



Stone

Town Council

Town Clerk

Les Trigg

Tel: 01785 619740

Email: clerk@stonetowncouncil.gov.uk

15 Station Road

STONE

ST15 8JP

25 March 2024

Dear Councillor,

A meeting of the **GENERAL PURPOSES COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 2 APRIL 2024 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 5 March 2024, Minute No's GP24/171 – GP24/186 (attached).

8. Minutes of Sub-Committees

- a) Tourism & Town Promotion Sub-Committee held on 19 March 2024, Minute Numbers TTP24/037 – TTP24/046 (attached)
 - i. To consider the draft minutes
 - ii. To consider the Recommendations contained in Minute Numbers TTP24/043
- b) Environment Sub-Committee held on 19 March 2024, Minute Numbers ENV24/037 – ENV24/044 (attached)
 - i. To consider the draft minutes
- c) Estates Sub-Committee held on 19 March 2024, Minute Numbers EST24/031 – EST24/037 (attached)
 - i. To consider the draft minutes

9. Appointment of Town Mayor and Deputy Town Mayor Elect

To consider the appointment of a Town Mayor and Deputy Town Mayor Elect and the arrangements for Mayor Making.

10. Meeting Schedule for 2024-25

To determine the council's meeting schedule for the year 2024-25 (attached).

11. Bank Mandate

To agree the addition of the new Deputy Town Clerk to the Council's bank mandate together with the removal of the previous Deputy Town Clerk and former Councillors.

12. Town Council Payments

To receive a list of payments made by the Council during the period 1 to 29 February 2024 (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)

West Midlands Railway and other rail matters – Cllr T. Kelt

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

- a) Estates Sub-Committee Meeting held on 19 March 2024, Minute Numbers: EST24/031 and EST24/037 (attached)
 - i. To consider the draft Minutes

17. Internal Audit 2024-25 Onwards

To receive the 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 5 March 2024

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: A. Best, J. Battrick, J. Davies, L. Davies, K. Dawson, I. Fordham, J. Hood,
T. Kelt, B. Kenney, P. Leason, J. Metters and C. Thornicroft

Officers: L. Trigg, R. Edwards and T. Williams

ABSENT: Councillors: A. Burgess, A. Mottershead, J. Powell, N. Powell and R. Townsend

GP24/171 Apologies

Apologies were received from Councillors: A. Mottershead, J. Powell, 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.

GP24/172 Declarations of Interest

None

GP24/173 Requests for Dispensations

None

GP24/174 To receive the report of the County Councillors

County Councillor Jill Hood

The Chairman invited Councillor Hood to address the Committee.

Pingle Lane

Councillor Hood advised the Committee that she had reached the final stages in her investigations to establish who owns Pingle Lane and the outcome is that there is no registered owner. She said that ancient law dictated that each householder living on, and whose home was accessed from Pingle Lane, is responsible for the shared costs.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP24/175 To receive the report of Borough Councillors

The Chairman invited Borough Councillors to address the Committee.

Councillor Fordham advised the Committee that Stafford Borough Council had approved its Council Tax rise which involved a 2.99% increase.

GP24/176 Representations from Members of the Public

None

GP24/177 Minutes

RESOLVED:

- a) That the minutes of the General Purposes Committee meeting held on 6 February 2024 (Minute Numbers GP24/151 – GP24/170), be approved as a correct record.

GP24/178 Minutes of Sub-Committees

There were no sub-committee minutes.

GP24/179 Review of Standing Orders

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

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

GP24/180 Review of Financial Regulations

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

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

GP24/181 Annual Review of Risk Management

The Committee received the report* of the Town Clerk on the Annual Review of Risk Management. The report had been enclosed with the agenda for the meeting.

The Town Clerk advised the Committee that the Council was required to consider risks on an annual basis and the report had been updated to take account of the Heritage Centre and a few other smaller details.

RESOLVED: That the Annual Review of Risk Management be accepted by the Town Council.

GP24/182 Town Council Payments

RESOLVED: To note the list* of Town Council payments made during the period 1 to 31 January 2024.

* 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 Town Clerk advised the Committee that the Town Council supported a number of lighting pillars in the town and the annual costs of maintaining them had been included in the payments list.

