



Stone

Town Council

Town Clerk

Les Trigg

Tel: 01785 619740

Email: clerk@stonetowncouncil.gov.uk

15 Station Road
STONE
ST15 8JP

29 November 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 DECEMBER 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 7 November 2023, Minute No's GP24/118 – GP24/134 (attached).

8. Minutes of Sub-Committees

There have been no Sub-Committee meetings.

9. Budget 2024-25 to 2026-27 - Overview

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

10. National Pay Award 2023-24

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

11. Heritage Centre

To consider an update on the Heritage Centre.

12. Town Council Payments

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

13. Update from Working Groups:

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

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

Stone Area Parish Liaison Group – J. Davies

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 – Cllr T. Kelt

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

15. **Exclusion of the Press and Public**

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

16. **Staffing Matters**

To receive a report of the Town Clerk (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 7 November 2023

PRESENT: Councillor I. Fordham in the Chair
(agenda items 1 to 6 (to Minute Number GP24/123)),

and Councillor Kenney in the Chair
(from agenda item 7 (Minute Number GP24/124)), and

Councillors: A. Best, J. Battrick, K. Dawson, J. Davies, J. Hood, T. Kelt, B. Kenney,
P. Leason, J. Metters, J. Powell (from agenda item 7 (Minute Number GP24/124)),
and C. Thornicroft

Officers: L. Trigg and T. Williams

ABSENT: Councillors: A. Burgess, L. Davies, R. Kenney (absent from agenda item 1 to 6 (to Minute Number GP24/123)), A. Mottershead, J. Powell (absent from agenda item 1 to 6 (to Minute Number GP24/123)), N. Powell and R. Townsend

GP24/118 Apologies

Apologies were received from Councillors: A. Burgess, L. Davies, R. Kenney (who was absent to agenda item 6 (Minute Number GP24/123) to attend a Borough Council meeting), A. Mottershead, J. Powell (who was absent to agenda item 6 (Minute Number GP24/123) to attend a Borough Council meeting), N. Powell 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.

GP24/119 Declarations of Interests

None

GP24/120 Requests for Dispensations

None

GP24/121 To receive the report of the County Councillors

Council Councillor Jill Hood

The Chairman invited Councillor Hood to address the Committee.

The Voice Project

Councillor Hood informed the Committee that she had been a Corporate Parent since joining the County Council in 2017, and last night had been delighted (as one of three County Councillors) to attend an evening with looked after children at their end of year 'Voice Project'.

* 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.

The County Councillors were shown some of the work the young people had been doing (in running their own council) and some of the work the Corporate Parent Committee members had influenced (such as health checks).

Councillor Hood said the work was most impressive and the children were a credit to the foster parents who looked after them.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP24/122 To receive the report of Borough Councillors

The Chairman invited Borough Councillors to address the Committee.

Councillor Hood advised the Committee that on 18 October the Stone Borough Councillors were invited to Westbridge Park to view (and have a go on) the children's play area and sunken garden which was informally opened on the following day. She said it was wonderful to see the children using the park and its equipment.

On 28 October the Stone Borough Councillors were invited to the opening of the Stafford Market Square which went on all day with lots of entertainment.

Councillor Hood expressed to the Committee the highlight of her Borough Councillor role which was being invited to Alleyne's School to meet with Andy Whitehall (who had been Stone's Community Policeman for a great number of years) and now runs a boxing club from the old art classroom. She gave an example of why the boxing club was needed for young people who can go there to relax and let off steam, and she spoke about Andy's deep understanding of the effects of trauma, its causes, and his commitment to offering trauma training to all school staff.

Councillor Hood advised the Committee that she had attended the House of Bread Food Bank and appealed to Councillors for donations of items that may be of use to service users who were down on their luck.

