

**Town Clerk**

Les Trigg

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15 Station Road

STONE

ST15 8JP

25 August 2023

Dear Councillor,

A meeting of the **GENERAL PURPOSES COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 5 SEPTEMBER 2023 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. Apologies for Absence**

To receive apologies for absence, and to consider the approval of any reasons given for absence under Section 85(1) of the Local Government Act 1972.

**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**

- a) To confirm as a correct record the minutes of the meeting of the General Purposes Committee held on 1 August 2023, Minute No's GP24/057 – GP24/074 (attached).

**8. Minutes of Sub-Committees**

- a) Tourism & Town Promotion Sub-Committee held on 15 August 2023, Minute Numbers TTP24/009 – TTP24/016 (attached)
  - i. To consider the draft minutes
  - ii. To consider the Recommendations contained in Minute Number TTP24/016
- b) Environment Sub-Committee held on 15 August 2023, Minutes Numbers ENV24/012 – ENV24/020 (attached)
  - i. To consider the draft minutes
  - ii. To consider the recommendations contained in Minute Number ENV24/020
- c) Estates Sub-Committee held on 15 August 2023, Minutes Numbers EST24/008 – EST24/014 (attached)
  - i. To consider the draft minutes

**9. Engagement with Young People**

To consider the report of the Engagement with Young People Working Group (attached).

The following documents (previously circulated in November 2021) are also enclosed: Councillor Dawson's Youth Council Research Summary, Councillor J. Davies' Youth Involvement Notes, Protocol for the Appointment of Student Advisors in Association with Ringwood School, and NALC publication 'whatever, yeah?'

**10. Review of Staffordshire County Council Divisions**

To consider a Local Government Boundary Commission for England consultation on the draft recommendations for new divisions, division boundaries and division names for Staffordshire.

A draft recommendation report, draft recommendations map and summary of the draft recommendations are attached.

Please also see: [Staffordshire | LGBCE](#)

**11. Nominations for SPCA Executive and AGM arrangements**

To consider nominations for election of representatives to the SPCA Executive at the Association's 84<sup>th</sup> Annual General Meeting on the evening of Monday 30 October 2023. Nominations should reach the SPCA office by no later than Friday, 29 September 2023. A copy of the nomination form is attached.

Member Councils are also invited to put forward motions for debate at the AGM which will be held in the Trentham Suite at Staffordshire Place One, Tipping Street, Stafford. The proposal form for submitting motions is attached.

A calling notice from the Chief Executive, draft agenda and minutes for the 83rd AGM are attached. A copy of the Annual Report will be available in due course.

**12. Heritage Centre**

To consider an update on the Heritage Centre.

**13. Members' Motion under Standing Order 4**

**Councillor Jill Hood**

*I ask the Council to consider the enclosed report and:*

*a. Ticket Office Issues*

*I propose that the Council send a letter to Network Rail decrying the ticket office closures and reduction in service and ask the company to look at all current uses and users of ticket offices and explain how they will deal with each instance when the office and staff are no longer available.*

*b. Reduction in Service*

*I ask the Council to consider the reduction in service identified in the attached note and propose that the Council engage the support of the member of parliament in sending a letter to the train operating company (TOC) asking for the previous route to Birmingham without the diversion be reinstated and retained.*

*If that is not possible the TOC must ensure that there is a seamless transfer to connecting services at Stafford, i.e., no delays and no platform changes.*

**14. Town Council Payments**

To receive a list of payments made by the Council during the period 1 to 31 July 2023 (attached).

**15. Update from Working Groups:**

- a) Stone Heritage Centre Steering Group
- b) Engagement with Young People Working Group
- c) 50<sup>th</sup> Anniversary of Stone Town Council

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

Stone Area Parish Liaison Group – J. Davies

Stone ATC – Town Mayor & one vacancy – J. Davies

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

Stafford & Stone Access Group – Cllr T. Kelt

Stone Common Plot Trustees – Cllrs: A. Burgess, J. Hood, T. Kelt, C. Thornicroft and R. Townsend

Stone Community Hub Liaison Group – Cllrs: J. Battrick, J. Hood and J. Powell

SPCA Executive Committee – M. Green

Stone Traders' Group Directors Meeting – Cllrs: A. Burgess, I. Fordham, J. Hood and T. Kelt (Councillors attend on a rotating basis)

**17. 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.**

**18. To consider the Confidential Minutes and recommendations of the undermentioned Sub-Committees:**

- a) Tourism & Town Promotion Sub-Committee Meeting held on 15 August 2023, Minute Numbers: TTP24/009 and TTP24/016 (attached)
  - i. To consider the Minutes
  - ii. To consider the recommendations in Minute Number TTP24/016 (See also item 19 below)
- b) Environment Sub-Committee Meeting held on 15 August 2023, Minute Numbers: ENV24/012 and ENV24/020 (attached)
  - i. To consider the Minutes
  - ii. To consider the recommendations in Minute Number ENV24/020
- c) Estates Sub-Committee Meeting held on 15 August 2023, Minute Numbers: EST24/008, EST24/013 and EST24/014 (attached)
  - i. To consider the Minutes

**19. To consider the provision of High Street Christmas trees**

Further to the recommendation in minute 18bii above, to give further consideration to provision of Christmas Trees in Stone High Street. The Town Clerk's report that was circulated to the Tourism and Town Promotion Sub-Committee is attached.

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.

Please access the Council Chamber from the rear of the building.



# Stone Town Council – General Purposes Committee

## Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 1 August 2023

**PRESENT:** Councillor R. Kenney in the Chair, and  
Councillors: A. Best, J. Davies, L. Davies, K. Dawson, T. Kelt, B. Kenney,  
P. Leason, J. Metters, J. Powell, N. Powell and C. Thornicroft

Officers: L. Trigg and T. Williams

**ABSENT:** Councillors: J. Battrick, A. Burgess, I. Fordham, J. Hood, A. Mottershead and  
R. Townsend

### **GP24/057 Apologies**

Apologies were received from Councillors: J. Battrick, I. Fordham, J. Hood,  
A. Mottershead and R. Townsend

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

### **GP24/058 Declarations of Interests**

None

### **GP24/059 Requests for Dispensations**

None

### **GP24/060 To receive the report of the County Councillors**

#### **County Councillor Jill Hood**

Councillor Hood was not available on this occasion to give her report.

#### **County Councillor I. Parry**

Councillor Parry was not in attendance at the meeting.

### **GP24/061 To receive the report of Borough Councillors**

Borough Councillors had no report on this occasion.

### **GP24/062 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.

**GP24/063 Minutes**

RESOLVED:

That the minutes of the General Purposes Committee meeting held on 4 July 2023 (Minute Numbers GP24/034 – GP24/056) be approved as a correct record.

**GP24/064 Minutes of Sub-Committees**

There were no sub-committee minutes for consideration.

**GP24/065 Grants to Local Organisations**

The Committee considered the following request for a grant:

- a. **Organisation: Futures2gether**  
**Amount Requested: £470**  
**Reason:** To support the costs of offering clients the opportunity to take part in multi sports sessions provided by Coaches from Stoke City Football Club.

The Committee had deferred consideration of the grant application at the last meeting pending further information on whether the project would be able to go ahead if the Town Council's support was not forthcoming (Minute reference GP24/042, 4 July 2023).

The Town Clerk informed the Committee that Futures2gether had advised him that if the Town Council did not offer its support to the project the organisation would look elsewhere for potential grants or supporting opportunities. If unable to find any that were suitable, they would not be able to access the sports sessions proposed in the application.

RESOLVED: To award a grant of £470 to Futures2gether.

**GP24/066 Rural England Prosperity Fund Grant**

The Committee considered a request from the Town Clerk who was seeking approval in consultation with the Committee Chairman, to submit a bid to the Rural England Prosperity Fund to support work at the Heritage Centre.

Stafford Borough Council's Rural England Prosperity Fund Policy and the Expression of Interest Application form had been attached to the agenda for the meeting. A link to further information about the application process had also been enclosed.

The Town Clerk advised the Committee that this was an opportunity to bring some money in to the Heritage Centre and to improve on the Town Council's original proposal and offer. This could include interactive and IT equipment and items for display, for which there was currently no budget. He said the Town Council met the eligibility criteria.

RESOLVED: To give authority to the Town Clerk, in consultation with the Chairman of the General Purposes Committee, to make an application to the Rural England Prosperity Fund for a grant of £40,000 to support the work of the Heritage Centre.

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## **GP24/067     Public Spaces Protection Order Consultation**

The Committee considered a Stafford Borough Council Public Spaces Protection Order (PSPO) Consultation.

An email from the Borough Council had been enclosed with the agenda for the meeting along with a copy of the current Public Spaces Protection Order and Consultation form detailing several specific questions. A link to additional information had also been enclosed.

The Town Clerk advised the Committee that the consultation could also be completed by individuals wishing to express their personal views and was not exclusive to the Town Council.

RESOLVED: That the following responses are given to Stafford Borough Council in response to the Public Spaces Protection Order Consultation:

### **Do you think the restrictions in the current PSPO need to be renewed and be included in the new order?**

Yes, the restrictions in the current PSPO should be renewed and additionally include Adies Alley and the area around Workhouse Bridge, Stone.

### **Do you think the following additional restrictions should be included in the new Order?**

Busking in Stafford and Stone Town Centre

No, busking in Stafford and Stone town centres should not be included in the new Order.

Busking with amplifiers in Stafford and Stone Town centre

No, busking with the use of amplifiers should not be restricted in the new Order, up to the point when they become a public nuisance.

Feeding birds in public open spaces

Yes, the feeding of birds in public open spaces should be added as an additional restriction to the PSPO.

Using BBQs or equivalents on Public Open Spaces

Yes, the use of BBQs or equivalents should be restricted and be permitted in specific designated public areas only.

Clarification should be given to the definition of 'public area' so as not to exclude organised uses such as activities arranged by the Scouting and Guiding movement where the lighting of firepits within the vicinity of the scout or guide hut is part of their recreational program.

### **Do you think the restrictions relating to dogs should be extended to cover all parks in Stafford Borough?**

\* 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.

No, restrictions relating to dogs do not need to be extended to cover all parks in Stafford Borough.

**Do you think we should continue to exclude dogs from children's play areas in Stafford Borough?**

Yes, dogs should continue to be excluded from Children's play areas in Stafford Borough.

**GP24/068 Budget Monitoring Report – June 2023**

The report\* of the Town Clerk was noted.

**GP24/069 Heritage Centre**

The Committee considered an update on the Heritage Centre.

The Town Clerk advised the Committee that he was awaiting confirmation that the building work was complete. The contract appeared to be on schedule and the work done to a high standard.

He said he had advertised the new Heritage Centre Manager post and was hoping for a good response from job applicants.

The Chairman advised the Committee that there were two parts to the Heritage Centre Working group, the build side (involving conversion of the fabric of the old fire station building) and the artifacts (internal fittings and the displays).

The Chairman invited Councillor Leason to give an update on the work of the 'artifacts' sub-group and he advised the Committee that the proposal was to open the Heritage Centre with the small room to begin with (hopefully later this year) which will concentrate on the story of Stone. The larger room will open around springtime in 2024 when the collection of artifacts will be ready for display. All information was subject to a report by the Working Group to this Committee.

**GP24/070 Frank Jordan Centre**

The Committee considered an update on the Frank Jordan Centre.

The Town Clerk confirmed that Stone Community Hub had now moved from the Walton Suite to the Christchurch Suite, which had proven suitable for their needs.

The Town Council was in the process of returning back into use the Walton Suite and what was the food bank store. The Walton Suite should be ready for hire in September after redecoration, with the storeroom to follow afterwards.

The Town Clerk suggested the food bank store (which will become a meeting room available for hire), be renamed the Stonefield Room, maintaining the theme of Town Council wards.

The Town Clerk advised the Committee that the fees and charge needed to be set for use of the rooms and suggested that the Walton Suite be priced at around two thirds of the cost of the St Michael's Suite and the Stonefield Room at around 50%

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of the cost of the St Michael's Suite. This ratio should be maintained going forward.

The Town Clerk advised the Committee that between the St Michael's Suite and the Walton Suite it was likely that all previous hirers of the Christchurch Suite could be accommodated. He said the people transferring to the St Michael's Suite will continue paying Christchurch Suite rates as it was the Town Council that had instigated the change.

**GP24/071 50<sup>th</sup> Anniversary of Stone Town Council**

The Committee considered membership of the 50<sup>th</sup> Anniversary of Stone Town Council Working Group following its set up at the last meeting of the Committee (Minute Number GP23/052).

RESOLVED: That membership of the 50<sup>th</sup> Anniversary of Stone Town Council Working Group consist of:

Councillors: J. Davies L. Davies, K. Dawson, R. Kenney and P. Leason

**GP24/072 Town Council Payments**

RESOLVED: To note the list\* of Town Council payments made during the period 1 to 30 June 2023.

**GP24/073 Update from Working Groups:**

**Stone Heritage Centre Steering Group**

The Chairman advised the Committee that a report had already been given earlier in the meeting (Minute Number GP24/069).

**Engagement with Young People**

Councillor Dawson advised the Committee that the Working Group had not met but she was in the process of communicating with the Town Clerk on her report.

**GP24/074 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 first Liaison Group meeting since the parish elections had taken place on 26 July 2023 where he had been elected Chairman for the upcoming year and Councillor Peter Jones of Eccleshall Parish Council had been elected Vice Chairman.

The meeting had been useful in sharing information and common concerns with highways being one of the topics discussed. The next meeting of the Liaison Group on 1 November 2023 will take place face to face (not virtually on Zoom) and a Staffordshire County Council highways representative will be invited to present to the Group.

**Stone ATC**

Councillor Davies advised the Committee that a meeting of Stone ATC had taken place on 11 June 2023 and the Squadron was in very good health with the maximum number of cadets signed up. He said they had stopped trying to

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fundraise for a minibus in favour of a flight simulator which was a more achievable project. They were currently looking for a replacement Chaplain and have a person with the necessary credentials in mind.

**Age Concern Stone & District**

Councillor Thornicroft confirmed that no meeting had taken place.

**Stafford & Stone Access Group**

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

**Stone Common Plot Trustees**

Councillor Thornicroft advised the Committee that although no meeting had taken place, he had attended a Plot Walk on Sunday 2 July 2023.

Prior to the walk there was a meeting in the barn where the main item of discussion was the travellers that had occupied the play plot opposite Christchurch School.

The Borough Council rent the play plot from the trustees and there was some discussion as to how access could be prevented in the future.

**Stone Community Hub Liaison Group**

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

**SPCA Executive Committee**

Mr M. Green was not available to give a report.

The Town Clerk advised the Committee that this was a personal appointment and there would be the opportunity to nominate a new representative towards the end of the year.

**Stone Traders Group Directors' Meeting**

The Town Clerk advised the Committee that no meeting had taken place.

**CHAIRMAN**

# Stone Town Council – Tourism & Town Promotion Sub-Committee

## Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 15 August 2023

**PRESENT:** Councillor J. Hood in the Chair and  
Councillors: A. Best, J. Davies, K. Dawson, B. Kenney, R. Kenney, J. Powell and  
C. Thornicroft

Co-opted Member: J. Cook

Officers: L. Trigg and T. Williams

By Chairman's invitation: L. Davies

**ABSENT:** Councillors: A. Burgess, P. Leason and A. Mottershead

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### **TTP24/009   Apologies**

Councillors: A. Burgess and A. Mottershead

### **TTP24/010   Declarations of Interest and Requests for Dispensation**

None

### **TTP24/011   Representations from Members of the Public**

None

### **TTP24/012   Minutes of Previous Meeting**

The minutes of the Tourism & Town Promotion Sub-Committee meeting held on 20 June 2023 (Minute Numbers TTP24/001– TTP24/008), were approved as a correct record.

### **TTP24/013   Calendar of Events 2023-24**

The Committee considered the Town Council's Calendar of Events for 2023-24 and gave updates on events that had already taken place:

- Puppet Festival (Saturday 8 July)  
The Chairman advised the Sub-Committee that Mr Leech had been delighted with the Puppet Tree Jamboree and how well the event had gone on the day. In an email he thanked everyone who had given their support to the occasion.

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The Scout & Guide Band had been in attendance to lead the parade into the High Street and the Town Mayor had opened the show with children hugely excited to see Punch, Judy, and Crocodile. The Puppeteer, Professor James, was superb, and Sanctuary had proven to be an excellent choice of venue given the inclement weather on the day.

The Chairman declared the festival a huge success with its strong community feel and wide range of age groups getting involved. She suggested the Sub-Committee consider the event again next year if Mr Leech would like to run it.

- Florence Brass Band Concert & Burma Star Commemoration (Sunday 13 August 2023)

The Chairman advised the Sub-Committee that the Florence Brass Band Concert had been a very successful and enjoyable community occasion with friends coming together to listen to a high-class performance in Stonefield Park, a perfect setting for this quintessential English event.

The Town Council provided one hundred cream teas served by Age Concern volunteers and the Park Ranger, Steve, had pitched in with nothing being too much trouble.

The Town Mayor and Mayoress were in attendance and laid wreaths during the Burma Star Commemoration along with Royal British Legion representatives.

The Chairman concluded that the Concert should be repeated next year and suggested the Sub-Committee consider how the various elements of the occasion can be expanded or enhanced.

- Stone by the Sea (Wednesday 9 to Saturday 12 August 2023)

The Chairman advised the Sub-Committee that Stone by the Sea had unfortunately been cancelled due to circumstances beyond the Council's control. The organiser and operator of the event, Warwick's Funfair, had contacted the Council (on 7 August) to say their supplier had found a contamination of glass in the play sand and was trying to find an alternative supplier, which they were unable to do.

The Chairman expressed her disappointment at the cancellation of Stone by the Sea as it was a free event for families and of particular benefit to those unable to afford to pay for entertainment for their children. She said she would like to ask the Sub-Committee to recommend the Town Council consider a different event next year.

The Sub-Committee agreed that the cancellation of community events after they had been programmed and publicised reflected very poorly on the town.

- Classic Car Event (Saturday 23 September 2023)

The Chairman reported on her meeting with the Town Clerk and the organiser of the Classic Car event, Peter Creswell. She said the event in September would be similar in nature to the events held in previous years but there were some

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exciting additions including a display to commemorate the 60<sup>th</sup> anniversary of the Mini Cooper S and an MG exhibition on the 100<sup>th</sup> anniversary of MG Motors.

The Chairman appealed for volunteer stewards to assist in ensuring the exhibits were guided into their correct positions. Once in place Mr Cresswell had his own stewards to look after the day.

The market will be cancelled on this Saturday as there will be no space for the stands.

- Christmas Lights Switch-On (Thursday 23 November 2023)

The Chairman confirmed that Kath Stanway had accepted the Town Council's invitation to compere the Christmas Lights Switch-On in November and schools would be invited to take part as in previous years.

- Texas Flag Raising (Friday 29 December 2023)

The Chairman invited Councillor Davies to explain the reasons for raising the Texas State Flag which in December is a minor event to mark the Anniversary of Texas joining the Union in 1845.

The main event on the first Saturday in March (to coincide with the Farmers' Market) marks the anniversary of Texas gaining independence from Mexico in 1836. He said that representatives of the Florence Brass Band and Stone Choral Society should be invited to attend.

- Town Council's 50<sup>th</sup> Anniversary on 1 April 2024

The Chairman expressed her view to the Sub-Committee that the Town Council's 50<sup>th</sup> Anniversary should be marked without cost to the Town Council in view of the extremely hard economic times local people were living through.

Councillor Davies advised the Sub-Committee that the anniversary didn't need to be marked with a standalone event as such but could run as a thread alongside other celebrations and achievements in the town such as the opening of Heritage Centre and Crown Wharf Theatre. He said the working group would be meeting imminently to discuss the possibilities which as an example could involve people who worked for the old Stone Urban District Council being invited to talk about what life was like then and how that compared to the Town Council now.

- Floating Market (provisionally 25, 26, 27 May 2024)

The Town Clerk confirmed that the Floating Market organiser had been approached to ask whether they would like to return to Stone on the May Spring Bank Holiday weekend in 2024 and confirmation was awaited.

The Chairman advised the Sub-Committee that the Canal and River Trust had appointed a new Chaplain and her contact details are available to anyone needing help.

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- Any other suggested new events for 2023-24  
80<sup>th</sup> Anniversary of the D-Day Landings on Thursday 6 June 2024

The Town Clerk advised the Sub-Committee that the 80<sup>th</sup> Anniversary of the D-Day Landings was a national celebration drawn to the Town Council's attention by the Pageantmaster, Bruno Peek, who had sent the official Guide to Taking Part in D-Day 80.

The Town Clerk informed the Sub-Committee about the nature of the celebrations suggested which included the lighting of beacons and eating of fish and chips.

The Sub-Committee agreed that the 80<sup>th</sup> Anniversary of the D-Day Landings should be celebrated and that a working group be set up at the next meeting to consider the arrangements.

#### **TTP24/014   Reports from Working Groups**

The Chairman invited representatives from each Working Group to address the Sub-Committee:

##### **Remembrance Plaques Working Group**

The Chairman invited Councillor Lin Davies to update the Sub-Committee on the work of the Remembrance Plaques Working Group.

Councillor Davies advised that she had made a contact with the replacement pottery manager at Oak Tree Farm who was happy to support the Remembrance plaques project.

Councillor Davies said that she had been testing colours and how they stood up to the winter weather to provide a head start and will be making samples over the next few months which will be brought to the Council for consideration.

Councillor Davies confirmed that no contact had yet been made with residents of the former homes of soldiers (where with agreement the plaques will be installed) as she needed samples for people to see.

##### **Market Strategy Working Group**

The Chairman reported that no meeting of the Market Strategy Working Group had taken place.

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**TTP24/015 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.

**TTP24/016 Christmas Lights**

The Committee considered the report of the Town Clerk which had been attached to the agenda for the meeting.

The purpose of the report was to consider the Christmas Lighting contract for the three-year period from 2023 to 2026.

RECOMMENDED: That the Sub-Committee recommends:

- a. Continuation of the Christmas Plus contract for a further three years under financial Regulation 10.1.g.
- b. Adding to the existing lighting contract: Main lighting display (Option One), lighting in Market Square and Adies Alley in line with the Town Clerk's report.
- c. That the Town Clerk explores the options for the purchase of artificial Christmas trees, to replace the annually purchased real Christmas trees, and to engage in discussion with Stone in Bloom before reporting to the next General Purposes Committee.

**Chairman**

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# Stone Town Council – Environment Sub-Committee

## Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 15 August 2023

**PRESENT:** Councillor R. Townsend in the Chair and  
Councillors: J. Battrick, J. Davies, K. Dawson, T. Kelt, B. Kenney, R. Kenney,  
J. Metters, J. Powell and N. Powell

Officers: L. Trigg and T. Williams

By Chairman's Invitation: J. Hood

**ABSENT:** Councillors: A. Burgess

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### ENV24/012 Apologies

Councillors: A. Burgess

### ENV24/013 Declarations of Interest and Requests for Dispensations

None received.

### ENV24/014 Representations from Members of the Public

None

### ENV24/015 Minutes of Previous Meeting

The minutes of the Environment Sub-Committee meeting held on the 20 June 2023 (Minute Numbers ENV24/001 – ENV24/011), were approved as a correct record.

### ENV24/016 Environmental Sub-Committee Works Update

The Chairman advised the Sub-Committee that the Works Update consisted of the non-contractual projects that the Grounds Maintenance Contractor was currently working on.

The Chairman gave updates on the following items:

#### Reflective Orchard

The Chairman referred the Sub-Committee to the Reflective Orchard on Crown Meadow for which the brass plaques (which had recently been received from the supplier) were ready for installation. These were circulated at the meeting for Councillors to see.

The Chairman confirmed the Sub-Committee was now ready to consider an Opening Ceremony and invited ideas on the arrangements.

The Sub-Committee suggested:

- The Mayor and the Mayor's Chaplain be involved in the occasion with the Mayor's Chaplain leading prayers and a blessing for the orchard during the Ceremony.
- That invitees include representatives from the communities involved in the pandemic such as NHS/health authority representatives, care home staff and residents and Stone Covid-19 Helpline staff.
- The Opening take place by mid-October.

The Sub-Committee explored the possibility of aligning the Orchard Opening with a date or time that was key during the pandemic such as the Thursday evening nationwide clap at 8:00pm to thank NHS staff, although 8:00pm was considered too late in the evening in October.

The Sub-Committee agreed that the arrangements for the Reflective Orchard Opening be put together by the Town Clerk in consultation with the Chairman and the Town Mayor.

#### Asbestos Removal

The Chairman advised the Sub-Committee that the arrangements for removing asbestos at the allotment site required a proposal from a contractor on what should be removed and the best method of removing it.

The Town Clerk advised the Sub-Committee that removing the asbestos could be considered a riskier exercise than leaving it undisturbed but there needed to be a slow and steady programme for its removal over a period of several years.

The actions needed to replace the asbestos, which in some areas supported the soil, required consideration and the Chairman said that progress would be attempted in this area.

#### **ENV24/017 Crown Meadow Volunteer Group**

The Chairman advised the Sub-Committee that the Crown Meadow Volunteer Group had been formed with four volunteers but the first meeting at Crown Meadow on August 11<sup>th</sup> had to be postponed because the Grounds Maintenance Contractor recommended the willow sapling removal be delayed as Scrape One was too much in flower due to a late flowering season. The work has been put back by a month and will probably coincide with grass cutting in scrape One in the autumn which is being done to promote new growth and improve biodiversity within the scrape.

**ENV24/018   Reports of Working Groups**

**Environmental Working Group**

The Chairman invited Councillor Kelt to address the Sub-Committee.

Councillor Kelt provided an update on a meeting of the Stafford Climate Panel, at which Councillor Tony Pearce, Cabinet member for Environment and Climate Change, had also been present.

There were several interesting discussions including the setting up of a community forum which would be initiated by the Borough Council but involve the Climate Panel and possibly parish councils.

Councillor Kelt said there was an interesting meeting of a group called Green Conversations Transformed - Trent Valley, which involved a brainstorming session on how to bring together various areas and specific projects. They are waiting for the results of those discussions.

There is a climate expo and sustainability conference coming up which Councillor Kelt was planning to attend and was open to everyone.

**ENV24/019   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.

**ENV24/020   Allotment Competition**

The Sub-Committee considered a replacement Allotment Competition judge following notice that Mr Martin Robinson, after thirty years of dedicated service, was standing down from the role.

RECOMMENDED: That the Chairman meets prospective Allotment Judge candidates and reports to a future meeting of the Sub-Committee.

**Chairman**

# Stone Town Council – Estates Sub-Committee

## Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 15 August 2023

**PRESENT:** Councillor J. Powell in the Chair and  
Councillors: A. Best, J. Battrick, J. Davies, L. Davies, J. Hood, R. Kenney, N. Powell  
and C. Thornicroft

Officers: L. Trigg and T. Williams

By Chairman's invitation: No Councillors

**ABSENT:** Councillors: I. Fordham, P. Leason and A. Mottershead

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**EST24/008     Apologies**

Councillor: A. Mottershead

**EST24/009     Declarations of Interest and Requests for Dispensations**

None received.

**EST24/010     Representations from Members of the Public**

None received.

**EST24/011     Minutes of Previous Meeting**

That the minutes of the Estates Sub-Committee meeting held on the 20 June 2023 (Minute Numbers EST24/001 – EST24/007, be approved as a correct record.

**EST24/012     Exclusion of the Press and Public**

**RESOLVED: 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.

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\* 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.

**EST24/013      Confidential Minutes**

RESOLVED:

That the Confidential minutes of the Estates Sub-Committee meeting held on the 20 June 2023 (Minute Numbers EST24/001, EST24/006 and EST24/007), be approved as a correct record.

**EST24/014      Update on Stone Station**

The Town Clerk provided an update on Stone Station in respect of roof repairs and usage.

**Chairman**

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\* 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.



## **Engagement with Young People Working Group Report**

### **Introduction**

1. The Engagement with Young People Working Group was formed to scrutinise the possibility of young people joining the Council in an advisory capacity. The group has met three times to discuss potential solutions and has compiled the following information to be presented to the General Purposes Committee.
2. Young people in Stone account for 19.4% of the overall population<sup>1</sup> (3,348 of a total 17,278) and yet their voice is not represented in Local Government. With the youngest Councillor in their 30s, and with all the will in the world, the Town Council is in danger of becoming 'out-of-touch' with the young people it represents.
3. Making provision for young people to be included in democratic decision making is key to ensuring the longevity of Stone itself. Young people would be more invested in making the Town successful, they would gain valuable experience of the inner workings of Local Government and Councillors would have access to a demographic that they currently find more difficult to engage with.
4. The Student Advisor role should be incorporated into Council procedures, ensuring that it will continue regardless of who is elected. Two advisors would be appointed to the Environment Committee and the Tourism and Town Promotion Committee, with invitations to sit on working groups where necessary (four advisors in total). All Student Advisors will be invited to observe Full Council and General Purposes Committee meetings.
5. Terms of office would run from January to December to avoid the election window and ensure students could make the necessary arrangements to use their time in the role for the volunteering section of the Duke of Edinburgh Awards Scheme.

### **Status of Student Advisors**

6. The status of Student Advisors would be similar to co-opted Sub-Committee members in some respects, similar to officers in others, and similar to members of the public in a small number of areas. In particular they would be able to speak in meetings in the same way as a Councillor, but could not propose/second resolutions or vote, and would not have access to confidential papers or discussions. In addition, they would not be able to put "Members' Motions" onto the agenda, but that would not stop any other sub-committee member putting forward a motion on their behalf.
7. Student Advisors would be subject to the Code of Conduct, the Press and Media Protocol, Standing Orders, etc. in the same way as any Councillor. Any breaches of these codes would, however, need to be considered by the Council, rather than the Monitoring Officer.

### **Eligibility**

8. The role of Student Advisor should initially be open to all young people aged 14 to 18 on the 1<sup>st</sup> January of their year of "office", and who are resident in Stone or attending a Stone school. There may be scope for extending this age range following a trial period if Councillors agree.

### **Application Process**

9. The application process should run in accordance with the Council's recruitment process, with tailored questions specific to the role in an online form, in consultation with the Town Clerk.
10. Applications will be scrutinised by a panel consisting of the Town Clerk and up to five Councillors (Chair of GP, Chair of relevant Sub-Committee, and one or two representatives of the working group). A shortlist will be drawn up and panel members will meet with the successful candidates.
11. Appointment to the role would be made by the Town Clerk, in consultation with the other members of the appointments panel.