GP24/183 Update from Working Groups:

Stone Heritage Centre Steering Group

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

Engagement with Young People

Councillor Dawson advised the Committee that she had nothing to report on this occasion.

50th Anniversary of Stone Town Council

Councillor Davies informed the Committee that his was looking to co-ordinate the marking of the Town Council's 50th Anniversary with the opening of the Heritage Centre.

GP24/184 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 meeting would be arranged soon.

Stone ATC

Councillor Davies advised the Committee that no meeting had taken place since the welfare meeting of Stone ATC on 6 February 2024.

Age Concern Stone & District

Councillor Thornicroft advised the Committee that a meeting was scheduled on Friday 8 March 2024.

Stafford & Stone Access Group

Councillor Kelt informed the Committee that a meeting had taken place on 26 February 2024 which was attended by representatives from Stafford Gatehouse Theatre. He said there were some issues with the seating arrangements in the little theatre making access difficult for less able people (for various reasons) and there were health and safety concerns. Different options were considered but changes were unlikely as the seating was newly installed.

The group was still looking at the Best Toilet Awards in the Borough.

Stone Common Plot Trustees

Councillor Hood advised the Committee that a recent meeting had taken place but she was unable to attend.

Stone Community Hub Liaison Group

Councillor Hood advised the Committee that the Liaison Group were considering a suitable date for a meeting.

SPCA Executive Committee

Councillor Kelt advised the Committee that he was not aware that any recent meeting had taken place.

* 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.

Stone Traders Group Directors' Meeting

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

West Midlands Railway and other rail matters

Councillor Kelt advised the Committee that this was a new item on the agenda to enable the reporting to the Council of important issues raised by regular railway and stakeholder meetings.

Councillor Kelt reported on a meeting that has taken place in February 2024 between West Midlands Trains/London Northwestern Railway and the stakeholders.

He said that attendees had considered how the new timetable scheduling introduced in December 2023 was performing. The main concerns expressed were that passengers to Birmingham must now change at Stafford to the Cross-Country Service. The delay that used to exist when it was just West Midlands Trains has been reduced but in one direction the six-minute change over across the footbridge could become problematic. When queried the train operating company were unwilling to discuss the issue because they had discussed it many times before and nothing had changed.

Councillor Kelt advised the Committee that other service improvements were in the pipeline but there was no date given or assurances they would happen. This included reopening stations at Barlaston, Wedgwood and Trentham which could bring about another look at direct journeys to Birmingham because there will be more interest from members of the public wanting to take trains from these stations.

Councillor Kelt informed the Committee that the next meeting would be held on 14 May 2024, and that a Stone Station Open Day would be taking place on 13 March 2024 where everyone was welcome to attend.

GP24/185 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.

GP24/186 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the General Purposes Committee meeting held on 6 February 2024, Minute Numbers GP24/151, GP24/161 and GP24/162 be approved.

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 19 March 2024

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

Co-opted Member: J. Cook

Officers: L. Trigg, R. Edwards and T. Williams

By Chairman's invitation: L. Davies and R. Townsend

ABSENT: Councillors: A. Burgess, K. Dawson, B. Kenney, R. Kenney, P. Leason, A. Mottershead
and J. Powell

TTP24/037 Apologies

Councillors: K. Dawson, B. Kenney, R. Kenney, A. Mottershead and J. Powell

TTP24/038 Declarations of Interest

None

TTP24/039 Requests for Dispensations

TTP24/040 Representations from Members of the Public

None

TTP24/041 Minutes of Previous Meeting

The minutes of the Tourism & Town Promotion Sub-Committee meeting held on 16 January 2024 (Minute Numbers TTP24/026– TTP24/036), were approved as a correct record.

TTP24/042 Calendar of Events

The Sub-Committee considered the Town Council's Calendar of Events for 2024-25 and gave updates on events that had taken place:

* 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.

2024 – Events taken place

- Texas Flag Raising (Saturday 2 March 2024)
Councillor Davies advised the Sub-Committee that the event had been well supported by Florence Brass Band and well attended by members of the public.