GP24/123 Representations from Members of the Public

None

GP24/124 Minutes

RESOLVED:

- a) That the minutes of the General Purposes Committee meeting held on 3 October 2023 (Minute No's GP24/094 – GP24/109), be approved as a correct record.
- b) That the minutes of the General Purposes Committee meeting held on 17 October 2023 (Minute No's GP24/110 – GP24/117), be approved as a correct record.

GP24/125 Minutes of Sub-Committees

RESOLVED:

- a) Tourism & Town Promotion Sub-Committee meeting held on 17 October 2023 (Minute Numbers TTP24/017 – TTP24/025), that the draft minutes be noted.
- b) Estates Sub-Committee meeting held on 17 October 2023 (Minutes Numbers EST24/015 – EST24/022), that the draft minutes be noted.
- c) Environment Sub-Committee meeting held on 24 October 2023 (Minutes Numbers ENV24/021 – ENV24/030), that the draft minutes be noted.

GP24/126 HS2

An update on the current HS2 position and its effects on Stone area had been delivered by Trevor Parkin of Stone Railhead Crisis Group before this meeting began.

GP24/127 Budget Monitoring Report – September 2023

The report* of the Town Clerk was noted.

GP24/128 Heritage Centre

The Committee considered an update from the Town Clerk on the Heritage Centre project.

The Town Clerk introduced the Heritage Centre Manger, Paul Castrey (who was sitting in the public gallery), to Councillors.

The Town Clerk advised the Committee that the old fire station building had been returned to the Town Council from the contractor and Paul had spent some time looking at snagging issues.

The Town Clerk said there had been no outcome on the Rural England Prosperity Fund grant application from Stafford Borough Council yet, but he had answered a number of questions the grant administrators had asked.

He said the Collection Working Group tasked with considering potential exhibits to the Heritage Centre had recently met.

GP24/129 Town Council Payments

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

GP24/130 Update from Working Groups:

Stone Heritage Centre Steering Group

Councillor Leason reported on a useful meeting where he and the Heritage Centre

* 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.

Manager had met with some Canal people who may be willing to lend artifacts to the heritage centre. One of the people was a digital expert who had worked at the Imperial War Museum.

Engagement with Young People

Councillor Dawson advised the Committee that she had tried to contact the schools and had been given some names but has heard nothing since. She has a phone call arranged with the Town Clerk to discuss the next steps.

50th Anniversary of Stone Town Council

Councillor Davies informed the Committee that it was early days yet but the Stone Choral Society, when they have their Summer Concert next year, hope to perform a commissioned piece called 'Stone Circles' in the new theatre as part of the 50th Anniversary celebrations.

Councillor Davies is speaking to various other people about different ideas which it was hoped would be delivered in conjunction with heritage centre activities.

GP24/131 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 a face-to-face meeting of the Liaison Group took place on 1 November 2023 and County Highways representatives had attended to talk about highway repairs and maintenance. The Chairman and Chief Executive of Staffordshire Parish Councils' Association had also been present.

He said the meeting had been very useful for an exchange of views and to connect County highways officers and parish representatives.

Councillor Davies advised the Committee that the meeting was also a useful forum for discussion of other issues and attendees benefited from the advice of the Town Clerk. He invited Town Councillors to attend and meet colleagues from the surrounding Stone areas.

Stone ATC

Councillor Davies advised the Committee that he had attended a welfare meeting of the Stone ATC a couple of weeks ago and the high demand for cadet placements had resulted in a waiting list. He said the organisation was doing extremely well with some good new civilian instructors and general helpers and the enthusiasm amongst the cadets was extremely good.

Age Concern Stone & District

Councillor Thornicroft advised the Committee that Age Concern Stone & District had not met.

Stafford & Stone Access Group

Councillor Kelt informed the Committee that there had been no meeting.

Stone Common Plot Trustees

Councillor Hood advised the Committee that the Trustees had not met.

Stone Community Hub Liaison Group

Councillor Hood advised the Committee that no meeting had taken place, but the

* 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.

