Dear Councillor,

A meeting of the **GENERAL PURPOSES COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 7 OCTOBER 2025** 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 J. Hood
    - County Councillor A. Mynors

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 2 September 2025, Minute Numbers GP26/048 – GP26/062 (attached).

8. **Minutes of Sub-Committees**

   a) Tourism & Town Promotion Sub-Committee held on 16 September 2025, Minute Numbers TTP26/010 – TTP26/016 (attached)
      i. To consider the draft minutes

   b) Environment Sub-Committee held on 16 September 2025, Minute Numbers ENV26/010 – ENV26/017 (attached)
      i. To consider the draft minutes

9. **Local Government Reorganisation**

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

10. **Budget Monitoring – August 2025**

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

11. **Heritage Centre Governance**

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

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

    To consider nominations for election of representatives to the SPCA Executive at the Association's 86th Annual General Meeting on the evening of Monday 24 November 2025. Nominations should reach the SPCA office by no later than Monday, 10 November 2025. A copy of the nomination form and information about the role of the SPCA Executive is attached.

    Councillor Kelt is currently a member of the SPCA Executive committee but his term ends in December 2025 and he will need to be renominated for that term to continue.

    Member Councils are also invited to put forward motions for debate at the AGM which will be held in Uttoxeter Town Hall, 19 High Street, Uttoxeter, ST14 7HN. The proposal form for submitting motions (by Monday 3 November 2025) is attached.

    For the AGM part of the event, each council is able to send up to two delegates (one with acting as a voting member). Confirmation of the name and email address for the council's voting delegate is requested by Monday 10 November 2025.

    A calling letter from the County Officer is attached. The agenda, supporting papers, 2024 AGM minutes and a copy of the Annual Report will be circulated on Monday 10 November 2025.

13. **Local Transport Plan Consultation**

   To consider a Staffordshire County Council consultation seeking views on a new draft Local Transport Plan describing how Staffordshire's transport network should look, and the practical steps that should be taken to get there.

   Full details of the consultation are available here: [Let's Talk Transport | Let's Talk Staffordshire](#)

   Responses are via an online survey: [Local Transport Plan Public Consultation Survey | Let's Talk Staffordshire](#)

   An executive summary of the consultation and a copy of the questions asked in the survey are attached. The closing date is Monday 27 October 2025.

14. **Town Council Payments**

   To receive a list of payments made by the Council during the period 1 to 31 August 2025 (attached).

15. **Update from Working Groups:**

   To receive updates from Working Group co-ordinators:

   a) Stone Heritage Centre Steering Group (Chairman: R. Kenney)
   b) Engagement with Young People Working Group (Co-ordinator: K. Dawson)

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

   Stone Area Parish Liaison Group – Cllr J. Davies
   Stone ATC – Town Mayor & one Cllr – Cllrs: J. Metters and 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. Powell and R. Townsend
   SPCA Executive Committee – Cllr T. Kelt
   West Midlands Railway and other rail matters – Cllr T. Kelt

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 2 September 2025

PRESENT: Councillor R. Kenney in the Chair, and
Councillors: A. Best, A. Burgess, J. Davies, K. Dawson, J. Hood, P. Leason, J. Metters, J. Powell, N. Powell and R. Townsend

Officers: R. Edwards and T. Williams

ABSENT: Councillors: J. Battrick, L. Davies, I. Fordham, T. Kelt, B. Kenney, A. Mottershead and C. Thornicroft

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GP26/048   **Apologies**

Apologies were received from Councillors: J. Battrick, L. Davies, I. Fordham, T. Kelt, B. Kenney, A. Mottershead and C. Thornicroft

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

GP26/049   **Declarations of Interest**

None

GP26/050   **Requests for Dispensations**

There were none.

GP26/051   **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 she had no report on this occasion.

County Councillor Andrew Mynors

Councillor Mynors was not in attendance at the meeting.

GP26/052   **To receive the report of Borough Councillors**

The Chairman invited Borough Councillors to address the Committee.

Councillor Jon Powell

Councillor Powell gave a report on a Borough Council Economic Development & Planning Scrutiny Committee meeting (held on 19 August 2025) which included a presentation on water and wastewater discharge management.

Councillor Powell advised Councillors that the big message he had taken from the meeting was in the operation of Combined Sewer Overflows (CSOs), or spills. These are pipes connecting the sewage system to water courses and in Stone expel wastewater into the River Trent and its subsidiaries in times of heavy rain or flooding. Solids are by design supposed to be retained in the pipework and non-solids allowed to release into the River Trent and Scotch Brook.

The Website: www.Sewagemap.co.uk shows where the spills are located and records indicate that on one day at the end of August 2025 there were three out spills into the River Trent. Councillor Powell expressed concern because the river and its banks are used daily by dog walkers, the Canoe Club, fishermen and everyone else who enjoy living in Stone.

GP26/053   **Representations from Members of the Public**

None

GP26/054   **Minutes**

RESOLVED:

a) That the minutes of the General Purposes Committee meeting held on 1 July 2025 (Minute Numbers GP26/033 – GP26/047), be approved as a correct record.

GP26/055   **Minutes of Sub-Committees**

RESOLVED:

a) Tourism & Town Promotion Sub-Committee held on 15 July 2025 (Minute Numbers TTP26/001 – TTP26/009), that the draft minutes be noted.

b) Environment Sub-Committee held on 15 July 2025 (Minute Numbers ENV26/001 – ENV26/009), that the draft minutes be noted.

c) Mayor's Charity Sub-Committee held on 15 July 2025 (Minute Numbers MC26/001 – MC26/006), that the draft minutes be noted.

GP26/056   **National Pay Award 2025-26**

The Committee considered the report* of the Town Clerk (which had been circulated with the agenda for the meeting) on the outcome of the 2025-26 national pay award negotiations for local government staff and its impact on the Council.

RESOLVED: That the Town Council accepts the recommendations of the Town Clerk and adopts the new 2025-26 salary levels for staff on national local government pay scales.

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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.

GP26/057   **Local Government Reorganisation Consultation**

The Committee considered Stafford Borough Council's proposals for the reorganisation of local government in Staffordshire.

The consideration followed a public survey launched across Cannock Chase, Stafford Borough, and other Southern and Mid Staffordshire areas of the County, whose councils were working collectively towards a business case to submit to the Ministry of Housing, Communities and Local Government on proposals for Local Government Reorganisation (LGR). A copy of the survey had been enclosed with the agenda for the meeting and residents, businesses, partners and organisations had been encouraged to participate in the shaping of the LGR in the county. A link to further information on devolution and local government reorganisation had also been provided.

The Chairman introduced the leader of Stafford Borough Council, Councillor Aiden Godfrey, who had kindly attended the meeting to brief the Committee on the current situation with local government reorganisation in Staffordshire and the Borough Council's preferred option.

Councillor Godfrey shared information on the background to LGR following publication of the White Paper outlining change. He referred to a series of meetings held locally between various districts and borough councils including Stoke on Trent City Council and the County Council with the purpose of formulating a proposal(s) on what the structure of local government should look like in Staffordshire.

A summary of Councillor Godfrey's report included the following points:

- The recommendation that a North unitary authority and a South unitary authority be set up in Staffordshire to take over from the nine existing district and borough councils.

- The North unitary authority would comprise Staffordshire Moorlands, Newcastle under Lyme and Stoke on Trent.

- The South unitary authority would comprise Stafford, South Staffordshire, Lichfield, Cannock, Tamworth and East Staffordshire.

    Both North and South groups had been crafting proposals for submission to Central Government.

- The White Paper made clear that any new unitary authority must be sustainable. The Government has given a population guideline of 500.000 as a baseline minimum for a unitary authority to be economically viable and sustainable in the long term. All six district/boroughs in the south of Staffordshire come in at just over 600,000 people which was seen as positive.

- More recently South Staffordshire and Lichfield had developed the view that there should be two smaller unitary authorities in the south of the county rather than one big one. If split the populations of each would be around 309,000 and 318,000 which was substantially less than the Government's recommended size.

- A North unitary authority driven by what was Stoke on Trent City Council, Newcastle Under Lyme Borough Council and Staffordshire Moorlands District Council was considered a powerful force. Two smaller authorities positioned in between north Staffordshire and the powerful West Midlands, was seen as having the potential to struggle for funding. It was suggested that Staffordshire's funding would be diverted to Stoke on Trent.

- A single unitary authority in the south was considered more a financially secure and stable option than the proposal for two authorities. It would have access to higher levels of Government funding, attract more investment, be robust with political and financial muscle and less likely to fragment.

- The six districts in the south will have places like Burton on Trent, Stafford, Cannock and South Staffordshire (near to Wolverhampton) which are big economic areas. These areas combined will have some power and authority.

- A proposal has been put forward by Staffordshire Moorland District Council to take Stone, as well as Meir, Meir Heath and parts of Uttoxeter to join them with Moorlands, Newcastle and Stoke on Trent. The Leader did not support breaking the boundaries of Stafford Borough.

