



**Town Clerk**

Les Trigg

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23 June 2025

Dear Councillor,

A meeting of the **TOWN COUNCIL** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 1 JULY 2025 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 3 June 2025, Minute Numbers C26/012 – C26/023 (attached).**

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

- a) General Purposes Committee meeting held on 3 June 2025, Minute Numbers GP26/018 – GP26/032 (attached).
- b) Planning Consultative Committee meeting held on 3 June 2025, Minute Numbers PC26/007 – PC26/012 (attached).

**7. To Give Thanks**

To extend the Town Council's grateful thanks to Mrs Sue Campbell-Kelly and Mrs Mary Gale for their support with running the musical elements of the Town Council's Christmas Lights Switch-On events over the previous 25 years.

**8. To receive the forthcoming Civic Announcements** (attached).

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

**10. 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.**

**11. Confidential Minutes**

To receive the Confidential Minutes of the General Purposes Committee held on 3 June 2025, Minute Numbers GP26/018 and GP26/032 (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 3 June 2025

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

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

**ABSENT:** Councillors: J. Battrick, A. Burgess, K. Dawson and A. Mottershead

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### Prayers

Before the meeting began Reverend Paul Kingman led prayers.

### **C26/012** Apologies

Apologies were received from Councillors: J. Battrick, K. Dawson and  
A. Mottershead

### **C26/013** Declarations of Interest

None made.

### **C26/014** Requests for Dispensations

None received.

### **C26/015** Representations from Members of the Public

None

### **C26/016** Minutes

RESOLVED:

- a) That the minutes of the meeting of the Annual Meeting of the Town Council held on 13 May 2025 (Minute Numbers C26/001 – C26/011), be approved as a correct record.

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

**C26/017     Committee Minutes**

RESOLVED:

- a) The draft minutes of the General Purposes Committee meeting held on 20 May 2025 (Minute Numbers GP26/001 – GP26/017), were noted.
- b) The draft minutes of the Planning Consultative Committee meeting held on 20 May 2025 (Minute Numbers PC26/001 – PC26/006), were noted.

**C26/018     Internal Auditor's Report 2024-25**

The Council considered the following documents which had been circulated with the agenda, prior to the meeting:

- a. Formal Internal Audit submission to the External Auditors\*
- b. Report from Internal Auditor\*

The Town Clerk reported that the Council was required to consider an Internal Audit Report before approving the Annual Governance Statement and accounts for submission to the External Auditors.

Councillor J. Davies thanked the Town Clerk and the Deputy Town Clerk for the work they had undertaken on the Council's accounts.

RESOLVED: To note the Internal Auditor's report and submission to External Audit.

**C26/019     Annual Governance Statement 2024-25**

The Council considered the Annual Governance Statement\* which must be approved prior to consideration of the Council's accounts.

RESOLVED: To approve the Annual Governance Statement and supporting explanations for submission to the External Auditor for the year 2024-25.

The Town Mayor signed the Annual Governance Statement 2024-25 to confirm that the detail it contained had been received and considered.

**C26/020     Council Accounts & Audit Submission 2024-25**

The Council considered the Town Clerk's report\* and the accounting statement\* which had been circulated with the agenda for the meeting.

RESOLVED:

- a) To approve the Council's Accounts for 2024-25 as set out in the report of the Town Clerk, including the use of the rollover reserve to allow the

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transfer of budgets between financial years and the proposed use of those budgets in 2025-26.

- b) To note the variances between the forecast outturn for 2024-25 and the actual outturn, and the reasons identified for the major variances.
- c) To approve the financial statement for submission to the Council's External Auditors.

**C26/021     Local Government Transparency Code 2015**  
**Openness of Public Bodies Regulations 2014**

The Information\* for Quarter ending 31 March 2025 was noted.

**C26/022     Civic Announcements**

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

**C26/023     To receive the Town Mayor's and Deputy Town Mayor's Reports of**  
**Engagements**

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

On this occasion reports were enclosed for the Town Mayor and Deputy Town Mayor 2024-25 and Town Mayor and Deputy Town Mayor 2025-26.

The Town Mayor, Councillor Metters, the Deputy Town Mayor, Councillor Best and the Town Mayor 2024-25, Councillor Leason, each gave an account of the engagements they had attended in their respective positions during April and May 2025.

**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 3 June 2025

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

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

**ABSENT:** Councillors: J. Battrick, A. Burgess, K. Dawson and A. Mottershead

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### **GP26/018    Apologies**

Apologies were received from Councillors: J. Battrick, K. Dawson 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.

### **GP26/019    Declarations of Interest**

Councillor Townsend declared an interest in agenda item 9 (Minute Number GP26/026) – Grant to Local Organisation.

### **GP26/020    Requests for Dispensations**

The Committee considered a request for a dispensation from Councillor Townsend in relation to agenda item 9 (Minute Number GP26/026).