2024 – Upcoming/Agreed

- The Town Council's 50th Anniversary (Monday 1 April 2024)
Councillor Davies advised the Sub-Committee that the 50th Anniversary of Stone Town Council would be marked with a theme at the Heritage Centre. He said he was considering inviting former staff of Stone Urban District Council and Stone Rural District Council (at the time of change of governance), to the Council Chamber to share recollections of this period.
- St George's Day Re-enactment (Saturday 20 April 2024)
The St George's Day Re-enactment team were booked ready to deliver their jousting performance in Stone.
- Floating Market (provisionally 25, 26, 27 May 2024)
No news had come back from the organiser, but it was hoped the Floating Market would take place during the late May Bank Holiday weekend.
- 80th Anniversary of the D-Day Landings (Thursday 6 June 2024)
Councillor J. Davies advised the Sub-Committee that the working group wished to purchase the specially designed flag for flying on the flagpole to mark the 80th Anniversary of the D-Day Landings. He said that Councillor Leason was arranging a church service to commemorate the occasion.

The Chairman invited Councillors to volunteer to the 80th Anniversary Working Group to boost its current number of one.

Councillors L. Davies, J. Hood and R. Townsend agreed to join Councillor J. Davies. It was suggested that, in his absence, Councillor Leason was also invited to attend meetings.

- Puppet Tree Jamboree (29 June 2024)
The Chairman advised the Sub-Committee that the Puppet Tree Jamboree founder was working enthusiastically to organise his event on 29 June and had already secured schools and the Scout & Guide Band to play a part in the programme.
- Classic Car Event (provisionally 27 July 2024)
The Chairman advised the Sub-Committee that the Classic Car event would be held in July rather than September this year to avoid clashes with another event.

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- Music Festival (31 August 2024)
The Chairman advised the Sub-Committee that the Marketing and Events Co-ordinator was working hard to secure bands to perform at the music festival. She said she hoped the Town Council would have an opportunity to incorporate into the festival programme the Olympic successes of local athletes where their achievements could be showcased and celebrated.
- Florence Brass Band Concert & Burma Star Commemoration (18 August 2024)
The Chairman advised the Sub-Committee that the Marketing and Events Organiser had arranged to meet the new Secretary of Florence Brass Band to discuss the programme for the concert in Stonefield Park. An ice cream van and cream teas would be incorporated into the itinerary.
- Remembrance Commemorations (10 and 11 November 2024)
The Sub-Committee expressed its commitment to appropriately marking the Remembrance commemorations in the town on Remembrance Sunday and Armistice Day on the 10th and 11th November.

Questions were raised about the organisation of poppy sales as last year they had been sparse. Councillor Davies said he had contacts at the Royal British Legion Stafford Branch who would hopefully support Stone if needed.

- Christmas Lights Switch-On (Thursday 21 November 2024)
The proposed date for the event was set and the arrangements were in the planning.

The Chairman asked that an early check is undertaken on the lights on Walton Roundabout to identify any faults that might jeopardise the display.

- Texas Flag Raising, marking the anniversary of Texas joining the Union on 29 December 1845 (Sunday 29 December 2024)

This event would proceed as normal.

- Consideration of an alternative free event to Stone by the Sea
The Chairman advised the Sub-Committee that Mr Leech of (Puppet Tree Jamboree) had taken her to visit Everything Circus in Newcastle under Lyme. She said the venue was like being in a Big Top and prompted her to wonder whether a group of circus performers would consider entertaining the children of the town, in the High Street. The Sub-Committee agreed that enquiries should be made.
- Provisional new events in 2024 (Vegan Market, Cycle Race, Antiques Market)
The Chairman confirmed that the proposed Cycle Race and Antiques Market would not be taking place in 2024 but was looking hopeful for 2025.

The organiser of the Vegan Market had been asked to consider whether the market could be held on the same day as the Puppet Jamboree and the Town Clerk was waiting to know whether this was agreeable.

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- Any other suggested new events for 2024 and 2025

The Chairman invited new ideas for events and Councillor Townsend informed the Sub-Committee that he had attended the opening of a successful Arts Council funded event in Cheadle last week. The event was staged by an organisation called 'Outside', a Staffordshire Moorlands based community arts programme. He said that representatives of Outside didn't see any reason why they couldn't come across the border to work with Stone Town Council.