- Putting Stone into the North unitary authority was not considered beneficial to the town and may lead to it being used as a dumping ground for meeting development targets. Stone would struggle to compete with Stoke on Trent for funding.

- No consideration had yet been put into the structure of a strategic/combined authority. The formation of a strategic authority was thought to be more complicated still as Staffordshire is down on the numbers the Government says a strategic authority should look after. The favoured idea presently is to join forces with Shropshire.

- The Leaders and Chief Executive Officers of the district councils in the south meet on a regular basis with a company they have commissioned to consider the financing of the North and South options. A report should identify the most financially viable options.

At the end of the presentation several questions were asked by Councillors which provided clarification on the information Councillor Godfrey had given.

The Chairman advised the Committee that, although the survey had closed (Monday 1 September 2025) and the Borough Council had been unable to extend the deadline, engagement around LGR would continue. Stafford Borough Council will be in consultation with the Town Council up to the final submission to Government in November 2025.

The Chairman informed the Committee that the Town Clerk had suggested compiling a paper for consideration (by the Committee) at the next meeting when a final response on the reorganisation of local government in Staffordshire, could be considered.

The Committee agreed to this course of action.

At the end of the item, on behalf of the Committee, the Chairman thanked Councillor Godfrey for attending the meeting.

GP26/058   <u>**Planning Application Validation Criteria Consultation**</u>

The Committee considered a Stafford Borough Council consultation seeking views on its Planning Application Validation Criteria setting out the information needed to assess planning applications.

An email from Stafford Borough Council and a copy of the 'Planning Application Validation Guidance and Local Validation Criteria' had been enclosed with the agenda for the meeting. A link to the Local Validation Criteria Consultation had also been provided.

The Deputy Town Clerk advised the Committee that (whether or not a collective response was compiled) Town Councillors could complete the consultation independently.

The Committee agreed that Town Councillors put forward their individual comments to the Town Clerk in order that a draft collective response can be compiled (only with these responses) for consideration at the next meeting. The consultation close date is 17 October 2025.

GP26/059   <u>**Heritage Centre**</u>

The Committee considered an update on Stone Heritage Centre.

The Deputy Town Clerk advised the Committee that she had received an update from the Heritage Centre Manager detailing the following information:

- On 11 and 12 July the Heritage Centre successfully hosted a popular 'Sketch in Stone' exhibition, a showcase of paintings, sketchbooks and several 3D objects depicting the character of Stone.

- On 14 August he welcomed his 1000th visitor this year and since opening in June 2024 had received over 1960 visitors; numbers that had continued to exceed expectations.

- The recent VJ Day 80 exhibition ran from 14 to 30 August and received 135 visitors. Feedback was overwhelmingly positive with one moved visitor expressing their thanks with the comment 'thank you for showing that you care'.

- As part of the National Railway 200 Celebrations the Heritage Centre will host a display in early September. In collaboration, a special walk and talk led by Councillor Philip Leason and Mr Steve Booth had been organised for 13 September 2025.

- Future talks by Shaun Farrelly and Chris Westwood are scheduled for November and December 2025.

- The Society for Staffordshire Artists will start to exhibit their work from 18 September, showcasing artistic interpretations of Stone and its surrounding areas.

The Deputy Town Clerk informed the Committee that the Heritage Centre Manager continued to work on the development of 'The Story of Stone'.

GP26/060   **Town Council Payments**

RESOLVED: To note the list* of Town Council payments made during the period 1 June to 31 July 2025.

GP26/061   **Update from Working Groups:**

Stone Heritage Centre Steering Group
The Chairman advised the Sub-Committee that a Steering Group meeting would be arranged soon.

Engagement with Young People
Councillor Dawson had nothing to report on this occasion.

GP26/062   **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 of the Liaison Group would be held on 24 September 2025 at the Heritage Centre at 3pm and the SPCA County Officer would be attending along with Clerks and elected members of surrounding parishes.

Councillor Davies invited Town Councillors to join the meeting which would provide a briefing/discussion on Local Government Reorganisation.

Stone ATC
Councillor J. Davies advised the Committee that the next meeting of 2352 (Stone) Squadron ATC will take place on 11 September 2025. Unfortunately, he and the Town Mayor will not be available to attend due to the RAF Tactical Supply Wing Battle of Britain Dinner on the same evening.

Age Concern Stone & District
Councillor Davies reported on an Age Concern Stone & District meeting he had attended with Councillor Thornicroft. Topics of discussion included:

- The finances which were in good order. A charity donation of £1,200 had been received from a 75K Peak Ultra Marathan fundraising event.
- The office computers needed updating due to the ending of support for Windows 10.
- A call for new volunteers had been made through ALBOS after longstanding volunteers had given their notice. The opening hours may be affected until new staff are in post.
- The Lunch Club was oversubscribed, and Club members were off to Llandudno in September.
- Mr Ravenscroft had been appointed a Trustee to the charity.

Stafford District Access Group
Councillor Kelt was not available to give a report.

Stone Common Plot Trustees
Councillor Townsend advised the Committee that a meeting of the Stone Common Plot Trustees, which included a Plot walkabout, had taken place on Sunday 31 August 2025.

The newly formed Resources Sub-Committee had met to look at how the Common Plot could attract funding into the future.

Stone Community Hub Liaison Group
Councillor Townsend advised the Committee that a meeting of the Stone Community Hub Liaison Group took place on 28 July 2025. Most issues raised were operational in nature and the Town Council office were supporting efforts to resolve these.

The Community Hub was coming to the end of a 12-week pilot scheme aimed at attracting a wider and new demographic of clients.

The Hub was well supported with food donations enabling it to continue with its food bank offering. More tinned and packaged foods welcomed.

The Hub is now more rigorously assessing clients using a standardised assessment process to match need with available services.

Councillor Townsend said that funding would always be an issue and the Hub were actively looking at new opportunities.

SPCA Executive Committee
Councillor Kelt was not available to give a report.

West Midlands Railway and other Rail Matters
Councillor Kelt was not available to give a report.

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 16 September 2025**

PRESENT: Councillor J. Hood in the Chair and
Councillors: J. Davies, L. Davies, B. Kenney and J. Powell

Co-opted Member: J. Cook

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

By Chairman's invitation: R. Townsend and T. Kelt

ABSENT: Councillors: A. Best, A. Burgess, K. Dawson, R. Kenney, J. Metters and A. Mottershead

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TTP26/010   **Apologies**

Councillors: A. Best, K. Dawson, R. Kenney, J. Metters and A. Mottershead

TTP26/011   **Declarations of Interest**

None made.

TTP26/012   **Requests for Dispensations**

None received.

TTP26/013   **Representations from Members of the Public**

None received.

TTP26/014   **Minutes of Previous Meeting**

The Minutes of the Tourism & Town Promotion Sub-Committee meeting held on 15 July 2025 (Minute Numbers TTP26/001 – TTP26/009), were approved as a correct record.

TTP26/015   **Calendar of Events**

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

2025 – Taken Place

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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.

- Children's Whale at Westbridge Park (Tuesday 12 August 2025)
  The Chairman advised the Sub-Committee that the Whale at Westbridge Park event had been a great success and she thanked Lindsay, Marketing and Events Organiser, for her work in arranging it. She reported that the event was so popular with children that an enormous queue had to be closely managed. Ticketing would be a consideration if the whale comes to Stone again.

- VJ Day 80 Flag Raising Ceremony (Friday 15 August 2025)
  The Chairman informed the Sub-Committee that the Flag Raising Ceremony had run smoothly with Councillor Davies leading the proceedings.

- Summer Street Party (Saturday 16 August 2025)
  The Summer Street Party was a huge success, the Chairman commenting that she had never seen so many people dancing in front of the stage. Every age group was represented on the day, and all appeared to be thoroughly enjoying the entertainment.

- Florence Brass Band Concert & Burma Star Commemoration (Sunday 17 August 2025)
  The Chairman reported that Florence Brass Band had delivered a fine concert, and the Burma Star and VJ Day 80 Commemorations had been lovely with a service taken by Lay Minister, Dennis Abbott. There were many more people in attendance than previous years.

  She informed the Sub-Committee that the Town Council had been let down by Morrisons Supermarket's supplier which had not delivered on the order of 130 scones.

  Councillor Kelt reported that he had attended the concert and thought the refreshments, that had been purchased and baked last minute, were great.

  The Chairman expressed her thanks to the lady from Age Concern who had served teas and coffees. She was also grateful to Tony Dale from the Borough Council who had been most helpful.

2025/2026 – Upcoming/Agreed

The following events to be hosted by the Town Council, and their agreed dates, were noted by the Sub-Committee:

- Vegan Market (20 September 2025)
  The Vegan Market will be taking place this weekend. There will be lots of stalls and variety on offer.

- Classic Car Event (27 September 2025)
  Alex Heaton from the Carnival Committee was working with the Council to organise a Classic Car event with 60 vehicles booked to be on show.

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

- <u>Christmas Lights Switch-On</u> (Thursday 20 November 2025)
  The Chairman reported that preparations for the Switch-On were in hand. She had, along with Lindsay, and Rachel, the Deputy Town Clerk, walked the High Street with a representative from Christmas Plus. Some new brackets for extra Christmas trees had already been installed.

