undertook to review the Council's Financial Regulations* which had been presented at the last meeting of the Committee and circulated electronically with the agenda for this meeting. The document had been reviewed by the Town Clerk who did not propose any changes.

RESOLVED: That no changes were required to the Town Council's Financial Regulations.

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GP23/182 **Police and Fire Commissioner**

The Committee considered inviting the Staffordshire Police and Fire Commissioner, Ben Adams, to a meeting of the Town Council.

The Chairman advised the Committee that it might be beneficial to invite Mr Adams after completing two years in post as there was plenty to discuss with an increase in sporadic anti-social behaviour and some crime issues in Stone. The opportunity could also be used to talk about police resources.

RESOLVED: That the Staffordshire Police and Fire Commissioner be invited to a future meeting of the General Purposes Committee.

GP23/183 **Review of Staffordshire County Council Divisions**

The Committee considered a Boundary Commission for England review of division boundaries for Staffordshire County Council.

A link to the Review documentation had been provided with the agenda for the meeting and the Committee noted that the closing date for consultation responses was 20 March 2023.

The Town Clerk reminded the Committee that the Review of Staffordshire County Divisions had been brought forward from the previous meeting to allow time for the Committee to consider how it could respond. He said the Review did not contain a proposal but explained the current arrangements and invited consultees to make observations.

The Committee expressed the view that a single County Councillor should represent the whole of the Town Council boundary rather than the County Councillor for Stone Rural representing Walton North and the County Councillor for Stone Urban representing the remainder of the town.

It was suggested that Stone Rural and Walton North were contrasting areas that did not align well when grouped together for the sake of the numbers.

The Committee pointed out that Walton North residents naturally considered themselves to be part of Stone town (not seeing themselves as living in a particularly rural area) and preferred to be represented by the County Councillor for Stone Town who was already working for them and offering support on County issues.

RESOLVED: That the Town Council's response to the Boundary Commission for England's Review of Staffordshire County Divisions be prepared by the Town Clerk in consultation with the Chairman of the General Purposes Committee and that the observations made by the Committee are incorporated.

GP23/184 **Members' Motion under Standing Order 4**

Councillor Jill Hood

'I am aware that Stone Town Council has neither made nor been invited to make representation regarding Schedule 17 applications submitted to the Staffordshire County Council in late January, regarding HS2 lorry routes along the entire length

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of HS2 Phase 2a within Staffordshire. The CA3 area specifically will impact the Stone Town Council area.

I propose that the Council asks Councillors, on behalf of our residents in every ward, to question the proposed routes with a view to minimising disruption to our town, and to submit their comments to the Town Clerk to put to the consultation.'

The Committee expressed concern that the Town Council was not being consulted on such an important issue affecting the town.

The Committee expressed strong concerns about the plan by HS2 to use Walton as a route for HGVs to transport heavy loads from the railhead to the Yarlet Satellite Compound via Pirehill Lane. The proposal for up to 42 LGV movements per day on this route would have a huge impact on the area, especially in respect of the local schools, nurseries and shopping area. There will also be serious environmental impacts and economic impacts for businesses.

The Committee agreed that the route would be unsuitable for frequent daily LGV movements, putting local people at risk and affecting residents' health and their quality of life.

The Town Clerk advised the Committee that the Town Council (along with other parish councils) were not formal consultees and should therefore submit an informal response to the County Council in the hope that County officers would take the matter up with HS2 directly and urge alternative routes be considered.

The Town Clerk suggested that Committee Members submit any individual comments they would like to make by first thing on Wednesday 8 March in order to be included in a Town Council representation.

RESOLVED: That the Town Clerk is asked to write to Staffordshire County Council in consultation with Councillor Mrs Hood, incorporating the concerns given by the Committee on HS2's planned use of Pirehill Lane as a route serving the HS2 Phase 2a railhead works.

GP23/185 Members' Motion under Standing Order 4

Councillor Steve Walley

'I've been contacted by a resident of Trent Close in Stone who has witnessed a number of near misses when bikes and other canal users leave the towpath at Trentside clinic and filter onto Trent Close. There is a lack of visibility of motorists who are coming from Trent Close and it has been reported to me that the bikes often leave the towpath very quickly. This area gets quite busy and is also included on the national cyclists route, so I believe its only a matter of time before someone is injured or worse. There is already a very small sign in the grass but I would propose that we need a bigger sign to make sure we have done everything in our power to warn cyclists of the danger'.

Proposal: 'That the Town Council determines responsibility for the current sign and encourages the owners to install a larger one, which would be more visible to cyclists'.