TTP24/043 Friendship Agreement with Bagnacavallo

The Sub-Committee considered the future of the Friendship Agreement with Bagnacavallo in Northern Italy.

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

Councillor Davies described Bagnacavallo as a delightful old papal town with lots of similarities to Stone and a good place for Stone to commit to its friendship twinning. The relationship did not constitute a formal twinning but a friendship twinning at minimum cost to the Council and no budget was needed.

He explained how Stone's friendship twinning with Bagnacavallo had come about 20 years ago through the development of a relationship between Biddulph and the nearby Italian town of Fusignano and was promoted by Italian people living locally to Stone. Following the exchange of visits between the people of Bagnacavallo and the people of Stone, and subsequent signing of agreements on both sides, the friendship was operated via the Stone Twinning Committee.

Councillor Davies expressed his view that the Town Council now needed to update its friendship connections with Bagnacavallo as the Twinning Committee, later called Friends of Bagnacavallo, now appeared to be inactive. As Stone Town Council had given authority to the Twinning Committee to manage the friendship, Bagnacavallo felt it had no option than to deal with the Committee and not the Town Council.

Councillor Davies said that he and Councillor L. Davies were in touch with some people in Bagnacavallo and had maintained their contacts. He said the two towns had a good relationship and it was frustrating the friendship could not be developed further because of the apparent inactivity of the Twinning Committee. Councillor Davies advised the Sub-Committee that the Chairwoman of the Association Amici di Neresheim had confirmed that whilst she had received informal contact from individuals on the Friends of Bagnacavallo Committee, there had been no formal contact with the body.

Councillor Davies proposed the Sub-Committee recommend to the General Purposes Committee that the Town Council restate its friendship with Bagnacavallo and ask that future communications are sent directly to Stone Town Council.

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The Sub-Committee agreed that it should contact the Twinning Committee chairman, Mr Guiseppe Termine, to establish whether the organisation was still operating prior to the Town Council determining how to proceed.

RECOMMENDED: That the Town Council re-affirms its commitment to the friendship agreement between Stone and Bagnacavallo and seeks clarification of the current status of the activities of the 'Friends of Bagnacavallo' group (Stone Twinning Committee) under this agreement.

TTP24/044 Reports from Working Groups

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

Remembrance Plaques Working Group

Councillor L. Davies advised the Sub-Committee that the project was at a point where the costings could be calculated. No timescales for installing the plaques had been set.

Market Strategy Working Group

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

D-Day 80 (Thursday 6 June 2024)

A report on the commemoration had been given earlier in the meeting.

TTP24/045 Exclusion of the Press and Public

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

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

TTP24/046 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the Tourism & Town Promotion Sub-Committee, held on 16 January 2024 (Minute Numbers TTP24/026 and TTP24/036), be approved as a correct record.

Chairman

* Items marked with an asterisk refer to reports or papers circulated with the agenda or distributed at the meeting. They are attached as an appendix to the signed copy of the Council minutes.

Stone Town Council – Environment Sub-Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 19 March 2024

PRESENT: Councillor R. Townsend in the Chair and
Councillors: J. Davies, T. Kelt and J. Metters

Officers: L. Trigg, R. Edwards and T. Williams

By Chairman's Invitation: J. Hood

ABSENT: Councillors: J. Battrick, A. Burgess, K. Dawson, B. Kenney, R. Kenney, J. Powell
and N. Powell

ENV24/037 Apologies

Councillors: J. Battrick, K. Dawson, B. Kenney, R. Kenney, J. Powell and N. Powell

ENV24/038 Declarations of Interest

None received.

ENV24/039 Request for Dispensations

None received.

ENV24/040 Representations from Members of the Public

None

ENV24/041 Minutes of Previous Meeting

The minutes of the Environment Sub-Committee meeting held on 16 January 2024 (Minute Numbers ENV24/030 – ENV24/036), were approved as a correct record.

ENV24/042 Environmental Sub-Committee Works Update

The Chairman drew the Sub-Committees attention to the Works Update which had been enclosed with the agenda for the meeting. He provided an update on the following items:

Meeting with Grounds Maintenance Contractor

A meeting took place in March between the Grounds Maintenance Contractor, Town Clerk and Deputy Town Clerk.