  This year's programme will incorporate a new performance as Alleyne's High School were bringing their Drama Department, the first time the school had been involved in the occasion.

  Mr Harrison from Christ Church Academy will be looking after the schools. The Chairman said the Council were doing well with the involvement of schools which promoted good community spirit.

- <u>Texas Flag Raising, marking the anniversary of Texas joining the Union on 29 December 1845</u> (Monday 29 December 2025)
  Councillor Davies advised the Sub-Committee that the usual arrangements would apply with the December 2025 event being low key.

- <u>Texas Flag Raising, marking Texas State's independence from Mexico</u> (Saturday 7 March 2026)
  Councillor Davies reported that the Texas Flag Raising ceremony in the High Street to mark Texas State's Independence from Mexico in March was higher profile. He said the Florence Brass Band should be invited to accompany the singing of the Texas State Song.

  The Chairman publicised a lecture at Crown Wharf Theatre on Thursday 9 October 2025, that had been arranged by the High Sheriff of Staffordshire.

  She urged everyone to support the lecture by Sir Trevor Soar KCB OBE DL entitled 'Nelson & Jervis: Lessons in Leadership'.

- <u>Any other suggested new events for 2025/26</u>
  The Chairman invited Sub-Committee members to put forward new ideas for events in 2025.

  The idea of a Jazz Festival, seen in Uttoxeter, was considered a strong contender. A procession following a jazz band that split out to the different pubs had apparently been very successful.

  It was suggested the genre of Jazz may not appeal to everyone, but music events can be misnamed when in reality they involve a range of different music. The name 'Live Music Festival' might appeal to the broader community.

  The Chairman suggested March or April would be a good time to hold a Festival which would also promote venues in town.

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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.

A Halloween event in Market Square in 2026 was suggested as a new idea given the popularity of the celebration, and a parade of lights was considered a nice thing to do.

TTP26/016   **Reports from Working Groups**

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

Remembrance Plaques Working Group

Councillor L. Davies advised that she had nothing to report on this occasion.

Market Strategy Working Group

The Chairman advised that a Markets Working Group would be arranged soon. She said she had noticed there were good numbers of market stalls in town on some occasions but not on others.

She informed Councillors that Cheadle Town Council had recently purchased an indoor market for £250,000. Their ideas for its use were food, artisan products and crafts.

The vintage market in Leek was an idea for consideration.

Friendship Agreement Working Group

Councillor J. Davies advised the Sub-Committee that the Friendship Agreement Working Group would be meeting when more information was available on the reorganisation of local government. He said that changes to the structure of local government will have an important impact on future friendship arrangements.

Chairman

Stone Town Council – Environment Sub-Committee

**Minutes of the meeting held in the Council Chamber
at 15 Station Road, Stone, on Tuesday 16 September 2025**

PRESENT: Councillor R. Townsend in the Chair and
Councillors: T. Kelt, B. Kenney, J. Powell and C. Thornicroft

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

By Chairman's Invitation:

ABSENT: Councillors: J. Battrick, A. Burgess, R. Kenney, J. Metters, N. Powell

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ENV26/010   <u>**Apologies**</u>

Councillors: R. Kenney, J. Metters and N. Powell

ENV26/011   <u>**Declarations of Interest**</u>

None made.

ENV26/012   <u>**Request for Dispensations**</u>

None received.

ENV26/013   <u>**Representations from Members of the Public**</u>

None received.

ENV26/014   <u>**Minutes of Previous Meeting**</u>

The minutes of the Environment Sub-Committee meeting held on 15 July 2025 (Minute Numbers ENV26/001 – ENV26/009), were approved as a correct record.

ENV26/015   <u>**Environmental Sub-Committee Works Update**</u>

The Chairman drew the Sub-Committee's attention to the Grounds Maintenance Works Update which had been enclosed with the agenda for the meeting.

He advised that the update had not changed since the last meeting with the most pressing item now being the repair work to the diagonal pathway running across Crown Meadow.

The pathway will be raised and chamfered to repel the settlement of surface water, hopefully before the onset of winter.

The Deputy Town Clerk advised the Sub-Committee that the Town Council had been approached by the Canal and River Trust who were undertaking some work at Star Lock to replace the two gates. The Trust has asked to park a welfare unit on Crown Meadow, now redirected to the Angler's car park (which will be partly shut off). The lock work is scheduled to begin on 3 November and be finished by 19 December 2025. Any damage to the car park will be made good.

She said the installers have promised to look out for the balanced lock arm which has been missing for some time from Walton Roundabout.

ENV26/016 **Crown Meadow and Allotment Update**

The Chairman provided the Sub-Committee with an update on Crown Meadow and the allotment sites:

Crown Meadow (General)
The Chairman said he hoped a site visit of Crown Meadow could be set up with the Head of Recovery and Connectivity at Staffordshire Wildlife Trust for the purpose of obtaining information and advice that will aid the formulation of a long term management plan. Members of the Sub-Committee will be invited to the walkabout when arranged.

He has also opened a conversation with the Ecology and Biodiversity Officer at Stafford Borough Council about the potential for more connectivity between the Borough Council's Meadows and Crown Meadow via a bridge across the river Trent.

A Sub-Committee member expressed a concern about the Willow tree situated on the bank of the river. The weather forecast for the autumn was very wet and higher river levels will result in debris getting caught up in the branches as it travels down river. Any branches becoming detached could also cause serious damage.

The Chairman said the Borough Council had advised that the tree was an excellent habitat for fish/wildlife.

Allotments
The Chairman reported on the suggestion that the Town Council work on a publicity exercise for the Mount Road and Newcastle Road allotment sites. The Deputy Town Clerk has written to the allotment holders to seek their views on a naturalist visiting to record plant and wildlife activity.

It was reported that no objections had been raised and two or three allotment holders welcomed the idea.

Wildlife expert/photographer David Emley will now record the flora and fauna and take photographs with a view to building a library of information that can be used for publicity through local media channels.

The Chairman informed the Sub-Committee that Horsetail was prolific on two or three plots at the Mount Road allotment site and was becoming more widespread along footpaths/around greenhouses. The concern was that the plant might make some allotments unlettable and advice was needed on preventative measures of which there were a number.

The Deputy Town Clerk advised the Sub-Committee that all the allotments were let and had been let for the last year. The waiting list remained substantial with 21 names, seven of which had been listed since 2023.

ENV26/017   **Reports of Working Groups**

Environmental Working Group

Himalayan Balsam: The Chairman advised the Sub-Committee that the main activity of the Environmental Working Group had been to coordinate removal of Himalayan Balsam through organised volunteer pulling sessions.

He said it was not worth doing any further work on the project at this point in time and until the next growing season.

Stafford Borough Sustainability Panel Meeting: Councillor Kelt advised the Sub-Committee that he had attended a Stafford Panel Meeting.

Chairman

Purpose of Report

1. To consider the proposed local government reorganisation, and to submit Stone Town Council's comments for consideration in the formulation of proposals for Staffordshire.

Background

2. In December 2024, the Government announced plans to reorganise local government across Stoke-on-Trent and Staffordshire, along with other parts of England.

3. Currently, at a principal council level, local government services in Staffordshire are served by both Staffordshire County Council and the local district or borough council. These are known as 'two-tier' areas as services and responsibilities are split between two levels of local government. Services to Stoke-on-Trent are all delivered by the unitary Stoke-on-Trent City Council. Staffordshire and Stoke-on-Trent are being considered as a single County area for the proposed local government reorganisation.

4. The Government plans to merge existing 'two-tier' and smaller unitary authorities to create fewer, larger unitary councils which will take responsibility for all local services currently undertaken by principal authorities within the area. There are no proposals to make any changes to the role or powers of town and parish councils.

5. It has been suggested that having larger unitary councils will enable more powers, money and decision-making to be moved from central government to local areas – a process called 'devolution'.

6. For the first phase of this process, councils have been asked to help shape what this new system should look like. Initial proposals were made to the Government in March this year, with final submissions due by 28th November 2025.

7. Currently, principal councils within the County area are consulting on the restructure and determining their preferred options. It is the Government's hope that a single agreed model for Staffordshire will be put forward by all principal councils within the county area. If this is not the case, the Government will

decide how local government will be organised within Staffordshire and Stoke-on-Trent.