Councillor Townsend had in advance of the meeting requested a dispensation to allow him to answer any questions from Councillors about the grant application submitted on behalf of Aston Lodge Residents Association and to provide clarification where needed. A copy of the written request was distributed to each Town Councillor present at the meeting.

RESOLVED: That Councillor Townsend be granted a dispensation to speak but not vote on agenda item 9 (Minute Number GP26/026) – Grant to Local Organisation.

### **GP26/021    To receive the report of the County Councillors**

The Chairman invited County Councillors to address the Committee:

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

Councillor Hood advised the Committee that, as the new term was just beginning, she had no report on this occasion.

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**County Councillor Andrew Mynors**

Councillor Mynors was unable to attend the meeting and had sent his apologies.

**GP26/022    To receive the report of Borough Councillors**

The Chairman invited Borough Councillors to address the Committee.

Councillor Leason advised the Committee that, as a member of the Food Waste Working Group, he had been involved in meeting Newcastle Under Lyme Borough Council who were already operating a food waste system. The working group was looking at costs and the system was under consideration for introducing in Stafford, next year.

Councillor Leason said there had been a big debate about whether Stafford Borough Council should provide plastic liners (for external household caddies) in line with the Newcastle Under Lyme approach, but most of the working group were against providing them.

**GP26/023    Representations from Members of the Public**

None

**GP26/024    Minutes**

RESOLVED:

- a) That the minutes of the General Purposes Committee meeting held on 20 May 2025 (Minute Numbers GP26/001 – GP26/017), be approved as a correct record.

**GP26/025    Minutes of Sub-Committees**

There were no Sub-Committee draft minutes.

**GP26/026    Grant to Local Organisation**

The Committee considered a request for grant aid from the following organisation which met the criteria within the Council's grants policy:

**Organisation: Aston Lodge Residents Association**

**Amount Requested: £500**

**Reason:** To support the purchase of a heavy-duty cordless trimmer and leaf blower.

RESOLVED: To award a grant of £500 to Aston Lodge Residents Association.

**GP26/027    Heritage Centre**

The Committee considered an update on Stone Heritage Centre.

The Town Clerk advised the Committee that puppetry event 'Mr BuzzKing's Puppet Things' which ran from Friday 30 May to Monday 2 June 2025 had gone very well and was successful.

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A Committee member raised a question about when a 'Heritage Centre' sign would be installed on the outside of the building as people were having difficulty finding it.

The Town Clerk advised the Committee that the large sign at the building's frontage was originally going to say, 'Stone Heritage Centre' but the decision had not been documented, and current management at Joules preferred the sign displaying 'Joules Fire Station'.

A suggestion had previously been made to use the windows to display 'Stone Heritage Centre', accompanied by an A board, which the Heritage Centre Manager was looking into.

A Committee member suggested installing a sign on the side of the building adjoining the Crown Wharf car park so that it would be seen by traffic on Crown Street. The Town Clerk confirmed that all signage options secured to the external structure of the building would have to be agreed by Joules Brewery.

Another proposal was to introduce a main frontage sign saying 'Stone Fire Station and Stone Heritage Centre'.

The Chairman reassured the Committee that the matter was receiving consideration.

**GP26/028     Town Council Payments**

RESOLVED: To note the list\* of Town Council payments made during the period 1 to 30 April 2025.

**GP26/029     Update from Working Groups:**

**Stone Heritage Centre Steering Group**

There was no additional update from the Steering Group.

**Engagement with Young People**

Councillor Dawson was not available to give a report.

**GP26/030     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 a meeting would be called as soon as possible.

**Stone ATC**

Councillor J. Davies advised the Committee that the next meeting of 2352 (Stone) Squadron ATC would be the Annual General Meeting on 24 June 2025.

**Age Concern Stone & District**

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

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**Stafford District Access Group**

Councillor Kelt advised the Committee that the next meeting would be the Annual Meeting on 23 June 2025.

**Stone Common Plot Trustees**

Councillor Thornicroft advised the Committee that the last meeting of the Stone Common Plot Trustees was the Annual General Meeting (on 7 May 2025) which had been reported upon.

**Stone Community Hub Liaison Group**

It was confirmed there had been no meeting of Stone Community Hub Liaison Group.

**SPCA Executive Committee**

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

**West Midlands Railway and other Rail Matters**

Councillor Kelt advised the Committee that a meeting had taken place on 29 May 2025 where the main discussions affecting Stone were timetable changes (of which there were none), a number of travel problems, access to trains at Stone including the gap between the platform and train, access to north bound trains, and questions about the proposed parking charges on Station Approach.

Councillor Kelt advised the Committee that Sir Gavin Williamson MP had been approached for support.