The Grounds Maintenance Contractor has been seriously hampered by the wet weather and poor ground conditions but was aware of the jobs the Town Council were requiring.

Hedgerow

The ground was currently too wet to commence planting of the new hedgerow.

Climate

Councillor Hood drew attention to the effects of recent flooding and ground saturation on Crown Meadow, in particular that the pathway crossing the field has frequently been underwater. The Chairman added that the submerged pathway was causing walkers to circumnavigate the flooding which is causing damage and mud.

The Sub-Committee expressed concern about the effects of the growing wet weather conditions on Crown Meadow and the need to consider how to manage increasingly saturated ground and its effects in the future. It was acknowledged that thought needed to be given to developing a contingency plan for the effects of flooding.

Drug Paraphernalia

Councillor Mrs Hood informed the Sub-Committee about her concerning find of drug paraphernalia when accompanying a group of school children to Crown Meadow to litter pick this week. The debris was located around the amphitheatre bench which was noted.

ENV24/043 Crown Meadow Update

The Chairman provided an update on Crown Meadow:

Crown Meadow Volunteers

Volunteers met for the first time after delays caused by prolonged wet weather conditions. Five Councillors joined forces (two weeks ago) for a couple of hours to litter pick and remove fly tipped debris. The removal of fly tipped debris was a heavier duty job and there was still more to do.

The Chairman thanked those who attended the session for their support and said that more volunteer sessions will be organised for litter picking and grounds maintenance in collaboration with the council's contractor.

Publicity and Information Sharing

The need had been identified to improve communication and awareness of Crown Meadow, the work done there and how the town's money had been spent.

The Chairman said that he had recruited the services of Dr David Emley, a renowned naturalist and photographer, who had volunteered his time to report on and photograph flora, fauna and anything related to the natural environment on Crown Meadow. The material he produces will be used to add content and interest to the Town Council's website, postings on the Town Council's Facebook page and information releases. The Chairman noted that work on this will progress with the office at a manageable pace and with the limited human resources in mind.

ENV24/044 Reports of Working Groups

Environmental Working Group

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

Councillor Kelt advised the Sub-Committee that he had attended a meeting of the Stafford Board Community Panel on 5 February 2024. The subjects under discussion were:

- Sustainability Stafford (a new event to be held as part of the Big Green Week from 8 to 16 June, highlighting Community Council actions to address the Borough's Climate Change and Green Recovery targets)
- Nature Recovery Strategy (which is being developed by Stafford Borough Council's Ecologist. All District and Parish Councils along with the Staffordshire Wildlife Trust will be involved in this strategy).
- Funding from last year's Biodiversity Net Gain Award (£250,000 is available this financial year to support the development).
- Mowing Regime Bee Friendly Status (which will be driven across the Borough).
- Local Energy Production (involving possible installation of solar panels at scale on large roofs).
- Repair Cafes (which continue to operate).

The next meeting will be held on 25 March 2024.

Councillor Kelt advised the Sub-Committee that he had also attended the Stafford and Stoke on Trent COP – Celebration of the Possible on 15 March 2024.

This was the first event of the group which was run by the Globe Group (related to the Climate Expo). The group brings together various organisations interested in climate and environmental action and solution providers. The event introduced the concept of 'donut economics' which was interesting as a macro concept.

Councillor Kelt said he had met many contacts including someone who was working with Stone schools on environmental matters (more on a therapy

basis). This was interesting given the Town Council's contact with schools and not getting very much interest in response.

The Chairman suggested the Sub-Committee discuss whether any of these things could be supported and used by the Town Council.

Councillor Kelt said that he would consider whether there were, although he believed the higher tiers of local government would take forward the work.

Chairman

Stone Town Council – Estates Sub-Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 19 March 2024

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

Officers: L. Trigg, R. Edwards and T. Williams

By Chairman's invitation: R. Townsend

ABSENT: Councillors: J. Battrick, I. Fordham, R. Kenney, P. Leason, A. Mottershead,
J. Powell and N. Powell

EST24/031 **Apologies**

Councillor: J. Battrick, I. Fordham, R. Kenney, A. Mottershead, J. Powell and
N. Powell

EST24/032 **Declarations of Interest**

None received.