Councillor Walley was not available to address the Committee.

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GP23/186 Town Council Payments

RESOLVED: To note the lists* of Town Council payments made during the period 1 to 30 November 2022 and 1 to 31 January 2023.

GP23/187 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 no meeting had taken place.

Engagement with Young People

Councillor Mrs Dawson was not available to provide an update.

GP23/188 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 of the Liaison Group would take place after the parish elections in May 2023.

Stone ATC

Councillor Davies informed the Committee that a meeting of the Air Cadets Welfare Committee was taking place this evening (7 March 2023).

Age Concern Stone & District

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

Stafford & Stone Access Group

Councillor Kelt advised the Committee that a well-attended meeting of the Stafford & Stone Access Group had taken place two months ago. Discussions had included different forms of road crossing, EV charging points (mainly in Stafford and Staffordshire generally), safety of access to the Gatehouse Theatre and on station access, which impacts Stone.

The Access Group had applied through North Staffordshire Access Group to be considered as part of 'Access for All' which gives monies to various stations to improve access. Councillor Kelt said that it was disappointing that several hundred stations had been included in the Plan but none of them were local to Stone. It was hoped that future tranches of local stations could be put forward for improvement.

Councillor Kelt also advised the Committee that a new member of the Access Group (an IT expert) was taking on responsibility for the website.

Stone Common Plot Trustees

Councillor Thornicroft advised the Committee that he had attended a meeting of the Common Plot Trustees on Friday 3 March 2023 which was well attended.

The Treasurer had reported that the Plot finances were in good order.

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The Chairman had given an update on discussions with Staffordshire Police following the theft of wood and it was suggested that notices be displayed advising people not to remove wood from the Plot.

A plan was going to be produced on how to deal with the lower woodland path which was sliding down the bank in places. Repairs to the woodland steps had been completed and some work was ongoing. The hay meadow fencing had also been completed.

The Treasurer reported that several trees had been planted and registered under the Queen's Green Canopy Scheme. The Ash Die Back on the Plot would continue to be monitored and Trustees kept informed.

Stone Community Hub Liaison Group

Councillor Mrs Hood advised the Committee that no meeting of the Liaison Group had taken place.

SPCA Executive Committee

Councillor Green was not available to provide a report.

Stone Traders Group Directors' Meeting

The Town Clerk advised the Committee that a meeting of Stone Traders Group Directors' Meeting had taken place, but notification of its date was given very late, and no one was able to attend. The next meeting will take place in about a months' time.

The Committee suggested the Town Clerk circulated new future meeting dates to nominated Councillors (when made available) and requests feedback on who might attend.

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

GP23/189 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.

GP23/190 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the General Purposes Committee meeting held on 7 February 2023, Minute Numbers GP23/148, GP23/169, GP23/170 and GP23/171 be approved.

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GP23/191 **Heritage Centre**

The Town Clerk reported on the current position with respect to the Heritage Centre building works tender.

RESOLVED: That the Town Clerk is authorised to sign the contract to appoint the main contractor to the Heritage Centre building project.

RESOLVED: That once the contract had been signed the requirement for confidentiality is removed.

GP23/192 **Frank Jordan Centre**

The Town Clerk reported on discussions with Stone Community Hub.

CHAIRMAN

Stone Town Council – Planning Consultative Committee

Minutes of the meeting held in St Michael's Suite at the Frank Jordon Centre, Lichfield Street, Stone, on Tuesday 7 March 2023

PRESENT: Councillor T. Kelt in the Chair, and
Councillors: J. Davies, J. Hickling, Mrs J. Hood, R. Kenney, J. Powell, C. Thornicroft and R. Townsend

Officers: L. Trigg and Mrs T. Williams

ABSENT: Councillors: K. Argyle, A. Best, Mrs A. Burgess, Mrs L. Davies, Mrs K. Dawson, I. Fordham, M. Green, M. Hatton, P. Leason and S. Walley

PC23/061 Apologies

Apologies were received from Councillors: K. Argyle, A. Best, Mrs L. Davies, Mrs K. Dawson, I. Fordham, M. Green and S. Walley

PC23/062 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 speak or vote on the planning applications listed on the agenda.

Councillor Kenney declared a personal interest in planning application 22/36754/HOU

PC23/063 Representations from Members of the Public

None received.

PC23/064 Minutes

RESOLVED:

That the minutes of the Planning Consultative Committee meeting held on 14 February 2023 (Minute Numbers PC23/055 – PC23/060), be approved as a correct record.