<u>Current Proposals</u>

8. At the time of writing this report there are four proposals which appear to have found favour with one or more principal councils in the area. The proposals are:

    a. **Model A: North/South Split (Stone in South) -** This model splits the county based on the areas of existing borough/district councils, with Newcastle, Stoke-on-Trent and Staffordshire Moorlands council areas in the north and the remaining borough/district council areas in the south. It was originally supported by all of the southern boroughs/districts and Stoke-on-Trent, though Stoke-on-Trent also referred to the merits of Model B below when making their interim submission to Central Government in March 2025, and more recently some of the southern boroughs/districts have also been considering Model D below.

    b. **Model B: North/South Split (Stone in North)** – This was originally referred to in the initial Stone-on-Trent submission, and has subsequently been adopted by Staffordshire Moorlands as their preferred option. It differs from Model A in that some places such as Stone, Uttoxeter and their surrounding areas would become part of the North Staffordshire unitary council, rather than the South.

    c. **Model C: East/West Split (Stone in West)** – Originally put forward as an option by Newcastle Borough in their interim submission, this has now been adopted as the County Council's preferred option. The West Staffordshire Council would be based on the existing boundaries of the Newcastle, Stafford, Cannock Chase and South Staffordshire councils.

    d. **Model D: North/South Split, with two Southern Councils (Stone in South)** – There has been a further option under consideration that was not included in any of the March interim submissions, which is along the lines of Model A above, but with the southern area further split into two councils.

9. It is clear that there is no obvious and agreed way to divide Staffordshire into unitary authorities except, perhaps, to ensure that its two current administrative centres (Stoke-on-Trent and Stafford) remain separated to become the administrative centres of the new councils.

10. Government guidance suggests that new councils should be based on populations of around 500,000, and on existing borough/district boundaries. None of the above models achieve both of these criteria, with models A, C, and

D having at least one new proposed council with a population below 500,000, and option B not being based on existing boundaries.

What Would be Best for Stone?

11. In many ways, there would be little difference for Stone under any of models A, C or D. In all cases, it is likely that Stafford would be the administrative centre of the new unitary council that Stone is part of, as it is now for both the County Council and Borough Council. Many existing links would therefore be maintained and there would be only a limited amount of change for Stone residents.

12. There an argument that the further split proposed in Model D would be disadvantageous to Stone. Whilst it could be argued that it would result in a council which is closer to residents through being less geographically widespread, it would also be much smaller and suffer from the diseconomies of scale suffered by many current unitary councils in the 250,000 to 300,000 population range, such as Stoke-on Trent. Much of the drive behind the Government's reorganisation proposals has been for larger unitary councils which would be more financially and operationally viable, and this proposal does not address this.

13. The east/west split in model C would still retain the whole of the current Stafford Borough within the boundaries of the West Staffordshire council. This split would, however, result in a West Staffordshire council that would be significantly smaller than the South Staffordshire council proposed in model A. There is a risk that this smaller council would be less financially and operationally viable.

14. Model B above would seem to be the least beneficial for Stone.

15. The division of the current Stafford Borough (and East Staffordshire Borough) would need to be addressed in this option. This would be likely to require a significant amount of work, and protracted negotiations, to split existing assets and services between the new north and south Staffordshire councils. This would be an unnecessary distraction with all of the other work that would be required anyway to bring so many different councils together and establish financially and operationally viable organisations by the likely deadline of April 2028.

16. A further issue would be the current financial position of Stoke-on-Trent City Council. Stoke is already in receipt of exceptional financial support from the Government. This does not mean that the Council gets any money from the Government, just that it is allowed to spend its own money in ways not normally permitted by local government financial rules, such as being able to use capital

receipts to pay for day to day running costs. This could therefore result in funds currently available to other councils which become part of the new north Staffordshire unitary being used to meet Stoke's current deficits and possibly even the sale of existing assets to meet further day to day spending if exceptional financial support were to continue into the future.

17. Finally, model B would also split the parliamentary constituency that Stone is part of between two of the new unitary councils.

18. In summary, therefore, of the four models set out at paragraph 8 above, model A would appear to offer the best outcome for Stone from the four options currently under consideration.

Impact on the Town Council

19. There are no changes proposed to the structure or functions of town and parish councils in the proposed legislation so far, but there are proposals in the bill for increased "neighbourhood governance" which may overlap with the role of town and parish councils.

20. Proposals in this area are not yet specific, and are likely to be made under regulations after the legislation is passed. Notes to the bill say that this clause "will empower ward councillors to take a greater leadership role in driving forward the priorities of their communities. This will help to move decision-making closer to residents, so decisions are made by people who understand local needs"

21. It is difficult to prepare for something which is so vague, but the Town Council will need to remain flexible, informed and empowered to ensure that it can continue to provide for the needs of Stone residents whatever the new "neighbourhood governance" proposals are.

22. To this end, the Council will need to take a view on the role it would want to play following the new councils coming into force. A unique opportunity exists new, which may not exist in the future, to protect local assets for local people.

23. For example, the Town Council relies on leasing two of its major assets from Stafford Borough – the Council Offices and the Frank Jordan Centre. There is no guarantee that a future unitary council that is less aware of the Town Council's needs won't seek to sell these assets to support their budgets, and thus the benefit of them would be lost to Stone forever.

24. A similar argument could apply to many other Stafford Borough assets in Stone such as play areas and open spaces, and perhaps even parts of Westbridge Park or Stonefield Park. Additionally, the town's influence on items such as the level of car parking charges may also be significantly reduced.

25. It is therefore suggested that the Committee authorises the Town Clerk, in consultation with the Chairman and Vice-Chairman of this Committee, to enter into discussions with Stafford Borough Council to seek to secure as many of these assets as possible for the long-term benefit of Stone, and report back to this Committee as discussions progress.

Town Council Comments

26. The Committee are asked to consider this report and the items discussed at the previous meeting of this Committee, with a view to formulating a set of comments to be sent to all principal councils in Staffordshire in time for consideration prior to their November submissions to Central Government.

27. An initial draft set of comments is attached as an appendix to this report. It is suggested that the Committee consider this draft submission and propose any amendments necessary.

Conclusion

28. This report has considered the proposed reorganisation of local government in Staffordshire, together with its impact on Stone and the Town Council.

29. The Committee is asked to consider this impact and respond accordingly.

Recommendations

30. The Committee is recommended to:

   a. Consider, and amend as necessary, the attached comments regarding local government restructuring in Staffordshire.

   b. Authorise the Town Clerk, in consultation with the Committee Chairman, to finalise the comments in line with the views of the Committee and submit them to all principal councils in Staffordshire and Stoke-on-Trent.

   c. Authorise the Town Clerk, in consultation with the Chairman and Vice-Chairman of this Committee, to enter into discussions with Stafford Borough Council with a view to protecting key assets into the future for the residents of Stone.

Comments on Proposals for Local Government Reorganisation
in
Staffordshire and Stoke-on-Trent

Stone Town Council represents a predominantly urban area in the northern part of Stafford Borough. It is the largest parish council within the Stafford Borough area, and the second largest within Staffordshire[1].

The Town Council is aware of the four options currently under consideration, namely:

1. North/South split - Stone in South.

2. North/South Split - Stone in North.

3. East/West split – Stone in West

4. North/South split with Two Southern Councils – Stone in South.

The Town Council has considered each of these options from the point of view of the town of Stone and its residents. It does not have either the access to or the resources to analyse the detailed economic and other data available to principal councils, so has considerd each of the options on the basis of criteria that will matter to its residents.

The options are considered below in the order of the Council's preference.

North/South split – Stone in South

This option has many advantages for Stone.

It retains the existing strong links with Stafford which have been built up over many years, particularly since the formation of Stafford Borough Council following the 1974 local government reorganisation. Stafford is currently the administrative centre that that Stone residents look to for both County and Borough level local government services, and it is expected that these links would remain, with Stafford as the administrative centre for the new South Staffordshire council.

By combining six current borough/district council areas, the new unitary council would have a population base of around 600,000 residents. This is likely to result in a stable

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council which is financially and operationally viable, building on the current financial position of the constituent authorities.

East/West Split – Stone in West

Many of the advantages of the previous option for Stone also apply to this one, however the proposed West Staffordshire authority would be significantly smaller than the proposed South Staffordshire council above, so may suffer from reduced financial and operational viability compared with that option.

North/South split with Two Southern Councils – Stone in South

This again retains the advantages of maintaining existing strong links with Stafford. By splitting the south of the county into two, however, the new unitary council covering Stone would be likely to have only around 300,000 residents. This level has already been demonstrated to be too small, with many of the unitary councils of around this size created in the previous local government reorganisation now struggling financially.

Stone Town Council opposes this proposal.

North/South split – Stone in North

This proposal suggests that some areas of the current Stafford and East Staffordshire Borough Councils should be split off, and form part of the proposed North Staffordshire unitary council, rather than remaining with the south. This would include Stone and its surrounding areas.

This option would result in a change of administrative centre from Stafford to Stoke-on-Trent for Stone residents after many years of looking to Stafford for all of their principal authority services, and breaking the current strong links with Stafford. This would be likely to cause confusion and uncertainty for many Stone residents seeking to access local government services, especially if an administrative centre still exists in Stafford to service the south of the county.

The division of the current Stafford Borough and East Staffordshire Borough would be likely to require a significant amount of work, and protracted negotiations, to split existing assets and services between the new North and South Staffordshire councils. This would be an unnecessary distraction bearing in mind the significant level of other work that would be required to bring so many different councils together and establish financially and operationally viable organisations by the likely deadline of April 2028.