AGM would be held on 16 November 2023 at the Frank Jordan Centre. She said that she would like to arrange a meeting between the Town Council and the Hub.

SPCA Executive Committee

Councillor Kelt advised the Committee that he had been elected to the Executive Committee and had attended the AGM on 30 October 2023.

The CEO discussed finances and how they could be bolstered with options put forward such as increasing subscriptions and promoting and increasing training income.

The Chair of Health and Wellbeing addressed the meeting and said it was their intention to visit each area and speak to Councillors about health and wellbeing within the Council itself and the wider population.

The feeling was expressed that all councillors should undergo some form of training. The take up of training was considered low overall and variable through a councillors four-year term with the suggestion made that training should be mandatory.

Councillor Kelt advised the Committee that a representative of Staffordshire University had delivered an interesting talk about the changing landscapes within local politics. They had discussed several options on the way local government could go in the future, particularly in light of the financial issues being faced by some larger councils.

Stone Traders Group Directors' Meeting

Councillor Hood advised the Committee that there had been no meeting.

The Town Clerk advised the Committee that no further notifications had been received.

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

GP24/132 Exclusion of the Press and Public

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

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

GP24/133 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the General Purposes Committee meeting held on 17 October 2023, Minute Numbers GP24/110, GP24/115, GP24/116 and GP24/117 be approved.

* 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.

GP24/134 **Confidential Minutes Sub-Committees**

- a) Estates Sub-Committee Meeting held on 17 October 2023, Minute Numbers: EST24/015, EST24/021 and EST24/022.

RESOLVED: To note the minutes.

CHAIRMAN

Introduction

1. This report sets out the prospects for the Council's 2024-25 to 2026-27 budget. It considers the overall position of the Council, the context in which the budget needs to be set, and the standstill budget, which is the starting point for the determination of the 2024-25 precept.

Background

2. Before addressing the figures relating to the budget, it is first necessary to consider the context in which the budget needs to be set.
3. For a number of years, the Council has received payments of over £30,000 from Stafford Borough Council in addition to the precept. For 2024-25 this includes £23,740 to compensate for a previous reduction in this Council's Taxbase due to benefit changes and £11,461 for the cost of concurrent functions. Neither of these payments are a legal requirement, and, at the time of writing this report, have not been finally confirmed though they are based on provisional figures provided by Stafford Borough. The figures in this report assume that these payments will continue into the foreseeable future at the same cash level as estimated for 2024-25.
4. The Secretary of State has the power to require a referendum of local people before the Council Tax can be put up by more than a specified percentage. Currently, parish councils are exempt from this requirement, though this may change if Council Tax increases in the sector are considered to be excessive. Any change to this position would be likely to be made public during December, would be expected to be subject to consultation.
5. Last year's budget was prepared in the context of major inflationary pressures, particularly with respect to energy. For this reason, the three-year budget was calculated without taking into account the effects of inflation beyond 31st March 2023. A separate estimate of inflation beyond this date was made across the whole budget as an "inflation contingency", and added to the General Purposes Committee budget.
6. Actual inflation during 2023-24 was very high. Energy costs, for example, increased by around 130% when contracts were renewed in June 2023. The "Budget 2023-24" figures in the table below include a reallocation of £22,700 from this inflation contingency to individual budget lines, leaving a balance of £26,130 available to meet further inflationary pressures throughout the rest of the financial year.
7. Inflation for 2024-25 is expected to significantly lower than in 2023-24 level, but this may change in the future. The same approach has therefore been used this year, with no

inflation beyond 31st March 2024 being provided within individual budget lines and a separate inflation contingency being included within the General Purposes Committee budget. This contingency will continue to be reviewed in order that the most up to date estimates of inflation can be used when the Council finalises its budget in February 2024.

8. The figures below assume that all Council services will continue at broadly their current level, adjusted for any known variations within existing Council policy.