## **Induction**

12. An induction process will be devised (details yet to be discussed) ensuring Student Advisors are well equipped to perform their roles, with clear expectations from each party set out in writing, and an interactive element where possible.
13. Student Advisors would be allocated two 'mentors' who would act as a point of contact for any queries. It is anticipated that these mentors would be existing Councillors and the Student Advisor would be required to copy in both Councillors on all correspondence.
14. A monthly debriefing would be arranged to discuss agenda items prior to the Committee meetings.

## **DBS, Safeguarding, etc.**

15. Research suggests that Councillors would not be required to complete a Disclosure and Barring Service (DBS) check, although this would need to be confirmed prior to the establishment of the scheme.
16. There would be a requirement for Councillors to undertake appropriate Safeguarding and PREVENT training, unless they can demonstrate that suitable training has already been undertaken. Councillors and staff members should ensure that they are not left on a one-to-one basis with a Student Advisor at any time.
17. It would be a parental responsibility to ensure that Student Advisors are safely transported to and from meetings. This would not, however, absolve the Council of all responsibility in this respect.
18. It will be necessary for the Council to ensure a safe handover to/from parents before and after the meeting, or to have written confirmation from parents that they are happy for their child to travel to and from the meeting unsupervised. This could, however, result in a situation where a child would be alone with a Councillor or member of staff at the start or the end of a meeting.
19. It may, therefore, mean that all Councillors and staff would need DBS checks unless a process can be devised to avoid this situation. The Council would be put in a difficult position if any Councillor or member of staff did not receive a satisfactory DBS check, as such a check is not required to undertake their normal duties.

## **Promoting the scheme**

20. Alleyne's Academy and St Dominic's Priory School will be contacted, and visits arranged for representatives to discuss the scheme with students. Discussions would take place with the Duke of Edinburgh Awards Scheme Co-ordinators to ensure that time spent volunteering as a Student Advisor would count towards the volunteering section of the award.
21. A press release will be composed and circulated to local media outlets. A brief article will be composed for schools to include in their newsletters.
22. Social media is a key to promotion of this scheme. Infographics will be produced and circulated – we hope that A Little Bit of Stone will support with this.
23. Young people will be invited to an open day at the Council Chamber, potentially the November farmers market, where they can meet Councillors and ask any questions they may have. This would also allow for a potential tie-in with UK Parliament Week, which runs from 6<sup>th</sup> to 12<sup>th</sup> November 2023.

## **Youth Council**

### **List of documents**

1. Summary of research
2. Student Advisor role description
3. Suggestion for application form
4. NALC 'Yeah, whatever' publication
5. Ringwood TC Protocol

Cllr K Dawson

Getting young people more involved and interested in the Council and what it does is a question/issue that has been floated around for a while. I have taken it upon myself to do some research and came across a NALC case study which details the process that Ringwood Town Council went through before arriving at the decision to appoint Student Advisors.

Ringwood looked at 3 possible options:

### **Youth Council**

To act as an advisory committee to the Council. The YC wouldn't be able to have a say in the final recommendations or take part in direct presentations/debates with the Council or associated committees. There was concern that this would be a token gesture so the Council could be seen to be doing something to involve local young people, but nothing would really be achieved, and young people would quickly lose interest.

- not able to cast votes
- opportunity to put ideas forward for consideration
- unable to take an active part in the Council/Committee meetings
- further formal consultation would be required on each objective before decisions are made thereby lengthening the process unnecessarily.

### **Persons with a special interest**

These would be individuals co-opted as members of the various committees.

- would be able to engage in proper debate and present to committee/Council
- wouldn't be able to vote
- wouldn't be able to include anyone under the age of 18
- students would want equal rights to Councillors and not getting that may demotivate the young people.

### **Student Advisors**

This would consist of 2 students per committee from local secondary schools.

- advisory role only
- would be able to present to the committee and take part in active debate to form recommendations to take forward to GP/Council
- unable to vote
- no age bar (can be under 18)

I strongly believe that we should consider appointing 2 student advisors to the following committees:

- Town and Tourism
- Environment
- Heritage Centre Working Group
- Possibly GP

I would recommend opening the roles up to young people aged 12 and over and making sure to include those young people who are home educated too.

I would expect the process to be similar to the protocol outlined by Ringwood Town Council (attached), modified to suit our own Council.

I urge the Council seeks to adopt the Student Advisor option as championed by Ringwood Town Council. Next steps should be:

- Agree the scheme within the Council – what committees, how many SAs, when should it start?
- Organise a working party of 2-3 Councillors to meet with the head teachers of Christ Church Academy, Walton Priory and Alleyne's. Hold a youth meeting (Frank Jordan Centre?) to include all young people who live in the town but don't attend those schools (JCB Academy, home educated young people).
- Press campaign/social medial posts when applications go live. Set a deadline.

Each Student Advisor should get a certificate of appointment for their time in the role – this could be given out at the annual meeting.

## **Student Advisor Role Description**

Student Advisors will be required to:

- Abide by the Council's Code of Conduct
- Consult with young people about current issues
- Bring these views to Stone Town Council to help shape local policy and plans
- Attend monthly meetings of the various committees
- Comment on and influence issues in Stone that affect young people

Benefits of the role:

- SAs will have a greater understanding of how local councils work
- Meet new people and try new things
- Better understand local government
- Looks great on your CV/university application
- Develop new skills and a sense of business

Cost

- There will be no immediate cost to the SAs
- Meetings take place locally in Town Council offices or a Council-owned building
- Reasonable travel expenses will be reimbursed (bus/taxi fare)

## Student Advisor Application

Name	
Date of Birth	
Address	
Postcode	
Contact No	
Email	

**Do you attend any youth groups or clubs? YES/NO**

If yes, please list them:

**Are you:**

☐ In school?

☐ Receiving an education other than at school?

If you're in school, please tell us which one:

**Which committee are you interested in?**

☐ Town & Tourism

☐ Stone Heritage Centre Working Group

☐ Environment

☐ General Purposes

**Why do you want to be a Student Advisor? What skills/qualities could you bring to the role?**

**Meetings will usually take place on ..... Evenings. Are you available?  
Will you need support with transport?**

## YOUTH INVOLVEMENT NOTES

It is axiomatic that getting younger people involved in the local community, including local politics, is a good idea. It means their opinions can be voiced and debated, and they can learn about local responsibilities and accountabilities

Various models could be used to achieve this aim effectively. For example, young people could be directly involved in the running of a whole range of local organisations, a youth council running parallel to the Town Council could be set up, or younger people could be appointed to specific council committees and sub-committees. There are useful examples of this being done successfully in other town and parish councils.

### CURRENT PROVISION IN STONE

At the moment direct participation in the democratic workings of the Town Council is available through:

- Formal public participation at council meetings (including sub-committees)
- By co-option to specific committees and sub committees
- By nomination to specific working groups.

Such participation is covered in Standing Orders:

*“4.4 Subject to standing order 4.3 above and the provisions of the Council’s scheme of public participation, members of the public are permitted to:*

- a. Make representations or raise issues at any ordinary Council meeting in relation to the work of the Council.*
- b. Raise issues at any ordinary committee or sub-committee meeting related to items of business on the agenda.*
- c. Present petitions at any ordinary Council meeting on issues within the Council’s remit.*

*5.4 The members of a committee, sub-committee or working group may include non-councillors unless it is a committee which regulates and controls the finances of the Council.*

*5.5 Unless the Council determines otherwise, all the members of an advisory committee and a sub-committee of the advisory committee may be non-councillors.”*

Furthermore, the terms of reference for each of the four sub-committees contain the words:

*3.4 The Sub-Committee may make recommendations to the General Purposes Committee for the co-option of non-Councillor members to the Sub-Committee due to the particular expertise they are able to offer.*

### OPTIONS

Essentially there are four options for the engagement of the younger people of Stone in the deliberations of the Town Council:

1. As observers in the same way as any other any member of the public.
2. By participating in a Youth Council which would parallel the meetings of the Town Council.
3. By co-option on to any or all of the four sub-committees.
4. By attending relevant sub-committee meetings as specialist advisors (in a capacity similar to that of a council officer).



Option 1 would be unattractive to the very people we are seeking to engage. Option 2 would bring additional administrative costs and an extra burden on Town Council resources without giving any sense of empowerment to the younger people involved. Option 3, although it would provide for the direct engagement we seek to offer and is already permitted by existing standing orders and terms of reference, is legally permitted only for those 18 years of age or older.

Option 4 is the recommended option.

## **GOVERNANCE AND IMPLEMENTATION ASPECTS**

The following aspects need to be considered:

- The contribution of young specialist advisor would be most valuable as part of the work of the sub committees. However, the Estates Sub Committee and the Management Sub-Committee focus primarily on internal council matters. Therefore, it is the Tourism and Town Promotion Sub-Committee and the Environment Sub-Committee which would benefit most.
- The numbers would need to be manageable; up to two for each of these two sub-committee would be reasonable.
- An appropriate protocol would need to be published which could reflect the provisions of the existing sub-committee terms of reference regarding attendance by councillors who are not members of the sub-committee:

*“ATTENDANCE BY COUNCILLORS WHO ARE NOT MEMBERS OF THE SUB-COMMITTEE*

*3.7 Any member of the Council who is not a member of the Sub-Committee may attend the meeting and may speak on any item, with the permission of the Chairman in advance of the meeting. Such a member may not make or second any proposals or amendments, and may not vote.*

*3.8 The requirements of the Council’s Code of Conduct will apply to all Councillors present at the meeting, whether members of the Sub-Committee or not.”*

- A process would need to be developed and agreed for the nomination of the young people concerned, their allocation to specific sub-committees and the length of the term of membership.
- It is assumed that nominations would be invited from: Alleyne’s, St Dominic’s, Christchurch Academy, and Walton Priory and that such nominations would be subject to approval by the General Purposes Committee.
- An induction and mentoring process would also need to be developed.

## **RECOMMENDATION**

The Management Sub-Committee should recommend to the General Purposes Committee that Option 4 should be the council’s preferred option for further consideration by the creation of a small working group whose work should include addressing the aspects identified by the sub-committee.



# RINGWOOD TOWN COUNCIL

## **PROTOCOL FOR APPOINTMENT OF STUDENT ADVISORS IN ASSOCIATION WITH RINGWOOD SCHOOL**

1. The Town Council believes it should embrace all sections of the community in its decision-making processes. To achieve this it has already implemented extensive consultation arrangements that involve the public on specific schemes and through questionnaires. In addition it has public participation arrangements that enable the public to speak on general issues prior to each meeting and during meetings on Agenda items. However these arrangements tend to provide an opportunity for the public to attend meetings or be involved on single issues and not on the overall decision-making processes of the Council. It is rare for young people to take advantage of the opportunities provided under these arrangements.
2. Councillors have also noted that for a variety of reasons, membership of the Council tends to comprise of the older generation. It appears that family and career requirements make it difficult for younger generations to give the level of commitment necessary to properly fulfil the role of a Town Councillor. This often means that the views of those young children and teenagers living at home are not put directly to the Council.
3. Notwithstanding the extensive networking by existing Councillors within the town and the community and the existing public involvement arrangements, Town Councillors recognise that as their own children have grown up, it becomes more and more difficult for them to be aware of the needs, requirements and aspirations of the younger generation. This can lead to claims of the Council being “out of touch” and not providing the services required.
4. The Town Council therefore looked at a number of options which would bring young people’s views into debates on a continuing basis prior to decisions being taken.
5. The easiest solution would have been to appoint a Youth Council serviced by the Town Council or indeed separately but comprising solely of young people. At best, this could only have been an advisory committee and would make recommendations to the Council. Its members would not, therefore, have been able to make direct presentations to Councillors or as a matter of course be present when final decisions are taken. The need to carry out further formal consultation before decisions are made would mean lengthening the decision-making process and the extra meetings would have required additional resource input from the Council and divert funding from service provision.
6. As an alternative the Council looked at co-opting young people as persons with a special interest to each of the Council’s committees. However, this was rejected on two counts. Firstly, if any of the students are under 18 they would be disqualified from being a Member since under the provisions of Sections 101 and 102 and also Section 79 of the Local Government Act 1972, persons under the age of 18 are not eligible for

membership of the Town Council. Secondly, persons co-opted to membership of a committee, as opposed to those co-opted to Council as a full member of the Council as a result of a casual vacancy, are not entitled to vote at decision-making committees of the Council. Therefore, any students over the age of 18 and co-opted to a decision-making committee would not be able to vote on any issue coming before that meeting. The Council believes that it would be difficult to persuade young people that having been co-opted to a committee they would not have equal rights with Councillors. Co-option with no right to vote would undermine the general principles of trying to involve young people in the Council's affairs. The Council believes it would certainly de-motivate the young people and therefore was not a route that it wished to follow.

7. Having rejected advisory Committees made up of young people and co-option to existing Committees the Council looked at other options. Its culture provides for officers to advise Councillors and Committee before decisions are taken. Decisions are not taken without regard to Officers advice. Councillors rely heavily on Officers, at all levels and others to give advice appropriate to their knowledge and experience.
8. For the past two years the Town Council has been working with students of Ringwood (Secondary) School on an ad hoc basis on accreditation for Fairtrade status and the Market Town Healthcheck for preparation of a Town Plan. The students role in these exercises was to give a young persons perspective on the issues. Councillors had been impressed with the level of knowledge, commitment and enthusiasm shown by the students on that work. It therefore became a sensible and natural progression for the Council to consider formalising the existing arrangement throughout the Council's decision making structures.
9. After careful thought about the issues, the Council decided that as there is no age bar or other restrictions affecting its ability to appoint advisors, this role would be more appropriate. It is specifically designed to enable young people to represent the views of the younger generation and provide their professional and knowledgeable input in exactly the same manner as Council officers. Importantly this arrangement will enable students to be present at the meetings at which decisions are taken, the timeframe for decision-making is not extended and there is little or no additional resource requirement placed upon the Town Council.
10. Some Councillors needed re-assurance that the roles were advisory, not decision making. Equally for existing staff it was important to define the role as one of putting a young person's viewpoint rather than the pure professional view provided by existing officers.
11. In order to implement its proposals the Council has decided to appoint two Student Advisors to each of its four main programme committees. The basis of the appointments are as follows:-
  - i) The appointment of the eight Student Advisors would be handled on behalf of the Town Council by Ringwood (Secondary) School (Ringwood School). Students apply for the posts and the school interviews, selects and nominates Students for formal appointment by the Town Council. Generally it is expected that the Town Council will simply ratify such appointments.

- ii) In the first instance, the appointments were for the period of 1 October 2007 to 31 July 2008 i.e. the end of the academic school year. In May 2008 and following a review of the benefits obtained during the pilot period the Council agreed to the annual appointment of Student Advisors to Committees as a permanent feature of its decision making processes.
- iii) On the review in May 2008 and for the purpose of clarity the Council confirmed that there should be no age limit for the appointment of Student Advisors subject to the School recognising that those nominated should be capable of undertaking the student advisors full role.
- iv) In order to ensure a proper balance of views of residents a new requirement was introduced in May 2008 about residential qualifications of advisors. This states that at the time of appointment, at least six student advisors are resident within the town boundary and the remaining two be appointed from any students attending the school irrespective of their place of residence and also that non-resident students should only advise a Committee along with a resident.
- v) Whilst the students are appointed by Ringwood School, they will be expected to represent the views of all young people in Ringwood, including those who have not reached an age to attend Ringwood School and also those who have left the school. The students will also be required to represent the views of former students who are currently resident outside the town.
- vi) The students' role will be as advisors to the committee in the same way as any other specialist and professional is appointed to advise Members. They are encouraged to give their views in the same way as Town Council officers or any other person appointed to assist Members coming to reasoned conclusions and decisions.
- vii) As advisors the students will not always have to leave when confidential matters are discussed. However, there will be some occasions when students will be requested to leave particularly, when certain staffing and perhaps other confidential items are discussed. This is no different from the practice adopted for the Council's staff.
- viii) Student Advisors will receive copies of agenda, minutes and reports in exactly the same way as Councillors and other officers.
- ix) The students will be expected to discuss issues with other young people but they must also comply with the same confidentiality rules as applied to officers and Councillors. When the new National Code of Conduct for Officers is brought into force, this will also apply to Student Advisors.
- x) Student Advisors will be provided with a copy of the Council's Members' Handbook for their personal use.
- xi) Whilst Student Advisors will not be remunerated, the Town Council will be meeting travel costs to enable them to attend meetings.

- xii) Details of Student Advisors will be published on the Council's website. However, the Students home addresses and telephone numbers will not be disclosed without the consent of the students and their parents.
12. For ease of reference and a more detailed explanation of the process leading up to the selection of Student Advisors, the following documents are appended to this Protocol:-

**Appendix 1** – Extract from Minutes of the Town Council's Policy & Finance Committee held on 17 May 2006.

**Appendix 2** – Copy of the Town Clerk's report to Policy & Finance Committee held on 30 May 2007.

**Appendix 3** – Extract from the Minutes of Policy & Finance Committee held on 30 May 2007.

**Appendix 4** – Copy of email dated 25 July 2007 to Assistant Head Teacher, Ringwood School, setting out formal invitation to School to appoint Student Advisors.

**Appendix 5** – Copy of Press Release number 14/07 issued by the Town Council on 31 July 2007.

**Appendix 6** – Extract from Ringwood School's website together with a letter sent to all Year 12 and Year 13 students inviting those students to apply for posts as Student Advisors.

**Appendix 7** – Extract from the autumn half-term 2007 Ringwood School News celebrating the appointment of Students.

September 2007 (updated Jan 2010)

*Ref: P&F 21.05.13 F/4268*

Terry Simpson  
Town Clerk  
Ringwood Town Council  
Greenways  
71 Christchurch Road  
Ringwood BH24 1DH  
01425 473883

**APPENDIX 1****Extract from Policy & Finance Committee on 17 May 2006****F/3935****STUDENT / ELDERLY ADVISORS**

The Town Clerk suggested to members that, as a further way of engaging with the community, the Council could take the initiative and invite interested persons to advise committees on agenda items. Advisors would not be co-opted as members of a committee but would be able to contribute to the discussion, with final decisions still being made by members. The Town Clerk felt that such a scheme could generate goodwill in the town and would be a learning experience for both members and advisors. However, before any investigations were carried out on such an arrangement, he sought members' views on an initiative of this type. There was some concern as to how such a scheme would be operated and it was agreed that the Town Clerk should bring a report to a future meeting outlining the suggested scheme in more detail.

**RECOMMENDED:** That the Town Clerk prepare a report outlining in detail a scheme to appoint advisors to all or some of the Council's committees.

## **Appendix 2**

### **POLICY & FINANCE COMMITTEE – 30 MAY 2007**

#### **STUDENT/YOUNG PEOPLE ADVISORS**

##### **1. INTRODUCTION**

- 1.1 Members of the old Council will recall that in May 2006, the Town Clerk reported on a possible initiative to further involve the community in the Council's business. A copy of minute number F/3935 of the Policy & Finance Committee held on 17 May 2006, is attached as an Appendix to this report.
- 1.2 Unfortunately, owing to other pressures, it has not been possible to bring further details to the Town Council until this meeting. Paragraph 2 below outlines a possible way forward for Members' consideration.

##### **2. PUBLIC INVOLVEMENT**

- 2.1 Over the past few years, the Town Council has moved steadily to a position where there is more formal involvement of members of the public in the Council's decision-making process. Councillors have always had informal contact with residents but increasingly the Government and indeed the public are looking for a much more formal arrangement, which enables the public to be consulted and involved in the decision-making before local authorities make those decisions.
- 2.2 In general terms, the majority of Councillors throughout the country and indeed in Ringwood are in the 50+ age group. There are, however, a number of Councillors younger than this but these are in the minority. This is not surprising as the younger adults usually have very heavy family and professional commitments, which mean that they do not have the time to carry out Council duties.
- 2.3 One group which is totally under represented is the under 20 age group. However, over the past two years particularly, the Town Council has worked more closely with young people. It has young people on both the Fairtrade Working Party and the Youth and Community Focus Group for the Town Plan. As those young people have become more confident, they have made significant contributions in both of these areas and the Council has benefited from their involvement.
- 2.4 The conventional route for involvement of young people is by the establishment of Youth Councils. The difficulty with this type of Council is that they are made up solely of young people who have purely an advisory role. Those Youth Councils tend to be advised by Council officers and they themselves simply make recommendations through to the conventional decision-making body on which the young people are not represented. Inevitably this reduces the benefits of the young people's involvement as they are not present when the final decisions are made. In addition, it calls for the creation of another body which will need to be serviced, provided with reports and given appropriate administrative support. This has significant resource implications.
- 2.5 A crucial element of involvement of any group of persons is the ability to be involved when decisions are taken. The persons concerned do not necessarily need to feel that they have made the decision but that they have

been involved in the decision-making process and their views have been considered. A more direct approach would be to put young people into a position of giving their advice and perspective on issues considered by Councillors at the decision-making Committees. In order to achieve this it would be possible to treat the young people as specialist advisors and invite them to attend Committee meetings as young people advisors. They would receive the same agendas and papers as Councillors (except confidential items). The only additional cost to the Council will be the cost of printing and any payment that the Town Council might wish to make towards their expenses in attending meetings.

- 2.6 The benefit of this arrangement is that the young people have direct access to and are involved in a decision-making process. Councillors receive their advice direct and they hear the reasons for decisions taken. Importantly, however, they will not be asked to vote on any proposal and their involvement will be as advisors and not decision-makers, which latter function will continue to properly rest with Councillors.
- 2.7 The proposal for the involvement of young people in the Council's Committee structure has been discussed briefly with the Headteacher of Ringwood School. She is excited about the proposal and would be happy to facilitate this further link-up between the Council and the School. There are issues which would need to be determined, particularly with regard to the arrangements for the appointment of any advisors and the number of those advisors. For example, it might be better for two young people to be appointed to each Committee since this will be less daunting to the individuals themselves if they attend together rather than on their own. There is also the question of appointment of those young people. Traditionally, the Council would appoint its own advisors. In the case of young people, a decision would need to be taken as to whether they are nominated by the School and appointed by the Council or whether they are directly appointed by the School.
- 2.8 Clearly there are advantages to the Town Council in the involvement of more members of the community in the decision-making process. In so far as the involvement of young people is concerned, the continuing improvement in working arrangements between the Council and Ringwood School gives the opportunity to take advantage of the knowledge and views of young people. However, it will be important for any arrangements to have the total support of the School as well as the Council.

### 3. **CONCLUSION AND RECOMMENDATION**

- 3.1 In view of the comments at paragraph 2 above, it is suggested that it would be appropriate for further discussions to be undertaken with the School prior to any final decisions being taken and it is **RECOMMENDED** that a small Working Party of say two Councillors, together with the Town Clerk, be appointed to meet with the Headteacher of Ringwood School to discuss the possible appointment of young people advisors to each of the Council's Committees.

For further information, please contact:

Terry Simpson  
Town Clerk  
Tel: 01425 473883



**Extract from Policy & Finance Committee Minutes on 30 May 2007**

**F/4114**

**STUDENT ADVISORS**

Members considered the Town Clerk's report (Annex 'C'), which recommended that young people be invited to attend Committee meetings as specialist advisors, to enable them to become more involved in the decision-making process and allow Members to hear their views.

**RECOMMENDED:** That Cllr Heron and Cllr Ford be appointed to meet with the Town Clerk and the Headteacher of Ringwood School to discuss the possible appointment of young people advisors to each of the Council's Committees.

**Subject:** FW: Student Advisors

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**From:** Town Council  
**Sent:** 25 July 2007 12:46  
**To:** 'Margaret Olive'  
**Cc:** 'office@ringwood.hants.sch.uk'; Christine Ford; Jeremy Heron  
**Subject:** Student Advisors

Dear Margaret,

We were very pleased to meet with you on Thursday and for the very positive response to the Town Council's initiative to try to involve students of the School in Council business.

As you know, Councillors Mrs Ford and Jeremy Heron were asked to meet with you to discuss the arrangements, which were generally set out in the report previously copied to you. They will now report back to Council in September when I expect that the arrangements we discussed will be agreed so that students can be appointed to attend meetings from 1 October.

In terms of operational details, we would expect to move the appointments forward on the following basis:-

- 1) Two students would be appointed as student advisors to each of our four main committees which are Policy & Finance; Recreation, Leisure & Open Spaces; Planning, Town & Environment; and Town Plan Co-ordinating Committee. In addition, the student advisors would be encouraged to attend Council meetings as members of the public, although physically they would not normally take any part in proceedings at those meetings. Attached is a copy of the programme of meetings for the current municipal year through to May 2008, together with a further copy of the Terms of Reference of each committee. The programme of meetings beyond May 2008 will be fixed in the spring of that year.
- 2) The School will be responsible for interviewing and selecting the eight students who will take part in this initiative. Members of the Town Council will subsequently meet with the selected students to give a general overview of the work we are doing and our expectations of the involvement of the students in the Council's affairs. The Town Council will expect students to be appointed for the whole of the period from October through to July 2008 and clearly that will mean that the students will need to have a commitment to be involved. I would emphasise that the Town Council understands that the students may not be able to make every meeting, indeed there are occasions when Councillors have to apologise for non-attendance. However, we would expect students to attend most of the meetings of the committee to which they have been appointed.
- 3) Whilst the students will be appointed by the School they will be expected to represent the views of all the young people of Ringwood, including those who have not reached an age to attend the School and also those who left the School. They will also need to represent the views of students who attend the School but are resident outside the town.
- 4) The students will not be formal co-opted members of the committee and will not have voting rights. However, they will act in the capacity of advisors to the committee in the same way as any other specialist is appointed to advise Members. They will, therefore, be encouraged to give their views on proposals in the same way as Town Council officers or other professional staff appointed to assist Members coming to reasoned conclusions and decisions.
- 5) As advisors to a committee, the students will not always have to leave when confidential matters are discussed. However, there will be some occasions when we will need to ask the students to leave. I hope that they will understand the position especially as some staff also have to leave meetings when confidential items are discussed.
- 6) Student advisors will receive copies of agendas, minutes and reports in exactly the same way as Councillors and for this purpose, we will of course need to have an address to which we can send the papers.
- 7) Whilst the Council expects the students to discuss issues with other young people, any information received of a confidential nature must not be disclosed. As advisors, they will

generally be expected to abide by the same rules of conduct as Council staff. A new national Code is being prepared and for the moment we would normally apply to staff the same Code of Conduct as applies to Councillors and copies of that will be made available as part of the Handbook.

- 8) Whilst the Town Council would not ordinarily remunerate student advisors we would want to make sure that the students could get to the meetings and home from meetings safely. If this necessitates the use of a taxi then the cost would be met by the Town Council. We will discuss this with each student as necessary.
- ☐ We will provide all student advisors with a copy of our Members' Handbook, which is an A4 loose leaf folder containing various rules, protocols and documents relating to the administration of the Town Council.
- 10) In recognition of the work that the students will be undertaking, the Town Council will present each one with a Certificate of Appointment as an advisor and which we hope will be of use to them in future years and indeed as recognition of the work that they have put into the community within the town.

I hope I have covered all of the main points of our discussion and indeed of the arrangements that we will need to put in place. I believe that the Town Council is probably one of the first, if not the first, Town Council to involve students in its affairs in such a detailed manner and in particular at committee meetings which make decisions. The Town Council believes that this is good for the community and it will help Councillors to understand the needs and aspirations of young people and will lead to better decision-making. I am currently working on a short press release to issue in the next week about the arrangement and intend to follow that up at the end of September with another one with a photograph of the students meeting the Council and formally launching the initiative. I will let you have a copy of the draft of the first press release as it will need to emphasise our partnership working and will, therefore, need to have some quotes from both the Town Council and the School to reflect our respective thoughts on the arrangement.

Yours sincerely,

Terry Simpson



## Ringwood Town Council

### TOWN CLERK GONE MAD?

“He’s mad, very mad – or perhaps visionary” said Cllr Jeremy Heron, Chairman of Ringwood Town Council’s Policy Committee. “First he persuaded us to let the public speak at all of our meetings – heresy to some – and now he has got us to agree to appoint two young students as Youth Advisors to every one of our Committees to tell us what the young people really want! But whether mad or visionary I think we have made a good decision. The students will effectively be young officers and like other officers, they advise us and we will consider that advice before decisions are made.”

“Visionary” mused Cllr Mrs Ford, the other Town Councillor appointed to oversee implementation of the scheme. “Most Councillors are now of an age where our children have grown up and left home. We don’t therefore have the same everyday contact with young people as we do with the older generation. We recognise that and are simply doing something about it. Our former Mayor Cllr Danny Cracknell has long urged us to listen to young people and hopefully this is a step in that direction. The students will represent all young people resident in the area and not just those who attend Ringwood School.”

Margaret Olive, Assistant Head of Ringwood School has welcomed the initiative. “Over the past couple of years the Town Council has been asking students to attend various meetings such as their Fairtrade Working Party, the Festival Committee and also their Town Plan Focus Groups. Clearly Councillors feel that young people have something to contribute and the School is delighted that it will be appointing, not just nominating, two young people to each of the Town Council’s programme Committees. The eight students will be appointed from September through to next July and will receive all of the same papers as Councillors and will speak at Committees in exactly the same way as the Town Council’s own Officers. The scheme fits in with the new broad based teaching curriculum adopted at the School and we are very proud to be involved in this partnership initiative. We think we are probably one of the first, if not the first School, that has been given such a major role in Town Council business, which surely shows that the Town Council believe that young people have a valuable contribution to make to the wellbeing of the town”.