A further issue would be the current financial position of Stoke-on-Trent City Council, which is already in receipt of exceptional financial support from the Government. There is therefore a significant risk under this option that funds would be diverted from other areas such as Stone to be used to meet Stoke-on-Trent City Council's current deficits and possibly even the sale of assets in Stone and other areas to support further spending in the future.

Finally, this option would also split the parliamentary constituency that Stone is part of between the two new unitary councils.

Stone Town Council strongly opposes this proposal.

Conclusions

Whilst Stone Town Council will continue to work enthusiastically for the residents of Stone within whatever local government structure is finally determined for Staffordshire, there could be a significantly different outlook for the town's local government services to residents depending on the outcome.

Of the options currently under discussion, and for the reasons set out above, the Town Council strongly favours the split into two unitary authorities, south and north, with Stone included within the south.

The east/west proposal also offers many of the advantages of the Town Council's preferred option, but would only be supported should the north/south option prove to be unviable.

The Town Council opposes the north/south split with two southern councils as it is unlikely to be suitable to meet the town's needs in the longer term due to questions around the smaller councils viability.

Finally, the Town Council is totally opposed the north/south split, with Stone in the north, for the reasons exemplified earlier.

It is hoped that all principal councils within Staffordshire and Stoke-on-Trent will consider the comments above, and take them into account when submitting their proposals to Central Government in November.

	Meeting: **General Purposes Committee**
Stone Town Council	Date: **7th October 2025**
	Report of: **Town Clerk**
	Budget Monitoring – August 2025

Purpose of Report

1. To inform the Committee of the Council's current financial position compared with its budget for the year, and to recommend action in any areas of concern.

Background

2. The Council's budget was approved in February 2025. Good financial management requires the Council to:

   a. Keep the amount of the budget that it requires under review,

   b. Monitor spending and income against budget projections, and,

   c. Take appropriate action to ensure that the Council's financial stability is maintained.

3. This one of a series of regular reports which are presented to the General Purposes Committee on a broadly quarterly basis. The reports consider the Council's financial position at the end of the most recent month available at the time the report is written. On this occasion, the report considers the position as at the end of August 2025.

4. The report will first look at any adjustments proposed to the budget for 2025-26. It will then highlight any areas where net spending differs from that planned in the budget and focus on the income received from the Council's major income generating activities.

Adjustments to 2025-26 Budget

5. The meeting of the Council on 3rd June 2025 considered the final accounts for 2024-25 and approved a number of unspent budgets to be rolled over into the current year. These rollovers have now been added to the approved budget of the Council. In addition a further amount was added to the staffing budget.

6. Appendix A sets out the agreed budget adjustments and the consequent changes to the current approved budget.

Comparison of Budget with Actual Spending and Income

7. Appendix B sets out a comparison of the budget to date with spending up to the end of August 2025. The budget to date has been estimated with reference to spending patterns in previous years and other available information, but is a fairly broad estimate with a significant margin for error in most areas of the budget. Nevertheless, it is a good starting point for identification of potential problems.

8. Committee members should note that positive numbers in the table reflect expenditure or an adverse variance (overspend), whereas negative numbers represent income or a favourable variance (underspend).

9. Overall, at the end of August 2025, net spending was £161,042 compared with a budget up to that time of £194,137 – a net underspending to date of £33,095. Significant variations are identified below.

10. There were no significant adverse variances.

11. Significant favourable variances are:

    a. Frank Jordan Centre (£1,432): This favourable variance is largely due to expenditure at the Centre to date being below that anticipated when the budget was prepared. Income is broadly in line with expectations at present, but lettings will be required to replace income from the Banking Hub to ensure that the budget for the year is achieved.

    b. Stone Station (£4,830): Income is £1,098 above budget and expenditure £3,732 below budget for the year to date. The reasons for this include lower than expected energy bills and an electricity refund.

    c. Town Market (£1,876): Income is less than anticipated by the end of August, with expenditure also being below the level expected. Allowing for invoices that are yet to be received, the true favourable variance is likely to be around £600.

    d. Stone Heritage Centre (£12,303): As a new building, operating costs have not yet been fully established, and there is likely to be a degree of inaccuracy in the current budget. In addition, the Centre is not yet fully operational, which is reflected in the lower than anticipated spending level.

    e. Grounds Maintenance (£4,067): This apparent underspending due to expected invoices not yet being submitted.

    f. Accommodation (£7,162): The underspending is due to the new agreement for expanded space at 15 Station Road not yet being produced by Stafford Borough for the Council to sign. Payment is continuing at the old rate in the meantime.

    g. Insurances (£3,838): The Council have undertaken insurance valuations of the Frank Jordan Centre, Stone Station and the Heritage Centre, which have resulted in reduced premiums for the premises. The underspending relates to a reduced premium for 2025-26, a refund for 2024-25, and the additional budgeted allowance for the revaluation not being required.

12. It can thus be seen at this stage that costs are generally under control, though actual net spending varies from the estimated approved budget to date in some areas.

Income from Major Income Generating Activities

13. Income from the Frank Jordan Centre, Stone Station and the Town Market together represents around 15% of the Council's total income. Virtually all of the remaining income is fixed in advance of the year (Precept/Concurrent Functions Allowance), but this 15% can vary within the year in accordance with the Council's success with letting its community centres and market stalls.

14. With this in mind, Members need to closely monitor these income items to ensure that its budget remains in balance.

15. Attached at Appendix C are a set of graphs showing a comparison of income received to date with the level anticipated for each month. Whilst it must be remembered that the way the income has been profiled is still quite crude, the graphs are showing a position where income is slightly below target for the Frank Jordan Centre and above target for Stone Station, but significantly below target for the Town Market.

Recommendations

16. The Committee is recommended to:

    a. Note the approved adjustments to the Council's budget set out at Appendix A.

    b. Note the Council's performance against budget at the end of August 2025.

    c. Consider any other action it wishes to take in the light of the information within this report.

Stone Town Council

Budget Adjustments 2025-26

	Contribution to (from) Reserves £	Stone Station £	Bus Shelters & Street Furniture £	Building Mainten'ce £	Grounds Mainten'ce £	Crown Meadow Imp'ments £	Allotments £	Env'mentl Initiatives £	Grants £	Employment Costs £	Admin £	Stone Heritage Centre (Capital) £
Council 3rd June 2025 (Rollovers)												
Stone Station	-5,000	5,000										
Bus Shelters & Street Furniture	-690		690									
Building Maintenance	-20,000			20,000								
Grounds Maintenance	-2,515				2,515							
Crown Meadow Improvements	-1,560					1,560						
Allotments	-2,000						2,000					
Environmental Initiatives	-1,190							1,190				
Grants to Outside Bopdies	-1,611								1,611			
Administration	-7,194										7,194	
Stone Heritage Centre (Capital)	-71,922											71,922
General Purposes 3rd June 2025												
Staffing	-10,000									10,000		
Original Budget	-38,439	29,800	5,150	-2,000	23,050	2,560	-2,050	810	4,000	237,200	41,380	0
Current Budget	-162,121	34,800	5,840	18,000	25,565	4,120	-50	2,000	5,611	247,200	48,574	71,922

Stone Town Council

Budget Monitoring Statement 2025-26
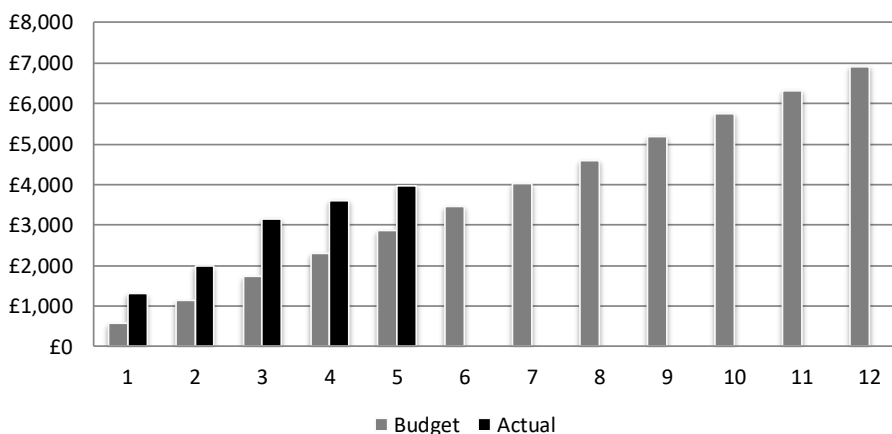
	Revenue Account to End of Period 5			Aug-25	