Standstill Budget

9. The table at Appendix A sets out the Council's current and forecast position for each budget. It is also summarised below by Sub-Committee:

Actual		Budget	Forecast	Budget	Budget	Budget
2022-23		2023-24	2023-24	2024-25	2025-26	2026-27
£		£	£	£	£	£
8,758	Estates	65,790	46,400	16,800	16,800	16,800
25,816	Environment	30,715	31,850	24,100	24,100	24,100
38,148	Tourism & Town Promotion	47,000	43,700	41,400	41,400	41,400
238,987	General Purposes	619,209	613,880	333,530	352,510	374,330
-192,774	Earmarked Reserves	-305,564	-305,564	-	-	-
118,935	TOTAL	457,150	430,266	415,830	434,810	456,630

10. The figures above and in Appendix A are based on the following:

- a. Known and forecast expenditure for the remainder of the current financial year.
- b. Forecast expenditure for the next three years, based on a standstill position. These figures therefore assume that current services will continue with no growth or cutbacks other than those which have already been committed by previous decisions of the Council.
- c. A provisional estimate of 5% for cost inflation, including salaries, with a corresponding increase in all fees and charges.

11. Budgets that were previously considered by the Management Sub-Committee have now been included within the General Purposes Committee figures above, following the winding up of that Sub-Committee.

12. It can be seen from the above table that the current budget is forecast to underspend by around £26,900, after providing for a number of budget adjustments agreed by the Committee during the year. This is largely due to improved performance at community centres, increased income from bank interest, and a revised opening date for the new Heritage Centre.

Standstill Budget 2024-25

13. The standstill budget for 2024-25, at £415,830, is £15,280 less than the forecast made when the 2023-24 budget was approved in February 2023. The main reasons for this difference are a decrease in the amount needed to be provided for the cost of inflation and improved performance at the Frank Jordan Centre.

Service Developments and Savings

14. The standstill budget is, however, just the starting point for the budget process. The Committee will want to review the amounts provisionally included. In addition, there are likely to be other areas where the Council may want to undertake new developments or stop/change the things that it is doing now.
15. Some budgets have been allocated to Sub-Committees, and some retained by this Committee. At meetings in January, these budgets will need to be considered in detail to determine the best pattern of spending to meet the Council's objectives and obligations and determine the budget recommendations to Council.
16. The Committee has already identified that it will want to consider some new developments, subject to budget availability, in addition to the items included within the standstill budget set out in this report.
17. One of these areas is to consider the provision of benches in the Market Square, possibly along similar lines to the benches in the refurbished square in Stafford. This would increase the availability of town centre seating, improve the visual amenity, and to help deal with the growing problem of unauthorised traffic in the High Street by preventing parking in the Market Square.
18. The Committee has also undertaken to review its approach to the way that Christmas Trees are provided in the High Street.

Recommendations

19. That the Committee notes the standstill budget position for 2024-25, 2025-26 and 2026-27 and the issues related to setting the precept, and:
 - a. Authorises the reallocation of the inflation contingency, in accordance with the figures in this report.
 - b. Asks each sub-committee to consider its financial needs for the next three years and report back to the next meeting of the General Purposes Committee with its budget proposals,
 - c. Considers its own budgets at the next meeting of this Committee.
 - d. Considers whether it wishes to give any specific instructions to sub-committees to which they would need to have regard while preparing their proposed budgets.