Further information please contact:

Mr Terry Simpson  
Town Clerk  
Ringwood Town Council  
“Greenways”  
71 Christchurch Road  
Ringwood BH24 1DH  
Tel: 01425 473883

Email : [town.council@ringwood.gov.uk](mailto:town.council@ringwood.gov.uk)

14/07

To view the rss news feed you need an rss reader or a CSS 2 compliant web browser e.g. **Firefox 2** or **Internet Explorer 7**

### Third prize for "Global Dawning"



Over six months of planning and hard work paid off as the school's "Global Dawning" float was awarded 3rd prize in the topical, humorous and feature category at the Ringwood Carnival. Through her endless amount of enthusiasm, CTA in Expressive Arts, Mrs Lax, organised the group of students and staff involved with putting the float together. She said: "It was a fantastic day and all the students really enjoyed themselves. The atmosphere was tremendous and

Beyond The Classroom • Student Voice

Information	Global Interactions	Active Minds	World With Words	Creativity	Numerical Networking	Horizons	Beyond The Classroom
PTA	Languages	HSC	English	Technology	Business	Enterprise/WRE	Student Voice
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Ringwood Town Council • Your Future In Europe • Global Young Leaders • Debates • Court Competitions • NFYC/HCYC



### Student Voice

There is an opportunity for 8 students to represent all the young people in Ringwood as Student Advisors on the four main Town Council Committees. Two students would be appointed as student advisors to each of our four main committees which are:

- Policy & Finance;
- Recreation, Leisure & Open Spaces; Planning;
- Town & Environment;
- Town Plan Co-ordinating Committee.

In addition, the student advisors would be encouraged to attend Full Council meetings as members of the public.

*"Ringwood Town Council is probably one of the first, if not the first, Town Council to involve students in its affairs in such a detailed manner and in particular at committee meetings which make decisions. The Town Council believes that this is good for the community and it will help Councillors to understand the needs and aspirations of young people and will lead to better decision-making. We will, therefore, want to try to put Ringwood more on the map again."*  
(Terry Simpson, Clerk to the Council)

The School will be responsible for interviewing and selecting the eight students who will take part in this initiative. Members of the Town Council will subsequently meet with the selected students to give a general overview of the work we are doing and our expectations of the involvement of the students in the Council's affairs. The Town Council will expect students to be appointed for the whole of the period from October through to July 2008 and clearly that will mean that the students will need to have a commitment to be involved. I would emphasise that the Town Council understands that the students may not be able to make every meeting; indeed there are occasions when Councillors have to apologise for non-attendance. However, we would expect students to attend most of the meetings of the committee to which they have been appointed.





# Ringwood in the News

All the latest news from  
Ringwood School  
~Specialist Language College~



Autumn half term 2007

In this edition...

Pirates, community projects,  
cricket, sailing and more!



## Students join council to share their views

Students will get to have their say on the future of Ringwood as part of a pioneering initiative by the Town Council to allow young people to sit as advisors on its committees.

Two Sixth Form students will be joining each of four committees: Harriet King and Amy Lowry Carter will be sitting on the Planning Town and Environment Committee, Rachel Giles and James Fullick will be sitting on the Policy and Finance Committee, Corrina Groves and Ryan Montgomery will be sitting on the Town Plan Coordinating Committee, and Charlotte Fleming and Beth Scrivens will be sitting on the Recreation, Leisure and Open Spaces Committee.

Town Clerk, Terry Simpson, said: "This is all new ground. But it is vital to have the youth of Ringwood have their say on matters and policies which could ultimately shape the future.

"I believe that the Town Council is probably one of the first, if not the first, Town Council to involve students in its affairs in such a detailed manner and in particular at committee meetings which make decisions. The Town Council believes that this is good for the community and it will help Councillors to understand the needs and aspirations of young people and lead to better decision-making."

As advisors to the council, the students will be expected to attend committee



meetings and represent the views of all young people in Ringwood, including those who have not reached school age and those who have left. Ryan Montgomery said: "I believe it is a fantastic opportunity to put both my views as well as those of my peers to the Town Council. I feel that often the views of young people are overlooked and wish to prove that young people can, in fact, make a positive contribution to the development of the community as well as a positive contribution to society as a whole." ■



# Whatever, yeah?

Local councils and youth provision

Supported by the Commission for Rural Communities

### **Commision for Rural Communities**

The Commission for Rural Communities acts as the advocate for England's rural communities, as an expert adviser to the government, and as a watchdog to ensure that government actions, policies and programmes recognise and respond effectively to rural needs, with a particular focus on disadvantage. It has three key functions:

- Rural advocate: the voice for rural people, business and communities;
- Expert advisor: giving evidence-based, objective advice to government and others;
- Independent watchdog: monitoring, reporting on and seeking to mainstream rural into the delivery of policies nationally, regionally and locally.

### **National Association of Local Councils**

The National Association of Local Councils (NALC) is the national representative body for 10,000 local councils throughout England and Wales. In all, there are over 100,000 community, parish and town councillors throughout England and Wales. These councillors, who serve electorates ranging from small rural communities to major cities, are all independently elected. The councils have powers to raise their own funds through council tax. Local councils provide employment for over 25,000 staff while their annual expenditure exceeds £500m. Together, they can be identified as one of the nation's single most influential grouping of grassroots opinion formers. Over 15 million people live in communities served by local councils nationally – this represents up to 30% of the population. Over 200 new local councils have been created since 1997.



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## Introduction

Throughout England, parish, town, community and neighbourhood councils (local councils) work towards improving community well-being and providing better services at a local level. They are the tier of local government closest to the people. The term 'local councils' refers to parish, town, community, neighbourhood and village councils and not principal authorities – the district, borough, unitary or county council tier of local government.

Local councils represent the local community, deliver services to meet local needs and strive to improve the quality of life in the local area. They provide, maintain or contribute to a great many different services. These services include, leisure facilities, allotments, car parks, local illuminations, litter bins, community centres, community safety schemes, parks and open spaces, community transport schemes, crime reduction measures, street lighting, street cleaning, cycle paths, tourism activities, festivals and celebrations, traffic calming measures and local youth projects.

Local councils have the advantage of being close to the community; their councillors will be part of that community and thus representing the needs of their neighbours. Therefore, local councils will be much more likely to understand the needs of the local community and be able to respond to them. Engaging young people is a key consideration for many local councils and they are at the forefront in ensuring that the needs of young people are more fully represented.

The purpose of this booklet is to highlight and celebrate just some of the excellent activities aimed at young people being undertaken by local councils across the country. Local councils are ensuring that young people are entertained, kept active, made to feel that their needs are catered for and made to feel that they are listened to. The examples in this booklet are illustrative of the wider work that local councils undertake to better represent younger people but the booklet only scratches the surface. Local councils across the country provide or support a wide range of activities including playgrounds, youth councils, youth clubs, youth cafes, transport schemes, skate parks, sports facilities, advice and information centres, arts and crafts, youth outreach and voluntary activities.

The case studies included within this booklet show just some of the innovative approaches that local councils take in order to better represent young people in their communities.



**Number of electors:**

11,148

**Population:**

13,700

**Precept:**

£350,080

**Project: Community Involvement – Student Advisors**

Ringwood town is situated in the south west corner of Hampshire in New Forest district. Part of the town is within the New Forest National Park and is bisected by the A31 that links the M27/M3 with Bournemouth and the south.

The idea of Student Advisors was initiated by the town clerk to enable councillors to have a better understanding of the needs, hopes and aspirations of the younger generations. The underlying reason for the proposal was that, as most of the councillors children had left home they were no longer in regular contact with young people. Councillors were therefore seeking a structured arrangement that would give them direct access to young people to enable them to obtain their views on a regular basis. They were acutely aware that they were making decisions that would often have more effect on these young people in the future than on themselves.

The proposal was simple in concept; built on the premise that sensible people gather all the relevant facts before making decisions. The council has always sought advice on relevant issues and as the decisions being taken will affect the future of the town's young people, councillors believed that they should seek the views of young people in the town. They felt that their views and advice should be treated in exactly the same way as the expert views sought on other issues.

The council had already built good relations with the local secondary school, working in partnership on a number of projects. It approached the school and offered it the opportunity to appoint two Student Advisors to each of the council's committees. The council determined the overall arrangements, which were agreed with the school and incorporated in a Protocol that sets out roles and responsibilities of all those involved in the initiative. There is no age bar for Student Advisors with the emphasis being on appointing the most suitable applicants irrespective of age. The arrangements enable Student Advisors to be present at council meetings and contribute at that time to debates before decisions are made.

## Ringwood Town Council

The council now has two Student Advisors for each of its four main programme committees whose role is to provide views and advice. In order to assist members in coming to reasoned conclusions and decisions, the students are encouraged to give their views in the same way that officers or any other specialists would.

While the students are appointed by Ringwood School, they are expected to represent the views of all young people in Ringwood, including those who have not reached an age to attend Ringwood School, and also those who have left school. The students are also required to represent the views of former students who currently reside outside the area.

There are a number of reasons the council feels that the initiative is working, from the start it was honest about what would be expected from all parties and made sure that the initiative was achievable. It was made clear early on that the Student Advisors would not be able to vote at council meetings but that an advisory role would bring about greater benefits to the council's decision making. The council started with smaller partnership-working with the school to build trust and understanding and, perhaps most importantly, recognised that without the support and enthusiasm of councillors, the clerk and head teacher the initiative would fail.

The council see the initiative as helping to bridge the gap between young people and their elected representatives, and are keen to emphasise that young people have a very important stake in the future of the town. Councillors accepted the students from the beginning and the students have risen to the responsibilities entrusted to them. The council feels that the initiative has revealed views they did not have access to before and has added an extra dimension to the decision-making process. Importantly, the council feels that it is making a contribution in getting young people interested and engaged in democratic decision making.

**Website: [www.ringwood.gov.uk](http://www.ringwood.gov.uk)**

**Number of electors:**

8,061

**Population:**

11,700

**Precept:**

£336,000

**Project: Outreach Youth Worker**

Iver is a rural parish on the outskirts of London. At the southern tip of Buckinghamshire it comprises three very distinctive areas: Richings Park, Iver Village and Iver Heath. The parish is relatively affluent but includes a number of pockets of deprivation, particularly in regard to access to services and levels of education.

There are certain factors that limit the number of activities that young people in the parish can engage in. There is no local secondary school so children have to travel several miles by school bus to attend school elsewhere. This makes it difficult for them to participate in after-school activities. There is a railway station in the south of the parish, however, it is situated five miles away from the population in the north of the parish. Bus services out of the parish are limited and services do not run later than 7pm. The public transport situation means that many young people cannot realistically leave the village during the evening and at weekends.

In recent years, the parish has seen increased incidents of anti-social behaviour and criminal damage by young people. Although the county council run a youth club in the centre of the parish it is still a long way away from many young people in the area. The youth club itself was suffering from anti-social behaviour, which meant bans being imposed on some young people. This in turn resulted in some of these young people finding themselves on the streets during the evening with little to do. Coupled with the limited access young people have to activities in nearby towns, the council was prompted to consider how it could better provide for the needs of young people in the parish while cutting down the instances of anti-social behaviour.

The local church employs its own youth worker but this is done through a charity called the Iver Educational Trust that allows the youth worker to access funding the church would not be eligible for. The council felt that a similar approach, whereby a youth worker was employed on the council's behalf, would be beneficial. This also meant that the area would now

## Iver Parish Council

have two youth workers working through the educational trust that could share ideas and volunteer help and funding information. The youth worker would also have access to funding that the parish council would not. The charity agreed to a proposal that the council provide a grant to the charity to cover the salary of the youth worker but that the charity and youth worker secure funding for their activities.

Initially, the youth worker took to the streets in an effort to build a relationship with young people in the area. This was done through a drop-in facility one night a week where free doughnuts and hot chocolate, provided by local businesses, were supplied. It gave young people the opportunity to articulate their needs, voice concerns and engage in dialogue, which helped them to feel more part of the community. As the role has developed, the youth worker has built links with the county council outreach workers, the county council youth club, the District Council Community Safety Team and with the police. There are now three drop-in facilities (covering each part of the parish) and activities are provided during school holidays, including arts and crafts and sporting activities.

The youth worker has also had success in a number of other areas. Graffiti has grown to be a problem in the parish and together with council-driven initiatives to tackle the problem the youth worker works with young people on arts projects.

Another positive to come out of the initiative was that some young people came forward expressing concern that they were all being treated as if they were anti-social and asked if they could organise a clean-up day. This was facilitated by the youth worker and parish council and saw young people cleaning graffiti, painting walls and litter picking.

The council assert that it is vital to get the right person for the job. The individual needs to be able to communicate and build trust with young people. However, it also requires work behind the scenes. The youth worker needs to be able to work with a variety of partners, pitch for funding and motivate others.

**Website: [www.iverparishcouncil.gov.uk](http://www.iverparishcouncil.gov.uk)**







**Number of electors:**

1,397

**Population:**

1,700

**Precept:**

£12,000

**Project: Mobile Cinema**

The parish of Awre in Gloucestershire is set in a rural area between the River Severn and the Forest of Dean proper. Neighbouring the Forest of Dean, designated as England's first National Park in 1938, the area sees a great number of tourists each year. The parish lies around four miles from the town of Lydney, five miles from the town of Cinderford and 18 miles from the city of Gloucester.

The parish has a fairly stable population with a significant number of senior citizens and a significant number of young people. There is little provision for young people who would have to travel to Gloucester for any significant nightlife for which the transport links are poor. The lack of provisions for young people lead to issues with anti-social behaviour in the parish.

The parish council was only too aware of the lack of facilities for young people and was concerned when the local youth club, run mainly by volunteers, closed.

In 2004, the council conducted a Parish Plan survey and as part of this included a specific questionnaire aimed at young people in the community. The responses from young people in the parish were very clear: there was nothing to do, and nowhere to go (the nearest towns are quite a distance away and public transport is limited). The responses overwhelmingly called for more activities.

The council was lucky enough to be able to call on a newly elected 21 year old councillor who took on the brief to liaise with the young people in the community and with the other councillors to find out exactly what they wanted and how they could improve things for the young people in the parish. A mobile cinema equipped with modern powerful systems, capable of showing the latest films was identified as the priority.

The youth club had subsequently reopened for younger children in the parish and it was felt that once set up in the

**Awre Parish Council**

club the cinema would attract the older young people back to the club.

A funding source was identified through the Acorn Trust, administered by the district council and equipment hired from Monmouthshire County Council. The provision of a cinema proved to be very popular, attracting an average of around 40 people to each monthly showing.

However, it has not all been plain sailing and the parish council has been required to be proactive to ensure the continued provision of a cinema service.

Monmouthshire County Council decided not to continue hiring its equipment. This resulted in the parish council having to discontinue the cinema service and take time to consider how they could get around this problem. Enquiries were made and a suitable commercial equipment supplier was identified, which enabled the council to restart the screenings. Hiring equipment through a commercial supplier inevitably meant that costs were higher and eventually the initial grant was used up.

The council secured alternative funding to help support the service into the future and is now making plans to purchase its own equipment. There are a number of benefits to this approach, not least the fact that this will enable the council to ensure that the scheme becomes self supporting. The council also envisage further funding to support the service coming from the hire of the equipment, which would become a parish resource.

In hindsight, the parish council would have given serious thought to purchasing its own equipment much sooner. However, at the outset of the project the parish council was understandably unsure of the longer term demand for the facility and felt that the source available seemed to be the best.

**Website: [www.awre-parish-council.org.uk](http://www.awre-parish-council.org.uk)**

## Sprotbrough & Cusworth Parish Council

**Number of electors:**

9,500

**Population:**

12,500

**Precept:**

£128,000

**Project: Skate park**

Sprotbrough & Cusworth is situated two miles from Doncaster near to the A1 and consists of two large residential areas: Cusworth/Scawsby and Sprotbrough.

The parish council undertook consultation via a community-led plan that identified a wish for a Skate/BMX Park. Provision for young people in the parish is excellent with four recreation sites, four young children's playgrounds, four basketball courts and senior and junior football pitches with pavilions. In addition the parish council runs a community centre and jointly runs another with a neighbouring parish, which caters for a wide range of groups and organisations. However, it was recognised that the area did not have a great deal of 'non-structured' activity available. Therefore, given the wish for a skate park, identified in the community-led plan, the parish council decided to act.

The first step the parish council took was to take advice from a play/sport consultant and the landscape architect section of the local principal authority, which helped to identify a project manager/coordinator – the Groundwork Trust. Groundwork then helped to identify a suitable location in the parish. A consultation exercise was carried out with local schools and local residents given the opportunity to have their say. Councillors and young people also visited existing skate parks to determine what might work in Sprotbrough & Cusworth. A consultation day was then held where young people could have their say on the proposed design. Groundwork assisted with issues such as planning and helped to secure around 50% of costs in grant funding.

As the project took shape, the parish council set up a small project team consisting of members of Groundwork, the parish council and the contractor who met weekly. There was also a twice weekly liaison with 'Friends of the Skate Park' group represented by young people and residents. The group is still active and meets with the parish council once a month.

There were a number of issues that needed to be addressed as the project progressed, not least the concerns of local

## Sprotbrough & Cusworth Parish Council

residents with regard to the potential for anti-social behaviour and noise. The parish council liaised throughout with local police and community wardens and has ensured a visible presence with patrols both targeted and ongoing.

As a result of the partnership with the Groundwork Trust, an additional grant was secured to be paid over three years for sports development. The costs associated with the project needed careful planning as the parish council was not eligible for certain regeneration funds. Therefore, the parish council had to commit reserve funding. Operation costs were also assessed for future budget implications, as were the implications for increased staff time. An allowance for damage, vandalism and insurance was also considered.

The skate park has been a great success since opening in 2005; the project won 'Regional best village venture', an award given by the Yorkshire Rural Community Council and the parish council is already consulting with the User Group about the possibility of upgrading and extending the park. These considerations have been brought on by its huge popularity within the parish and across the region as a whole. However, the parish council has a responsibility to all of its young people and a current priority is to upgrade its playgrounds aimed at younger children.

The parish council has learnt that good partnerships, time spent brainstorming and project planning and community consultation really pays off. Equally valuable is keeping in touch with the roots or driving force within the community, in the case of Sprotbrough & Cusworth, the User Group, made up of local young people and parents.

It has also been vital that the parish council have adequate insurance cover for what is considered an extreme sport with high risk injury status, that regular risk assessments are undertaken and that instances of vandalism are budgeted for. But while vandalism does occur, the vast majority of young people value the facility and contribute to its maintenance.

**Website: [www.sc-pc.co.uk](http://www.sc-pc.co.uk)**







**Number of electors:**

14,240

**Population:**

17,585

**Precept:**

£252,000

**Project: Skatepark and Buddy System**

Beverley is a traditional market town in the East Riding of Yorkshire some eight miles north west of the city of Hull. It has an overall population of about 30,000 covering the three parishes of Beverley Town Council and Molescroft and Woodmansey parish councils. While the town has been categorised nationally as the most affordably affluent town in the country, there are hidden pockets of significant deprivation in terms of educational attainment, employment and mobility. The area has a high proportion of young people who either live or are educated in the town and there has been much discussion on the lack of youth provision within the town.

The project to provide a skatepark facility evolved following representation from a group of avid local skateboarders who had nowhere to skate other than the town centre. The group had identified a number of facilities elsewhere, however, access to these facilities was limited by poor mobility and a lack of public transport. The young people agreed to help in the consultation, design and build, and fund-raising for the facility.

Consultation was undertaken with residents of the town and with its young people to establish the type of facility required and also, given that the town council did not own any land, the location within the town. Much of the funding was secured through Sport England in conjunction with the East Riding of Yorkshire Council's Sports Development Unit and young people were involved in the design and build of the facility and continue to be actively involved in suggesting ideas for improvements and importantly, self policing of the area.

Beverley Skatepark was completed in 2005. Designed to help solve the youth problems in the town it actually became a focus for different youth factions and became the central point for the groups to meet and cause unrest. The genuine skatepark users were aware that they were becoming the scapegoats for the unrest at a facility they had lobbied to be built. As a result they decided to take ownership of the project and the Beverley Skatepark Buddies was



## Beverley Town Council

formed. They monitor activity at the site, provide technical assistance to users of the facility and are the eyes and ears for those organisations charged with the welfare of young people. The group operates a timetable system whereby at least one buddy is on site during the core hours of usage, are in regular contact with each other and regular skatepark users and with the assistance of the local authority are able to access key personnel that would assist in the event of an unwanted disturbance, for example leisure centre staff, youth workers and Police Community Support Officers.

The buddies system has been instrumental in reducing disturbance and introducing some of the harder to reach youth groups to the facility. They have provided valuable information to the authorities and, having been trained in the use of basic first aid, have been able to assist young people who have been injured on the site. The buddies have been well received locally and, perhaps more importantly, have been well received by their peers as a positive step by young people to address the issues of young people.

The buddies system has been so successful that in 2007 it was recognised by the Home Office, which awarded the Skatepark Buddies a Respect Award. Not only did it recognise the positive work the group has carried out, it also awarded them £1,000 that has gone towards further training, an expansion of the scheme and information boards.

The project has been a great success. The town council stress that the choice of contractor is vital and that securing the funding can at times be fraught, with goalposts being moved and challenging conditions being set. It also stresses the importance of involving young people at the conception stage and keeping them involved throughout, thus giving them a greater sense of ownership.

Overall, the project was hard work but ultimately very rewarding. The skatepark is a well used facility now run with minimal intervention by the town council.

**Website: [www.beverley.gov.uk](http://www.beverley.gov.uk)**

**Number of electors:**

15,499

**Population:**

20,500

**Precept:**

£316,905

**Project: Youth Support**

Halewood is located within the Merseyside area. A largely urban area surrounded to the north and east by farmland, the last 20 years have seen the area grow from an overspill council estate area of the city of Liverpool into a much larger town. The town has also seen a great deal of new build homes, which has created a great deal of diversity both socially and economically.

Halewood Town Council is a proactive council dedicated to improving the lives of local people including those of its younger residents. A Quality town council, its dedicated approach led to it being awarded the NALC/AON Council of the Year award in 2008.

Halewood Town Council has led on a diverse range of activities aimed at young people in the town: a youth council to ensure they remain in touch with the views of young people in the area, play areas for younger children, sports facilities and cultural opportunities.

An inclusive approach led to the creation of a youth council for the town in October 2007 during 'local democracy week'. The purpose of the youth council is to provide young people in the town with a voice. Representatives for the youth council are drawn from all of the primary schools in the town as well as representatives from the Centre of Learning. Still in its infancy it has proven to be an invaluable way of tapping into the thinking of young people in the town for the town council but also for a number of groups linked to the local principal authority, Knowsley Metropolitan Borough Council.

The youngest members of the community are not forgotten. The town council provides open spaces and playparks and completely refurbished the toddler playground in 2004. In addition to this, the council has, for the last five years, funded a pantomime (Oh no it hasn't! Oh yes it has!).

The annual pantomime now takes place at four separate venues on the first weekend in December. A minimal

## Halewood Town Council

admission charge per child covers drink, crisps and a selection box, all presented, of course, by Father Christmas. However, the local community do not take a back seat decorating all four venues as grottos.

Successful partnership-working was the key to securing a 'home' for the Halewood Junior Football League. Over a decade ago the sports centre, which was run by the town council that hosted the league, was bulldozed and a state-of-the-art leisure complex was built by the principal authority. The new leisure centre did not leave enough land to allow for the number of games that were needed. The town council allowed the league to continue on land it owned but this land did not have toilet facilities and running water and required the children to change in portakabins.

Everton Football Club made a bid to Barclays4Sport through the Football Foundation and with the support of Knowsley Metropolitan Borough Council the existing Arncliffe Sports and Community Centre was extended. Working in partnership, a grant of £600,000 was secured from Barclays and the Football Federation while the borough council and town council each contributed £150,000. The work included additional changing facilities, the provision of two synthetic training pitches, a drainage system for the grass pitches and office space for both the league and for its sister organisation the Halewood Town Sports Association. The Halewood Junior Football League now has a place to call home.

The town council also seeks to engender cultural awareness and has previously worked with the Royal Liverpool Philharmonic Orchestra organising a Christmas concert, which included a choir consisting of pupils from local schools.

The example of Halewood Town Council shows the diverse service requirements of young people and how local councils can work to meet them.

**Website: [www.halewoodtowncouncil.gov.uk](http://www.halewoodtowncouncil.gov.uk)**



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## Further Information

Here are just a few organisations that can provide information, advice and guidance on a variety of issues that affect young people.

### **British Youth Council**

[www.byc.org.uk](http://www.byc.org.uk)

### **Rural Youth Network**

[www.ruralyouth.com](http://www.ruralyouth.com)

### **UK Youth Parliament**

[www.ukyouthparliament.org.uk](http://www.ukyouthparliament.org.uk)

### **The Citizenship Foundation**

[www.citizenshipfoundation.org.uk](http://www.citizenshipfoundation.org.uk)

### **The National Youth Agency**

[www.nya.org.uk](http://www.nya.org.uk)

### **Whizz-Kids**

[www.whizz-kidz.org.uk](http://www.whizz-kidz.org.uk)

### **Childline**

[www.childline.org.uk](http://www.childline.org.uk)

### **The Children's Trust**

[www.thechildrenstrust.org.uk](http://www.thechildrenstrust.org.uk)

### **Every Child Matters**

[www.everychildmatters.gov.uk](http://www.everychildmatters.gov.uk)

### **Directgov**

[www.direct.gov.uk/en/YoungPeople](http://www.direct.gov.uk/en/YoungPeople)

### **The Electoral Commission**

[www.electoralcommission.org.uk](http://www.electoralcommission.org.uk)

If you are inspired by the examples in this booklet or work hard to support young people in your local area, NALC would be delighted to hear from you.

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55 Whitehall, London, SW1A 2EY

**Telephone** 0207 2703220

**Email** [info@ruralcommunities.gov.uk](mailto:info@ruralcommunities.gov.uk)

**[www.ruralcommunities.gov.uk](http://www.ruralcommunities.gov.uk)**

**National Association of Local Councils**

109 Great Russell Street, London  
WC1B 3LD

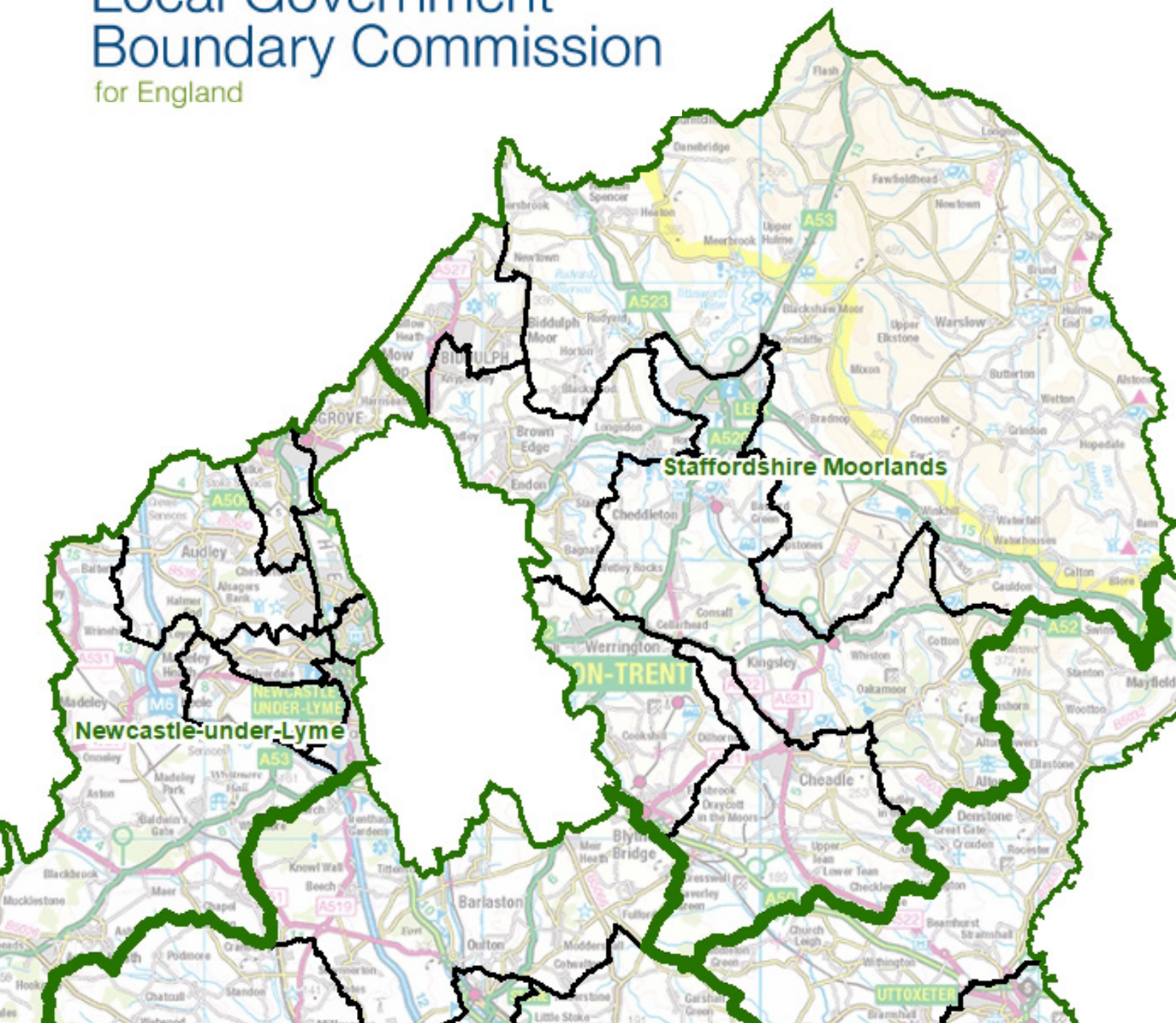
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The  
Local Government  
Boundary Commission  
for England



# New electoral arrangements for Staffordshire County Council Draft Recommendations

# August 2023

## **Translations and other formats:**

To get this report in another language or in a large-print or Braille version, please contact the Local Government Boundary Commission for England at:

Tel: 0330 500 1525

Email: [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk)

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## **A note on our mapping:**

The maps shown in this report are for illustrative purposes only. Whilst best efforts have been made by our staff to ensure that the maps included in this report are representative of the boundaries described by the text, there may be slight variations between these maps and the large PDF map that accompanies this report, or the digital mapping supplied on our consultation portal. This is due to the way in which the final mapped products are produced. The reader should therefore refer to either the large PDF supplied with this report or the digital mapping for the true likeness of the boundaries intended. The boundaries as shown on either the large PDF map or the digital mapping should always appear identical.



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# Introduction

## Who we are and what we do

1 The Local Government Boundary Commission for England (LGBCE) is an independent body set up by Parliament.<sup>1</sup> We are not part of government or any political party. We are accountable to Parliament through a committee of MPs chaired by the Speaker of the House of Commons. Our main role is to carry out electoral reviews of local authorities throughout England.