	Original Budget £	Current Budget £	Budget to Date £	Actual to Date £	Variance to Date £	Budget Remaining £
Major Income Generating Activities						
Frank Jordan Centre						
Income	-47,500	-47,500	-24,750	-24,179	571	-23,321
Expenditure	24,400	24,400	10,167	8,164	-2,003	16,236
Net	-23,100	-23,100	-14,583	-16,015	-1,432	-7,085
Stone Station						
Income	-6,900	-6,900	-2,875	-3,973	-1,098	-2,927
Expenditure	36,700	41,700	10,500	6,768	-3,732	34,932
Net	29,800	34,800	7,625	2,795	-4,830	32,005
Town Market						
Income	-14,000	-14,000	-7,083	-5,829	1,254	-8,171
Expenditure	11,980	11,980	6,241	3,111	-3,130	8,869
Net	-2,020	-2,020	-842	-2,718	-1,876	698
Other Activities						
Stone Heritage Centre	45,000	45,000	18,750	6,447	-12,303	38,553
Bus Shelters & Street Furniture	5,150	5,840	1,479	924	-555	4,916
Street Lighting	1,000	1,000	0	0	0	1,000
Dog & Litter Bins	900	900	225	222	-3	678
Joules Clock	0	0	0	0	0	0
Town Electricity Supply	650	650	271	205	-66	445
Building Maintenance	-2,000	18,000	0	0	0	18,000
Grounds Maintenance	23,050	25,565	11,528	7,461	-4,067	18,104
Crown Meadow Improvements	2,560	4,120	1,067	637	-430	3,483
Allotments	-2,050	-50	-21	487	508	-537
Environmental Initiatives	810	2,000	0	300	300	1,700
Christmas Lights	21,000	21,000	8,150	7,650	-500	13,350
Tourism & Town Promotion	30,000	30,000	20,000	20,824	824	9,176
Grants to Outside Bodies	4,000	5,611	2,000	2,500	500	3,111
Salaries & Employment Costs	237,200	247,200	101,056	101,940	884	145,260
Accommodation	14,760	14,760	6,150	-1,012	-7,162	15,772
Insurances	10,760	10,760	12,360	8,522	-3,838	2,238
Administration	41,380	48,574	18,156	19,004	848	29,570
Audit & Legal Fees	1,450	1,450	-1,350	-1,329	21	2,779
Town Council Elections	0	0	0	0	0	0
Allowances - Mayor & Deputy Mayor	3,440	3,440	1,433	1,427	-6	2,013
Regalia & Presentations	200	200	83	30	-53	170
Civic Activities	2,600	2,600	2,600	2,586	-14	14
Remembrance Sunday & War Memorials	3,500	3,500	0	0	0	3,500
Miscellaneous	800	800	333	174	-159	626
Interest	-5,600	-5,600	-2,333	-2,019	314	-3,581
Neighbourhood Plan	0	0	0	0	0	0
Stone Heritage Centre (Capital)	0	71,922	0	0	0	71,922
Market Square Improvements	30,000	30,000	0	0	0	30,000
Inflation Contingency	10,657	10,657	0	0	0	10,657
Total	**485,897**	**609,579**	**194,137**	**161,042**	**-33,095**	**448,537**
Precept & Financing	447,458	447,458	223,729	223,730	1	
Contribution from (to) Reserves	**38,439**	**162,121**	**-29,592**	**-62,688**	**-33,096**	

Frank Jordan Centre
Income 2024-25

■ Budget ■ Actual
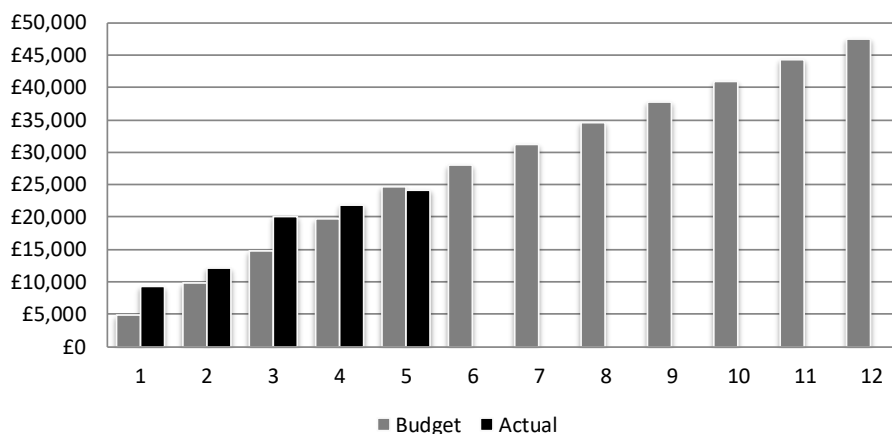
Stone Station
Income 2024-25

■ Budget ■ Actual

Town Market
Income 2024-25

■ Budget ■ Actual

	Meeting: **General Purposes Committee**
Stone Town Council	Date: **7th October 2025**
	Report of: **Town Clerk**
	Heritage Centre Governance

Stone Town Council

Meeting: **General Purposes Committee**

Date: **7th October 2025**

Report of: **Town Clerk**

Heritage Centre Governance
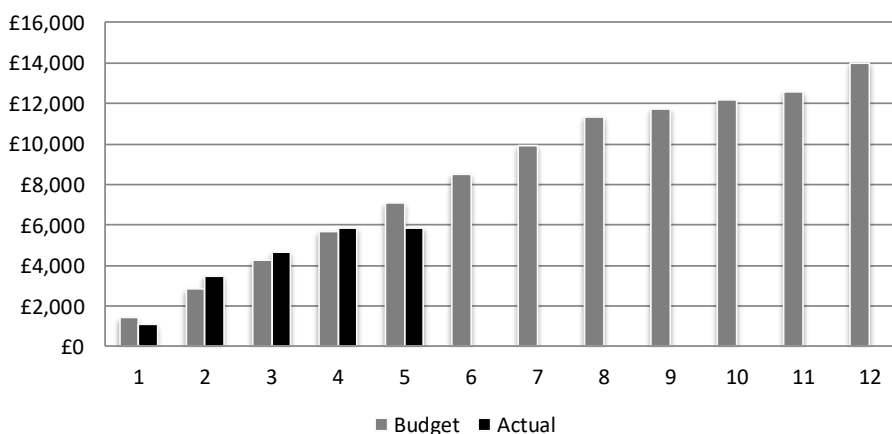
Purpose of Report

1. To consider an appropriate governance model for the current stage of the Heritage Centre's development.

Background

2. The Council's Heritage Centre has been open and operating for almost a year. It is not yet fully operating in the way originally envisaged by the Council, but it is at an early stage in its development, and has made a very sound start.

3. The Centre's governance, however, has not moved on from the Steering Group that was set up to oversee the building works and initial concepts. Day to day operating decisions are currently being undertaken by the Centre Manager, in consultation with the Town Clerk as necessary. Whilst this is appropriate for operational decisions, it is being done without a framework to maintain a policy lead from Elected Members, and so runs the risk of diverging from the Council's vision for the establishment.

4. In the longer term, once the Centre is fully established, the Council should be able to absorb it into its normal sub-committee framework. Whilst the Centre is still developing, however, I do not believe that this would be the most effective approach to governance. The report sets out the recommended approach.

Proposals

5. It is proposed that a new Heritage Centre Steering Group be established, reporting to the General Purposes Committee, to take forward the next stage of the Centre's development.

6. It is likely that a steering group would be able to be more flexible to provide the leadership and support currently needed for the Centre than managing it directly by either a sub-committee or committee. It would allow steering group members to provide policy leadership, whilst still allowing scope for major policy decisions to be referred back to this Committee, and officers to continue to undertake operational decisions within the Council's policy framework.

7. If the Committee support this approach, the current Steering Group should be disbanded, and a new one formed on the basis suggested below.

8. **Membership:** There should be five Councillor members of the steering group as follows:

   a. Ex-Officio – Chairman of the General Purposes Committee and Chairman of the Tourism and Town Promotion Sub-Committee.

b. Three other Councillors as appointed by this Committee each May. (NOTE: In common with all Council bodies, the Mayor would also be an additional ex-officio member)

9. **Co-opted Members:** The steering group members should also be free to co-opt any additional members to the group that they considered helpful to their work, subject to the usual arrangements for approval by the General Purposes Committee.

10. **Chairmanship:** The steering group should be chaired by the Chairman of the General Purposes Committee.

11. **Meetings:** Should be called by the Town Clerk, in consultation with the Chairman, as and when required to undertake the business of the group.

12. A draft terms of reference for the proposed new Stone Heritage Centre Steering Group is attached as an appendix to the report.

Interim Arrangements

13. In order to allow the new steering group to start work immediately, it is suggested that if the Committee supports these proposals, it makes the following appointments to the new steering group today:

    a. The two ex-officio members, as set out in paragraph 8.a above.

    b. The two other Councillor members of the current steering group (Councillors P Leason and J Davies).

    c. One other Councillor.

Conclusion

14. This report has set out proposed arrangements for the governance of the Heritage Centre to meet its current needs. The proposals are not intended as a long term arrangement, but should be reviewed once the Centre is fully established.

Recommendations

15. The Committee is recommended to:

    a. Disband the current Heritage Centre Steering Group

    b. Establish a new Heritage Centre Steering Group along the lines set out in this report and the attached terms of reference, and appoint Councillor members to the Group as set out in paragraph 13 above.

    c. Adopt the terms of reference in the report appendix.

8   HERITAGE CENTRE STEERING GROUP

PURPOSE

8.1   The purpose of the Heritage Centre Steering Group is to oversee the development of the Stone Heritage Centre, and to make recommendations to the General Purposes Committee accordingly.