Stone Town Council

Standstill Budget 2024-25 to 2026-27

Actual 2022-23		Budget 2023-24	Forecast 2023-24	Budget 2024-25	Budget 2025-26	Budget 2026-27
£		£	£	£	£	£
-5,820	Frank Jordan Centre	3,350	-11,600	-13,600	-13,600	-13,600
9,498	Stone Station	44,970	39,300	12,900	12,900	12,900
-	Stone Heritage Centre (Running)	25,000	-	45,000	45,000	45,000
-4,144	Town Market	-6,630	-5,300	-6,100	-6,100	-6,100
2,766	Bus Shelters & Street Furniture	3,960	6,100	5,000	5,000	5,000
962	Street Lighting	960	1,000	1,000	1,000	1,000
763	Dog & Litter Bins	760	840	900	900	900
-	Joules Clock	-	-	-	-	-
590	Town Electricity Supply	1,790	760	600	600	600
-	Building Maintenance	10,000	10,000	10,000	10,000	10,000
21,473	Grounds Maintenance	27,210	23,100	22,000	22,000	22,000
5,521	Crown Meadow Improvements	525	6,100	2,000	2,000	2,000
-1,178	Allotments	230	-100	100	100	100
-	Environmental Initiatives	2,750	2,750	-	-	-
17,785	Christmas Lights	26,880	24,500	23,000	23,000	23,000
24,506	Tourism & Town Promotion	26,750	24,500	24,500	24,500	24,500
4,655	Grants	4,000	4,000	4,000	4,000	4,000
169,183	Salaries & Employment Costs	208,200	205,900	223,200	221,500	221,500
5,496	Accommodation	6,770	7,770	6,770	6,770	6,770
6,620	Insurances	7,000	6,700	6,700	6,700	6,700
25,999	Administration	40,650	40,650	32,150	32,150	32,150
1,440	Audit & Legal Fees	1,550	1,400	1,500	1,500	1,500
-	Town Council Elections	30,000	27,790	-	-	-
2,682	Allowances - Mayor & Deputy Mayor	3,190	3,400	3,400	3,400	3,400
3,359	Regalia & Presentations	230	1,000	200	200	200
1,613	Civic Dinner & Hospitality	2,000	2,500	2,500	2,500	2,500
2,708	Remembrance Sunday & War Memorials	1,800	2,000	2,000	2,000	2,000
1,677	Miscellaneous	2,000	1,000	1,000	1,000	1,000
-2,515	Interest	-1,500	-4,900	-3,300	-3,300	-3,300
-	Neighbourhood Plan	-	-	-	-	-
4,611	Stone Heritage Centre (Setup)	273,689	300,000	-	-	-
-	General Contingency	-	-	-	-	-
-	Inflation Contingency	26,130	26,130	19,870	40,550	62,370
11,461	Concurrent Functions Allowance	-11,500	-11,460	-11,460	-11,460	-11,460
-192,774	Rollover Reserve	-305,564	-305,564	-	-	-
-	Neighbourhood Plan Reserve	-	-	-	-	-
118,935	TOTAL	457,150	430,266	415,830	434,810	456,630

Purpose of Report

1. To inform the Committee of the outcome of the 2023-24 national pay award negotiations for local government staff and its impact on the Council.

Background

2. Pay for local government staff is negotiated nationally. Although the parish council sector is not represented on the negotiating body, salaries at local councils are normally based on the national local government scales, and this is reflected in contracts of employment for most of the Council's employees.
3. The Council has been informed that the 2023-24 pay negotiations have now been completed. They have resulted in agreement to a flat rate increase of £1,925 on all salary points (pro-rata for part time employees) backdated to 1st April 2023.
4. The National Association of Local Councils (NALC) has recommended the adoption of the outcome of these negotiations to local councils. The NALC briefing setting out the new pay scales from 1st April 2023 is attached as an appendix to this report.

Employee Pay Scales

5. This pay award applies only to those staff on national local government pay scales. Some of the Council's staff are paid on a different scale. The revised pay rate for 2023-24 is already in place for these staff.

Implications for the Council

6. The Council's budget for the current year anticipated pay inflation of 5%. This increase is equivalent to approximately 6.5% on average for the Council's staff - an increased cost of around £2,200 in the current year. Due to the timing of staffing changes within the year, salary costs are still expected to outturn below the approved budget.

Recommendations

7. The Committee is recommended to confirm the adoption of the new 2023-24 salary levels for staff on national local government pay scales, as set out in this report.