2 The members of the Commission are:

- Professor Colin Mellors OBE (Chair)
- Andrew Scallan CBE (Deputy Chair)
- Susan Johnson OBE
- Amanda Nobbs OBE
- Steve Robinson
- Liz Treacy
- Jolyon Jackson CBE (Chief Executive)

## What is an electoral review?

3 An electoral review examines and proposes new electoral arrangements for a local authority. A local authority's electoral arrangements decide:

- How many councillors are needed.
- How many county council electoral divisions there should be, where their boundaries are and what they should be called.
- How many councillors should represent each division.

4 When carrying out an electoral review the Commission has three main considerations:

- Improving electoral equality by equalising the number of electors that each councillor represents.
- Ensuring that the recommendations reflect community identity.
- Providing arrangements that support effective and convenient local government.

5 Our task is to strike the best balance between these three considerations when making our recommendations.

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<sup>1</sup> Under the Local Democracy, Economic Development and Construction Act 2009.

6 More detail regarding the powers that we have, as well as the further guidance and information about electoral reviews and review process in general, can be found on our website at [www.lgbce.org.uk](http://www.lgbce.org.uk)

## Why Staffordshire?

7 We are conducting a review of Staffordshire County Council ('the Council') as its last review was completed in 2012, and we are required to review the electoral arrangements of every council in England 'from time to time'.<sup>2</sup> Additionally, some councillors currently represent many more or fewer electors than others. We describe this as 'electoral inequality'. Our aim is to create 'electoral equality', where the number of electors per councillor is as even as possible, ideally within 10% of being exactly equal.

8 This electoral review is being carried out to ensure that:

- The divisions in Staffordshire are in the best possible places to help the Council carry out its responsibilities effectively.
- The number of electors represented by each councillor is approximately the same across the county.

## Our proposals for Staffordshire

9 Staffordshire County Council should be represented by 62 councillors, the same number as there are now.

10 Staffordshire should have 62 divisions, two more than there are now.

11 The boundaries of 49 divisions should change; 11 will stay the same.

## How will the recommendations affect you?

12 The recommendations will determine how many councillors will serve on the Council. They will also decide which division you vote in, which other communities are in that division, and, in some cases, which parish council ward you vote in. Your division name may also change.

13 Our recommendations cannot affect the external boundaries of the county or result in changes to postcodes. They do not take into account parliamentary constituency boundaries. The recommendations will not have an effect on local taxes, house prices, or car and house insurance premiums and we are not able to consider any representations which are based on these issues.

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<sup>2</sup> Local Democracy, Economic Development & Construction Act 2009 paragraph 56(1).

## Have your say

14 We will consult on the draft recommendations for a 10-week period, from 8 August to 16 October 2023. We encourage everyone to use this opportunity to comment on these proposed divisions as the more public views we hear, the more informed our decisions will be in making our final recommendations.

15 We ask everyone wishing to contribute ideas for the new divisions to first read this report and look at the accompanying map before responding to us.

16 You have until 16 October 2023 to have your say on the draft recommendations. See page 51 for how to send us your response.

## Review timetable

17 We wrote to the Council to ask its views on the appropriate number of councillors for Staffordshire. We then held a period of consultation with the public on division patterns for the county. The submissions received during consultation have informed our draft recommendations.

18 The review is being conducted as follows:

Stage starts	Description
13 December 2022	Number of councillors decided
10 January 2023	Start of consultation seeking views on new divisions
20 March 2023	End of consultation; we began analysing submissions and forming draft recommendations
8 August 2023	Publication of draft recommendations; start of second consultation
16 October 2023	End of consultation; we begin analysing submissions and forming final recommendations
30 January 2024	Publication of final recommendations



## Analysis and draft recommendations

19 Legislation<sup>3</sup> states that our recommendations should not be based only on how many electors<sup>4</sup> there are now, but also on how many there are likely to be in the five years after the publication of our final recommendations. We must also try to recommend strong, clearly identifiable boundaries for our divisions.

20 In reality, we are unlikely to be able to create divisions with exactly the same number of electors in each; we have to be flexible. However, we try to keep the number of electors represented by each councillor as close to the average for the council as possible.

21 We work out the average number of electors per councillor for each individual local authority by dividing the electorate by the number of councillors, as shown on the table below.

	2022	2028
Electorate of Staffordshire	666,097	720,225
Number of councillors	62	62
Average number of electors per councillor	10,744	11,617

22 When the number of electors per councillor in a division is within 10% of the average for the authority, we refer to the division as having 'good electoral equality'. All but four of our proposed divisions for Staffordshire are forecast to have good electoral equality by 2028.

## Submissions received

23 See Appendix C for details of the submissions received. All submissions may be viewed on our website at [www.lgbce.org.uk](http://www.lgbce.org.uk)

## Electorate figures

24 The Council submitted electorate forecasts for 2028, a period five years on from the scheduled publication of our final recommendations in 2023. These forecasts were broken down to polling district level and predicted an increase in the electorate. This review is now scheduled to be completed in 2024 rather than 2023 as originally planned. However, we (and the Council) remain content that the five-year forecast agreed with the Council at the start of the review remains the best available and can be regarded as a reasonable forecast of electors for early 2029. We have therefore used it when developing these draft recommendations. The

<sup>3</sup> Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009.

<sup>4</sup> Electors refers to the number of people registered to vote, not the whole adult population.



district and borough councils provided information to the County Council in support of these forecasts.

## Number of councillors

25 Staffordshire Council currently has 62 councillors. We have looked at evidence provided by the Council and have concluded that keeping this number the same will ensure the Council can carry out its roles and responsibilities effectively.

26 We therefore invited proposals for new patterns of divisions that would be represented by 62 councillors.

27 At the beginning of the review the Council requested that this review be conducted as a 'single-member division' review.<sup>5</sup> The Commission agreed to this request, and we invited proposals for divisions that would each be represented by one councillor.

28 We received five submissions about the number of councillors in response to our consultation on division patterns. One was under the impression that we had decided that the county should have 65 councillors and that this was too many. Two residents advocated for a reduction in council size, but they gave no supporting evidence. Finally, another resident was of the view that 62 councillors would create an 'additional burden' on the Council.

29 As none of these suggested an alternative number of councillors, nor did they provide evidence to support how the Council would carry out its duties with fewer councillors, we were not persuaded to move away from our decision on the number of councillors and our draft recommendations are based on a council size of 62.

## Councillor allocation and coterminosity

30 A council size of 62 provides the following allocation between the district councils in the county. When conducting reviews of two-tier county councils there are a number of rules that we must follow. Firstly, we must not recommend any divisions that cross the district boundary. Secondly, we must have regard for the district wards that exist within each district. Where possible we try to use the district wards to form the boundaries of the county divisions. The table below shows the percentage of district wards that are wholly contained within our proposed divisions. We refer to this as coterminosity.

District	Allocation of councillors	Coterminosity
Cannock Chase	7	67%

---

<sup>5</sup> Section 57 of Local Democracy, Economic Development and Construction Act 2009.

East Staffordshire	9	63%
Lichfield	8	73%
Newcastle under Lyme	9	71%
South Staffordshire	8	75%
Stafford	9	70%
Staffordshire Moorlands	7	96%
Tamworth	5	80%

## Division boundaries consultation

31 We received 107 submissions in response to our consultation on division boundaries. These included one county-wide proposal from the Council and three district-wide submissions, one each for Cannock Chase, East Staffordshire and Stafford. The remainder of the submissions provided localised comments for divisions arrangements in particular areas of the county.

32 The county- and district-wide schemes provided a uniform pattern of one-councillor divisions for Staffordshire. For the most part, the schemes had good electoral equality. The towns in Staffordshire almost all had too many electors to be represented by just one councillor and too few to be represented by two. This meant that an area of these towns had to be included in divisions with rural parishes.

33 In Cannock Chase we received a district-wide submission from Cannock Chase Constituency Labour Party and Cannock Chase District Council's Labour Group of councillors ('Labour'). The proposals shared several similarities with the Council's proposal but differed in an area south of Rugeley Town station and also near Cannock.

34 In East Staffordshire, we received a district-wide proposal from a resident. It proposed different boundaries to the Council's scheme.

35 In Stafford we received proposals from Stone Constituency Labour Party ('Stone Labour'). We considered that they reflected communities and had good electoral equality.

36 Our draft recommendations are based on the Council's scheme in most areas. In Cannock Chase, they are based on a combination of the Council and the Labour proposals. In Stafford, except for Stafford North division, they are based on Stone Labour's proposals.

37 Our draft recommendations also take into account local evidence that we received, which provided further evidence of community links and locally recognised boundaries. In some areas we considered that the proposals did not provide for the

best balance between our statutory criteria and so we identified alternative boundaries.

## Draft recommendations

38 Our draft recommendations are for 62 one-councillor divisions. We consider that our draft recommendations will provide for good electoral equality while reflecting community identities and interests where we received such evidence during consultation.

39 The tables and maps on pages 9–44 detail our draft recommendations for each area of Staffordshire. They detail how the proposed division arrangements reflect the three statutory<sup>6</sup> criteria of:

- Equality of representation.
- Reflecting community interests and identities.
- Providing for effective and convenient local government.

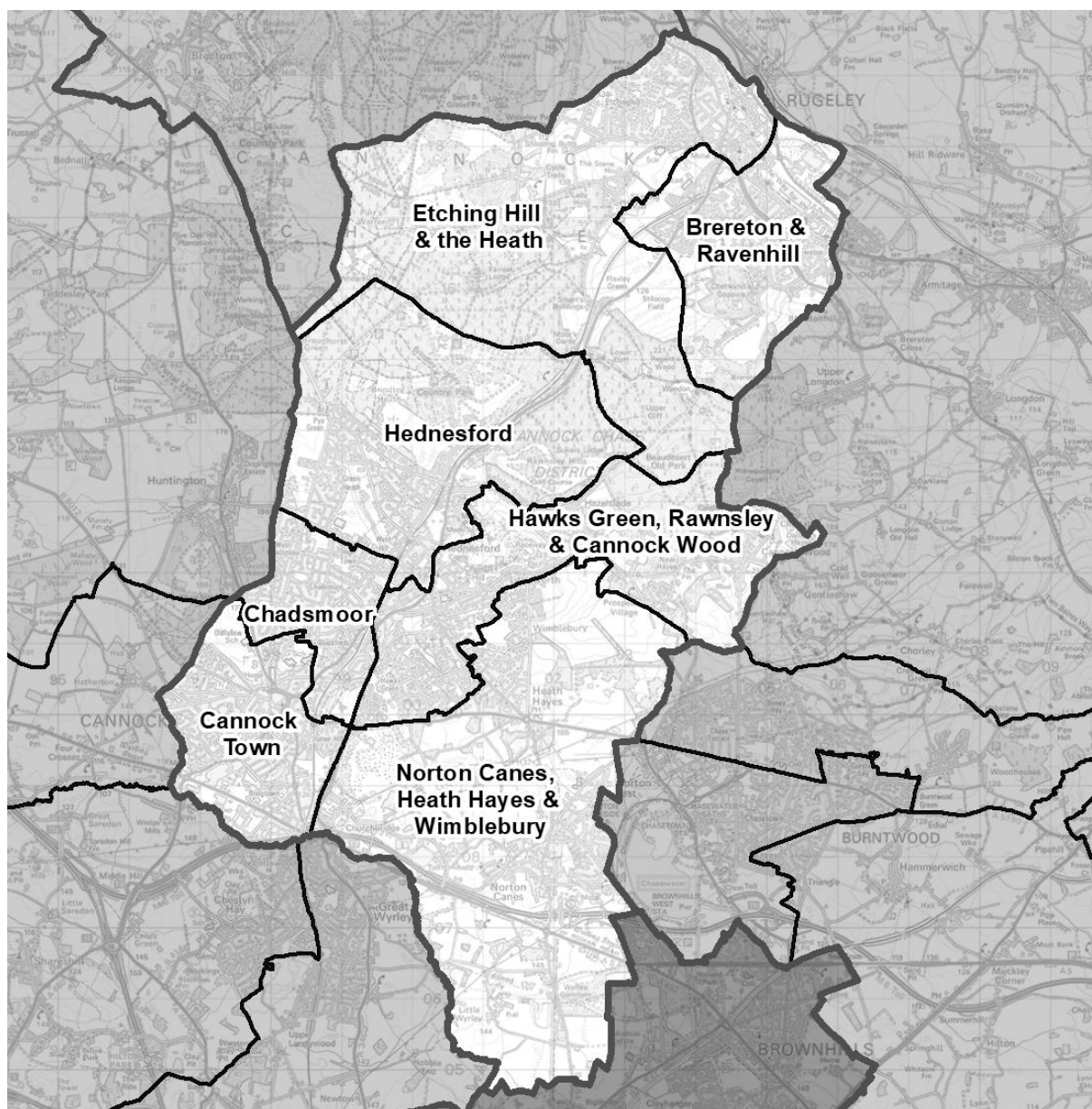
40 A summary of our proposed new divisions is set out in the table starting on page 57 and on the large map accompanying this report.

41 We welcome all comments on these draft recommendations, particularly on the location of the division boundaries, and the names of our proposed divisions.

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<sup>6</sup> Local Democracy, Economic Development and Construction Act 2009.

## Cannock Chase



Division name	Number of councillors	Variance 2028
Brereton & Ravenhill	1	-7%
Cannock Town	1	4%
Chadsmoor	1	-3%
Etching Hill & the Heath	1	-8%
Hawks Green, Rawnsley & Cannock Wood	1	7%
Hednesford	1	9%
Norton Canes, Heath Hayes & Wimblebury	1	6%

42 Under a council size of 62, Cannock Chase District Council will have seven county councillors, with each councillor representing on average 1% more electors than the county average.

43 In addition to the Council's county-wide proposal, we received a district-wide proposal from Labour. Both proposals had many shared boundaries, and our draft recommendations are based on a combination of both.

*Brereton & Ravenhill and Etching Hill & The Heath*

44 The district-wide proposals from the Council and Labour proposed a different boundary between the two divisions. The proposals both include Etching Hill & The Heath ward and most of Western Springs ward in a single division. The main difference was how they divided Hagley district ward. The Council included the Burnt Hill Lane area in its Etchinghill & Heath division while Labour included it in Brereton & Ravenhill in the south.

45 Also, while the Council and Labour both move an area of Rugeley from Brereton & Ravenhill into Etching Hill & Heath to the north, Labour propose moving a larger part of this area.

46 We carefully considered both proposals. We note that the vehicular access to the roads around Burnthill Lane is from Sandy Lane (A460). We are therefore of the view that it is likely that these residents share some community with those in the Ravenhill and Brereton areas. Furthermore, we note that the Labour proposal uses the brook east of Hagley Park as a boundary. This is the district ward boundary and is therefore likely to be recognisable to the community. We also consider Labour's proposed boundary to the east, along Horse Fair and the railway line, is stronger and more identifiable than the Council's proposed one along Upper Brook Street and Market Street.

47 We have, therefore, based our draft recommendations for this area on Labour's proposals. However, we have modified them slightly so that the boundary runs along the railway line that bisects Power Station Road and the A51. This is also a parish boundary and using it avoids the creation of an unviable parish ward (with very few electors) between Leathermill Lane and the railway line.

48 We have also adopted the name Etching Hill & The Heath in place of Etching Hill & Heath as suggested by Labour, to bring it in line with the district ward name like several other divisions.

49 Brereton & Ravenhill and Etching Hill & The Heath divisions are both forecast to have good electoral equality by 2028.



50 We received a submission from a resident who advocated changes to the boundary between Brereton & Ravenhill division and Lichfield Rural West in Lichfield district. However, this review cannot consider the boundaries between districts. A county electoral review relates to areas that fall within each district within the county. We are therefore unable to modify the boundaries between different districts as part of this electoral review.

*Hawks Green, Rawnsley & Cannock Wood, Hednesford and Norton Canes, Heath Hayes & Wimblebury*

51 The proposals from the Council and Labour were similar.

52 Both proposed two single-councillor divisions in place of the existing two-councillor Hednesford & Rawnsley division in the north of the area. One division comprised Hednesford Green Heath and Hednesford North wards and a small area of Hednesford South ward. The other included Hawks Green and Rawnsley wards and a small part of Hednesford South.

53 To the south, they proposed a division comprised of Heath Hayes East & Wimblebury and Norton Canes wards with a small area of Hednesford South.

54 We also received submissions from Brindley Heath Parish Council and three residents. The parish council stated that they did not have any specific comments at this stage. One of the residents advocated for the retention of the existing Hednesford & Rawnsley division. However, the Council requested, and we agreed to, a single-councillor review in which we aim to recommend divisions represented by one councillor across the county.

55 Another resident stated that Burgoyne Street and Dovedale should be excluded from Chadsmoor division and included in a Hednesford division. The resident did not provide any community evidence and we note that neither the Council nor Labour included them in a division in Hednesford. We also note that these roads are not included in Hednesford Green Heath district ward and we were not persuaded to adopt their proposal. The other resident did not want Norton Canes 'subsumed by Cannock'. We note that neither the Council, nor Labour, proposed including Norton Canes parish in a division with the unparished town of Cannock.

56 The main difference between the Council and Labour proposals was around Kensington Place. The Council included residents on this road in a division with Norton Canes parish to the south, while Labour used the A5190 as a boundary and included them in a division to the north. There were two other differences that do not affect electors. Firstly, Labour split an industrial area on Keys Park Road across two divisions. The Council, on the other hand, included the entire industrial estate in a single division.

57 Secondly, the other difference was where the open space between Cannock Road, Prospect Village, Wimblebury Road and the district boundary was included. Labour included it in a division with Norton Canes to the south, while the Council placed it in a division with Rawnsley to the north.

58 After careful consideration we note that the boundaries of the Council's Hednesford and Labour's Hednesford South & Hawks Green divisions are near identical, and we are basing our draft recommendations for this division on both proposals. We have adopted the Council's proposal for Kensington Place and include it in a division with Norton Canes because the Council's proposal utilises the district ward boundary in that area.

59 Around Keys Park Road we consider that uniting the industrial area in a single division will facilitate effective and convenient local government and we have also adopted the Council's boundary in this area. We have adopted Labour's proposed boundary around Hednesford Hills Common and for the open space between Cannock Road, Prospect Village, Wimblebury Road and the district boundary because it reflects the district warding pattern in this area.

60 We have adopted the names proposed by the Council, but welcome comments on whether they ought to be renamed in line with Labour's proposals. Hawks Green, Rawnsley & Cannock Wood, Hednesford and Norton Canes, Heath Hayes & Wimblebury divisions are forecast to have good electoral equality by 2028.

#### *Cannock Town and Chadsmoor*

61 Both the Council and Labour proposed divisions that were modifications of the existing ones in this area. The main difference between their proposals was around Calving Hill and Cannock Chase Hospital. The Council moved a small area south of Old Fallow Road into its Chadsmoor division to the north. Labour, on the other hand, moved a much bigger area (i.e., the Calving Hill area and as far south as Cannock Chase Hospital) into its proposed Cannock North & Chadsmoor division.

62 The Council said it considered moving a larger area into its northern division but did not do so for community identity reasons. It was of the view that the lower part of Chenet Way and the estates off it would consider themselves part of Cannock Town.

63 Labour stated that it moved the boundary southwards to address the electoral imbalance between the two divisions.

64 We have carefully considered both proposals. We note that Labour was seeking to address the relative size of the two divisions. However, the Council's proposal, which it says reflects the community identity of residents, also produces

divisions with good electoral equality. Therefore, we have been persuaded to base our draft recommendations on the Council's proposal.

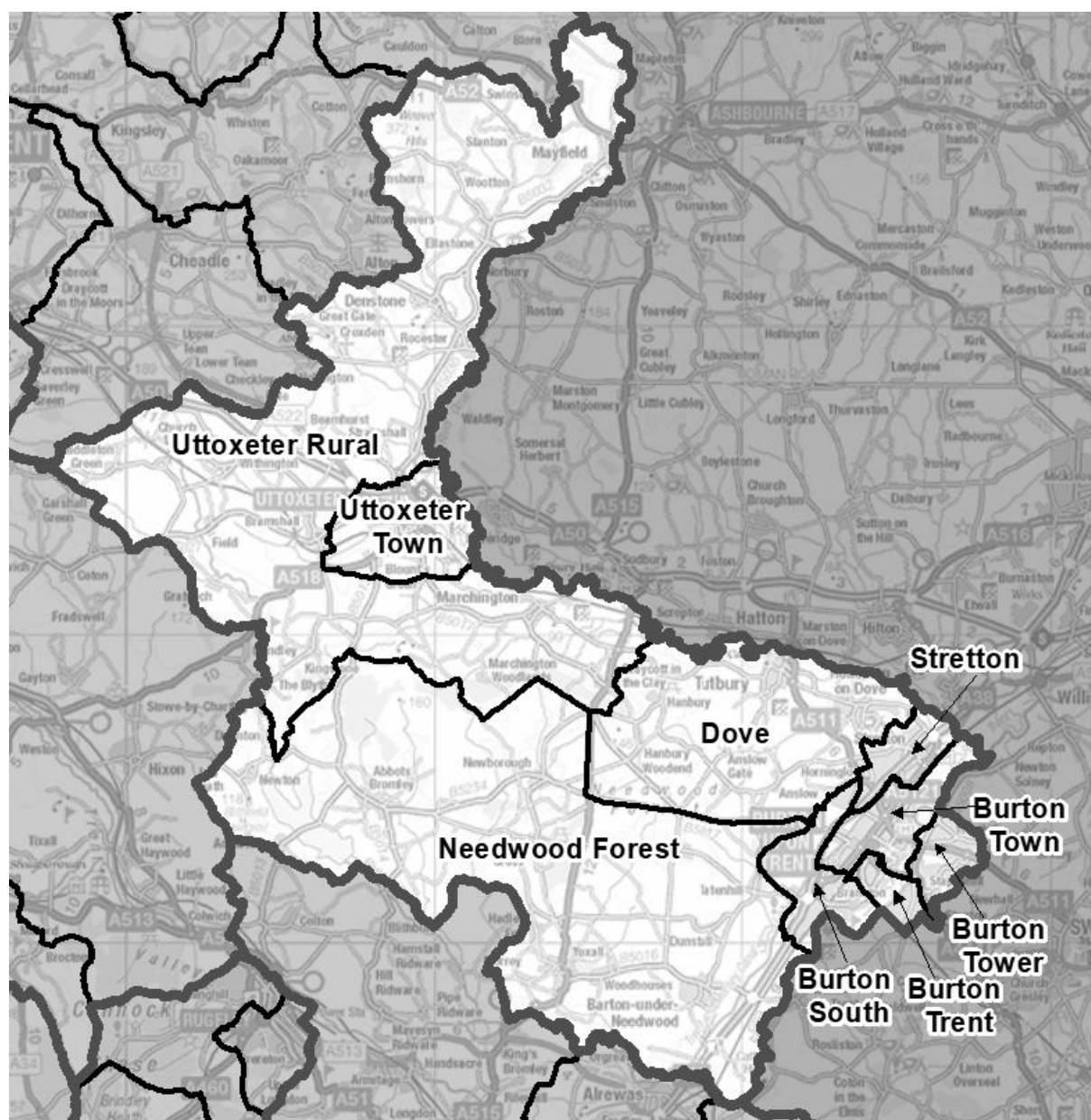
65 We have made three minor modifications to the proposal. Firstly, Labour proposed that The Crescent, located off Stafford Road, be included in a division with their closest neighbours on Stafford Road. We consider that this will reflect the community of these residents and we have adopted this proposal.

66 Secondly, we modify the northern boundary and retain numbers 71–97 Old Fallow Road (odd numbers) in Cannock Town division. Finally, we make very minor modifications along Belt Road to make that stretch of the boundary coterminous with the new district ward boundary in the area.

67 Cannock Town and Chadsmoor divisions are both forecast to have good electoral equality by 2028.



## East Staffordshire



Division name	Number of councillors	Variance 2028
Burton South	1	0%
Burton Tower	1	0%
Burton Town	1	13%
Burton Trent	1	-9%
Dove	1	-8%
Needwood Forest	1	-9%
Stretton	1	5%
Uttoxeter Rural	1	-5%
Uttoxeter Town	1	9%

68 Under a council size of 62, East Staffordshire District Council will have nine county councillors, with each councillor representing on average 1% fewer electors than the county average.

69 Uttoxeter Town has too many electors for two councillors and too few for three, so to provide for an acceptable level of electoral equality in this area, part of the town has to be included in a division with neighbouring rural parishes. The challenge was identifying which part of Uttoxeter should be included in a more rural division.

70 We received a district-wide proposal from a resident in addition to the Council's proposals for East Staffordshire. However, our draft recommendations are based on the Council's proposals.

71 The two proposals had some similarities in the Burton area. However, the proposals for Uttoxeter and the rest of the district were different. The Council placed most of Uttoxeter Town in a single division while the resident proposed splitting it across two divisions. On careful consideration, we noted that the resident's proposals also split Marchington and Uttoxeter rural parishes across divisions and their Dove & Horninglow division was forecast to have 17% more electors than the average for Staffordshire County. Considering this and evidence from other residents in support of keeping most of Uttoxeter town in a single division, we did not adopt the resident's proposals. Having taken this decision in Uttoxeter, we were unable to adopt the resident's boundaries elsewhere.

*Burton South, Burton Tower, Burton Town, Burton Trent and Stretton*

72 The county- and district-wide proposals were the only submissions we received for this area.

73 The Council's and resident's proposals for three of the four Burton divisions were similar and only differed in one area: the southern boundary of Burton Tower and Burton Town. The resident used Spring Terrace Road from where the boundary ran west from River Trent to Fleet Street and then Dale Street. The Council used St Peter's Bridge and St Peter's Street as its southern boundary. Both stated that their proposals for Burton Tower were based on the district wards. The two proposals for Stretton also had many similarities and only differed to the south of the proposed division.

74 Unlike the Council, the resident did not propose a Burton South division. Instead, the area was split across their Dove & Horninglow and Needwood Forest divisions.

75 We note that the Council's Burton Tower division is based on the new district wards implemented at the 2023 elections for East Staffordshire, while the resident's proposed division is based on the district wards that existed before then. We note

that using the new wards as the building blocks for the divisions will provide for a better level of coterminosity and we have adopted the Council's proposals. The division has strong boundaries, good electoral equality and Brizlincote and Winshill district wards are fully coterminous with this division.

76 With regards to Burton Trent and Burton Town divisions, we note that both proposals place the Shobnall area in Burton Trent division, for electoral equality reasons. However, we consider the railway line a strong boundary between Burton Trent and Burton Town divisions. Using this as a boundary means that four district wards will be coterminous with these divisions. We note that this produces a Burton Town ward with 13% more electors than the average for the county but consider that this provides the best balance of our statutory criteria in this area.

77 As mentioned above, the resident's proposed Dove & Horninglow division had very poor electoral equality and we did not adopt it. Instead, we based our draft recommendations for Burton South and Stretton on the Council's proposals.

78 We considered including Branston parish in its entirety in Burton South division so that the district ward would not be split across county divisions, but this would result in a rural division to the southwest which is forecast to have 21% fewer electors than the average for the county. We consider this poor electoral equality and were therefore not persuaded to do this.

79 We also considered including the area around St Modwen's Catholic Primary School as well as Beaconsfield Road in a Stretton division. However, this would result in Stretton and the rural division to the west having 17% fewer and 14% more electors, respectively, than the average for the county by 2028. Therefore, we did not do this.

80 Burton South, Burton Tower, Burton Trent and Stretton divisions are all forecast to have good electoral equality by 2028. Burton Town is forecast to have 13% more electors than the average for the county by 2028.

#### *Uttoxeter Rural and Uttoxeter Town*

81 We received nine submissions about Uttoxeter Town and the surrounding parishes, in addition to the area-wide submissions. Most were from residents who advocated for the existing Uttoxeter Town division to be retained. One of the residents listed the shared facilities within the town. We note that the existing division is coterminous with the parish boundaries.

82 Croxden and Uttoxeter Rural parish councils confirmed that they did not have any comments at this stage. Councillor Hawkins wanted The Heath and Town district ward boundaries in Uttoxeter Town to be retained. It may be helpful to note that this

review is about county divisions and not district wards which will remain unchanged by this process.

83 The Council proposed a Uttoxeter Town division which comprises most of Uttoxeter parish. It excluded an area of new development in the northwest, around Kiddlestitch Road, which it included in Uttoxeter Rural division. This was for electoral equality reasons. Its rationale for including this area in a rural division and not another part of the town is that the development is on the edge of town and is not closely aligned to the existing Uttoxeter Town community. Its proposed Uttoxeter Rural division was based on the existing one but excluded Abbots Bromley and Blithfield parishes. As mentioned above, the resident's district-wide proposal split Uttoxeter town across two divisions, combining all parts of the town with rural areas of the district, rather than just one.

84 We note that Uttoxeter, like many of the towns in Staffordshire, has more electors than required for one division – with 17% more electors than the average – but not enough electors for two councillors if the divisions were to have an acceptable level of electoral equality.

85 We have adopted the Council's proposals as part of our draft recommendations in Uttoxeter. This keeps most of the town in a single division where their community lies. It is true that residents of the new development may also look towards Uttoxeter Town for their community, but with more than 1,000 additional electors forecast, they may develop their own community as well. We consider that this development is the most appropriate area to include in a division outside of the town.

86 Our Uttoxeter Rural division is comprised of rural parishes as well as this part of Uttoxeter Town and we are content to adopt this proposal.

87 Uttoxeter Rural and Uttoxeter Town divisions are both forecast to have good electoral equality by 2028.

88 One resident suggested that Uttoxeter and the surrounding villages be moved into Staffordshire Moorlands district. However, this review does not involve changing district boundaries. A county electoral review relates to areas that fall within each district within the county. We are therefore unable to modify the boundaries between different districts as part of this electoral review.

#### *Dove and Needwood Forest*

89 We received additional submissions from Rolleston on Dove and Tatenhill & Rangemore parish councils for this area of East Staffordshire.

90 Rolleston on Dove Parish Council advocated for the retention of the existing boundaries and Tatenhill Parish Council wanted its parish to remain in a rural division.

91 The Council explained that its proposed Dove division had short journey times and good transport routes within it. It was also of the view that community links between several of the parishes were strong and that they shared services and had other ties. It also stated that they face similar issues.