MEMBERSHIP AND APPOINTMENT

8.2   The Steering Group shall consist of five members, drawn from the membership of the Town Council. The Chairmen of the General Purposes Committee and the Tourism and Town Promotion Sub-Committee shall be ex-officio members of the Group. Other Councillor members shall be appointed by the General Purposes Committee at its meeting each May, but may be changed by that Committee at any time. The Group may co-opt additional non-Councillor members subject to the approval of the General Purposes Committee

8.3   In addition to the above, the Town Mayor shall be an ex-officio member of the Steering Group if not directly appointed in their own right.

CHAIRMAN AND VICE CHAIRMAN

8.4   The Chairman of the Group shall be the Chairman of the General Purposes Committee.

8.5   The Vice Chairman, if appointed, shall be selected by the Group from amongst its Councillor members.

8.6   If neither the Chairman nor the Vice Chairman are able to preside at a meeting of the Steering Group, the members of the Steering Group present shall elect a Town Councillor as a temporary Chairman for the duration of the meeting.

QUORUM

8.7   No business shall be dealt with unless at least three Councillor members of the Steering Group are present. If there is no quorum, all items for which the Steering Group would be inquorate shall be deferred until the next meeting of the Steering Group.

ATTENDANCE BY COUNCILLORS WHO ARE NOT MEMBERS OF THE STEERING GROUP

8.8   Any member of the Council who is not a member of the Steering Group may attend a meeting and may speak on any item, if invited by the Chairman in advance of the meeting. Such a member may not make or second any proposals or amendments, and may not vote.

8.9   The requirements of the Council's Code of Conduct will apply to all Councillors and non-Councillor members present at the meeting, whether members of the Steering Group or not.

ATTENDANCE BY THE GENERAL PUBLIC

8.10   Meetings will not be open to the public.

FREQUENCY OF MEETINGS

8.11   Meetings will be called by the Town Clerk as required, on dates agreed with the Chairman.

AGENDA AND PROCEEDINGS

8.12   There is no requirement for either a formal agenda or minutes.

8.13   The agenda, if any, shall be drawn up and circulated by the Town Clerk.

8.14   Meeting notes will be prepared by the Council's staff, but will not normally be circulated to the General Purposes Committee for consideration, and will not form part of the official minutes of the Council.

8.15   The calling of meetings, booking of venues, etc. will be undertaken by the Town Council's staff.

8.16   The provisions of the Council's Standing Orders for Business shall not apply to meetings of the Steering Group other than to the extent determined by the Chairman to ensure the orderly and efficient conduct of business.

8.17   Where appropriate, the Steering Group has the power to establish sub-groups from within its membership to deal with specific work streams. Recommendations to the General Purposes Committee must, however, be considered and agreed by the Steering Group prior to presentation.

REPORTING

8.18   Decisions of the Steering Group shall have the status of recommendations to the General Purposes Committee, other than where they represent guidance to the Town Clerk in the exercise of delegated powers.

8.19   At each scheduled meeting of the General Purposes Committee, the Chairman or their nominated representative will be expected to report on the work of the Group, and to present any recommendations to the Committee. Such recommendations will not be considered by the Committee without a full written report or detailed minutes circulated with the meeting agenda and setting out the nature of the recommendations and their implications for the Council.

FUNCTIONS

8.20   To oversee the development of the Stone Heritage Centre and to make recommendations to the General Purposes Committee accordingly.

8.21   To advise the General Purposes Committee on its strategic policies relating to the development of the Heritage Centre

8.22   To provide guidance to the Town Clerk in respect of Heritage Centre exhibition and other policies.

RELATIONSHIP WITH OTHER COUNCIL BODIES

8.23   Whilst the Steering Group is responsible for overseeing the development of the Heritage Centre, it should be noted that policy issues related to management, staffing and finance fall under the purview of the General Purposes Committee, even where they relate to the Heritage Centre.

8.24   If a difference of opinion develops between this Steering Group and any other Council body, the General Purposes Committee shall determine how the matter will be resolved.

DURATION

8.25   The Steering Group is intended to be an interim body to provide oversight of the Heritage Centre during its development phase. It will operate until the General Purposes Committee is satisfied that this phase is completed and the Centre's governance can be integrated into the Council's normal operations.

NOMINATION FOR MEMBER OF THE SPCA EXECUTIVE 2025

(see below for the number of vacancies in each district)

PLEASE PRINT

Name	Address
Tel. No.	
E-mail	Postcode

Parish/Town Council/s and years' service (please list):

Other experience of public service:

Membership of other bodies:

Interests relevant to the role:

Professional experience:

How do you feel you can contribute to the Executive Committee (role detailed on page 2)?

Signed (Nominee)	Parish/Town Council
Signed (Clerk)*	Date

*Application to be countersigned by the Clerk confirming the Parish/Town Council have agreed to nominate the individual to represent them and their District/Borough on the SPCA Executive. Once complete, please return this to the Staffordshire Parish Councils' Association, at spca.parish@staffordshire.gov.uk no later than **Monday 10th November 2025**.

Representation per District		Number of vacancies this AGM	
Cannock Chase	2	Cannock Chase	*1*
East Staffordshire	5	East Staffordshire	*3*
Lichfield	3	Lichfield	*2*
South Staffordshire	4	South Staffordshire	*3*
Stafford	5	Stafford	*2*
Staffs Moorlands	4	Staffs Moorlands	*1*
Newcastle	2	Newcastle	*2*
Honorary Auditor	1		1
Clerks	2		1

Your Role as a member of the Executive Committee

1. Collectively be the ultimate policy-makers and determine a number of strategic and corporate decisions on behalf of the SPCA
2. Represent the different views, needs and opinions of member councils at Executive meetings
3. Balance different views within their parish, district and county and bring them into the SPCA decision-making process
4. Make decisions as Executive Members that are in the best interests of the SPCA as a corporate body
5. Act as ambassadors for the SPCA
6. Support the work of the SPCA in Staffordshire
7. Act in good faith and in accordance with the code of conduct of the sponsoring council or relevant professional body as required.

SPCA OFFICE USE ONLY:

DATE RECEIVED INTO OFFICE	
DATE RECIEPT CONFIRMED	

Staffordshire Parish Councils Association Executive

The role of the Executive of the Staffordshire Parish Councils' Association.

Within this document the following will be covered:

- What is Staffordshire Parish Councils' Association (SPCA)?
- The structure of the SPCA
- Who makes up the Executive?
- Your role as a member of the Executive
- The staff team at SPCA

Also in this pack is a copy of:

- The Constitution

What is Staffordshire PCA?

Staffordshire Parish Councils' Association (SPCA) is a not-for-profit organisation for all Parish and Town Councils across Staffordshire on a subscription basis. Simply, it is a membership organisation made up of Town and Parish Councils.

SPCA is one of 43 County Associations of Local Councils (CALCs) across the country.

The association undertakes work and services that its member councils require to assist them to meet their objectives. SPCA's principal services involve the provision of advice, guidance and support to councils. To facilitate this, SPCA delivers training and information and when required collectively represents councils.

SPCA works closely with the National Association of Local Councils (NALC) and acts as a liaison between NALC and the membership. All SPCA member councils are affiliated to NALC by virtue of their annual subscription, and this gives access to Legal Topic Notes, legal advice, HR advice, model documents, mentoring, training, briefings etc.

The Structure of the Staffordshire PCA

There are 188 parish/town/parish meetings Staffordshire of which approx. 96% are in membership.

Member councils are able to nominate representatives to serve on the SPCA Executive on behalf of their district and the councils within. These are then voted on by area with the maximum numbers shown below.

Each year an AGM takes place which appoints several officers (see below and in the Constitution) and reviews the work of SPCA over the previous 12 months, with each member having a vote on matters.

A member of the Executive is appointed to serve on the NALC National Assembly, and the committee also sends representatives to the NALC AGM.

The Executive also send representatives to various bodies/partnerships in Staffordshire on behalf of the sector.

Who makes up the Executive?

The Executive is largely made up of nominated members of Parish and Town Councils in each district.

District/Borough	Number of seats on the Executive
Cannock Chase	2
East Staffordshire	5
Lichfield	3
Newcastle	2
South Staffordshire	4
Stafford	5
Staffordshire Moorlands	4
Clerks/ Honorary Auditor	2 & 1
Total	**28**

There are also up to 5 co-opted members from the wider sector who are not Clerks or Councillors. These members are non-voting.

Your role as a member of the Executive Committee

The Executive meets quarterly and oversees the management of the association. It agrees the annual budget and sets the subscription level.

As a member of the executive your role is to attend meetings and to ensure that the Committee sets the strategic direction of SPCA and provides effective oversight of the operation and administration of the Association.

When making decisions on the strategic path of the association it is key that the whole of the membership of the association is considered.

Members are expected to work closely and communicate well with the County Officer and support team at SPCA.

Support district forums and their creation (where not already in existence).

