



Town Clerk

Les Trigg

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3 December 2024

Dear Councillor,

A meeting of the **TOWN COUNCIL** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 10 DECEMBER 2024 at 7:00pm** for consideration of the matters itemised in the following agenda.

Les Trigg
Town Clerk

Agenda

1. **To receive apologies for absence**
2. **Declarations of Interest**
3. **Requests for Dispensations Received**
4. **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.

5. **To confirm as a correct record the minutes of the Meeting of the Town Council held on 5 November 2024, Minute Numbers C25/058 – C25/066 (attached).**

6. To receive the draft minutes and decisions of the under mentioned Committees:

- a) General Purposes Committee meeting held on 5 November 2024, Minute Numbers GP25/076 – GP25/094 (attached).
- b) Planning Consultative Committee meeting held on 5 November 2024, Minute Numbers PC25/031 – PC25/036 (attached).

7. To receive the forthcoming Civic Announcements (attached).

8. To receive the Town Mayor's and Deputy Town Mayor's Reports of Engagements (attached).

9. 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.

10. Confidential Minutes

To receive the Confidential Minutes of the General Purposes Committee held on 5 November 2024, Minute Numbers GP25/076 and GP25/094 (attached).

Members of the public are welcome to attend the Town Council meeting as observers and/or to make representations to the committee in accordance with the Council's scheme of public participation. Details of the scheme are displayed in the Council's notice boards and website.

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

Stone Town Council

Minutes of the Meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 5 November 2024

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

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

ABSENT: Councillors: A. Burgess, L. Davies, A. Mottershead and J. Powell

Prayers

Before the meeting began, Reverend Jim Cartlidge led prayers.

C25/058 Apologies

Apologies were received from Councillors: L. Davies and A. Mottershead

C25/059 Declarations of Interest

None received.

C25/060 Requests for Dispensations

None received.

C25/061 Representations from Members of the Public

None

C25/062 Minutes

RESOLVED:

- a) That the minutes of the Meeting of the Town Council held on 1 October 2024 (Minute Numbers C25/046 – C25/057), be approved as a correct record.

* 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.

C25/063 Committee Minutes

RESOLVED:

- a) The draft minutes of the General Purposes Committee meeting held on 1 October 2024 (Minute Numbers GP25/054 – GP25/075), were noted.
- b) The draft minutes of the Planning Consultative Committee meeting held on 1 October 2024 (Minute Numbers PC25/025 – PC25/030), were noted.

**C25/064 Local Government Transparency Code 2015
Openness of Local Government Bodies Regulations 2014**

The information* for Quarter ending 30 September 2024 was noted.

C25/065 Civic Announcements

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

C25/066 Town Mayor's and Deputy Town Mayor's Reports of Engagements

The Town Mayor's and Deputy Town Mayor's reports of engagements, which had previously been circulated, were noted.

The Town Mayor drew the Council's attention to the 1st Walton Rainbows' visit to the Council Chamber on 23 September 2024 where the girls had been fascinated, asking some interesting questions. He also informed the Council about his Trafalgar Dinner on Saturday 19 October 2024 which had been a most enjoyable evening.

The Town Mayor gave further details about his many engagements which included a weekend in Portsmouth to attend the HMS St Vincent Association Annual General Meeting, Reunion Dinner and Morning Service at St Ann's Church in the Royal Naval Dockyard.

The Deputy Town Mayor had no report on this occasion.

TOWN MAYOR

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Stone Town Council – General Purposes Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 5 November 2024

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

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

ABSENT: Councillors: A. Burgess, L. Davies, A. Mottershead and J. Powell

GP25/076 Apologies

Apologies were received from Councillors: L. Davies and A. Mottershead.

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

GP25/077 Declarations of Interest

None

GP25/078 Requests for Dispensations

None

GP25/079 To receive the report of the County Councillors

County Councillor Jill Hood

The Chairman invited Councillor Hood to address the Committee.

Tree Work

Councillor Hood advised the Committee that Staffordshire County Council had started work on the uneven blockwork around the trees in the High Street.

County Councillor I. Parry

Councillor Parry was not in attendance at the meeting.

GP25/080 To receive the report of Borough Councillors

The Chairman invited Borough Councillors to address the Committee.

Councillor Leason advised the Committee that he had called in planning application 22/36231/OUT (Stonefield Works, Oulton Road). He suggested the plans did not fully meet local planning policy and further clarification was needed on retention of the central block on the Longton Road which a lot of people believed was a non-designated heritage site. He said the building had the potential

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to be retained and converted into apartments. There was no objection to demolition of the rest of the site to make way for new housing. The developer has been asked what research has been done on the options to save the building. He said there had been deficiencies in sports provision and a problem with drainage.