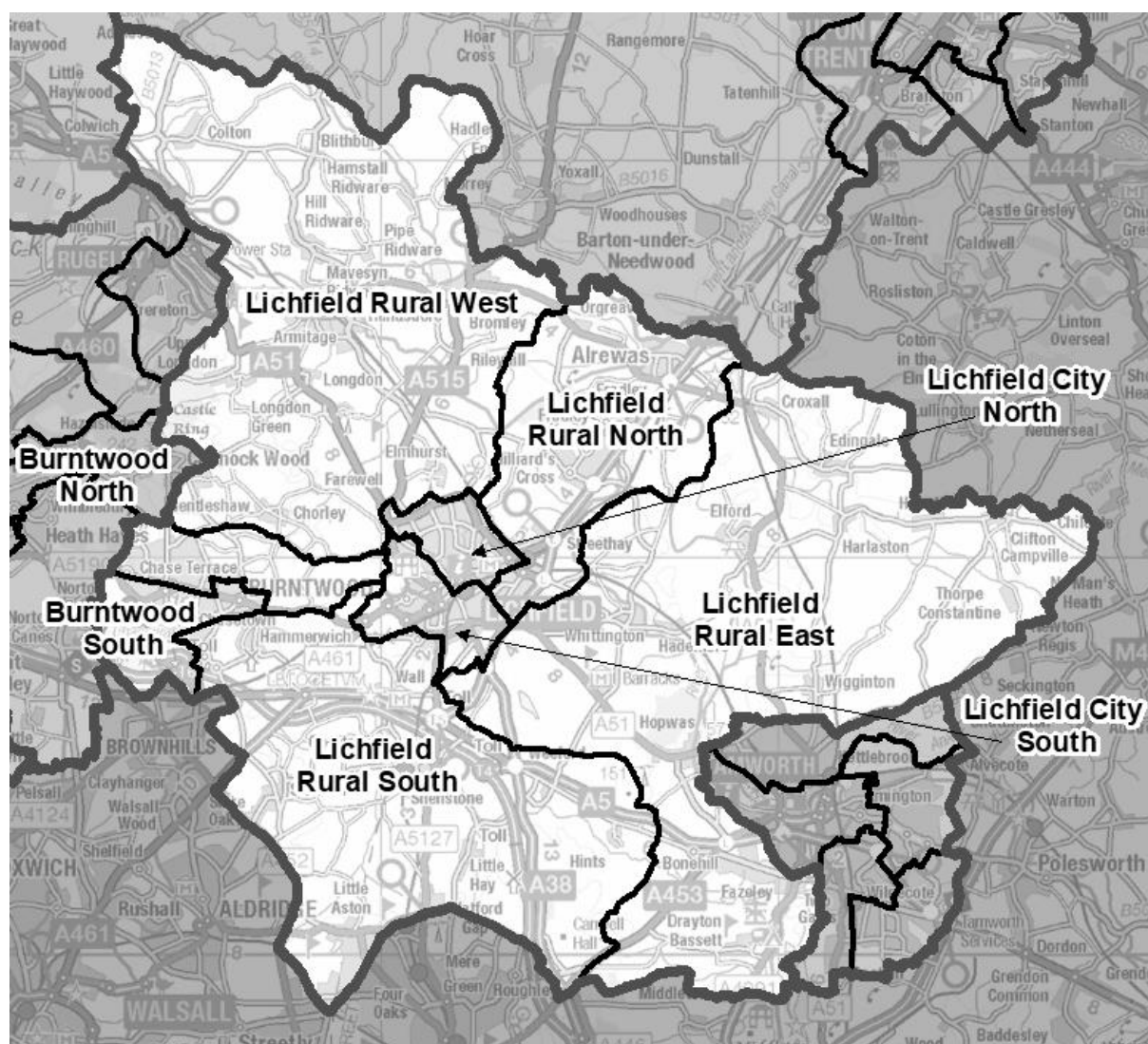
92 The Council said it proposed a Needwood Forest division, which was predominantly rural, with many of the communities within it already having strong links. Most of the parish councils were members of the existing Needwood Forest division forum and therefore had links and shared interests.

93 We note that the Council's proposed Needwood Forest division is based on the existing division but with the addition of Abbots Bromley and Blithfield parishes and a different part of Branston parish. We note that there appear to be good road networks linking Abbots Bromley in the west to the rest of the division via Newborough and Hoar Cross. We also note that aside from changes to its eastern and southeastern boundaries, Dove division is also based on the existing one.

94 We have been persuaded of the community identity in this area, and we are adopting the Council's proposals for these two divisions. Dove and Needwood Forest divisions are both forecast to have good electoral equality by 2028.



## Lichfield



Division name	Number of councillors	Variance 2028
Burntwood North	1	-8%
Burntwood South	1	-9%
Lichfield City North	1	4%
Lichfield City South	1	7%
Lichfield Rural East	1	1%
Lichfield Rural North	1	7%
Lichfield Rural South	1	-8%
Lichfield Rural West	1	-10%

95 Under a council size of 62, Lichfield District Council will have eight county councillors, with each councillor representing on average 2% fewer electors than the county average.

96 Lichfield City has too many electors for two councillors and too few for three. The same applies to Burntwood town (including an area of Hammerwich parish north of Highfields and Hospital roads). Therefore, it is inevitable that parts of these urban areas will need to be included in rural divisions, to reflect our statutory criteria. The challenge was to determine which areas were best included in these divisions, while reflecting community identity and links.

#### *Burntwood North and Burntwood South*

97 We received submissions from Councillor Ennis and Councillor Woodward, in addition to the Council's submission.

98 The Council proposed two changes to the existing divisions in Burntwood. One which moves an area – Woodhouses – around St Matthew's Road, which is in Burntwood parish, from Lichfield Rural West into Burntwood North division. The other is a minor modification along Cannock Road. It stated that the first modification was to reflect community identity in the area.

99 Councillor Woodward suggested that the Burntwood divisions should be reconfigured on an east and west basis, rather than the existing north and south divisions. She did not suggest any specific boundaries and, without additional community evidence pointing to where the boundaries should be, we were not persuaded to adopt this proposal.

100 Councillor Ennis was of the view that the residents of Woodhouses and the area around St Matthew's Road should be included in Burntwood North division. They also considered that Burntwood South division should extend to the southern end of Hospital Road because these areas are understood to be part of Burntwood town though we note that they are actually part of Hammerwich parish. We note that Councillor Ennis' proposal around St Matthew's Road is the same as the Council's proposals.

101 We recognise that the area between Highfields Road and Hospital Road appears to be part of the Burntwood community even though it is in a Hammerwich parish. We considered including it in Burntwood South division in line with Councillor Ennis' proposal. However, this produced a Lichfield Rural South division forecast to have 24% fewer electors than the county average by 2028. We considered this very poor electoral equality and did not do this. While we recognise that the parish boundary may not reflect the community of the town, we have retained the existing division boundary.

102 The Council modified the existing boundary between the two divisions so that it runs along Cannock Road. We consider that this is a stronger boundary than the existing one. We are content to adopt the Council's proposals as part of our draft recommendations.

103 Our Burntwood North and Burntwood South divisions are forecast to have good electoral equality by 2028.

*Lichfield City North and Lichfield City South*

104 The Council's submission was the only one we received with specific proposals for this area.

105 Its proposed Lichfield City North division is coterminous with three district wards, which will facilitate effective and convenient local government. For the most part, its boundaries are the parish boundary, a railway line and a road.

106 It proposed a Lichfield City South division that excludes an area of new development around Claypit Lane, south of Falkland Road, for electoral equality reasons. It is of the view that being predominantly new developments, the residents do not have a strong community identity linked to Lichfield city.

107 We have carefully considered the Council's proposal. We note that the built-up area of Lichfield has too many electors for two county councillors and too few for three. Therefore, some of the city must be included in a neighbouring division. We note that including the development referred to in the paragraph above in Lichfield City South will produce a division forecast to have 14% more electors than the average for Staffordshire by 2028. The neighbouring Lichfield Rural South division will have 16% fewer electors than the county average by the same year. We consider it to be a better balance of our statutory criteria to include this development in the Lichfield Rural South division as this will provide better levels of electoral equality in two divisions and we do not think this development must stay within a city ward.

108 Based on the evidence we received, we consider the Council's proposal the best balance of our statutory criteria. We have therefore adopted its proposals as part of our draft recommendations.

109 Lichfield City North and Lichfield City South divisions are both forecast to have good electoral equality by 2028.

*Lichfield Rural East and Lichfield Rural South*

110 In addition to the Council's proposals, we received submissions from four residents.

111 The Council proposed retaining the existing Lichfield Rural East division and made one change to the existing Lichfield Rural South division. As mentioned in the section above, a part of Lichfield City around Claypit Lane, south of Falkland Road, is included in Lichfield Rural South division under the Council's proposal. This was to address poor electoral quality.



112 Two residents advocated for the retention of the existing boundaries of Lichfield Rural South. Another resident was of the view that if the division was to be expanded, then it should be by including additional rural areas and not urban ones, as proposed by the Council, due to these areas having different issues from rural ones.

113 A resident advocated for Lichfield Rural East to be split. They were of the view that Drayton Bassett, Fazeley and Mile Oak should no longer be included in a division with more rural areas.

114 We have noted the comments that we received. While it is true that rural and urban areas mostly have different issues of concern, without the inclusion of the area around Claypit Lane in Lichfield Rural South, the division is forecast to have 16% fewer electors than the county average, by 2028. The city ward will also have a high electoral variance. We did not receive any strong evidence of which other areas would best fit in this rural division, without having a knock-on effect on other divisions.

115 With regards to the comments about Drayton Bassett and Fazeley, we note that excluding these parishes from Lichfield Rural East will produce a division forecast to have 38% fewer electors than the average for Staffordshire by 2028. This is very poor electoral equality, and we were not persuaded to adopt any divisions that would have such poor variances.

116 Furthermore, these parishes are on the border of the district. The Council noted in its proposals that Fazeley looks to and identifies with Tamworth. However, we are unable to move district boundaries as part of this review, and we have retained this area in its existing division. We note that they are both in separate district wards which reflect their separate community identities. However, county divisions, covering larger geographic areas than district wards, are more likely to be comprised of more than one community.

117 We have adopted the Council's proposals for these wards as part of our draft recommendations. Lichfield Rural East and Lichfield Rural South are both forecast to have good electoral equality by 2028.

#### *Lichfield Rural North and Lichfield Rural West*

118 The Council's proposals were the only ones we received about the boundaries of these divisions.

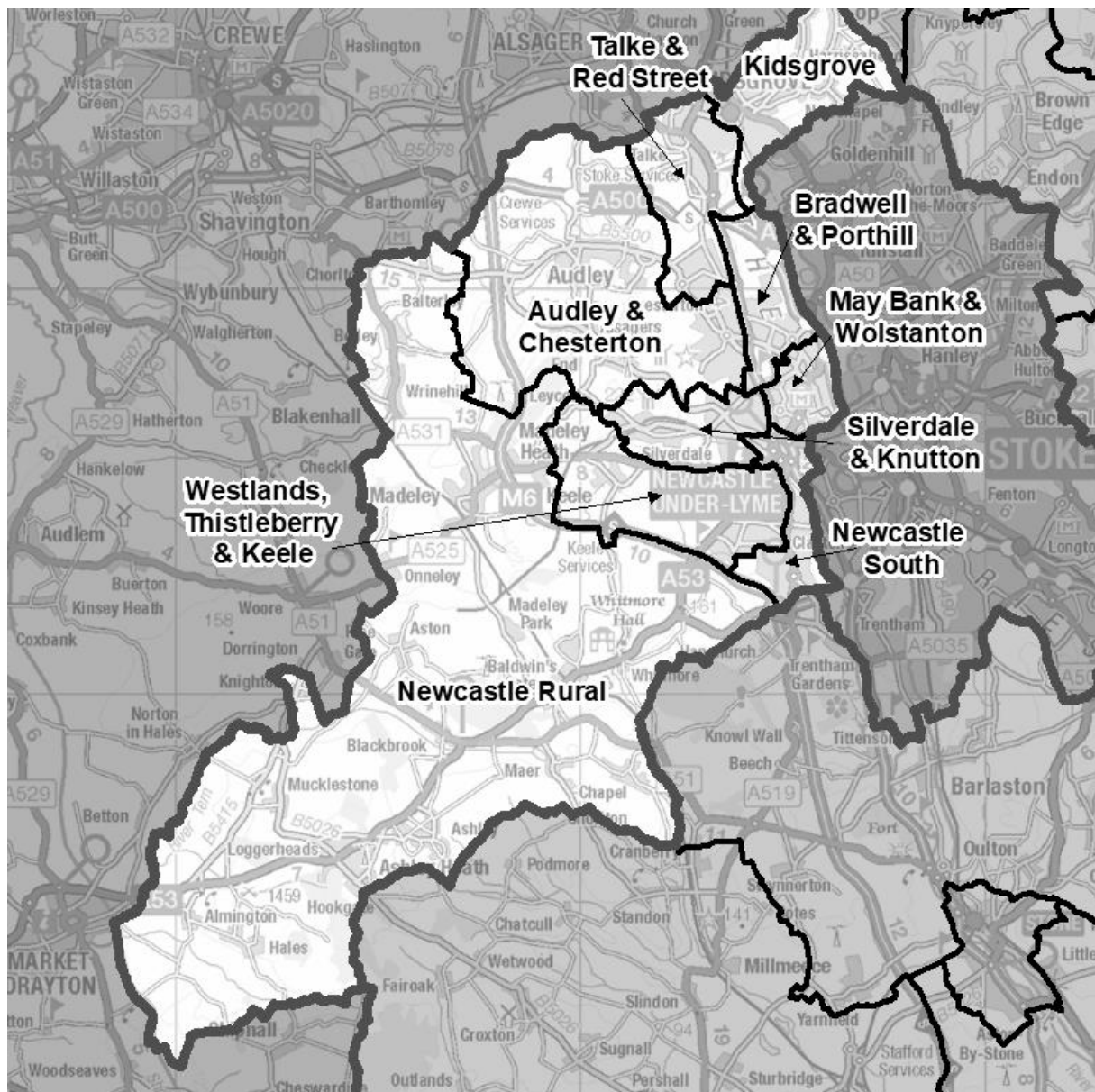
119 Its proposals included two changes to the existing divisions. Firstly, while it retained Boley Park in Lichfield Rural North division, it included an area between Trent Valley Road and the western end of Roman Way, in Lichfield City North. This change improves the coterminosity in Lichfield City North division.

120 Secondly, as mentioned in the section on Burntwood North, it moved the St Matthew's Road area into Burntwood North division, on community identity grounds.

121 We note the proposed divisions and consider that they are a good reflection of our statutory criteria. We have adopted these proposals as part of our draft recommendations.

122 Both divisions are forecast to have good electoral equality by 2028.

## Newcastle under Lyme



Division name	Number of councillors	Variance 2028
Audley & Chesterton	1	-4%
Bradwell & Porthill	1	-13%
Kidsgrove	1	2%
May Bank & Wolstanton	1	-8%
Newcastle Rural	1	-5%
Newcastle South	1	-6%
Silverdale & Knutton	1	-5%
Talke & Red Street	1	2%
Westlands, Thistleberry & Keele	1	-7%

123 Under a council size of 62, Newcastle under Lyme Borough Council will have nine county councillors with each councillor representing on average 5% fewer electors than the county average.

124 The Council's submission included the only borough-wide proposal. In addition to this, we received three submissions for the entire borough. Two were about Newcastle Rural and one was out of the scope of this review. We have based our draft recommendations on the Council's proposals, with modifications to achieve a better balance of our statutory criteria.

#### *Audley & Chesterton, Kidsgrove and Talke & Red Street*

125 The Council proposed two modifications affecting the existing Audley & Chesterton and Talke & Red Street divisions. It proposed retaining the existing boundaries of Kidsgrove division.

126 Its Kidsgrove division included all of Newchapel & Mow Cop and most of Kidsgrove & Ravenscliffe borough wards. The Council explained that it considered including the whole of Kidsgrove & Ravenscliffe ward in Kidsgrove division and making it coterminous with two borough wards, but that this had implications for the options in other divisions. So, it included them in Talke & Red Street division.

127 The Council also split Crackley & Red Street borough ward across Audley & Chesterton and Talke & Red Street divisions. Furthermore, its proposals placed an area of Holditch & Chesterton borough ward around London Road (B5500) and the industrial estate to its west in Bradwell & Porthill division to the east.

128 On careful consideration, we note that uniting Kidsgrove borough ward in one division produces good electoral equality for that division. We also note that in the Crackley area, the borough ward boundary appears to better reflect the communities there and using it will also facilitate convenient and effective local government. We also consider that the residents to the north of London Road and the roads off it, plus the industrial estate, are better situated in Audley & Chesterton division.

129 Therefore, we have modified the Council's proposal accordingly.

130 Our draft recommendations for this area include an Audley & Chesterton division which is comprised of Audley and Holditch & Chesterton borough wards. Kidsgrove division is coterminous with Kidsgrove & Ravenscliffe and Newchapel & Mow Cop borough wards, while Talke & Red Street division is comprised of Crackley & Red Street and Talke & Butt Lane borough wards.

131 All three divisions are forecast to have good electoral equality by 2028.

### *Bradwell & Porthill and May Bank & Wolstanton*

132 The Council's proposals placed Bradwell borough ward in a division with a small area in the north and northeast of Wolstanton ward and the north of Cross Heath ward. The Council stated that the Bradwell and Porthill community had been in the same county division for many years and that they share a bus service, local shopping areas and community facilities.

133 Its May Bank & Wolstanton division is comprised of May Bank, most of Wolstanton and the east of Cross Heath borough wards. It stated that both May Bank and Wolstanton wards share the Wolstanton Marsh as their main recreational space, and that these areas share a bus service and are part of a common neighbourhood policing area.

134 As mentioned in the section on Audley & Chesterton division, geographically and for community reasons we consider that the residents of the roads off the northern end of London Road should be included in Audley & Chesterton division and not in Bradwell & Porthill. While this has implications for the electoral variance, we consider that this better reflects the community in the area and we have therefore excluded them and the neighbouring industrial estate from this division. However, we welcome comments as to whether we should include the industrial estate in this division instead.

135 Therefore, our draft recommendations are based on the Council's proposals but with one modification as described above.

136 Bradwell & Porthill division is forecast to have 13% fewer electors than the average for Staffordshire by 2028. May Bank & Wolstanton division is forecast to have 8% fewer electors than the average for the county by 2028.

### *Newcastle Rural*

137 We received two submissions from Betley, Balterley & Wrinehill Parish Council and a resident, in addition to the Council's proposals.

138 The Council's proposed division is coterminous with three borough wards and retains the boundaries of the existing division.

139 Betley, Balterley & Wrinehill Parish Council and a resident also favoured the retention of the boundaries of the existing Newcastle Rural division.

140 We note that this rural ward is coterminous with borough wards and parishes in the south and southwest of the borough. Therefore, it will most likely reflect the communities in the area. It is also in line with the views expressed in the two submissions we received. Furthermore, it has good electoral equality.

141 Therefore, we have adopted the proposal as part of our draft recommendations. Newcastle Rural division is forecast to have good electoral equality by 2028.

*Newcastle South, Silverdale & Knutton and Westlands, Thistleberry & Keele*

142 The Council's proposals place all of Clayton and Westbury Park & Northwood borough wards and most of Town ward in Newcastle South division. It pointed to the good level of coterminosity which will facilitate effective and convenient local government.

143 Its proposed Silverdale & Knutton division included communities north of the A525 including Knutton, Poolfields, Silverdale and an area around Ashfield Brook. The Council states that residents share community services including GP services, have common demographics and have similar issues.

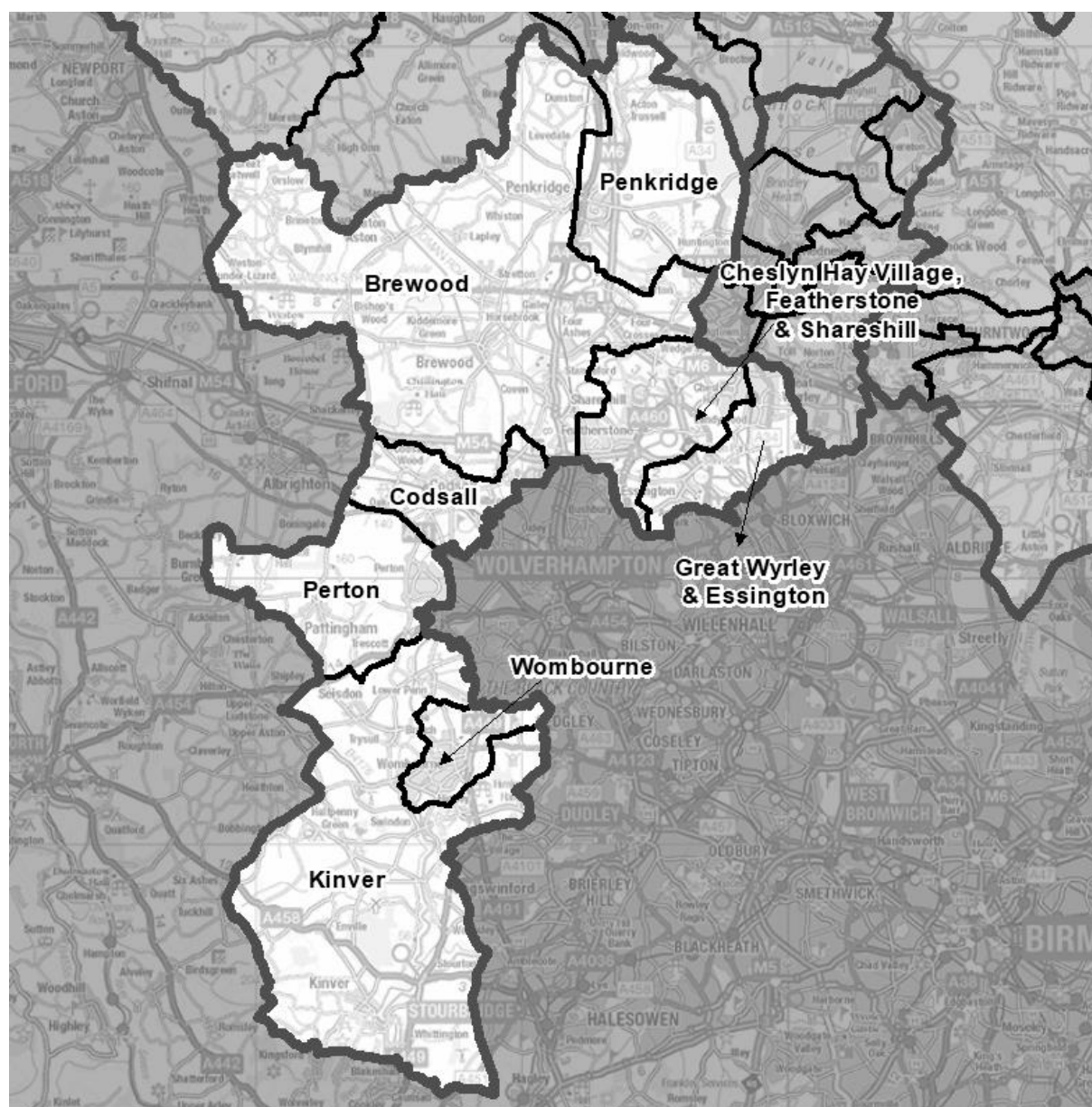
144 The Council also proposed a Westlands, Thistleberry & Keele division which comprised all of Keele borough ward, the south of Thistleberry ward and most of Westlands ward. The Council states that there are good transport links between Keele, Westlands and Thistleberry. It expressed the view that Westlands and Thistleberry share shopping facilities and that there is a common interest in the fact that it is a commuter area with many working in Keele University and Science & Innovation Park, among other places.

145 We have carefully considered the Council's proposals and have adopted them as part of our draft recommendations. In Newcastle South we note that Clayton Road is the route that links one end of the division to the other. We also note the road connections in Silverdale & Knutton division. We have therefore been persuaded that each of the divisions have adequate transport links and road connections within them, and that there is a good level of shared community.

146 The three wards are all forecast to have good electoral equality by 2028.



## South Staffordshire



Division name	Number of councillors	Variance 2028
Brewood	1	-10%
Cheslyn Hay Village, Featherstone & Shareshill	1	-4%
Codsall	1	-10%
Great Wyrley & Essington	1	8%
Kinver	1	-5%
Penkridge	1	-1%
Perton	1	-13%
Wombourne	1	0%

147 Under a council size of 62, South Staffordshire District Council will have eight county councillors, with each councillor representing on average 4% fewer electors than the county average.

148 The Council noted that the geography and electorate distribution across the district makes identifying divisions which reflect the statutory criteria challenging.

149 We received 19 submissions in addition to the Council's proposals. Eleven of these were from those who wanted Perton parish to form a county division on its own. However, Perton has too few electors to form a single-member division with good electoral equality. A Perton division based on the parish would have 29% fewer electors than the county average.

#### *Brewood, Codsall and Penkridge*

150 We received two submissions from Lapley, Stretton & Wheaton Aston Parish Council and a resident in addition to the Council's proposals for this area of South Staffordshire district. Lapley, Stretton & Wheaton Aston Parish Council was concerned that due to the size of rural divisions like Brewood, relationships with councillors may be lost. The resident advocated for Wheaton Aston and Lapley villages to remain in Brewood division.

151 The Council did not propose any changes to the existing divisions in this area. Two of the divisions are forecast to have 10% fewer electors than the average for the county. Penkridge is forecast to have 1% fewer electors than the average for the county.

152 The Council stated that it considered improving its electoral equality by moving an area of Bilbrook parish (in Brewood division) into Codsall division, but this split a parish community and reduced coterminosity at the same time.

153 The Council also considered moving an area of Penkridge into Brewood for electoral equality reasons.

154 We received no alternative proposals in this area. We recognise that the Council's proposal to retain the existing divisions will result in acceptable electoral variances and is broadly based on parishes. We did consider uniting all of Penkridge parish in Penkridge division. However, this would result in Brewood division having 14% fewer electors than the county average. Therefore, we are satisfied on the basis of the evidence received that retaining the existing arrangement provides the best balance of our statutory criteria.

155 Brewood, Codsall and Penkridge divisions are forecast to have good electoral equality by 2028.



156 A resident was of the view that parish ward election arrangements in Bilbrook parish were not effective. This is outside the scope of the review and is a matter for the district council.

*Cheslyn Hay Village, Featherstone & Shareshill and Great Wyrley & Essington*

157 The Council proposed two single-councillor divisions to replace the existing two-councillor division in the area.

158 Its proposed Cheslyn Hay Village, Featherstone & Shareshill division is comprised of Cheslyn Hay Village and Featherstone, Shareshill & Saredon district wards in their entirety as well as the area of Westcroft, which is in Essington district ward. Including Westcroft in this division would facilitate its proposed Great Wyrley & Essington division having good electoral equality. Its proposed Great Wyrley & Essington division includes Great Wyrley Town and Great Wyrley Landywood district wards, and the remainder of Essington district ward.

159 The Council states that there are good transport links from Cheslyn Hay to Featherstone and Shareshill villages, and that the entire area including Westcroft is well served by its transport links. It is also of the view that the communities of Great Wyrley and Essington have similarities and common interests.

160 We carefully considered the Council's proposal for this area. We note that both divisions mostly include whole parishes and that they will most likely reflect the communities in that area. They have a good degree of coterminosity and will facilitate effective and convenient local government. We have therefore adopted the Council's proposals, but welcome comments on its inclusion of Westcroft parish in a Great Wyrley & Essington division to the south as this would improve coterminosity, noting that this division would have 12% more electors than the average for the county.

161 Both divisions are forecast to have good electoral equality by 2028.

*Kinver and Perton*

162 The Council propose retaining the boundaries of the existing Kinver and Perton divisions because Kinver would have good electoral equality and Perton division reflects the community identities of the two main populated areas within it. The Council advocated for the retention of Perton division even though it is forecast to have 13% fewer electors than the average for Staffordshire.

163 We received a submission from one resident who was of the view that the existing Kinver division was too large, and that Lower Penn and Himley parishes should be included in a division with Wombourne. Although the resident did not support their proposal with any further evidence, we noted the proximity of these parishes to Wombourne, and we considered doing this. However, this produced a

Kinver division which would have 21% fewer and a Wombourne division with 16% more electors than the county average by 2028.

164 As mentioned in paragraph 150, we received several submissions that advocated for Perton parish to be in a county division on its own, i.e., without the inclusion of Pattingham & Patshull parish. They pointed to our 2022 Electoral Review of South Staffordshire when we concluded that Pattingham & Patshull should be in a separate district ward from Perton. They advocated for Pattingham & Patshull to be in a division with Trysull and surrounding areas.

165 We have carefully considered the points they raise. However, because a county division is generally larger in size (both geographically and in terms of the number of electors), especially when compared to a single- or two-councillor district ward, it is reasonable to expect that they will include different communities.

166 Furthermore, we note that a Perton ward comprised of Perton parish alone is forecast to have 29% fewer electors than the county average. We consider this very poor electoral equality, and we did not adopt this proposal.

167 We are therefore adopting the Council's proposals for Kinver and Perton divisions as part of our draft recommendations. Kinver is forecast to have 5% fewer electors than the average for the county.

168 Perton is forecast to have 13% fewer electors than the average for the county. We could not identify an alternative pattern of wards that would provide a better balance of our statutory criteria.