EST24/033 **Requests for Dispensations**

None received.

EST24/034 **Representations from Members of the Public**

None received.

EST24/035 **Minutes of Previous Meeting**

RESOLVED:

That the minutes of the Estates Sub-Committee meeting held on the 16 January
2024 (Minute Numbers EST24/023 – EST24/030), be approved as a correct
record.

EST24/036 **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**

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They are attached as an appendix to the signed copy of the Council minutes.

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.

EST24/037 Update on Stone Station

The Town Clerk provided an update on Stone Station in respect of roofing repairs and extended use of the lease.

Chairman

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Programme of Meetings and Events in 2024-25

The first meeting on each evening will commence at 7:00pm

June 2024	4th	Council General Purposes Committee Planning Consult. Committee Town Hall Charity			
July 2024	2nd	Council General Purposes Committee (including Grants) Planning Consult. Committee Richard Vernon Charity	16th	Tourism & Town Promotion Sub Environment Sub Estates Sub Mayor's Charity	14th Civic Sunday & Mayor Making
August 2024	6th	Council General Purposes Committee Planning Consult. Committee			
September 2024	3rd	Council General Purposes Committee Planning Consult. Committee	17th	Tourism & Town Promotion Sub Environment Sub Estates Sub	

November 2024	5th	Council General Purposes Committee Planning Consult. Committee	19th	Tourism & Town Promotion Sub Environment Sub Estates Sub	10th	Remembrance Sunday
December 2024	10th	Council General Purposes Committee Planning Consult. Committee			8th	Civic Carol Service
January 2025			14th	Planning Consult. Committee Tourism & Town Promotion Sub Environment Sub Estates Sub		
February 2025	4th	General Purposes Committee (including Grants)	18th	Council Planning Consult. Committee		
March 2025	4th	Council General Purposes Committee Planning Consult. Committee	18th	Tourism & Town Promotion Sub Environment Sub Estates Sub		
April 2025	1st	Council General Purposes Committee Planning Consult. Committee			26th	Civic Dinner

Date: 25/03/2024
Time: 15:42:51

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 : 01/02/2024

Payment Date To : 29/02/2024

<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
01/02/2024	191898	Prism Solutions	Leased line Rental - Dec 23	52.90
01/02/2024	191898	Prism Solutions	Leased line Rental - Dec 23	53.90
01/02/2024	CSCOM409071	Hylands	Hoover for Heritage Centre	137.50
02/02/2024	905201ALTO	Altodigital Networks Ltd	Machine Collection	399.00
02/02/2024	025591	R Mountfords	Stain block, filler, sand paper -FJC	12.07
02/02/2024	CD-224033459	Culligan	Water Cooler Rental - Dec 23	19.05
02/02/2024	24954	Stone Gazette Ltd	2 Full Pages Advert	430.00
05/02/2024	6670963	British Gas	Elec Supply Ampitheatre 19 Dec to 19 Jan 24	12.40
06/02/2024	V02192161418	EE	EE mobiles - 29 Jan to 28 Feb	13.72
06/02/2024	V02192161418	EE	EE mobiles - 29 Jan to 28 Feb	13.72
07/02/2024	2401029	Crown Highways	Remove and store poles for Walton Xmas Lights	749.75
09/02/2024	6710056	British Gas	Gas Usage - 61 High Street 21.12 to 21 .01	31.35
09/02/2024	6707807	British Gas	Elec Usage - Feeder Pillar 1, 30 High Street 21.12 to	13.02
09/02/2024	02022024	JB Window Cleaner	Window Cleaning Feb 24	25.00
09/02/2024	031	C Shingler T/A Hindsight Heritage	Attend committee meetings and research	1,125.00
09/02/2024	02022024	JB Window Cleaner	Window Cleaning Feb 24	65.00
12/02/2024		Staffordshire Playing Fields Association	Subscription 2023/2024	20.00
12/02/2024	1000118561	Staffordshire County Council	Pre-Employment Medical - RE	45.00