Councillor Leason advised the Committee that he had attended the Licensing Committee which endorsed the Statement of Licensing Policy for 2025. He said there had been updates on Pavement Licences and Drink Spiking guidance, and Counter Terrorism guidance had been added to the policy.

Councillor Hood advised the Committee that planning application 22/36231/OUT (Stonefield Works, Oulton Road) had been deferred by the Borough Council which she said was due to Councillor Fordham's magnificent presentation at the Planning Committee meeting.

Councillor Fordham advised the Committee that there were three reasons for deferral: the non-designated heritage asset aspect; questions about the quality of the drainage around Cross Street and whether it could cope with additional water run-off; and the Section 106 Agreement which did not contain any monies for additional sports facilities.

Councillor Kenney reported on Stafford Borough Council's 'High Street Boost Stone' Programme advising the Committee that the primary focus was on regeneration of the High Street but also looked to offer support to non-High Street businesses. Councillor Kenney expressed disappointment at the low turnout of High Street traders. The Programme had been well supported by traders in other towns (Eccleshall and Stafford) and attendees had the opportunity to receive one to one support from an expert, within the setting of their business. Of the six attendees in Stone, five represented start-up businesses.

GP25/081 Representations from Members of the Public

None

GP25/082 Minutes

RESOLVED:

That the minutes of the General Purposes Committee meeting held on 1 October 2024 (Minute Numbers GP25/054 – GP25/075), be approved as a correct record.

GP25/083 Minutes of Sub-Committees

There were no sub-committee minutes.

GP25/084 Budget Monitoring – September 2024

The report* of the Town Clerk was noted.

A question was raised about the underspend in some categories which was particularly relevant to Environment Sub-Committee budgets due to challenges in getting bus shelters repaired and grounds maintenance work completed on Crown Meadow and the allotment sites.

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The Town Clerk confirmed that receipt of invoices for work done could be slow sometimes, but inclement weather and other factors also had an impact. He said that discussions with the Grounds Maintenance Contractor were ongoing in respect of what might be achievable by the end of the year. Project updates were routinely given at Environment Sub-Committee meetings.

GP25/085 National Pay Award 2024-25

The Committee considered the report* of the Town Clerk (which had been circulated with the agenda for the meeting) on the outcome of the 2024-25 national pay award negotiations for local government staff and its impact on the Council.

RESOLVED: That the Committee accepts the recommendations of the Town Clerk and adopts the new salary levels for staff for 2024-25, as set out in the report.

GP25/086 Heritage Centre

The Committee considered an update on Stone Heritage Centre.

The Town Clerk put forward to the Committee a proposal to set the opening date for the Heritage Centre as Thursday 12 December 2024, on a three-day week basis on Thursdays, Fridays and Saturdays.

The Heritage Centre Steering Group would like the people of Stone to get involved in offering their own heritage items for display but until the Heritage Centre was open, people wouldn't know their treasures were needed.

The Town Clerk confirmed that there would be a number of displays, but the primary function of the opening initially would be to attract and communicate to people that artifacts were needed for display.

The Town Clerk advised the Committee that the Heritage Centre Manager had been holding discussions with several organisations about loaning artefacts and options to swap them around and was also looking to compile a loans catalogue locally.

The Town Clerk advised the Committee that from Sunday 10 November 2024 (and for some days after) the Heritage Centre would be open with an exhibition on Remembrance.

The Town Clerk advised the Committee that £35,000 of the Government's £40,000 grant has been spent with further expenditure in progress. He said they were well on target to reach the 500-visitor requirement by the end of the year.

RESOLVED: That the Committee approve the public opening of the Heritage Centre on Thursday 12 December 2024 on a three-day week basis on Thursdays, Fridays and Saturdays.

GP25/087 Government Consultation on Remote Meetings

The Committee considered a government consultation seeking views on the introduction of remote attendance and proxy voting in local authority meetings in England.

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Links to the full consultation and online survey had been provided with the agenda for the meeting.

The Town Clerk advised the Committee that the national consultation could be supported by Councillors individually or collectively as a Town Council.

The Committee agreed that, as the consultation close date was 19 December 2024, the item would be brought forward to the next meeting (on 10 December 2024).

GP25/088 Members' Motion under Standing Order 4

Councillor Jill Hood

We have heard that Stone Community Fire Station is to become known as Stone Fire and Police Station, dropping the word community. The change to the name also means that the free community facility, originally offered in the contract as a condition of PFI Funding will no longer be offered to various community groups.