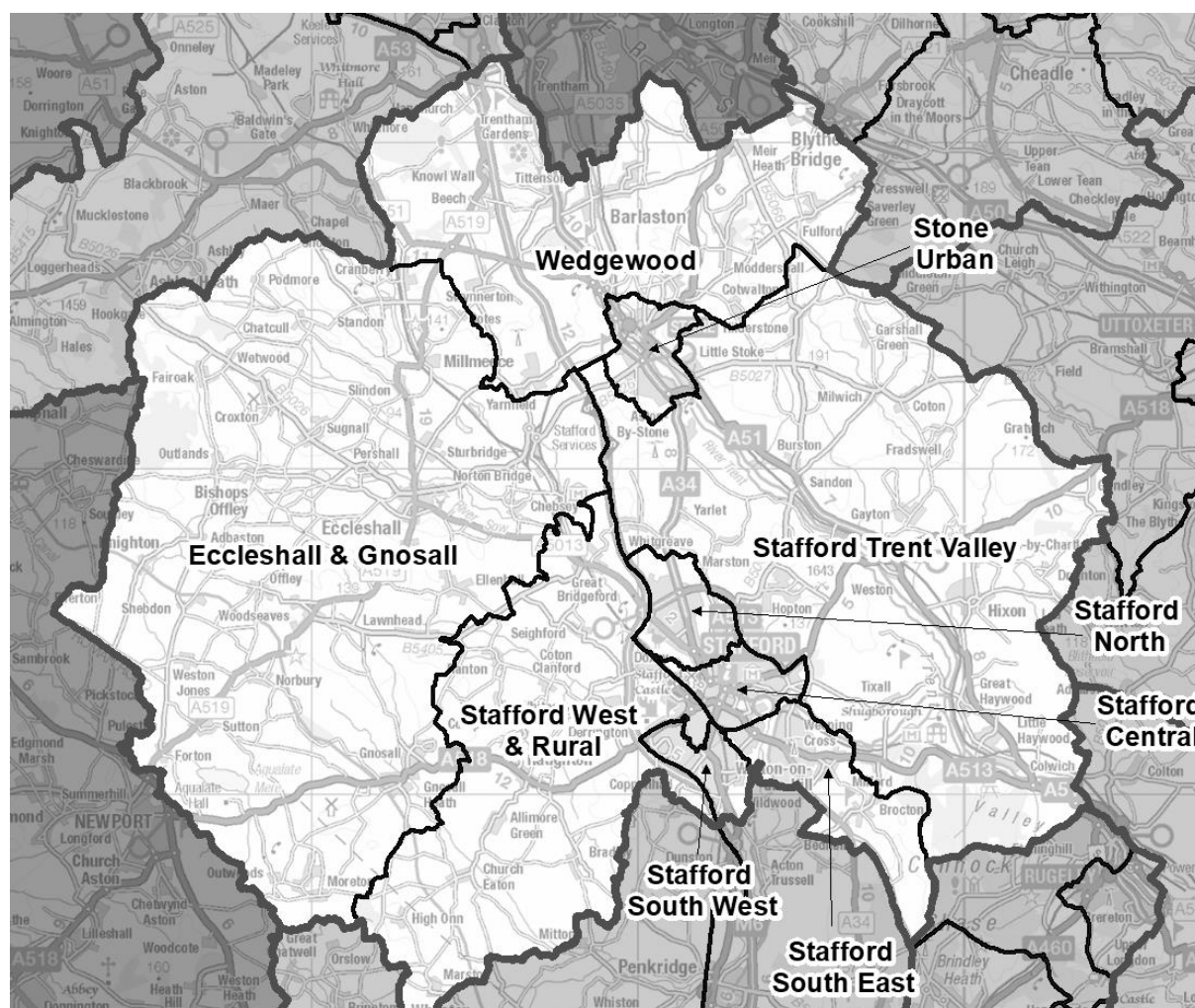
### *Wombourne*

169 The Council proposed the retention of this division's existing boundaries. It explained that the area has a main resident's group, Wombourne & District Community Association, which is the umbrella organisation for all the smaller ones in the area. The division shares medical and shopping facilities.

170 We note that this proposed division is coterminous, not only with Wombourne North and Wombourne South district wards but also with Wombourne parish. We consider that this will facilitate effective and convenient local government. It is forecast to have good electoral equality and has well-established and recognised boundaries.

171 We are therefore content to adopt this division as part of our draft recommendations. Wombourne division is forecast to have about the same number of electors as the county average by 2028.

## Stafford



Division name	Number of councillors	Variance 2028
Eccleshall & Gnosall	1	-3%
Stafford Central	1	8%
Stafford North	1	6%
Stafford South East	1	9%
Stafford South West	1	3%
Stafford Trent Valley	1	4%
Stafford West & Rural	1	-6%
Stone Urban	1	6%
Wedgewood	1	6%

172 Under a council size of 62, Stafford Borough Council will have nine county councillors, with each councillor representing on average 4% more electors than the county average.

173 Identifying a pattern of wards around Stone and Stafford was challenging. Stone has too many electors for one councillor and too few for two if it is to have an acceptable level of electoral equality. Therefore, we considered that an area of Stone should be included in a more rural ward. Similarly, Stafford town has too many electors for four councillors and too few for five if the divisions will also provide for a good level of electoral equality.

174 We received a district-wide proposal from Stone Constituency Labour Party ('Stone Labour') in addition to the Council's proposals. This was supported by Councillor Pardesi.

175 The Council based its proposal on the existing divisions. Stone Labour proposed new boundaries. It was of the view the housing developments on the edge of Stafford were better included in urban wards.

176 Both schemes had merit, including good electoral equality. However, the boundaries of the divisions proposed were very different across the majority of the borough and it was not possible to adopt divisions proposed by one respondent in one area and those proposed by the other in the neighbouring area given the significant difference in their respective boundaries. Accordingly, we have used the scheme we considered provided the best balance of our statutory criteria.

177 In view of the additional evidence we received from others, in relation to the Eccleshall, Gnosall, Stone, Swynnerton, Barlaston and Fulford areas, we have based our draft recommendations on Stone Labour's proposals. We note that the Council's proposals were based primarily on existing divisions. We recognise that existing divisions may reflect community identities; however, we do not assume this and consider that generally the evidence of community identity in support of Stone Labour's scheme was stronger.

#### *Eccleshall & Gnosall and Wedgewood*

178 We received submissions from Councillor Reid, Eccleshall Parish Council and some residents, in addition to the district-wide proposal from the Council and Stone Labour.

179 The Council proposed retaining the existing divisions of Eccleshall and Gnosall & Doxey. It was of the view that given the geography of the Gnosall and Doxey area, its proposal for that division achieved the best electoral equality while maintaining communities.

180 Stone Labour proposed an Eccleshall & Gnosall division and a Wedgewood division to the north. Councillor Reid was of the view that Eccleshall division should include Woodseaves and Ellenhall, which are part of the 'Eccleshall economic area'. He objected to the inclusion of Marston Grange on community identity grounds.

181 Eccleshall Parish Council stated that the district ward of Eccleshall should be combined with the ward of Gnosall & Woodseaves, together with Ellenhall parish, to form a new county division. In its view, these areas are similar rural communities far from a major town and yet dependent on Stafford or Newport in similar ways.

182 The councillor and parish council also proposed that the parish of Swynnerton could be combined with the rest of Swynnerton and Oulton borough ward, and with Barlaston and Fulford wards, to create a single division and a strong voice for 'these rural areas attached to the city of Stoke'.

183 These views from Councillor Reid and the parish council were supported by Councillor Pardesi and several residents. One pointed out that Eccleshall residents used the same local facilities for shopping, work and social activities as those in Ellenhall, High Offley and Woodseaves villages. Another one was of the view that the communities in the north of the existing division should be in a different division. Another resident questioned why the new developments at the northern edge of Stafford town were included in Eccleshall division, while one resident of Doxey advocated being in a ward which looked to Stafford and not to Gnosall.

184 We have carefully considered the comments we received and have been persuaded to include Gnosall ward in a division with Eccleshall, as proposed by Stone Labour and others, on community identity grounds. We note that the new Eccleshall & Gnosall division has good road links and a good level of coterminosity, which will facilitate effective and convenient local government.

185 We consider that Barlaston, Fulford, Swynnerton and other rural communities at the northern edge of the borough will have shared issues and community and have included them in a single division, as proposed by Stone Labour, Councillor Pardesi and some residents. We have adopted Wedgewood as its name as proposed to us. We invite comments on the name of the division as well as the boundaries.

186 Eccleshall & Gnosall and Wedgewood divisions are forecast to have good electoral equality by 2028.

#### *Stafford North*

187 Both the Council and Stone Labour proposed similar boundaries for a Stafford North division. They both proposed the inclusion of an area north of the A513, which the Council says is on community identity grounds. The only difference being around Edison Road, which the Council included but Stone Labour excluded.

188 On carefully considering the boundaries of this division, we note that the access to Edison Road is to the north in line with the Council's proposals. Therefore, we have based our draft recommendations on them.



189 Stafford North is forecast to have good electoral equality by 2028.

*Stafford Central and Stafford West & Rural*

190 We received submissions from two residents in addition to the district-wide schemes. One pointed out that the existing division boundary, just east of Kensington Drive, split an estate in two divisions. The other stated that they were content with the boundaries of the existing divisions.

191 There were similarities between the two main proposals for a Stafford Central division. However, the Council included the Castlefields area of Stafford in this division while Stone Labour included an area to the east of Stafford, north and south of Tixall Road, instead.

192 The Council stated that this is an urban area with good transport links, which service the local communities around the town centre.

193 Stone Labour's Stafford West & Rural division was comprised of Rowley borough ward and most of Doxey & Castletown and Seighford & Church Eaton borough wards.

194 We carefully considered both proposals. We note that the boundary by Kensington Drive is a defaced parish boundary and we sought to move the division boundary away from it. We considered that moving the boundary to the west and including those residents in Stafford Trent division to the east would not reflect the community identity of the residents. Rather, we are of the view that the residents in that area of Tixall Road up to the junction with Blackheath Lane looked towards urban Stafford for their community. Therefore, we adopted the proposals from Stone Labour as part of our draft recommendations. Adopting the western boundary proposed by the Council around the Castlefields area would have produced a Stafford Central division forecast to have 19% more electors than the county average, by 2028, and we were not persuaded to do this.

195 For this reason, and because of decisions made elsewhere with regards to Eccleshall and Gnosall areas, we also adopted Stone Labour's proposals for a Stafford West & Rural division. We note that this division includes the Doxey and Castlefields areas as well as an area of substantial development in a single division. It also includes several rural parishes which will most likely look to Stafford for some of their facilities.

196 We have made a modification to avoid creating an unviable parish ward in Whitgreave, to the east of the M6. We have therefore not included any part of this parish in Stafford West & Rural.

197 Stafford Central and Stafford West & Rural are both forecast to have good electoral equality by 2028.

#### *Stafford Trent Valley & Stone Urban*

198 We received three submissions in addition to the borough-wide ones. These were about Stone Town from Stone Town Council, and two residents.

199 The town council and a resident advocated for the Walton area to be included in Stone Urban division on community identity grounds. They were of the view that these residents used health and social services in Stone and did not share any community with Milwich, Hilderstone, Fulford or Barlaston.

200 The Council proposed including all of St Michael's & Stonefield ward in its Stone Urban division but split Walton ward across this and its proposed Stone Rural division to ensure that both divisions had good electoral equality. It stated that it kept Manor Rise Estate together but placed Udall Grange with the ongoing developments in the rural ward. Its Stafford Trent Valley division was almost identical to the existing division, only that it included a smaller part of Stone Town than at present.

201 Stone Labour on the other hand united Walton in Stone Urban but included the Mercer Avenue/Saddler Avenue area east of the railway line in its proposals for Stafford Trent Valley division. Its Stafford Trent Valley includes parishes to the east of the borough.

202 As mentioned earlier, Stone Town has more electors than needed for one county councillor and too few for two if it is to have good electoral equality. Therefore, a part of the town will have to be included in a ward with neighbouring parishes. After careful consideration, we have been persuaded that in Walton, the existing residents of Udall Grange share some community with their neighbours in Manor Rise Estate. Furthermore, we note that there is a railway crossing which Stone Labour proposed as a boundary and we consider this a strong and identifiable boundary. We have therefore placed the residents east of the crossing in Stafford Trent Valley division. We did consider including them in Stone Urban division, but this produced a division forecast to have 18% more electors than the average for Staffordshire, which we consider poor electoral equality.

203 Therefore, our draft recommendations are based on Stone Labour's proposals. We include all of Whitgreave parish in Stafford Trent Valley.

204 Stafford Trent Valley and Stone Urban divisions are both forecast to have good electoral equality by 2028.

#### *Stafford South East and Stafford South West*

205 We did not receive any additional submissions for this area.

206 The Council's Stafford South East division used district and parish boundaries and the railway line as identifiable boundaries. It was fully coterminous with three borough wards.

207 Its Stafford West division was based on the existing one with the addition of properties on the north side of Castle Bank/Newport Road (A518). It was of the view that this division should remain an entirely urban area and not include any rural parishes.

208 Stone Labour included Walton-on-the-Hill village and the whole of Brockton parish in its Stafford South East division. It excluded an area of Penkside borough ward between Meadow Road/Pioneer Way and the railway line from this division and included it in its proposed Stafford South West division.

209 We note that both proposals for the division to the west have merit and use either railway lines, existing ward boundaries or other clear identifiable boundaries.

210 We also noted Walton-on-the-Hill's proximity to Stafford. We considered that these residents will most likely look there for some of their community and their amenities and were persuaded that they should be included in Stafford South East division, as proposed by Stone Labour.

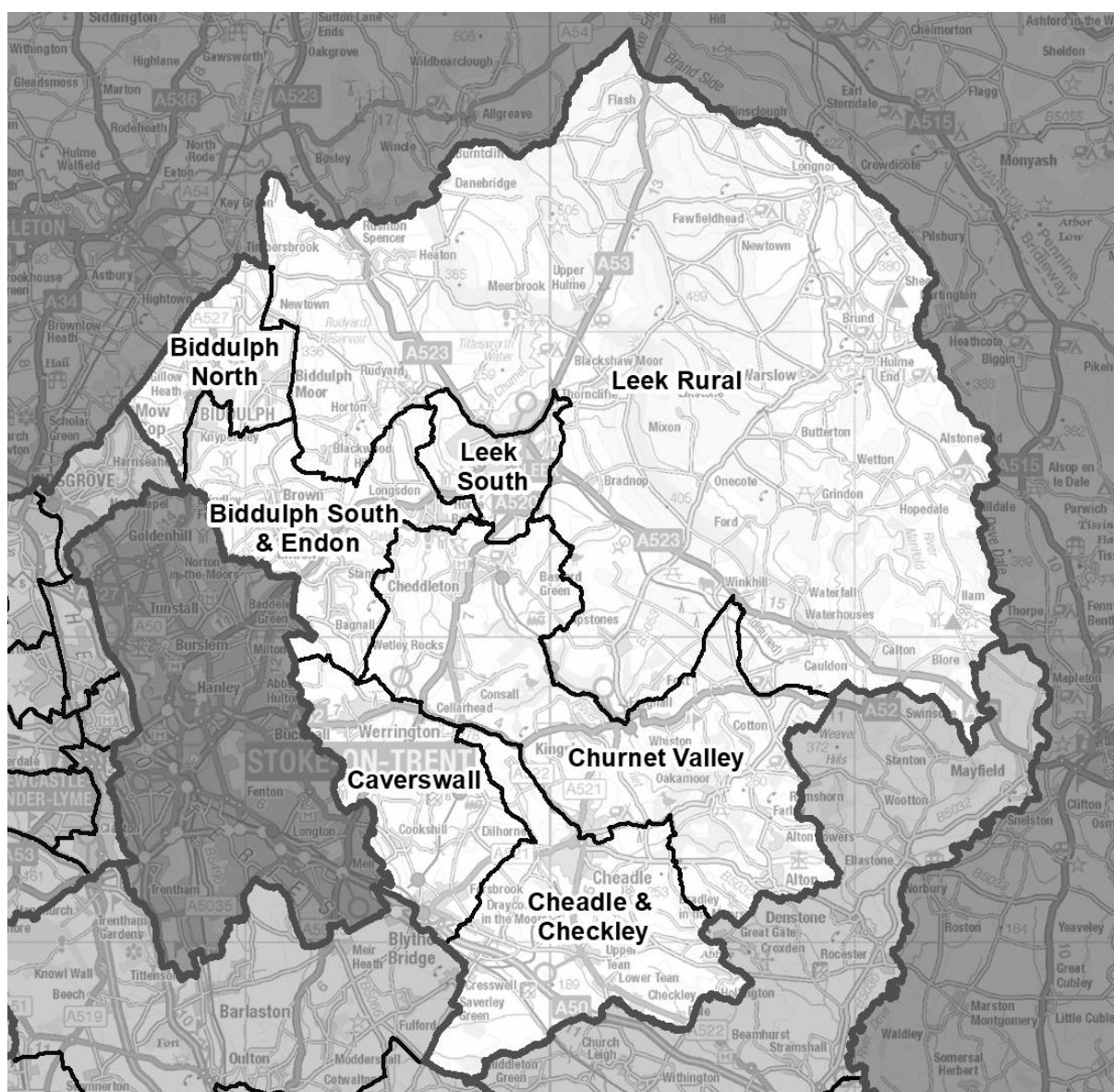
211 Because of this and decisions we have made elsewhere, we have adopted the proposals put forward by Stone Labour for our draft recommendations. We have modified the boundary between the divisions east of Silkmore Primary Academy & Children's Centre and west of Meadow Road.

212 Both divisions have a good degree of coterminosity and are forecast to have good electoral equality by 2028.

213 We note that Brockton has good road links into Stafford but also welcome comments on whether it is better included in Stafford Trent Valley division, notwithstanding the fact that this would result in a 12% variance for the division.



## Staffordshire Moorlands



Division name	Number of councillors	Variance 2028
Biddulph North	1	-11%
Biddulph South & Endon	1	7%
Caverswall	1	1%
Cheadle & Checkley	1	9%
Churnet Valley	1	3%
Leek Rural	1	-2%
Leek South	1	7%

214 Under a council size of 62, Staffordshire Moorlands District Council will have seven councillors, with each councillor representing on average 2% more electors than the county average.

215 Biddulph and Leek towns each have too many electors for one county councillor and too few for two councillors if there is to be a good level of electoral equality. Therefore, part of the town must be included in a division with rural parishes, to provide a good balance of our statutory criteria.

#### *Biddulph North and Biddulph South & Endon*

216 The Council's scheme was the only proposal we received for this area of Staffordshire Moorlands.

217 It proposed a small modification to the existing boundary between these two divisions, which would move the area north of Well Street, Princess Street and St John's Road into Biddulph North division from Biddulph South & Endon. It was of the view that the existing boundary caused an 'unnatural separation' along John Street and Congleton Road.

218 It also included Longsdon parish and an area of Leek parish in a Biddulph South & Endon division. It stated that Longsdon had strong connections with Endon.

219 After carefully considering this proposal, we noted that the boundary along Well Street, Princess Street and St John's Road did not appear as identifiable as the existing one, both along John Street/Congleton Road and along the brook and open space between Thames Drive and Moorland Road. We consider that the existing boundary along the brook and public park is strong and identifiable. Furthermore, we note that the southern end of John Street is retained as a boundary under the Council's proposals and the existing boundary that continues along that road is easily identifiable. Therefore, although it has an impact on the electoral equality of Biddulph North, we consider this a better balance of our statutory criteria.

220 We also note that the parish boundary between Leek and Longsdon parishes splits Mollatts Wood Road. We consider that we should unite these residents in a single division and note that doing so improves the variance of Leek South division from 11% to 7%. Therefore, we are content to adopt the Council's proposal for Biddulph South & Endon division.

221 We welcome comments with community evidence on these boundaries.

222 Biddulph North and Biddulph South & Endon divisions are forecast to have 11% fewer and 7% more electors than the county average by 2028.

#### *Caverswall, Cheadle & Checkley and Churnet Valley*

223 We received two submissions about the Cheadle & Checkley area, in addition to the Council's proposals.

224 One resident of Tean wanted to remain in Cheadle & Checkley division. The other resident's comments were about Tean district ward and therefore outside the scope of this review of Staffordshire County Council's electoral divisions.

225 The Council's proposals included modifications to the boundaries of the existing divisions. One was to exclude Birchall, Cheddleton Heath and Leekbrook villages from Churnet Valley division and place them in Leek South, which it said was on community identity grounds. It also moved an area of Draycott in the Moors into Caverswall division from Cheadle & Checkley.

226 The Council was of the view that its proposed Churnet Valley had a strong community identity based around the Churnet Valley railway. Although it stated that residents of Draycott tended to shop in Cheadle or outside the district, they were of the view that because there was a community centre there, the community was independent.

227 We have carefully considered the points made by the Council. We have been persuaded by its proposals for Churnet Valley. However, we have not been persuaded to move Draycott in the Moors from Cheadle & Checkley division where they have some community interests.

228 Our draft recommendations are based on the Council's with modifications as described above.

229 Caverswall, Cheadle & Checkley and Churnet Valley are forecast to have good electoral equality.

#### *Leek Rural and Leek South*

230 As mentioned above, Leek has too many electors for one county councillor and too few for two.

231 The Council's proposals exclude Longdon from Leek Rural division, otherwise retaining the existing division boundaries. It includes Birchall, Cheddleton and Leekbrook in Leek South on community identity grounds, stating that many residents already assumed that they were in Leek South as they looked to Leek for their community. It also excluded an area in the southwest of Leek parish from its Leek South division.

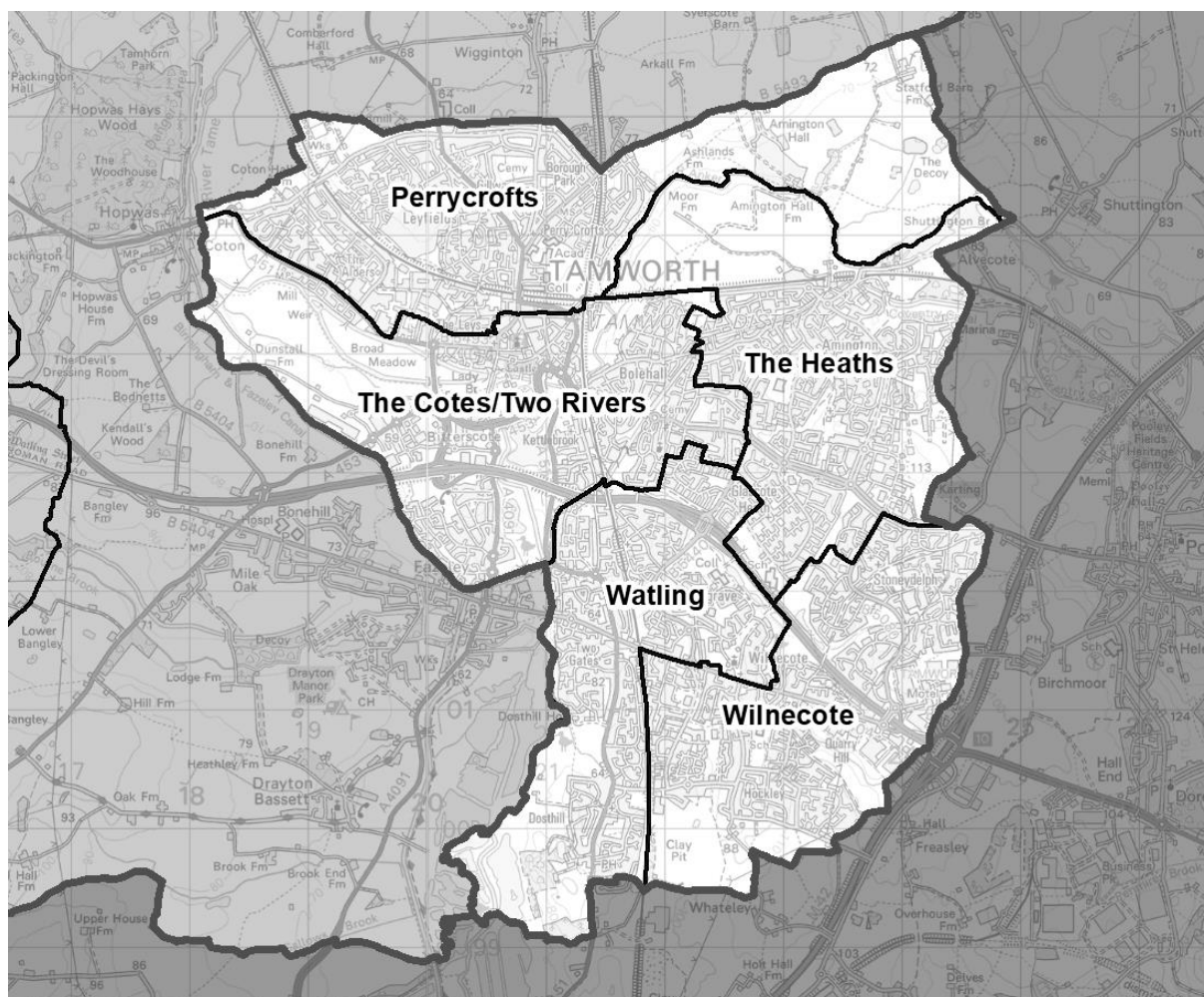
232 The Council explained that as Leek Rural covered a very large geographical area with 23 parishes, the distances and limited transport links between some of the parishes meant that they stayed independent. Nevertheless, it was of the view that the urban and rural parts of Leek Rural division fit well together despite their differences and diverse needs.

233 We are content to adopt the Council's proposals for Leek Rural and Leek South divisions. As mentioned in the section on Biddulph South & Endon, we have moved away from using the parish boundary around Longsdon as a division boundary to unite Mollatts Wood Road residents in the same division.

234 Leek Rural and Leek South are both forecast to have good electoral equality by 2028.



## Tamworth



Division name	Number of councillors	Variance 2028
Perrycrofts	1	8%
The Cotes/Two Rivers	1	9%
The Heaths	1	9%
Watling	1	10%
Wilnecote	1	8%

235 Under a council size of 62, Tamworth Borough Council will have five councillors, with each councillor representing on average 9% more electors than the county average.

236 However, its average electorate per councillor is slightly higher than that of the county and therefore some under-representation is to be expected.

237 We did not receive any submissions with specific comments about Tamworth other than the Council's. We have adopted the Council's proposals as our draft recommendations. We note that this new pattern of divisions has a good level of

coterminosity with the existing borough wards. However, we note that these wards have been in place for some time and may no longer be entirely representative of the communities in the area. We welcome comments on whether there is a different pattern of divisions that will better reflect the communities that exist in Tamworth today.

#### *Perrycrofts and The Cotes/Two Rivers*

238 The Council stated that its proposed divisions were coterminous with Bolehall, Castle, Mercian and Spital borough wards and described the shared facilities in each of these two divisions.

239 We considered whether to include residents of Oxbridge Way in Perrycrofts division instead of The Cotes/Two Rivers because they appear separated from the rest of their proposed division by the River Tame. We note that this will produce a Perrycrofts division with 12% more electors than the county average. We did not do so at this time and have adopted the Council's proposals.

240 However, we welcome comments as to whether modifying the proposals as part of our final recommendations will better reflect communities in the area.

241 Both Perrycrofts and The Cotes/Two Rivers divisions are forecast to have good electoral equality by 2028.

#### *The Heaths, Watling and Wilnecote*

242 The Council states that each of these three divisions have good transport links between the communities within them. It states that its proposals include all of Amington borough ward and most of Glascote ward in The Heaths division. Its Watling division includes both Belgrave and Trinity wards and small areas of Glascote and Wilnecote wards. Its Wilnecote division is comprised of Stonydelph ward and most of Wilnecote ward.

243 We note that its proposals exclude an area east of the cemetery from Wilnecote division on electoral equality grounds. We consider that the cemetery and adjacent playing field form an identifiable boundary and are content to adopt this proposal.

244 We also note that it excluded some streets, north of the A5 and east of Marlborough Way, from The Heaths, again for electoral equality reasons. We note that including them in The Heaths produces a division forecast to have 13% more electors than the county average. We are content to adopt the Council's proposals at this stage, but we welcome comments and community evidence from residents as to where best to place these residents.

245 We have adopted the Council's proposals as part of our draft recommendations. All the divisions are forecast to have good electoral equality by 2028.

## Conclusions

246 The table below provides a summary as to the impact of our draft recommendations on electoral equality in Staffordshire, referencing the 2022 and 2028 electorate figures against the proposed number of councillors and divisions. A full list of wards, names and their corresponding electoral variances can be found at Appendix A to the back of this report. An outline map of the wards is provided at Appendix B.

### Summary of electoral arrangements

	Draft recommendations	
	2022	2028
Number of councillors	62	62
Number of electoral divisions	62	62
Average number of electors per councillor	10,744	11,617
Number of divisions with a variance more than 10% from the average	14	4
Number of divisions with a variance more than 20% from the average	3	0

#### Draft recommendations

Staffordshire County Council should be made up of 62 councillors representing 62 single-councillor divisions. The details and names are shown in Appendix A and illustrated on the large maps accompanying this report.

#### Mapping

Sheet 1, Map 1 shows the proposed divisions for Staffordshire County Council. You can also view our draft recommendations for Staffordshire on our interactive maps at [www.consultation.lgbce.org.uk](http://www.consultation.lgbce.org.uk)

### Parish electoral arrangements

247 As part of an electoral review, we are required to have regard to the statutory criteria set out in Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act). The Schedule provides that if a parish is to be divided between different divisions it must also be divided into parish wards, so that each parish ward lies wholly within a single division. We cannot recommend changes to the external boundaries of parishes as part of an electoral review.



248 Under the 2009 Act we only have the power to make changes to parish electoral arrangements where these are as a direct consequence of our recommendations for principal authority warding arrangements. However, the district and borough councils within Staffordshire have powers under the Local Government and Public Involvement in Health Act 2007 to conduct community governance reviews to effect changes to parish electoral arrangements.

249 As a result of our proposed ward boundaries and having regard to the statutory criteria set out in schedule 2 to the 2009 Act, we are providing revised parish electoral arrangements for Berkswich, Branston, Burntwood, Creswell, Hednesford, Hopton & Coton, Horninglow & Eton, Leek, Lichfield, Outwoods, Rugeley, Stone Urban and Uttoxeter.