6 NOVEMBER 2023

E01-23 | 2023/24 LOCAL GOVERNMENT SERVICES PAY AGREEMENT

We have been informed by the Local Government Association that the National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024.

The new pay rates for local councils are attached and have been agreed with SLCC and ALCC.

Employers are encouraged to implement this pay award as swiftly as possible.

For all spinal points to 43 the agreed award was a flat rate payment of £1,925. For scale points above that the award was 3.88%

The Joint Council notes on backpay for employees who have left employment: "If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2023 to the employee's last day of employment. When salary arrears are paid to ex-employees who were in the LGPS, the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly. Further detail is provided in section 15 of the HR guide and the Backdated Pay Award FAQs, which are available on the employer resources section of www.lgpsregs.org.

Historically the calculation of hourly pay for local councils has been reached by dividing the annual salary by 52 weeks and then by 37 hours. This is different from the recommendation of the Joint Council which calculates hourly rates by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week). This marginal difference causes some confusion, and it is intended that next year we shall move to the approach recommended by the National Joint Council.

NALC continues to be disappointed that the annual settlement has been delayed for reasons outside the Association's control.

SCP	1 April 2023		Scale Ranges
	£ per annum	* £ per hour	Based on SCP
2	£22,366	£11.62	Below LC Scale (for staff other than clerks)
3	£22,737	£11.82	
4	£23,114	£12.01	
5	£23,500	£12.21	
5	£23,500	£12.21	LC1 (5-6) (below substantive range)
6	£23,893	£12.42	LC1 (7-12) (substantive benchmark range)
7	£24,294	£12.63	
8	£24,702	£12.84	
9	£25,119	£13.06	
10	£25,545	£13.28	
11	£25,979	£13.50	LC1 (13-17) (above substantive range)
12	£26,421	£13.73	
13	£26,873	£13.97	
14	£27,334	£14.21	
15	£27,803	£14.45	
16	£28,282	£14.70	LC2 (18-23) (below substantive range)
17	£28,770	£14.95	
18	£29,269	£15.21	
19	£29,777	£15.48	
20	£30,296	£15.75	
21	£30,825	£16.02	LC2 (24-28) (substantive benchmark range)
22	£31,364	£16.30	
23	£32,076	£16.67	
24	£33,024	£17.16	
25	£33,945	£17.64	
26	£34,834	£18.10	
27	£35,745	£18.58	
28	£36,648	£19.05	

	1 April 2023		Scale Ranges
SCP	£ per annum	* £ per hour	Based on SCP
29	£37,336	£19.41	LC2 (29-32) (above substantive benchmark range)
30	£38,223	£19.87	
31	£39,186	£20.37	
32	£40,221	£20.90	
33	£41,418	£21.53	LC3 (33-36) (below substantive range)
34	£42,403	£22.04	
35	£43,421	£22.57	
36	£44,428	£23.09	
37	£45,441	£23.62	LC3 (37-41) (substantive benchmark range)
38	£46,464	£24.15	
39	£47,420	£24.65	
40	£48,474	£25.19	
41	£49,498	£25.73	
42	£50,512	£26.25	LC3 (42-45) (above substantive benchmark range)
43	£51,515	£26.77	
44	£52,752	£27.42	
45	£54,017	£28.08	
46	£55,325	£28.76	LC4 (46-49) (below substantive range)
47	£56,648	£29.44	
48	£57,854	£30.07	
49	£59,418	£30.88	
50	£60,856	£31.63	LC4 (50-54) (substantive benchmark range)
51	£62,323	£32.39	
52	£64,335	£33.44	
53	£66,341	£34.48	
54	£68,356	£35.53	

	1 April 2023		Scale Ranges
SCP	£ per annum	* £ per hour	Based on SCP
55	£70,385	£36.58	LC4 (55-62) (above substantive benchmark range)
56	£72,388	£37.62	
57	£74,417	£38.68	
58	£76,405	£39.71	
59	£78,290	£40.69	
60	£80,216	£41.69	
61	£82,188	£42.72	
62	£84,214	£43.77	

* Hourly Rates

As per the national agreement, hourly rates are calculated by dividing annual salary by 52 weeks and then by 37 hours. Please note that these hourly rates differ from those published by NJC for Principal Authorities as the calculation basis differs.