PC23/065 Planning Applications

Application Number – 22/36901/HOU

Applicant – Mr M. Axon

Location – 19 Berkeley Street, Stone

Development – Reinstate roof to existing garage structure, lift the roof eaves up to allow home office within the roof space with rear dormer and rooflights to the

front elevation. Existing roof structure was removed by the previous property owner to validate planning approval to form new dwelling on the plot in 2007.

Observations: No objections

Application Number – 22/36624/HOU

Applicant – Mr Smith

Location – 24 Springwood Drive, Stone

Development – Two storey side and single storey rear extension

Observations: No objections

Application Number – 22/36029/HOU

Applicant – Mr J. Harding

Location – 37 The Avenue, Stone

Development – Reinstatement of iron railings to the top of the front boundary wall, plus iron gate.

Observations: No objections

Application Number – 22/36669/HOU

Applicant – Mr & Mrs A. & J. Forrester

Location – 26 Trinity Drive, Stone

Development – Single storey lounge extension to rear

Observations: No objections

Application Number – 22/36754/HOU

Applicant – Mr J. Henson

Location – 14 Meaford Avenue, Stone

Development – Rear extension

Observations: No objections

Application Number – 22/36807/HOU

Applicant – Mr L. Boulton

Location – 21 Airdale Road, Stone

Development – Front entrance relocation with glazed units, rear extension in-fill, balcony to rear accessed from bedrooms, general internal alterations, change existing car port into an enclosed garage

Observations: No objections

PC23/066

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.

Application Number – 22/36913/FUL

Applicant – Ms S. McDonald, Stafford Borough Council

Location – Westbridge Park, Stafford Street, Stone

Development – Development of children’s play area, MUGA, wheeled sports facility and associated access, paths and seating.

Observations: The Town Council originally commented that it ‘supports the comments made by Staffordshire Police and recognises that there are some concerns which it asks the Borough Council to recognise and give clear assurances will be answered/addressed’.

The Town Council has no further comments to add.

CHAIRMAN

STONE TOWN COUNCIL MEETING

4 APRIL 2023

CIVIC ANNOUNCEMENTS

Town Mayor

Friday 14 April 2023	Stone Gangshow at the Mitchell Arts Centre, Hanley
Wednesday 19 April 2023	Oak Tree Farm Rural Project Annual General Meeting
Saturday 22 April 2023	St George's Day Re-Enactment
Saturday 22 April 2023	Stone Town Council's Civic Dinner
Thursday 27 April 2023	Stone Flower Club – Coronation Evening for King Charles III
Friday 28 April 2023	Biddulph Town Mayor's Civic Dinner
Sunday 7 May 2023	King Charles III Coronation Celebrations in Stone

Deputy Mayor

Tuesday 18 April 2023	Stone Common Plot Annual General Meeting
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TOWN MAYOR

MAYOR'S REPORT – to 29 March 2023

Thursday 2nd March - ATC Cadets Induction Evening

The Mayoress and I were honoured to attend the 2023 induction evening of the Stone ATC at Walton Community Centre. We joined RAF officials and members of the cadets' families to witness the cadets taking the oaths and being inducted into the Air Training Corp. We were very impressed with the smart young people and to be part of the start of their journey with the corp.

Saturday 4th March – Texas Flag Raising

We joined Cllr Jim Davies, members of the Florence Brass Band and members of the public in marking the honour of being honorary Texans for the day on the anniversary of the day of Texas gaining independence from Mexico. As well as, remembering the special connection Stone has with the Lone Star State.

Wednesday 8th March - Borough Mayor's Valuation Evening

The Mayoress and I joined guests in supporting the Mayor of Stafford's charities by way of a valuation evening with TV celebrity antique expert Charles Hanson. We were treated to an evening of stories and insights into the wonderful world of historical objects and antiques. We finished off with a cheese and biscuit supper.

Sunday 12th March – Commemoration of the Bicentenary of the Death of the Earl St Vincent

On the anniversary of Earl St Vincent, John Jervis' passing 200 years ago, we joined local dignitaries, members of the public and the Mayor of Stafford to commemorate the day with a service at St Michael and St Wulfad's Church. It was good to hear about the Earl's life and to lay a wreath in the family's mausoleum and to remember one of Stone's most famous sons.

DEPUTY TOWN MAYOR'S REPORT – to 29 March 2023

Thursday 2 March – Trefoil Guild Annual General Meeting

This was a lovely evening at the Girl Guide Headquarters in Westbridge Park where I learned all about the activities the Trefoil Guild had been involved in during the past year. They had a speaker who this time was Philip and Edith Leason who talked about their year as Stafford Borough Mayor and Mayoress.

Thank you for including me in the evening.