250 We are providing revised parish electoral arrangements for Berkswich parish.

#### Draft recommendations

Berkswich Parish Council should comprise 10 councillors, as at present, representing two wards:

Parish ward	Number of parish councillors
Milford	2
Walton-on-the-Hill	8

251 We are providing revised parish electoral arrangements for Branston parish.

#### Draft recommendations

Branston Parish Council should comprise 11 councillors, as at present, representing three wards:

Parish ward	Number of parish councillors
Branston	8
Henhurst North	2
Henhurst South	1

252 We are providing revised parish electoral arrangements for Burntwood parish.

#### Draft recommendations

Burntwood Town Council should comprise 22 councillors, as at present, representing eight wards:

Parish ward	Number of parish councillors
Boney Hay & Central	5
Chase Terrace	4
Chasetown North	1
Chasetown South	4

Gorstey Ley	1
Highfield	1
Hunslet	1
Summerfield & All Saints	5

253 We are providing revised parish electoral arrangements for Creswell parish.

#### Draft recommendations

Creswell Parish Council should comprise five councillors, as at present, representing two wards:

Parish ward	Number of parish councillors
Creswell East	4
Creswell West	1

254 We are providing revised parish electoral arrangements for Hednesford parish.

#### Draft recommendations

Hednesford Town Council should comprise 10 councillors, as at present, representing six wards:

Parish ward	Number of parish councillors
Green Heath	3
Hawks Green	1
Hednesford Hills	1
Keys Park East	1
Keys Park West	1
Pye Green	3

255 We are providing revised parish electoral arrangements for Hopton & Coton parish.

#### Draft recommendations

Hopton & Coton Parish Council should comprise seven councillors, as at present, representing two wards:

Parish ward	Number of parish councillors
Hopton & Coton	3
Tixall Road	4

256 We are providing revised parish electoral arrangements for Horninglow & Eton parish.

**Draft recommendations**

Horninglow & Eton Parish Council should comprise 15 councillors, as at present, representing four wards:

Parish ward	Number of parish councillors
Beaconsfield Road	1
Eton	6
Horninglow East	6
Horninglow West	2

257 We are providing revised parish electoral arrangements for Leek parish.

**Draft recommendations**

Leek Town Council should comprise 12 councillors, as at present, representing seven wards:

Parish ward	Number of parish councillors
Birchall	1
Leek Brook	1
Leek East	2
Leek North	3
Leek South East	2
Leek South West	1
Leek West	2

258 We are providing revised parish electoral arrangements for Lichfield parish.

**Draft recommendations**

Lichfield City Council should comprise 28 councillors, as at present, representing 10 wards:

Parish ward	Number of parish councillors
Boley Park	3
Burton Old Road	1
Chadsmead	3
Curborough	3
Garrick Road	1
Leomansley	5
Pentire Road	1
St John's East	6
St John's West	1
Stowe	4

259 We are providing revised parish electoral arrangements for Outwoods parish.

**Draft recommendations**

Outwoods Parish Council should comprise 11 councillors, as at present, representing four wards:

Parish ward	Number of parish councillors
Central	5
North	2
South East	3
South West	1

260 We are providing revised parish electoral arrangements for Rugeley parish.

**Draft recommendations**

Rugeley Town Council should comprise 19 councillors, as at present, representing five wards:

Parish ward	Number of parish councillors
Etchinghill	9
Hagley West	3
Pear Tree	2
Western Springs North	3
Western Springs South	2

261 We are providing revised parish electoral arrangements for Stone parish.

**Draft recommendations**

Stone Town Council should comprise 18 councillors, as at present, representing five wards:

Parish ward	Number of parish councillors
St Michael's East	2
St Michael's West	3
Stonefield & Christchurch	6
Walton North	3
Walton South	4

262 We are providing revised parish electoral arrangements for Uttoxeter parish.

#### Draft recommendations

Uttoxeter Town Council should comprise 16 councillors, as at present, representing three wards:

Parish ward	Number of parish councillors
Heath	8
Rural	1
Town	7

## Have your say

263 The Commission has an open mind about its draft recommendations. Every representation we receive will be considered, regardless of who it is from or whether it relates to the whole county or just a part of it.

264 If you agree with our recommendations, please let us know. If you don't think our recommendations are right for Staffordshire, we want to hear alternative proposals for a different pattern of divisions.

265 Our website is the best way to keep up to date with progress on the review and to have your say [www.lgbce.org.uk](http://www.lgbce.org.uk)

266 Each review has its own page with details of the timetable for the review, information about its different stages and interactive mapping.

267 Submissions can also be made by emailing [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk) or by writing to:

**Review Officer (Staffordshire)**  
**The Local Government Boundary Commission for England**  
**PO Box 133**  
**Blyth**  
**NE24 9FE**

268 The Commission aims to propose a pattern of divisions for Staffordshire County Council which delivers:

- Electoral equality: each local councillor represents a similar number of electors.
- Community identity: reflects the identity and interests of local communities.
- Effective and convenient local government: helping your council discharge its responsibilities effectively.

269 A good pattern of divisions should:

- Provide good electoral equality, with each councillor representing, as closely as possible, the same number of electors.
- Reflect community interests and identities and include evidence of community links.
- Be based on strong, easily identifiable boundaries.
- Help the council deliver effective and convenient local government.

270 Electoral equality:

- Does your proposal mean that councillors would represent roughly the same number of electors as elsewhere in Staffordshire?

271 Community identity:

- Community groups: is there a parish council, residents' association or other group that represents the area?
- Interests: what issues bind the community together or separate it from other parts of your area?
- Identifiable boundaries: are there natural or constructed features which make strong boundaries for your proposals?

272 Effective local government:

- Are any of the proposed divisions too large or small to be represented effectively?
- Are the proposed names of the divisions appropriate?
- Are there good links across your proposed divisions? Is there any form of public transport?

273 Please note that the consultation stages of an electoral review are public consultations. In the interests of openness and transparency, we make available for public inspection full copies of all representations the Commission takes into account as part of a review. Accordingly, copies of all representations will be placed on deposit at our offices and on our website at [www.lgbce.org.uk](http://www.lgbce.org.uk) A list of respondents will be available from us on request after the end of the consultation period.

274 If you are a member of the public and not writing on behalf of a council or organisation we will remove any personal identifiers. This includes your name, postal or email addresses, signatures or phone numbers from your submission before it is made public. We will remove signatures from all letters, no matter who they are from.

275 In the light of representations received, we will review our draft recommendations and consider whether they should be altered. As indicated earlier, it is therefore important that all interested parties let us have their views and evidence, **whether or not** they agree with the draft recommendations. We will then publish our final recommendations.

276 After the publication of our final recommendations, the changes we have proposed must be approved by Parliament. An Order – the legal document which brings into force our recommendations – will be laid in draft in Parliament. The draft

Order will provide for new electoral arrangements to be implemented at the all-out elections for Staffordshire County Council in 2025.





## Equalities

277 The Commission has looked at how it carries out reviews under the guidelines set out in Section 149 of the Equality Act 2010. It has made best endeavours to ensure that people with protected characteristics can participate in the review process and is sufficiently satisfied that no adverse equality impacts will arise as a result of the outcome of the review.



# Appendices

## Appendix A

### Draft recommendations for Staffordshire County Council

Division name		Number of councillors	Electorate (2022)	Number of electors per councillor	Variance from average %	Electorate (2028)	Number of electors per councillor	Variance from average %
<b>Cannock Chase</b>								
1	Brereton & Ravenhill	1	8,535	8,535	-21%	10,824	10,824	-7%
2	Cannock Town	1	11,458	11,458	7%	12,075	12,075	4%
3	Chadsmoor	1	10,853	10,853	1%	11,301	11,301	-3%
4	Etching Hill & The Heath	1	10,318	10,318	-4%	10,742	10,742	-8%
5	Hawks Green, Rawnsley & Cannock Wood	1	11,981	11,981	12%	12,432	12,432	7%
6	Hednesford	1	11,397	11,397	6%	12,619	12,619	9%
7	Norton Canes, Heath Hayes & Wimblebury	1	11,793	11,793	10%	12,345	12,345	6%
<b>East Staffordshire</b>								
8	Burton South	1	8,035	8,035	-25%	11,566	11,566	0%

	Division name	Number of councillors	Electorate (2022)	Number of electors per councillor	Variance from average %	Electorate (2028)	Number of electors per councillor	Variance from average %
9	Burton Tower	1	11,015	11,015	3%	11,575	11,575	0%
10	Burton Town	1	11,271	11,271	5%	13,144	13,144	13%
11	Burton Trent	1	10,007	10,007	-7%	10,568	10,568	-9%
12	Dove	1	8,763	8,763	-18%	10,638	10,638	-8%
13	Needwood Forest	1	9,795	9,795	-9%	10,586	10,586	-9%
14	Stretton	1	11,776	11,776	10%	12,245	12,245	5%
15	Uttoxeter Rural	1	8,425	8,425	-22%	11,006	11,006	-5%
16	Uttoxeter Town	1	10,549	10,549	-2%	12,695	12,695	9%
<b>Lichfield</b>								
17	Burntwood North	1	10,784	10,784	0%	10,744	10,744	-8%
18	Burntwood South	1	10,469	10,469	-3%	10,623	10,623	-9%
19	Lichfield City North	1	11,564	11,564	8%	12,096	12,096	4%
20	Lichfield City South	1	10,709	10,709	0%	12,403	12,403	7%
21	Lichfield Rural East	1	10,060	10,060	-6%	11,702	11,702	1%

	Division name	Number of councillors	Electorate (2022)	Number of electors per councillor	Variance from average %	Electorate (2028)	Number of electors per councillor	Variance from average %
22	Lichfield Rural North	1	9,993	9,993	-7%	12,439	12,439	7%
23	Lichfield Rural South	1	9,821	9,821	-9%	10,672	10,672	-8%
24	Lichfield Rural West	1	9,685	9,685	-10%	10,498	10,498	-10%
<b>Newcastle under Lyme</b>								
25	Audley & Chesterton	1	10,461	10,461	-3%	11,122	11,122	-4%
26	Bradwell & Porthill	1	9,422	9,422	-12%	10,099	10,099	-13%
27	Kidsgrove	1	11,213	11,213	4%	11,823	11,823	2%
28	May Bank & Wolstanton	1	10,005	10,005	-7%	10,688	10,688	-8%
29	Newcastle Rural	1	10,080	10,080	-6%	11,053	11,053	-5%
30	Newcastle South	1	10,027	10,027	-7%	10,928	10,928	-6%
31	Silverdale & Knutton	1	10,021	10,021	-7%	11,060	11,060	-5%
32	Talke & Red Street	1	11,233	11,233	5%	11,809	11,809	2%

Division name		Number of councillors	Electorate (2022)	Number of electors per councillor	Variance from average %	Electorate (2028)	Number of electors per councillor	Variance from average %
33	Westlands, Thistleberry & Keele	1	9,644	9,644	-10%	10,751	10,751	-7%
<b>South Staffordshire</b>								
34	Brewood	1	10,141	10,141	-6%	10,501	10,501	-10%
35	Cheslyn Hay Village, Featherstone & Shareshill	1	10,676	10,676	-1%	11,162	11,162	-4%
36	Codsall	1	9,951	9,951	-7%	10,465	10,465	-10%
37	Great Wyrley & Essington	1	11,625	11,625	8%	12,559	12,559	8%
38	Kinver	1	10,615	10,615	-1%	11,058	11,058	-5%
39	Penkridge	1	11,163	11,163	4%	11,482	11,482	-1%
40	Perton	1	9,691	9,691	-10%	10,071	10,071	-13%
41	Wombourne	1	11,231	11,231	5%	11,583	11,583	0%
<b>Stafford</b>								
42	Eccleshall & Gnosall	1	11,133	11,133	4%	11,304	11,304	-3%

	Division name	Number of councillors	Electorate (2022)	Number of electors per councillor	Variance from average %	Electorate (2028)	Number of electors per councillor	Variance from average %
43	Stafford Central	1	11,577	11,577	8%	12,597	12,597	8%
44	Stafford North	1	11,399	11,399	6%	12,266	12,266	6%
45	Stafford South East	1	12,608	12,608	17%	12,645	12,645	9%
46	Stafford South West	1	11,916	11,916	11%	11,984	11,984	3%
47	Stafford Trent Valley	1	11,393	11,393	6%	12,108	12,108	4%
48	Stafford West & Rural	1	9,383	9,383	-13%	10,877	10,877	-6%
49	Stone Urban	1	11,960	11,960	11%	12,312	12,312	6%
50	Wedgewood	1	12,103	12,103	13%	12,262	12,262	6%
<b>Staffordshire Moorlands</b>								
51	Biddulph North	1	9,917	9,917	-8%	10,350	10,350	-11%
52	Biddulph South & Endon	1	11,911	11,911	11%	12,477	12,477	7%
53	Caverswall	1	10,792	10,792	0%	11,677	11,677	1%
54	Cheadle & Checkley	1	11,311	11,311	5%	12,712	12,712	9%
55	Churnet Valley	1	10,807	10,807	1%	11,991	11,991	3%



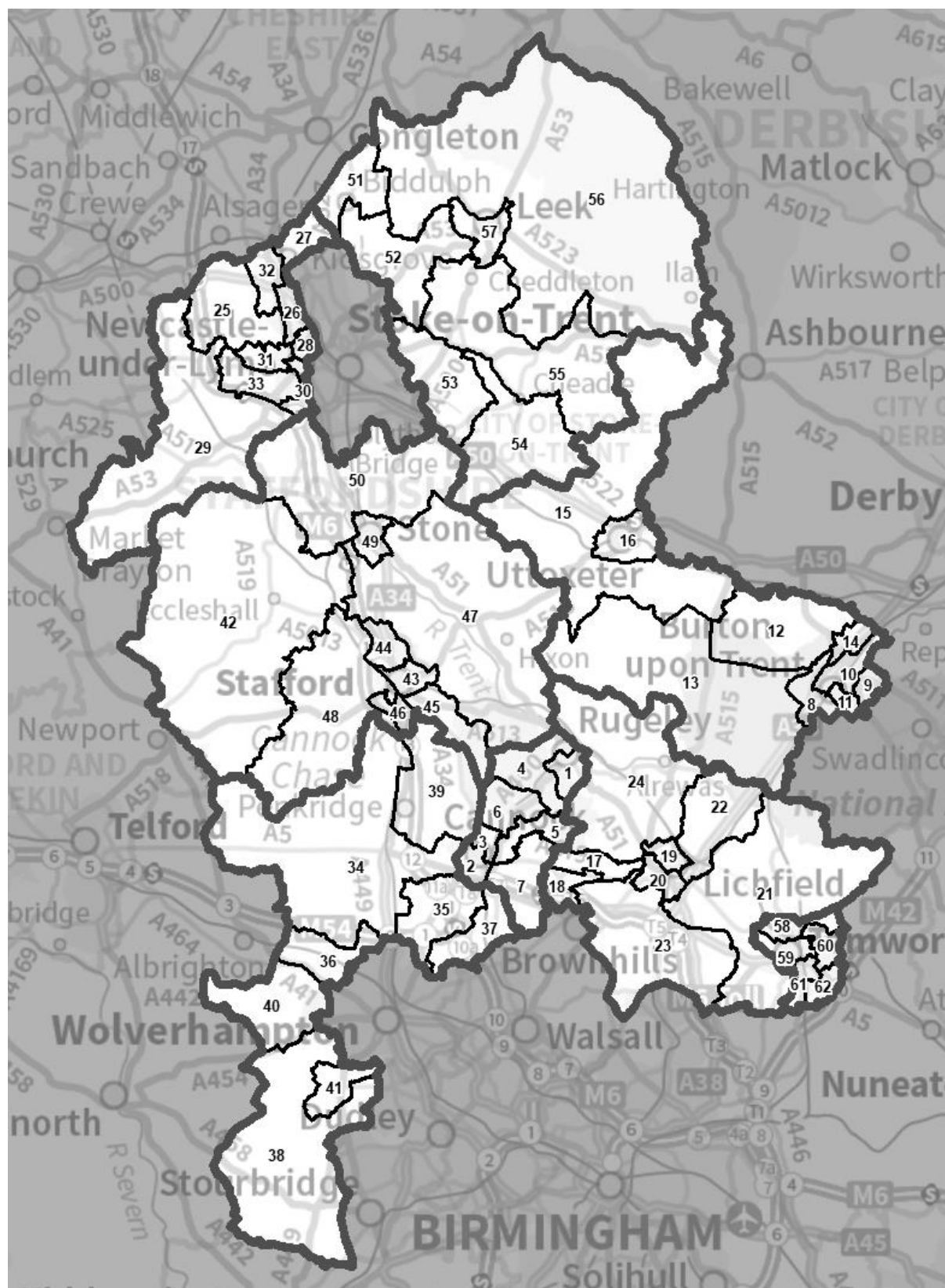
Division name	Number of councillors	Electorate (2022)	Number of electors per councillor	Variance from average %	Electorate (2028)	Number of electors per councillor	Variance from average %
56 Leek Rural	1	10,896	10,896	1%	11,366	11,366	-2%
57 Leek South	1	11,470	11,470	7%	12,378	12,378	7%
<b>Tamworth</b>							
58 Perrycrofts	1	11,616	11,616	8%	12,579	12,579	8%
59 The Cotes/Two Rivers	1	11,779	11,779	10%	12,680	12,680	9%
60 The Heaths	1	11,363	11,363	6%	12,627	12,627	9%
61 Watling	1	12,344	12,344	15%	12,743	12,743	10%
62 Wilnecote	1	12,164	12,164	13%	12,537	12,537	8%
<b>Totals</b>	<b>62</b>	<b>666,097</b>			<b>720,225</b>		
<b>Averages</b>			<b>10,744</b>			<b>11,617</b>	

Source: Electorate figures are based on information provided by Staffordshire County Council.

Note: The 'variance from average' column shows by how far, in percentage terms, the number of electors per councillor in each electoral division varies from the average for the county. The minus symbol (-) denotes a lower-than-average number of electors. Figures have been rounded to the nearest whole number.

## Appendix B

### Outline map



Number	Division Name	Number	Division Name
<b>Cannock Chase</b>		<b>32</b>	Talke & Red Street
<b>1</b>	Brereton & Ravenhill	<b>33</b>	Westlands, Thistleberry & Keele
<b>2</b>	Cannock Town	<b>South Staffordshire</b>	
<b>3</b>	Chadsmoor	<b>34</b>	Brewood
<b>4</b>	Etching Hill & The Heath	<b>35</b>	Cheslyn Hay Village, Featherstone & Shareshill
<b>5</b>	Hawks Green, Rawnsley & Cannock Wood	<b>36</b>	Codsall
<b>6</b>	Hednesford	<b>37</b>	Great Wyrley & Essington
<b>7</b>	Norton Canes, Heath Hayes & Wimblebury	<b>38</b>	Kinver
<b>East Staffordshire</b>		<b>39</b>	Penkridge
<b>8</b>	Burton South	<b>40</b>	Perton
<b>9</b>	Burton Tower	<b>41</b>	Wombourne
<b>10</b>	Burton Town	<b>Stafford</b>	
<b>11</b>	Burton Trent	<b>42</b>	Eccleshall & Gnosall
<b>12</b>	Dove	<b>43</b>	Stafford Central
<b>13</b>	Needwood Forest	<b>44</b>	Stafford North
<b>14</b>	Stretton	<b>45</b>	Stafford South East
<b>15</b>	Uttoxeter Rural	<b>46</b>	Stafford South West
<b>16</b>	Uttoxeter Town	<b>47</b>	Stafford Trent Valley
<b>Lichfield</b>		<b>48</b>	Stafford West & Rural
<b>17</b>	Burntwood North	<b>49</b>	Stone Urban
<b>18</b>	Burntwood South	<b>50</b>	Wedgewood
<b>19</b>	Lichfield City North	<b>Staffordshire Moorlands</b>	
<b>20</b>	Lichfield City South	<b>51</b>	Biddulph North
<b>21</b>	Lichfield Rural East	<b>52</b>	Biddulph South & Endon
<b>22</b>	Lichfield Rural North	<b>53</b>	Caverswall
<b>23</b>	Lichfield Rural South	<b>54</b>	Cheadle & Checkley
<b>24</b>	Lichfield Rural West	<b>55</b>	Churnet Valley
<b>Newcastle under Lyme</b>		<b>56</b>	Leek Rural
<b>25</b>	Audley & Chesterton	<b>57</b>	Leek South
<b>26</b>	Bradwell & Porthill	<b>Tamworth</b>	
<b>27</b>	Kidsgrove	<b>58</b>	Perrycrofts
<b>28</b>	May Bank & Wolstanton	<b>59</b>	The Cotes/Two Rivers
<b>29</b>	Newcastle Rural	<b>60</b>	The Heaths
<b>30</b>	Newcastle South	<b>61</b>	Watling
<b>31</b>	Silverdale & Knutton	<b>62</b>	Wilnecote

A more detailed version of this map can be seen on the large map accompanying this report, or on our website: [www.lgbce.org.uk/all-reviews/staffordshire](http://www.lgbce.org.uk/all-reviews/staffordshire)

## Appendix C

### Submissions received

All submissions received can also be viewed on our website at:

[www.lgbce.org.uk/all-reviews/staffordshire](http://www.lgbce.org.uk/all-reviews/staffordshire)

#### *Local Authority*

- Staffordshire County Council

#### *Political Groups*

- Cannock Chase Constituency Labour Party and Cannock Chase District Council's Labour Group
- Stone Constituency Labour Party

#### *Councillors*

- Councillor R. Cox (Staffordshire County Council)
- Councillor D. Ennis (Lichfield District Council)
- Councillor P. Harvey (Heathylee Parish Council)
- Councillor R. Hawkins (Uttoxeter Town Council)
- Councillor V. Kelly (Penkridge Parish Council)
- Councillor G. Pardesi (Staffordshire County Council)
- Councillor A. Reid (Eccleshall Parish Council)
- Councillor S. Woodward (Burntwood Town Council)

#### *Local Organisations*

- Peak District National Park

#### *Parish and Town Councils*

- Adbaston Parish Council
- Betley, Balterley & Wrinchill Parish Council
- Bilbrook Parish Council
- Brindley Heath Parish Council
- Croxden Parish Council
- Eccleshall Parish Council
- Hammerwich Parish Council
- Ipstones Parish Council
- Lapley, Stretton & Wheaton Aston Parish Council

- Rolleston on Dove Parish Council
- Stone Rural Parish Council
- Stone Town Council
- Tatenhill & Rangemore Parish Council
- Uttoxeter Rural Parish Council

#### *Local Residents*

- 81 local residents

## Appendix D

### Glossary and abbreviations

Council size	The number of councillors elected to serve on a council
Electoral Change Order (or Order)	A legal document which implements changes to the electoral arrangements of a local authority
Division	A specific area of a county, defined for electoral, administrative and representational purposes. Eligible electors can vote in whichever division they are registered for the candidate or candidates they wish to represent them on the county council
Electoral inequality	Where there is a difference between the number of electors represented by a councillor and the average for the local authority
Electorate	People in the authority who are registered to vote in elections. We only take account of electors registered specifically for local elections during our reviews.
Number of electors per councillor	The total number of electors in a local authority divided by the number of councillors
Over represented	Where there are fewer electors per councillor in a ward or division than the average
Parish	A specific and defined area of land within a single local authority enclosed within a parish boundary. There are over 10,000 parishes in England, which provide the first tier of representation to their local residents

Parish council	A body elected by electors in the parish which serves and represents the area defined by the parish boundaries. See also 'Town council'
Parish (or town) council electoral arrangements	The total number of councillors on any one parish or town council; the number, names and boundaries of parish wards; and the number of councillors for each ward
Parish ward	A particular area of a parish, defined for electoral, administrative and representational purposes. Eligible electors can vote in whichever parish ward they live for candidate or candidates they wish to represent them on the parish council
Town council	A parish council which has been given ceremonial 'town' status. More information on achieving such status can be found at <a href="http://www.nalc.gov.uk">www.nalc.gov.uk</a>
Under represented	Where there are more electors per councillor in a ward or division than the average
Variance (or electoral variance)	How far the number of electors per councillor in a ward or division varies in percentage terms from the average
Ward	A specific area of a district or borough, defined for electoral, administrative and representational purposes. Eligible electors can vote in whichever ward they are registered for the candidate or candidates they wish to represent them on the district or borough council

The  
**Local Government  
Boundary Commission**  
for England

The Local Government Boundary Commission for England (LGBCE) was set up by Parliament, independent of Government and political parties. It is directly accountable to Parliament through a committee chaired by the Speaker of the House of Commons. It is responsible for conducting boundary, electoral and structural reviews of local government.

Local Government Boundary Commission for  
England  
1st Floor, Windsor House  
50 Victoria Street, London  
SW1H 0TL

**Telephone:** 0330 500 1525

**Email:** [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk)

**Online:** [www.lgbce.org.uk](http://www.lgbce.org.uk)

[www.consultation.lgbce.org.uk](http://www.consultation.lgbce.org.uk)

**Twitter:** @LGBCE



KEY TO ELECTORAL DIVISIONS

A CANNOCK CHASE DISTRICT

- 1 BRERETON & RAVENHILL
- 2 CANNOCK TOWN
- 3 CHADSMOOR
- 4 ETCHING HILL & THE HEATH
- 5 HAWKS GREEN, RAWNSLEY & CANNOCK WOOD
- 6 HEDNESFORD
- 7 NORTON CANES, HEATH HAYES & WIMBLEBURY

B EAST STAFFORSHIRE BOROUGH

- 8 BURTON SOUTH
- 9 BURTON TOWER
- 10 BURTON TOWN
- 11 BURTON TRENT
- 12 DOVE
- 13 NEEDWOOD FOREST
- 14 STRETTON
- 15 UTTOXETER RURAL
- 16 UTTOXETER TOWN

C LICHFIELD DISTRICT

- 17 BURNTWOOD NORTH
- 18 BURNTWOOD SOUTH
- 19 LICHFIELD CITY NORTH
- 20 LICHFIELD CITY SOUTH
- 21 LICHFIELD RURAL EAST
- 22 LICHFIELD RURAL NORTH
- 23 LICHFIELD RURAL SOUTH
- 24 LICHFIELD RURAL WEST

D NEWCASTLE-UNDER-LYME BOROUGH

- 25 AUDLEY & CHESTERTON
- 26 BRADWELL & PORTHILL
- 27 KIDSGROVE
- 28 MAY BANK & WOLSTANTON
- 29 NEWCASTLE RURAL
- 30 NEWCASTLE SOUTH
- 31 SILVERDALE & KNUXTON
- 32 TALKE & RED STREET
- 33 WESTLANDS, THISTLEBERRY & KEELE

E SOUTH STAFFORDSHIRE DISTRICT

- 34 BREWOOD
- 35 CHESLYN HAY VILLAGE, FEATHERSTONE & SHARESILL
- 36 CODSALL
- 37 GREAT WYRLEY & ESSINGTON
- 38 KINVER
- 39 PENKRIDGE
- 40 PERTON
- 41 WOMBOURNE

F STAFFORD BOROUGH

- 42 ECCLESHALL & GNOSALL
- 43 STAFFORD CENTRAL
- 44 STAFFORD NORTH
- 45 STAFFORD SOUTH EAST
- 46 STAFFORD SOUTH WEST
- 47 STAFFORD TRENT VALLEY
- 48 STAFFORD WEST & RURAL
- 49 STONE URBAN
- 50 WEDGEWOOD

G STAFFORDSHIRE MOORLANDS DISTRICT

- 51 BIDDULPH NORTH
- 52 BIDDULPH SOUTH & ENDON
- 53 CAVERSWALL
- 54 CHEADLE & CHECKLEY
- 55 CHURNET VALLEY
- 56 LEEK RURAL
- 57 LEEK SOUTH

H TAMWORTH BOROUGH

- 58 PERRYCROFTS
- 59 THE COTES/TWO RIVERS
- 60 THE HEATHS
- 61 WATLING
- 62 WILNECOTE

THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND

ELECTORAL REVIEW OF STAFFORDSHIRE

Draft recommendations for electoral division boundaries in the county of Staffordshire August 2023  
Sheet 1 of 1

Boundary alignment and names shown on the mapping background may not be up to date. They may differ from the latest boundary information applied as part of this review.

This map is based upon Ordnance Survey material with the permission of Ordnance Survey on behalf of the Keeper of Public Records © Crown copyright and database right. Unauthorised reproduction infringes Crown copyright and database right. The Local Government Boundary Commission for England GD100048928 2023.

Cannock Chase district wards are subject to successful passage of the order through the parliamentary process, following final recommendations published in May 2023

KEY TO PARISH WARDS

A CANNOCK CHASE DISTRICT

HEDNESFORD CP

- A GREEN HEATH
- B HAWKS GREEN
- C HEDNESFORD HILLS
- D KEYS PARK EAST
- E KEYS PARK WEST
- F PYE GREEN

RUGELEY CP

- G ETCHING HILL
- H HAGLEY WEST
- I PEAR TREE
- J WESTERN SPRINGS NORTH
- K WESTERN SPRINGS SOUTH

B EAST STAFFORSHIRE BOROUGH

BRANSTON CP

- L BRANSTON
- M HENHURST NORTH
- N HENHURST SOUTH

OUTWOODS CP

- S CENTRAL
- T NORTH
- U SOUTH EAST
- V SOUTH WEST

HORNINGLOW AND ETON CP

- O BEACONSFIELD ROAD
- P ETON
- Q HORNINGLOW EAST
- R HORNINGLOW WEST

UTTUXETER CP

- W HEATH
- X RURAL
- Y TOWN

C LICHFIELD DISTRICT

BURNTWOOD CP

- Z BONEY HAY & CENTRAL
- AA CHASE TERRACE
- AB CHASETOWN NORTH
- AC CHASETOWN SOUTH
- AD GORSTLEY LEY
- AE HIGHFIELD
- AF HUNSLET
- AG SUMMERFIELD & ALL SAINTS

LICHFIELD CP

- AH BOLEY PARK
- AI BURTON OLD ROAD
- AJ CHADSMOOR
- AK CURBOROUGH
- AL GARRICK ROAD
- AM LEOMANSLEY
- AN PENTIRE ROAD
- AO ST JOHN'S EAST
- AP ST JOHN'S WEST
- AQ STOWE

F STAFFORD BOROUGH

BERKSWICH CP

- AR MILFORD
- AS WALTON-ON-THE-HILL

HOPTON AND COTON CP

- AV HOPTON & COTON
- AW TIXALL ROAD

CRESWELL CP

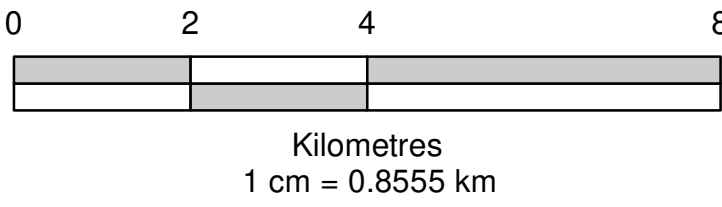
- AT CRESWELL EAST
- AU CRESWELL WEST
- AX ST MICHAEL'S EAST
- AY ST MICHAEL'S WEST
- AZ STONEFIELD & CHRISTCHURCH
- BA WALTON NORTH
- BB WALTON SOUTH

STONE CP

G STAFFORDSHIRE MOORLANDS DISTRICT

LEEK CP

- BC BIRCHALL
- BD LEEK BROOK
- BE LEEK EAST
- BF LEEK NORTH
- BG LEEK SOUTH EAST
- BH LEEK SOUTH WEST
- BI LEEK WEST



KEY

- DISTRICT/BOROUGH COUNCIL BOUNDARY
- PROPOSED ELECTORAL DIVISION BOUNDARY
- WARD BOUNDARY
- PARISH BOUNDARY
- PROPOSED PARISH WARD BOUNDARY
- PROPOSED ELECTORAL DIVISION BOUNDARY COINCIDENT WITH WARD BOUNDARY
- PROPOSED ELECTORAL DIVISION BOUNDARY COINCIDENT WITH PARISH BOUNDARY
- PROPOSED ELECTORAL DIVISION BOUNDARY COINCIDENT WITH PROPOSED PARISH WARD BOUNDARY
- WARD BOUNDARY COINCIDENT WITH PARISH BOUNDARY
- WARD BOUNDARY COINCIDENT WITH PROPOSED PARISH WARD BOUNDARY
- PROPOSED ELECTORAL DIVISION BOUNDARY COINCIDENT WITH WARD BOUNDARY AND PARISH BOUNDARY
- BOURNE VALE
- FAZELEY CP
- PARISH NAME



## Have your say

We are now consulting local people on a new pattern of divisions for Staffordshire County Council. We have an open mind about our final recommendations, and we will consider every piece of evidence we receive from local groups and people, regardless of whom it is from or whether it relates to the whole council area or just a part of it.