Date: 28/11/2023

Time: 16:19:34

Stone Town Council - Payments

Page: 1

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 : 01/10/2023

Payment Date To : 31/10/2023

<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
02/10/2023	181637	Prism Solutions	Leased Line Rental June 2023	52.90
02/10/2023	181637	Prism Solutions	Leased Line Rental June 2023	53.90
03/10/2023	444008-021	Virgin Media Business	Telephone Rental / Calls Aug-Sep 2023	88.15
03/10/2023	444008-020	Virgin Media Business	Telephone Rental / Calls Jul-Aug 2023	87.40
03/10/2023		Stafford Borough Council	SBC Rates FJC Oct 2023	279.00
03/10/2023		Stafford Borough Council	SBC Rates Mkt Sq Oct 2023	21.00
03/10/2023		Stafford Borough Council	SBC Rates STN Oct 2023	180.00
03/10/2023	23067	Open Spaces	Open Spaces Membership 23/24	45.00
04/10/2023	29398040	PayPro Europe Ltd	Mail Merge Toolkit Prof Ed - annual membership	86.04
05/10/2023	042280	MEB Total Ltd	FJC Qtr Fire Alarm Testing	74.94
05/10/2023	23010	Simon Meddings Associates Ltd	HC Consultation Meetings x 4 July to Sep 2023	795.00
05/10/2023	wp-INV03356233	Water Plus	STN Water Usage Aug / Sep 2023	101.99
05/10/2023	1000066066	National Office Furniture	Stonefield Room - boardroom table and 8 cantilever	1,488.00
05/10/2023	wp-INVO3353204	Water Plus	MR Allot water usage Aug / Sep 2023	37.40
06/10/2023	29095	G Evans Services Ltd	Refurb Works - Interim Payment No.4	24,557.18
06/10/2023	41UG031-0007	Geosphere TA Parish Online	Parish Online Digital Mapping subscription 23/24	600.00
06/10/2023	5670406	British Gas	Amhpi Elec Standing Charges 19/08/23 to 19/09/23	12.40
09/10/2023	V02151649419	EE	EE Mobiles	13.72