**The meeting was suspended at this point and then reconvened after the Planning Consultative Committee meeting had taken place.**

**GP26/031    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.

**GP26/032    Staffing Matters**

The Committee considered the report\* of the Town Clerk which had been enclosed with the agenda for the meeting.

RESOLVED: The Committee agreed to re-appoint to the post of Marketing and events Organiser in line with the recommendations outlined in the Town Clerk's report.

**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 3 June 2025

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

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

**ABSENT:** Councillors: J. Battrick, A. Burgess, K. Dawson and A. Mottershead

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**PC26/007      Apologies**

Apologies were received from Councillors: J. Battrick, K. Dawson and  
A. Mottershead

**PC26/008      Declarations of Interest and Requests for Dispensations**

Councillor J. Hood and Councillor R. Kenney advised the Committee that, as  
members of Stafford Borough Council's Planning Committee, they would not  
speak or vote on the planning applications listed on the agenda.

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

**PC26/009      Representations from Members of the Public**

None

**PC26/010      Minutes**

RESOLVED:

That the minutes of the Planning Consultative Committee meeting held on  
20 May 2025, Minute Numbers PC26/001 – PC26/006), be approved as a correct  
record.

**PC26/011      Planning Applications**

**Application Number** – 25/40498/FUL

**Applicant** – Alleyne's Academy

**Location** – Alleyne's Sports Centre, Oulton Road, Stone

**Development** – Demolishing the unused swimming pool building and changing  
rooms to create a new sports social area for Stone Old Alleynians. The new

facility will provide a modern clubhouse with social and refreshment areas, supporting club activities and community engagement. There is a change of use from F1 to E(b). The site will continue to serve sports and recreational purposes.

**Observations:** The Town Council raises no objections to the development proposal but asks the Case Officer to take note of representations made by neighbouring residents.

The Town Council suggests the applicant is asked to incorporate additional parking spaces into the development as residents are already concerned about existing on-street parking issues around the site and the nuisance this is causing on event days.

**PC26/012**

**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.**

None

**CHAIRMAN**

**STONE TOWN COUNCIL MEETING**  
**1 July 2025**  
**CIVIC ANNOUNCEMENTS**

**Town Mayor**

Saturday 5 July 2025	Cannock Chase Council's Civic Service
Sunday 13 July 2025	Stone Town Council's Civic Sunday Parade & Church Service
Tuesday 15 July 2025	MOD Stafford – 'Meet Your Army' Event
Saturday 19 July 2025	Staffordshire Moorlands Chairman's Charity Summer Afternoon Tea

**Deputy Mayor**

Sunday 9 July 2025	Christ Church Academy Celebration Evening
Sunday 13 July 2025	Stone Town Council's Civic Sunday Parade & Church Service

**TOWN MAYOR**

## **TOWN MAYOR'S ENGAGEMENTS – 1 July 2025**

### **Sunday 15 June – Biddulph Mayor Making Ceremony and Service**

The town of Biddulph hosted a great mayor making service and buffet lunch at the Biddulph Methodist church. Sarah and I were made very welcome and it was great to be amongst the civic heads from across the region all enthusiastic for the year ahead. We were happy to see our previous mayor's brother representing Biddulph Stone in Bloom amongst other guests, showcasing the wonderful community that they have there. We congratulated the outgoing mayor for his term.

### **Saturday 7 June – Stone Carnival Parade**

The Stone Carnival was a very memorable occasion with townsfolk and visitors present from Alkyne's all the way down to Westbridge to see the parade and attend the fair, car show, dog show, steeplechase, dog derby, line dancing, and to visit all of the merchants and tents participating in the occasion. The Deputy and I were absolutely astounded at the number of volunteers that had dedicated their time to making this event go ahead. They managed to organise a thoroughly successful weekend. Many of the volunteers had not organised an event like this previously, demonstrating the aptitude and attention to detail in ensuring that the event went ahead without a hitch. I want to reiterate sincere gratitude to the organisers, and to thank them for the value that this brought to the town, all at no cost to the visitors. It was nice to see other councillors present too enjoying the festivities, and to our Deputy Mayor for his enthusiasm throughout the day.

## **TOWN DEPUTY MAYOR'S ENGAGEMENTS – 1 July 2025**

### **Saturday 7 June – Stone Carnival Parade**

I accompanied the Town Mayor and the Mayoress in the parade for Stone carnival. We really enjoyed it, and had a great time, even though at one point there was torrential rain.

I judged the floats while the Mayor judged the walking groups. Everyone had done very well but I could only pick 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places.

\*See photograph of the Mayor, Mayoress and Deputy Mayor below.

### **Sunday 8 June – Stone Carnival**

Once again, I accompanied the Town Mayor at the Steeple Chase and Dog Derby show.

The Mayor and myself had to judge different categories in the dog show and ended up tag teaming on the microphone, commenting on all the different dogs. Had a great time and we have all learned what to do and what not to do for next year's carnival events.