If you agree with our recommendations, please let us know. If you don't think our recommendations are right for Staffordshire we want to hear alternative proposals for a different pattern of divisions.

# Staffordshire County Council

## Draft Recommendations on the new electoral

We aim to propose a pattern of divisions for Staffordshire County Council which delivers:

- **Electoral equality:** each councillor represents a similar number of electors.
- **Community identity:** reflects the identity and interests of local communities.
- **Effective and convenient local government:** helping your council discharge its responsibilities effectively.

### A good pattern of divisions should:

- Provide good electoral equality, with each councillor representing, as closely as possible, the same number of electors.
- Reflect community interests and identities and include evidence of community links.
- Be based on strong, easily identifiable boundaries.
- Help the council deliver effective and convenient local government.

### Electoral equality

- Does your proposal mean that councillors would represent roughly the same number of electors as elsewhere in the council area?

### Community identity

- **Transport links:** are there good links across your proposed division? Is there any form of public transport?
- **Community groups:** is there a parish council, residents association or another group that represents the area?
- **Facilities:** does your pattern of divisions reflect where local people go for shops, medical services, leisure facilities etc?

#### Write to:

Review Officer (Staffordshire)  
LGBCE, PO Box 133, Blyth,  
NE24 9FE

#### Our website:

[www.lgbce.org.uk/all-reviews/staffordshire](http://www.lgbce.org.uk/all-reviews/staffordshire)

#### Email:

[reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk)

#### Twitter:

@LGBCE

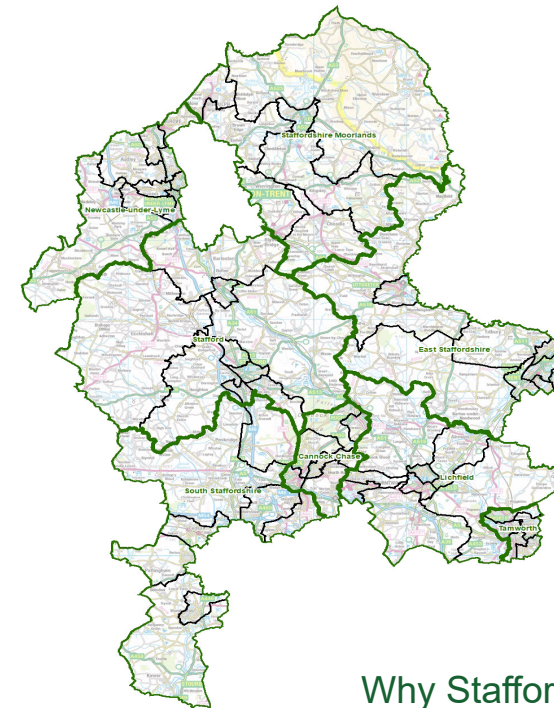
- **Interests:** what issues bind the community together or separate it from other parts of your area?
- **Identifiable boundaries:** are there natural or constructed features which make strong boundaries for your proposals?

### Effective local government

- Are any of the proposed divisions too large or small to be represented effectively?
- Are the proposed names of the divisions appropriate?

### Useful tips

- You can explore the maps on our website at [lgbce.org.uk](http://lgbce.org.uk)
- We publish all submissions we receive on our website.



### Who we are

- The Local Government Boundary Commission for England is an independent body set up by Parliament.
- We are not part of government or any political party.
- We are accountable to Parliament through a committee of MPs chaired by the Speaker of the House of Commons.
- Our main role is to carry out electoral reviews of local authorities throughout England.

### Electoral review

An electoral review examines and proposes new electoral arrangements for a local authority, including:

- The total number of councillors representing the council's electors ('council size').
- The names, number and boundaries of wards or electoral divisions.
- The number of councillors for each ward or division.

### Why Staffordshire?

- The Commission has a legal duty to carry out an electoral review of each council in England 'from time to time'.
- Staffordshire has not been reviewed since 2012 and the Commission has therefore decided that it should review Staffordshire in advance of the elections in 2025.

### Our proposals

- We propose that the council should have **62 councillors** in future, with all proposed divisions represented by one councillor.

**You have until October 2023 to have your say on the recommendations**

Summary of our recommendations

Our draft recommendations propose that Staffordshire County Council should have 62 councillors, the same as the existing arrangements.

Those councillors should represent 62 divisions, with all proposed divisions being represented by one councillor.

Before drawing up the draft recommendations, the Commission carried out a public consultation inviting proposals for a new pattern of divisions for Staffordshire.

We have considered all of the submissions we received during that phase of consultation. The boundaries of most divisions should change.

An outline of the proposals is shown in the map to the right.

We welcome comments on our draft recommendations, whether you support the proposals or wish to put forward alternative arrangements.

Have your say at [www.lgbce.org.uk/all-reviews/staffordshire](http://www.lgbce.org.uk/all-reviews/staffordshire)

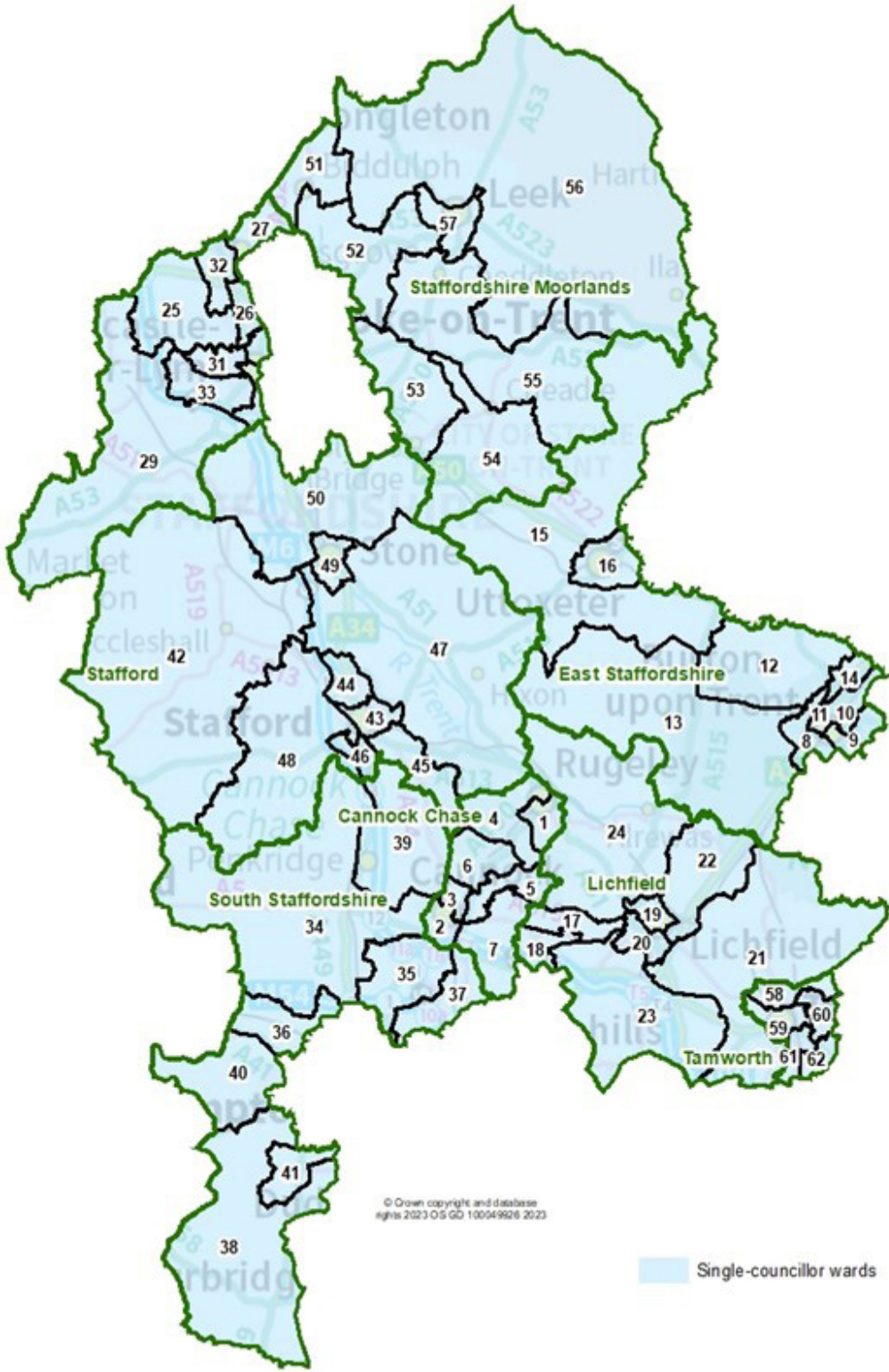
- view the map of our recommendations down to street level.
- zoom into the areas that interest you most.
- find more guidance on how to have your say.
- read the full report of our recommendations.
- send us your views directly.

Stage of Review	Description
10 January 2023 - 20 March 2023	Public consultation on division arrangments
8 August 2023 - 16 October 2023	Public consultation on draft recommendations
30 January 2024	Publication of final recommendations
May 2025	Subject to parliamentary approval - implementation of new arrangements at local elections

Overview of draft recommendations  
for Staffordshire County Council

View this map online:  
[www.lgbce.org.uk/all-reviews/staffordshire](http://www.lgbce.org.uk/all-reviews/staffordshire)

Follow the review on Twitter: [@LGBCE](https://twitter.com/LGBCE)



**NOMINATION FOR MEMBER OF THE SPCA EXECUTIVE**  
(see below for the number of vacancies in each district)



PLEASE PRINT

Name	Address
Tel. No.	
E-mail	Postcode

Parish/Town Council/s and years' service (please list):

Other Experience of Public Service:

Membership of other bodies:

Interests relevant to the role:

Professional Experience:

How do you feel you can contribute to the Executive Committee (role detailed on page 2)?

Signed (Nominee)	Parish/Town Council
Signed (Clerk)*	Date

TO BE RETURNED BY EMAIL to SPCA: [spca.parish@staffordshire.gov.uk](mailto:spca.parish@staffordshire.gov.uk)

\*Application to be countersigned by the Clerk confirming the Parish/Town Council have agreed to nominate the individual to represent them and their district/Borough on the SPCA Executive

Representation per District		No of vacancies for nomination	
Cannock Chase	2	Cannock Chase	1
East Staffordshire	5	East Staffordshire	2
Lichfield	3	Lichfield	2
South Staffordshire	4	South Staffordshire	2
Stafford	5	Stafford	2
Staffs Moorlands	4	Staffs Moorlands	2
Newcastle	2	Newcastle	2
Honorary Auditor	1		1
Clerks	2		2

### **Your Role as a member of the Executive Committee**

- The Executive meets quarterly and oversees the management of the Association. It agrees the annual budget and sets the subscription level.
- As a member of the Executive your role is to attend meetings and to ensure that the Committee sets the strategic direction of SPCA and provides effective oversight of the operation and administration of the Association.
- When making decisions on the strategic path of the association it is key that the whole of the membership of the Association is considered.
- Members are expected to work closely and communicate well with the Chief Executive and support team at SPCA.
- Another key aspect of the role is communicating issues from the Parish and Town Councils in your District for consideration by the Executive and to communicate the work of the Association to the Councils in your District.





# STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION

## 84th Annual General Meeting – 30 October 2023 at 7.00pm

### Motions for Debate

**To be emailed** to Staffordshire Parish Councils' Association,  
at [spca.parish@staffordshire.gov.uk](mailto:spca.parish@staffordshire.gov.uk) no later than Friday 29 September 2023.

If your **Council** wishes any motion(s) to be put forward, then please complete the details below giving the name of the person/member/clerk, who will move the motion(s).

**Please note that they will be expected to 'attend' the AGM and speak.**

---

.....Parish/Town Council wishes to propose the following motion(s) for debate at the Annual General Meeting of the Association on 5<sup>th</sup> December 2022 at 7.00pm

**Motion:**

**Proposer** ..... **Date**.....

---

Your Council should find a council willing to second the motion and may wish to seek the support of the other Parish Councils in its District.

**Seconder** (*Parish/Town or Area Committee*)

..... **Date**.....

.....**Parish Council**



07 August 2023

*Dear Member,*

**Staffordshire Parish Councils' Association: Eighty-Fourth Annual General Meeting**

I write to confirm arrangements for the forthcoming Annual General Meeting of the Staffordshire Parish Councils' Association, which will be held on Monday 30 October 2023 at 7pm, in the Trentham suite at Staffordshire Place, Tipping Street, STAFFORD, Staffordshire ST16 2LP.

Attached with this circular you will find a copy of the draft Agenda and supporting papers, including the Minutes of the eighty-third AGM, held on Monday 05 December 2022. A copy of the Annual Report will be available in due course.

You will also find attached with this distribution a copy of the Nomination Form for membership of the SPCA Executive Committee as well as a form in order to submit Motions for Debate at the meeting (which should be returned no later than Friday 29 September 2023).

I would be grateful if you would confirm by no later than Friday 20 October 2023 the names and e-mail details of representatives of your Council who will be attending the AGM.

*With every best wish,  
Cathy Pethy,  
Robert Pettigrew*

**Robert Pettigrew**  
Chief Executive



## Annual General Meeting

Monday 30 October 2023 (7pm-9pm)

Trentham Suite, Staffordshire Place One, Tipping Street, STAFFORD, Staffordshire ST16 2LP

### AGENDA

1. Constitutional revisions (if any)
2. To elect the SPCA President and Vice Presidents
3. To elect the SPCA Executive Committee

To accept received nominations only for members who represent areas where vacancies exist.

To **accept** nominations where they do not exceed the number of vacancies.

To **ballot** if nominations exceed vacancies.

4. To elect members of the SPCA Policy & Resource Committee, and Staffing & Appeals Committee
5. To appoint Executive members to outside bodies:

Please note any outside bodies attended should result in a report to the next appropriate Executive Meeting.

Outside Body	Meeting Frequency	Current Members	Substitutes (*)
WM Regional Grouping of CALCS	Quarterly (2 online, 2 Birmingham daytime)	President/Chairman/CEO	Ideally 2 *
NALC Annual Meeting	Annual (daytime)	President/Chairman/CEO	Ideally 2*
NALC Executive Committee	Quarterly	Currently Cllr Ansell	
Cannock Chase AONB Joint Committee	Quarterly Online or Stafford (day time)	Currently Cllr Ansell/CEO	
Staffordshire Freight and Communities Forum	½ yearly – Mar/Sept (daytime)	Currently Cllr Kelly	
Staffordshire County Council – Annual Liaison meeting	Annual		
Other Outside bodies*			

6. To receive the Chairman's Annual Report  
This is available in the Annual Report and it is not expected that this will be read out at the AGM
7. To receive the Chief Executive's Annual Report  
This is available in the Annual Report and it is not expected that this will be read out at the AGM
8. To receive questions on the Annual Report and Accounts
9. To adoption the Annual Report and Accounts
10. To consider Motions Submitted (if any)
11. To close the Meeting

**Robert Pettigrew**  
Chief Executive

07 August 2023



**Annual General Meeting – Monday 5<sup>th</sup> December 2022**  
**The Rudyard and Trentham Suites, Staffordshire Place One, Tipping Street, Stafford**  
**commencing at 7pm**

## MINUTES

### Attendance:

Name	Parish Council/Role
Alan Toplis	Hon Auditor
Pat Ansell	Cannock Wood Parish Council
John Bernard	Heath Hayes & Wimblebury Parish Council
Lewis Anderson	Outwoods Parish Council
Emma Coleman	Tatenhill & Rangemore Parish Council
Keith Vernon	Mavesyn Ridware Parish Council
Richard Painter	Swindon Parish Council
Anthony Minshall	Penkridge Parish Council
Victor Kelly	Penkridge Parish Council
Nigel Caine	Perton Parish Council
Tony Holmes	Forsbrook Parish Council
Isabella Davies	Doxey Parish Council
Michael Allen	Haughton Parish Council
Graham Payne	Gnosall Parish Council
David Hawley	Biddulph Town Council
Robin Scott	Rolleston on Rove Parish Council
Ant Reid	Eccleshall Parish Council

Officers in attendance: L Horritt (CEO), Ian Cruise-Taylor (Training Officer).

### APOLOGIES

Wombourne PC, Draycott in the Clay PC

### A22/1 Constitutional revisions:

- i. To approve the Executive Committee Restructure as agreed by SPCA Executive in June 2022  
This was approved by those present
- ii. To approve updated Constitution as agreed by SPCA Executive in September 2022  
This was approved by those present

### A22/2 To elect SPCA President and Vice Presidents

Cllr Tony Holmes was elected as President

Cllrs Lewis Anderson, Mike Allen and Pat Ansell were elected as Vice-Presidents

Each will serve a 2-year term as per the constitution

### **A22/3 To elect SPCA Executive Committee members for 2022-24 (2 year term)**

Nomination forms for election to the Executive had been distributed with the SPCA

"Bulletin" in September, including the details of those serving members whose two-year terms were due to end on 5th December. Details of the nominations had been circulated with the agenda for the AGM on 21st November.

It was agreed that the nominations of following members should all be received and accepted, the appointments being for two-year terms:-

Cannock Chase: Cllr Patricia Ansell

Stafford: Cllrs Michael Allen and Graham Payne

Lichfield: Cllr Keith Vernon

South Staffordshire: Cllrs Victor Kelly and Richard Painter

Staffordshire Moorlands: None

East Staffordshire: Cllr Robert Hawkins

### **A22/4 To elect members of the SPCA Policy and Resource Committee, Staffing and Appeals Committee**

The following members were elected to the above: Cllrs Lewis Anderson, Michael Allen, Patricia Ansell, Emma Coleman, Tony Holmes, Victor Kelly, Richard Painter.

### **A22/5 To appoint Executive members to outside bodies:**

Please note any outside bodies attended should result in a report to the next appropriate Executive Meeting.

Outside Body	Meeting Frequency	Current Members	Substitutes (*)
WM Regional Grouping of CALCS	Quarterly (2 online, 2 Birmingham daytime)	President/Chairman/CEO	Cllrs Kelly and Painter
NALC Annual Meeting	Annual (daytime)	President/Chairman/CEO	Cllrs Anderson and Davies
NALC Executive Committee	Quarterly	Cllr Ansell	Cllr Anderson
Cannock Chase AONB Joint Committee	Quarterly Online or Stafford (day time)	Cllr Caine/CEO	

Staffordshire Freight and Communities Forum	½ yearly – Mar/Sept (daytime)	Currently Cllr Kelly	
Staffordshire County Council – Annual Liaison meeting	Annual	CEO, Cllrs Ansell, Allen, Holmes, Kelly, Painter and Vernon	
Other Outside bodies*		To be reviewed on an ongoing basis	

\* remaining membership of additional outside bodies is reviewed on an ongoing basis, comparing availability of resource and relevance/benefit to the Association and Member Councils.

#### **A22/6 To receive the Chairman’s Annual Report**

This is available in the Annual Report and was not read out at the AGM

#### **A22/7 To receive the Chief Executive’s Annual Report**

This is available in the Annual Report and was not read out at the AGM

#### **A22/8 To receive questions on the Annual Report and Accounts**

No questions were received. The Chief Executive was thanked for her hard work in professionalising the Annual Report and for obtaining sponsorship to cover the cost of production and the meeting itself.

#### **A22/9 To adoption the Annual Report and Accounts**

The Annual report and accounts were adopted

#### **A22/10 Consideration of Motions Submitted (none received)**

No motions were received from member councils

#### **A22/11 Meeting Close**

The meeting closed at 7.45pm

## **CHANGES TO TRAVEL BY RAIL**

There are two changes that you need to be aware of that affect travel by rail from Stone:

- Network Rail are planning to close the majority of ticket offices. You will have seen an email from the town clerk concerning this and have had an opportunity to participate in the survey on this matter and the deadline for comments was 1<sup>st</sup> September 2023. However, there is a suspicion that the decision on this has already been made although vociferous opposition may demand a rethink.
- West Midlands Trains are planning to amend/truncate the London North-western Railway route serving Stone so it is only Crewe to Stafford. There will no longer be a direct service from Stone to Wolverhampton or to Birmingham New Street. The result will be that the southbound trains will terminate at Stafford onward travel will require a change at Stafford.

### **Ticket office closures**

The removal of ticket offices is a pragmatic decision based on the reduction in sales of tickets through ticket offices in favour of online services and ticket machines. The staff will relocate to the platforms from where they can provide ticket purchase assistance. However, ticket offices currently provide other services such as route planning and advice on pricing. Some offices combine this with a retail facility and there are major concerns for the elderly and residents with disabilities such as poor vision, who are less computer savvy or may not have IT facilities like a smart phone and therefore require face to face assistance. There is also an issue with the ticket machines that do not take cash for people do not have credit cards. Although Stone does not have a ticket office, residents who wish to use rail to return home will be inconvenienced when using stations that do currently have one such as Stoke-on-Trent or Stafford.

### **Member's item**

I ask the council to discuss this matter and propose that the council send a letter to Network Rail decrying the change and asking the company to look at all current uses and users of ticket offices and explain how they will deal with each instance when the office and staff are no longer available.

### **Reduction in Service**

The change to the route through Stone will mean that the service is reduced to a shuttle between Crewe and Stafford. Since the service was re-introduced in 2008, it has undergone a number of changes.

Originally it went direct to London Euston but as its popularity increased, it suffered from regular overcrowding and longer trains could not stop at Stone; it was then routed through Birmingham causing more disruption because lack of flexibility in the schedule led to frequent cancellations, and the journey times to London greatly increased.

Post-pandemic, it was changed to a direct service to Birmingham with a change at Stafford for journeys to London and stations in between but this suffered from a 50 minute wait at Stafford for the southbound stopping train.

In 2023 it was changed to include a diversion between Wolverhampton and Birmingham which led to more direct trains overtaking on the original route with the result that travelers are taking other options reducing the usage.

Through all these changes, this was a popular service at Stone and passenger numbers increased year on year, excepting during Covid. Timetable changes introduced by the Train Operating Company (TOC) have led to reduced usage on other parts of the route. Department for Transport have recently pressed WMTrains to cut services that are lightly used, even if other parts are well used. Stations like Stone on the North Staffs loop will suffer from previous ill-advised timetable changes made by the TOC.

**Member's item**

I ask the council to discuss this matter and propose that the council engage the support of the member of parliament in sending a letter to the TOC asking for the previous route to Birmingham without the diversion be reinstated and retained.

If that is not possible the TOC must ensure that there is a seamless transfer to connecting services at Stafford, i.e. no delays and no platform changes.

Date: 23/08/2023

Time: 16:33:26

## 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 : 01/07/2023

Payment Date To : 31/07/2023

<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
03/07/2023	179845	Prism Solutions	Telephone Line Rental May 2023	52.90
03/07/2023		Stafford Borough Council	SBC Rates Mkt Sq July 2023	21.00
03/07/2023		Stafford Borough Council	SBC Rates FJC Jult 2023	279.00
03/07/2023		Stafford Borough Council	SBC Rates STN July 2023	180.00
03/07/2023	wp-INVO2478543	Water Plus	Water Usage STN May / Jun 2023	105.08
03/07/2023	179845	Prism Solutions	Telephone Line Rental May 2023	53.90
06/07/2023	4993330	British Gas	Elec Supply - Amphitheatre May/Jun 23	12.40
06/07/2023	47145	Panda Press (Stone) Ltd	Replace market road signage	655.00
06/07/2023	Inv1543	The Secret Kitchen	Catering for Civic Sunday 09/07/23	960.00
06/07/2023	Inv1543	The Secret Kitchen	Catering for Civic Sunday 09/07/23	80.00
07/07/2023	V02122538259	EE	EE Mobiles	13.72
07/07/2023	V02122538259	EE	EE Mobiles	13.72
07/07/2023	14842	Cress Security	Additional alarm tag and programming for The Hub	50.00
07/07/2023		Information Commissioner's Office	ICO Annual Fee 2023/24	35.00
07/07/2023	80	MJ Plant	April Grounds Maint amphi, CM, MR Allot, Abbey St	1,682.00
07/07/2023	D330	Majestic Metals	Bronze Plaques for Orchard sign and bench	475.00
07/07/2023	88	MJ Plant	Marquee set up - June 2023	1,195.00
07/07/2023	84	MJ Plant	Re-site 2 benches in Crown Meadow to opposite side of	690.00

Date: 23/08/2023

Time: 16:33:26

## Stone Town Council - Payments

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<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
07/07/2023	83	MJ Plant	Repair Mount Road tap and pipe	63.29
07/07/2023	81	MJ Plant	May Grounds Maint for amphi, CM, MR allot, Abbeyt St	1,682.00
07/07/2023	82	MJ Plant	June Grounds Maint amphi, CM, MR Allot, Abbey St by	1,682.00
07/07/2023	47195	Panda Press (Stone) Ltd	400 x Civic Sunday Order of Service 2023	254.00
07/07/2023	86	MJ Plant	Marquees set up in May 2023	670.00
07/07/2023	444008-018	Virgin Media Business	Telephone Rental / Calls Jun-Jul 2023	90.26
10/07/2023	725227	WM Morrisons Supermarket Ltd	Wine for Civic Sunday Event 2023	99.82
10/07/2023	5018350	British Gas	Elec Usage 61 High St 21/5/23 to 21/6/23	48.32
10/07/2023	090723	Steve's Sound Systems	Public Address System - booked but not used	100.00
10/07/2023	5017742	British Gas	Elec Usage 30 High St 21/5/23 to 21/6/23	49.30
10/07/2023	122437	Trudy Williams	Soft Drinks and Milk for Civic Sunday Event 2023	2.90
10/07/2023	36501	Trudy Williams	Purchase of tea spoons for Civic Sunday Event 2023	3.33
10/07/2023	122437	Trudy Williams	Soft Drinks and Milk for Civic Sunday Event 2023	13.88
11/07/2023		DD Carpentry & Joinery Ltd	30% Deposit of Net Value Window Repairs and fire exit	939.00
12/07/2023	STC/DL23062023	The Puppet Tree	The Staffordshire Puppet Tree	1,500.00
13/07/2023	28851	G Evans Services Ltd	Refurb Works - Interim Payment No.3	109,445.85
14/07/2023	5562	Byatt Oliver Associates	Project Management and site supervision of Heritage	3,449.30
17/07/2023	INV210601660	Zoom Video Comm Inc	ZOOM Subscription Jul / Aug 2023	25.98
17/07/2023	14481	All Print Equipment Ltd	Photocopier Usage - June 2023	8.42
17/07/2023	GB341B0M5AEUI	Amazon	Accident Books for Office, Stn and FJC	16.64
19/07/2023	47230	Panda Press (Stone) Ltd	Updated 2023 Events Panels x 4	157.00
19/07/2023	SI-198788	Mailing room	Franking Machine Rental 01/07/23 to 30/09/23	60.00
20/07/2023	7070292837	Stafford Borough Council	Office Rental 20/07/23 to 19/10/23	150.00
21/07/2023	713382023368719	Pozitive Energy	Elec Usage FJC June 2023	107.58
21/07/2023	SINV00607712	J G Fenn Ltd	Various stationery	115.52

Date: 23/08/2023

Time: 16:33:26

## Stone Town Council - Payments

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<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
21/07/2023	713392023368719	Pozitive Energy	Elec Usage STN June 2023	172.19
24/07/2023	743014903/001/07	Virgin Media Business	Broadband Usage 06/07/23 to 05/08/23	50.00
24/07/2023	7070292861	Stafford Borough Council	SBC Hanging Baskets x 97 Summer 2023	4,850.00
25/07/2023		Martin Robinson	Payment for Civic Sunday Photos	120.00
25/07/2023	wp-INV02701587	Water Plus	Water Usage FJC Jun/Jul 2023	78.98
25/07/2023	180267	Prism Solutions	Annual Gateway Protection Licence to 29/06/24	282.85
25/07/2023	180661	Prism Solutions	Prism IT Managed Service Aug 2023	985.31
27/07/2023	7070292845	Stafford Borough Council	Road Closure Civic Sunday 2023	127.00
27/07/2023		Stone Scouts & Guides Brass Band	Donation to SS&GB for Civic Sunday Parade 2023	100.00
28/07/2023	SI-2181	Rubix Safety Ltd	Facilitate CDM Regs for fitout works at Heritage Centre	1,200.00
28/07/2023	VEO1115849	Veolia ES (UK) Ltd	Waste Collection STN June - 2023	68.54
28/07/2023	VEO1115848	Veolia ES (UK) Ltd	Waste Collection FJC - June 2023	82.34
28/07/2023	STO00079735	West Midlands Employers	WMJobs Ad Heritage Centre Manager	440.00
28/07/2023	5144662	British Gas	Elec Usage Heritage Centre 9/6/23 to 9/7/23	102.78
31/07/2023	11-364820	WM Morrisons Supermarket Ltd	Cream Teas x 100 for Stonefield Park Event 2023	299.00
				<u>136,247.10</u>