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<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
12/02/2024	124442	B Hygienic Ltd	Annual Service/rental Station Toilet	336.00
12/02/2024	460847	KSV Vending	Drinks for vending machine	63.72
12/02/2024	444008-025	Virgin Media Business	Telephone Rental & Calls - 22 Dec - 21 Jan 24	87.63
12/02/2024	460847	KSV Vending	Drinks for vending machine	77.09
12/02/2024	192689	Prism Solutions	Set up user - R Edwards	107.00
13/02/2024	201615202448186	Pozitive Energy	Heritage Centre Gas 01/12 to 31/12/23	733.53
14/02/2024	INV-0939	Hamp Flooring Ltd	Fit barrier matting to entrance at FJC	475.00
14/02/2024	713402024504700	Pozitive Energy	FJC Gas Usage - 01/01 to 31/01/24	1,145.41
14/02/2024	713382024504892	Pozitive Energy	FJC Elec usage - 01/01 to 31/01/24	326.36
14/02/2024	713392024504902	Pozitive Energy	STN Elec Usage - 01/01 to 31/01/24	438.80
15/02/2024	713412024504183	Pozitive Energy	STN Gas usage - 01/01 to 31/01/24	702.58
15/02/2024	INV240866426	Zoom Video Comm Inc	ZOOM Subscription Feb 14 to Mar 13 2024	25.98
19/02/2024	201615202450432	Pozitive Energy	Heritage Centre Gas 01/01 to 31/01/24	882.93
19/02/2024	wp-INV04633697	Water Plus	Water Usage - Newcastle Road - 23.12 to 15.01	15.05
19/02/2024	289328	B&M Retail Ltd	Refreshments - Scouts visit to the Chamber	3.89
20/02/2024	1511	Glawton Ltd TA XSEvents	Stage & Lighting Hire - Stone Music Festival	350.00
21/02/2024	wp-INV04708013	Water Plus	STN Water Usage Jan/Feb	108.15
22/02/2024	wp-INVO4730555	Water Plus	FJC Water Usage - 6 Jan - 6 Feb	78.02
22/02/2024	15177	All Print Equipment Ltd	Photocopier Usage - Jan 24	20.50
22/02/2024	SINV00629956	J G Fenn Ltd	STN - Cleaning Materials	132.33
22/02/2024	SINV00630286	J G Fenn Ltd	STN - Cleaning Materials	8.68
22/02/2024	SINV00629955	J G Fenn Ltd	Heritage Centre - Cleaning materials	283.97
22/02/2024	SINV00630285	J G Fenn Ltd	Heritage Centre - Cleaning materials	8.68
23/02/2024	044090	MEB Total Ltd	FJC Qtr Fire Alarm Testing	103.75
23/02/2024	71450489	PC World Business	Ipad air - addition difference	0.01

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<u>Payment Date</u>	<u>Reference</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount (£)</u>
25/02/2024	5813476/CE/46417	The Arch Rent Collectors	STN Rent - 25/03/24 to 23/06/24	1,184.25
26/02/2024	18563439	PC World Business	Ipad Air Case - R Edwards	77.99
26/02/2024	192666	Prism Solutions	Prism IT Managed Service - Mar 24	998.21
26/02/2024	743014903/001/02	Virgin Media Business	Broadband Usage 6 Feb to 5 March	50.00
26/02/2024	wp-INV04770854	Water Plus	Water Usage Mount Road 09/01 to 09/02	42.94
27/02/2024	18563867	PC World Business	Ipad Air - R Edwards	540.83
28/02/2024	SOT1124642	Veolia ES (UK) Ltd	Waste Collection Stn - January 2024	72.88
28/02/2024	SOT1124641	Veolia ES (UK) Ltd	Waste Collection FJC - January 2024	86.68
28/02/2024	6866401	British Gas	Heritage Centre Electricity 9 Jan to 9 Feb	88.81
29/02/2024	201615202450966	Pozitive Energy	Heritage Centre Gas late payment charge	50.00
29/02/2024	Laundry	Trudy Williams	Cleaning tablecloths - cash to be paid back to bank	13.00
29/02/2024	0455	Trudy Williams	Washing tablecloths	87.00
				<u>13,026.03</u>