Date: 28/11/2023

Time: 16:19:34

Stone Town Council - Payments

Page: 2

<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
09/10/2023	V02151649419	EE	EE Mobiles	13.72
09/10/2023	713392023411114	Pozitive Energy	STN Elec Usage Aug 2023	375.07
09/10/2023	713392023411106	Pozitive Energy	STN Elec Usage July 2023	379.27
09/10/2023	713392023411105	Pozitive Energy	STN Elec Usage 220623 to 300623	114.34
09/10/2023	1546946	SUN LEISURE	12 x Protex 50 Wheeled Bags	381.93
10/10/2023	5700036	British Gas	Elec Usage 30 High St Aug/Sep 2023	12.40
10/10/2023	5700163	British Gas	Elec Usage 61 High St Aug/Sep 23	51.95
11/10/2023	wp-INV03408480	Water Plus	NR Allot water usage Aug / Sep 2023	15.21
13/10/2023	143863443	JB Window Cleaner	Window Cleaning	25.00
13/10/2023	143863443	JB Window Cleaner	Window Cleaning	65.00
16/10/2023	INV223202880	Zoom Video Comm Inc	ZOOM Subscription Oct/Nov 2023	25.98
16/10/2023	042337	MEB Total Ltd	Purchase and install new radiator in Stonefield Room	674.61
16/10/2023	042341	MEB Total Ltd	Water tank call out and repair - ball valve and arm	212.04
16/10/2023	SI-203463	Mailing room	Franking Machine Rental 31/10/23 to 30/01/24	60.00
16/10/2023	14781	All Print Equipment Ltd	Photocopier Usage - Sep 2023	1.88
16/10/2023	SI-208679	Mailing room	Franking Machine annual maint to 25/09/24	224.11
17/10/2023	CD-223916398	Culligan	Water Cooler Rental plus 5 refills Oct 2023	37.75
17/10/2023	186795	Prism Solutions	Prism - server migration and configuration	1,197.41
17/10/2023	185706	Prism Solutions	Re-configure laptop for Paul Castrey	107.00
18/10/2023	1000083510	The Flag Shop	Handwaving flags and bunting for Trafalgar Dinner 2023	72.96
19/10/2023	505663	The Bottle Club	Pusser's Rum x 3	104.52
20/10/2023	68341669	Staples	Stonefield Room - Projection Screen	124.99
20/10/2023	47926	Panda Press (Stone) Ltd	3 x Patches for PVC Banners - Christmas Lights	49.00
20/10/2023	7070293396	Stafford Borough Council	SBC Qtr Office Rent 20/10/23 to 19/01/24	150.00
20/10/2023	STO00083234	West Midlands Employers	WMJobs Ad Deputy Town Clerk	340.00

Date: 28/11/2023

Time: 16:19:34

Stone Town Council - Payments

Page: 3

<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
20/10/2023	457174	KSV Vending	Drinks for vending machine	110.18
24/10/2023	wp-INVO3588462	Water Plus	FJC Water Usage Sep /Oct 2023	78.98
24/10/2023	743014903/001/10	Virgin Media Business	Broadband Usage 06/10/23 to 05/11/23	50.00
25/10/2023	185622	Prism Solutions	Prism IT Managed Service Nov 2023	988.09
25/10/2023		Stafford Borough Council	SBC Annual Premises Licence - Mkt Square	70.00
26/10/2023	713402023427090	Pozitive Energy	FJC Gas Usage Sep 2023	82.22
26/10/2023	INV0853	The Mill at Stone	Meals at Trafalgar Event 28/10/23	1,486.46
27/10/2023	SINV00618295	J G Fenn Ltd	Copier Paper and misc stationery	58.12
27/10/2023	48010	Panda Press (Stone) Ltd	Trafalgar Dinner Menus 2023	79.00
27/10/2023	5133	Christmas Plus	Installation of lamps and clusterline in Adies Alley	1,580.00
27/10/2023	444008-022	Virgin Media Business	Telephone Rental / Calls Sep-Oct 2023	92.06
27/10/2023	400438660	Alfafado Ltd TA batterystation.co.uk	250 x D Batteries for Xmas Tree Lights	242.67
30/10/2023	SOT1119645	Veolia ES (UK) Ltd	STN Waste Collection - Sep 2023	68.54
30/10/2023	5847186	British Gas	HC Elec Usage 09/09/23 to 09/10/23	117.23
30/10/2023	SOT1119644	Veolia ES (UK) Ltd	FJC Waste Collection Sep 2023	82.34
30/10/2023	8159990559	National Association of Local Councils	NALC Course for LF - Social Media in the Local Council	32.68
30/10/2023	713392023428763	Pozitive Energy	STN Elec Usage Sep 2023	380.54
31/10/2023	INV17290009	Sage UK Ltd	Sage Payroll Subscription 2023/24	396.00
31/10/2023	SIA383773	Reach Publishing	Facebook Ad 24-29/10/23	400.00
31/10/2023	SIA379926	Reach Publishing	Fish4Jobs Ad Stoke & West 22/10/23	250.00
31/10/2023	01782344020	J G Fenn Ltd	A4 Card	15.77
				<u>40,051.04</u>