There seems to be little or no consultation with local community groups even though the original PFI Funding promised free use of the facility.

I ask Stone Town Council to ask the Fire and Police Commissioner (Ben Adams) what plans have been made for the removal of the free community room facility and does he have an offer of free alternative facilities for community use.

Councillor Hood advised the Committee that she was aggrieved on behalf of a number of groups as the town was promised a community facility at Stone Fire Station when the buildings were constructed ten or so years ago and now that the Police were relocating there the community facility has been lost with no consultation with the groups who used it and no offer of an alternative option.

RESOLVED: That the Town Council write to the Police and Fire Commissioner, Mr Ben Adams, to ask what provision had been made for the loss of the community facility and his plans to offer an alternative free facility for community use.

GP25/089 Nominations for SPCA Executive and AGM Arrangements

The Committee considered an invitation to nominate a representative to stand for election to Staffordshire Parish Councils Association's Executive. It was noted that the election will take place at the Association's AGM on the evening of Monday 16 December 2024 (with a closing date of Friday 15 November 2024 for nominations).

The Committee noted that Councillor Tom Kelt was halfway through his term of office on the Executive Committee which ended in December 2025.

No further nominations to the Executive Committee were made and no motions for debate were put forward to the Annual General Meeting.

GP25/090 Town Council Payments

RESOLVED: To note the list* of Town Council payments made during the period 1 to 30 September 2024.

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GP25/091 Update from Working Groups:

Stone Heritage Centre Steering Group

There was no additional update from the Steering Group.

Engagement with Young People

Councillor Dawson had no report on the work of the working group, on this occasion.

GP25/092 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 J. Davies advised the Committee that he was looking to hold the next meeting of the Liaison Group in the Heritage Centre and would soon be setting a date.

Stone ATC

Councillor J. Davies advised the Committee that a meeting of the Squadron's Civilian Welfare Committee had been arranged for 17 November 2024.

Age Concern Stone & District

Councillor Thornicroft reported on Age Concern Stone & District's AGM held on 18 October 2024. The office opens on Mondays Wednesdays and Fridays. There is usually a lively discussion at coffee mornings, ably manned by former Stone Town Mayor, Kristan Green. The Tuesday lunch club was well attended and expecting a busy winter. There is high demand for the hospital car scheme and new volunteer drivers are always welcomed.

The treasurer reported that the accounts were in good order and running with a small surplus. The existing committee members were re-elected unopposed for a new term. The volunteers spoke of their experiences at working at Age Concern and said what an honour it was to support local people.

Stafford & Stone Access Group

Councillor Kelt advised the Committee that at a recent meeting the Access Group were considering uploading agendas and minutes of meetings to their website.

Stone Common Plot Trustees

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

Stone Community Hub Liaison Group

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

SPCA Executive Committee

Councillor Kelt advised the Committee that two meetings were coming up in December with one of them being the Annual General Meeting (discussed above).

Stone Traders Group Directors' Meeting

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

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West Midlands Railway and other rail matters

Councillor Kelt advised the Committee that he had nothing new to report.

GP25/093 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.

GP25/094 Town Council Office Accommodation

The Committee considered the report of the Town Clerk about Town Council office accommodation.

RESOLVED: That the Committee delegate to the Town Clerk, in consultation with the Chairman, the authority to secure additional office accommodation for rental.

CHAIRMAN

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Stone Town Council – Planning Consultative Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 5 November 2024

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

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

ABSENT: Councillors: A. Burgess, L. Davies, A. Mottershead and J. Powell

PC25/031 Apologies

Apologies were received from Councillors: L. Davies and A. Mottershead

PC25/032 Declarations of Interest and Requests for Dispensations

Councillor I. Fordham advised the Committee that as a member of Stafford Borough Council's Planning Committee, he would not speak or vote on the planning applications listed on the agenda.

PC25/033 Representations from Members of the Public

None

PC25/034 Minutes

RESOLVED:

That the minutes of the Planning Consultative Committee meeting held on 1 October 2024 (Minute Numbers PC25/025 – PC25/030), be approved as a correct record.

PC25/035 Planning Applications

Application Number – 24/39780/HOU

Applicant – Mr C. Baxter

Location – 4 Tilling Drive, Stone

Development – Carport and first floor extension to side of property

Observations: No objections

Application Number – 24/39773/HOU

Applicant – Mr J. Riley

Location – 49 Princes Street, Stone

Development – Single storey side and rear extension

Observations: No objections

PC25/036

To note the following items considered under delegated powers where no objections were forwarded to Stafford Borough Council due to no Member asking for the item to be considered by a special meeting of the Committee.

Application Number – 24/39620/LBC

Applicant – My Dentist (GB) Limited

Location – 10 High Street, Stone

Development – Application for the implementation of two additional surgery rooms and other associated internal and external alterations to the existing dentist practice.

Observations: No objections

Application Number – 24/39662/HOU

Applicant – Mr & Mrs A. & S. Buckley

Location – 32 Lockley Walk, Walton

Development – Garage extension to side

Observations: No objections assuming no concerns have been raised by the immediate neighbour.

CHAIRMAN

STONE TOWN COUNCIL MEETING
10 December 2024
CIVIC ANNOUNCEMENTS

Town Mayor

1 to 24 December 2024	Christ Church Advent Window Openings which will take place every day at 11am at different locations in the town (see programme for locations)
Saturday 7 December 2024	Chuckle Productions Exhibition for SEN Musical Theatre Groups
Thursday 12 December 2024	Jack and the Beanstalk Pantomime, Stafford Gatehouse Theatre
Sunday 15 December 2024	Borough Mayor's Civic Carol Service at Collegiate Church of St Mary
Tuesday 17 December 2024	HMP Drake Hall Community Carol Service
Wednesday 18 December 2024	Stone Choral Society's Annual Christmas Concert
Thursday 19 December 2024	Stone Alzheimer's Club Christmas Party

Deputy Mayor

1 to 24 December 2024	Christ Church Advent Window Openings which will take place every day at 11am at different locations in the town (see programme for locations)
Sunday 15 December 2024	Lord Mayor of Stoke on Trent - Civic Christmas Carol Service
Tuesday 17 December 2024	Aston & Little Stoke Scout Group Christmas Carol Concert
Wednesday 25 December 24	Christmas Day Visit to St Mary's Home
Sunday 29 December 2024	Texas Flag Raising in Stone High Street to mark the anniversary of Texas joining the Union on 29 December 1845

TOWN MAYOR

TOWN MAYOR'S ENGAGEMENTS – 10 December 2024

Friday 8th November – Opening of the Crown Wharf Theatre & play “Shakespeare in Love”

A historic event for Stone with the opening of the theatre, a facility which the town has long been in need of. Congratulations must be paid to the trustees and all the volunteers who have worked so hard to enable this to come into fruition.

This was followed by an excellent production of “Shakespeare in Love” by the talented Stone Revellers. I was particularly impressed with imaginative stage set.

Saturday 9th November – Stone Choral Society's – Elgar's The Music Makers and Poulenc's Gloria

An excellent performance with some wonderful soloists. The Society are a real credit to Stone.

Sunday 10th November – Remembrance Sunday

A short but moving service was held at the Walton War Memorial which was well attended before the act of Remembrance in Stone.

Once again, an excellent turn out in the town and the event seems to get bigger every year. A large number of wreaths were laid at the war memorial, and this was followed by an excellent service in St. Michael & St. Wulfad's Church.

Monday 11th November – Armistice Day

A large crowd assembled again in Granville Square for the act of remembrance. It was nice to see some of the pupils from St. Dominic's Primary School and from St. Dominic's Priory School attending.

Tuesday 12th November – 4th Stone Brownies Visit to the Council Chamber

The Brownies found the visit interesting and asked lots of questions.

Thursday 21st November – Christmas Lights Switch On

I was helped to switch the lights on by the three winners of the Christmas card competition and as if it had been organised it started to snow as soon as the lights were switched on. The event was attended by a large crowd, and it was nice to see that a number of the shops had kept open. I have received a great many favourable comments about the lights.

I felt rather old though on the night when the father of one of the prize winners informed me that as an eight-year-old boy he remembers visiting the council chamber when I was Town Mayor for the first time.

Sunday 24th November – Army Benevolent Fund Curry Lunch

A very enjoyable event at the Beacon Barracks at Stafford.

Thursday 28th November – Stone Flower Club's Diamond Anniversary

It was nice to join the members of the Club for this special event and to watch a talented flower arranger give a demonstration.

Friday 29th November – Christmas Light Switch on at Shoemaker Place.

Yarlet Hall School Choir sang carols before I was invited to switch on their Christmas Tree. It was nice afterwards to talk to the residents.

Sunday 1st December – Crown Wharf and Ambition Gym's Turkey Trot

Two hundred runners, many in fancy dress took part together with several dogs and it was a really enjoyable well organised event.

Monday 2nd December – Unveiling of the Christmas Window created by St Dominic's Priory School

It was nice to join the pupils and a small group of people at the unveiling.

TOWN DEPUTY MAYOR'S ENGAGEMENTS – 10 December 2024

No Deputy Town Mayor's report on this occasion