Another key aspect of the role is communicating issues from your Parish or Town Council & District colleagues for consideration by the Executive and to communicate the work of the association to your Parish or Town Council and District colleagues.

All Executive members will:

1. Collectively be the ultimate policy-makers and determine a number of strategic and corporate decisions on behalf of the SPCA

2. Represent the different views, needs and opinions of member councils at Executive meetings

3. Balance different views within their parish, district and county and bring them into the SPCA decision-making process

4. Make decisions as Executive members that are in the best interests of the SPCA as a corporate body

5. Act as ambassadors for the SPCA

6. Support the work of the SPCA in Staffordshire

7. Act in good faith and in accordance with the code of conduct of the sponsoring council or relevant professional body as required.

The staff team at SPCA

The team at SPCA consists of the County Officer, the Training Officer and a Health & Wellbeing Officer.

Staffordshire PCA Contact Details:

County Officer: robert.pritchard1@staffordshire.gov.uk

Training Officer: Ian Cruise-Taylor – ian.cruise-taylor@staffordshire.gov.uk

Health and Wellbeing Officer: Chelsea Heard – chelsea.heard@staffordshire.gov.uk

STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION
86th Annual General Meeting – 24th November 2025.

Motions for Debate

The Annual General Meeting provides an opportunity for members to discuss and canvass support on issues that are important to them. If your Council would like to submit a motion for discussion, please use this form for submission by the specified date.

Once complete, please return this to the Staffordshire Parish Councils' Association, at spca.parish@staffordshire.gov.uk no later than Monday 3rd November 2025.

If your council wishes any motion(s) to be put forward, then please complete the details below giving the name of the person/member/clerk, who will move the motion(s) at the SPCA AGM.

Please note that a representative of the council will be expected to attend the AGM and speak in order for the motion to be heard.

…………………………………………………. Parish/Town Council wishes to propose the following motion(s) for debate at the Annual General Meeting of the Association on Monday 24th November (please use a separate sheet if required).

Motion:

Proposer …………………………………………………….   **Date**………………………..

Your Council should find a council willing to second the motion and may wish to seek the support of the other Parish Councils in its District.

Seconder (*Parish/Town Council or parish forum/area Committee*)

………………………………………………………………….   **Date**………………………

…………………………………………………………………………..**Parish Council**

SPCA OFFICE USE ONLY:

DATE RECEIVED INTO OFFICE	
DATE RECIEPT CONFIRMED	
REVIEWED - Any further work required?	

Staffordshire Parish Councils' Association: Eighty-sixth Annual General Meeting

Dear Member,

I have the pleasure of inviting you to the Eighty-sixth Annual General Meeting of the Staffordshire Parish Councils' Association, which will be held on Monday 24th November 2025 at 10am in Uttoxeter Town Hall 19 High Street, Uttoxeter, ST14 7HN.

The AGM will adopt a new format this year and we will have exhibitors and speakers from across the sector. This event is intended to serve as a gathering of the parish sector in Staffordshire.

The day will start with the usual AGM meeting (subject to the details at the end of this letter), but will then be followed with guest speakers, training and displays from exhibitors that will be of interest to all at your council.

A programme of speakers and an exhibitors list will be circulated closer to the date. I would appreciate it if you would ask your council to save the date in your diary.

Attached with this notice you will find a copy of both the Nomination Form for membership of the SPCA Executive Committee (which should be returned no later than Monday 10th November), and a form to submit Motions for Debate at the AGM (which should be returned no later than Monday 3rd November 2025).

The agenda, supporting papers, 2024 AGM minutes and a copy of the Annual Report will be circulated on Monday 10th November.

For the AGM part of the event, each council is able to send up to two delegates (with one acting as a voting member). I would be grateful if you would confirm your voting delegate and their email address no later than Monday 10th November.

Thank you and I look forward to welcoming you to the AGM.

Yours sincerely,

Robert Pritchard

Robert Pritchard
County Officer

Eastgate House, 79 Eastgate Street, STAFFORD, Staffordshire, ST16 2NG
spca.parish@staffordshire.gov.uk
www.spcaonline.org.uk
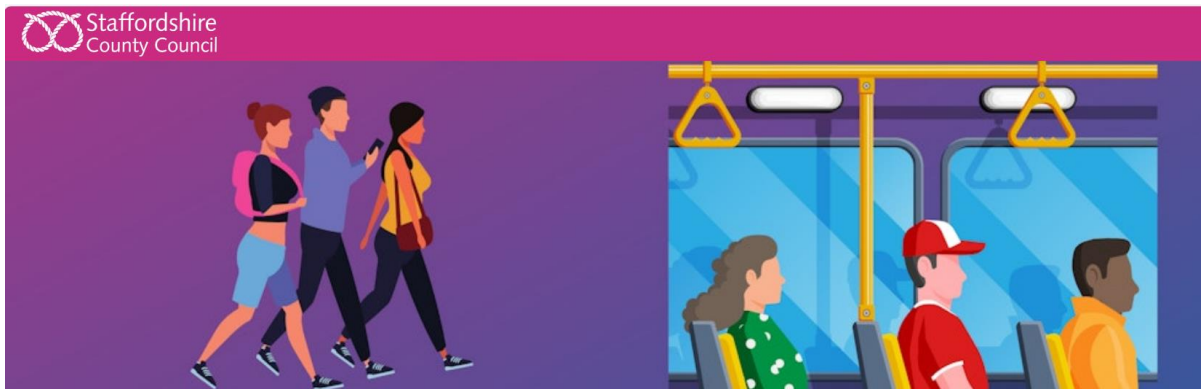
Local Transport Plan Public Consultation Survey

10% answered

All fields marked with an asterisk (*) are required

The LTP Vision

1. Our Long-term Vision for Staffordshire is to create;

"An integrated and efficient transport system that delivers economic prosperity, creates healthy and safe communities, and protects the natural environment"

How strongly do you agree or disagree with the vision? *

◯ Strongly agree

◯ Tend to agree

◯ Neither agree nor disagree

◯ Tend to disagree

◯ Strongly disagree

◯ Unsure / don't know

2. Do you have any further comments on the Vision?

LTP Strategic Objectives

3. The LTP is underpinned by four Strategic Objectives designed to align with the wider aims of the Council. How strongly do you agree or disagree with the Strategic Objectives? *

Deliver a whole-systems approach to transport and road management that grows the economy

○ Strongly agree ○ Tend to agree ○ Neither agree nor disagree ○ Tend to disagree ○ Strongly disagree ○ Unsure /

Deliver safe, well maintained local roads, footways and cycleways that create a sense of place and healthy communities

○ Strongly agree ○ Tend to agree ○ Neither agree nor disagree ○ Tend to disagree ○ Strongly disagree ○ Unsure /

Improve physical and virtual connectivity, whilst addressing inequalities

○ Strongly agree ○ Tend to agree ○ Neither agree nor disagree ○ Tend to disagree ○ Strongly disagree ○ Unsure /

Improve air quality and protect the natural environment

○ Strongly agree ○ Tend to agree ○ Neither agree nor disagree ○ Tend to disagree ○ Strongly disagree ○ Unsure /

4. Do you have any further comments on the Strategic Objectives?

[ ]

LTP Delivery Principles

5. Five Delivery Principles have been established to ensure that LTP scheme delivery, adds value, contributes to social good and has sustainability at its core. How strongly do you agree or disagree with the Delivery Principles? *

Create vibrant, prosperous and attractive places

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Improve health, wellbeing, and community cohesion

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Enhance the natural environment

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Recognise the whole life impact

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Recognise the deter, shift and improve framework

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

6. Do you have any further comments on the Delivery Principles?

[ ]

20% answered

All fields marked with an asterisk (*) are required

Chapter 2: Public Transport

7. Are you interested in commenting this chapter? *

( ) Yes

( ) No

Theme Objectives

8. We have established 18 Theme Objectives across the LTP, which provide focus for LTP delivery and achieving its vision. There are 4 Theme Objectives within this chapter. Overall, how strongly do you agree or disagree with them? *

Ensure multi-modal connectivity for all, to, from and within rail stations

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure /

Improve passenger rail and rail freight services

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure /

Deliver high-quality bus services that are reliable, accessible and easy to use

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure /

Provide other public travel options that are an alternative to single occupancy private car travel

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure /

9. Do you have any further comments regarding the Theme Objectives in this chapter?

The Way Forward

10. The Way Forward sets out our asks of National Government and partners to help deliver the LTP, our commitments to deliver the LTP, as well as a costed implementation programme for 2026 – 2031. Overall, how strongly do you agree or disagree with The Way Forward in this chapter? *

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

11. Do you have any further comments regarding The Way Forward in this chapter?

Long-term Vision

12. The Long-term Vision describes how we envisage public transport provision in Staffordshire to look in the future. Overall, how strongly do you agree or disagree with the Long-term Vision in this chapter? *

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

13. Do you have any further comments regarding the Long-term Vision in this chapter?

[   ]

Key Performance Indicators

14. Key Performance Indicators will be used to measure the progress made towards the Theme Objectives. Overall, have we identified the right Key Performance Indicators within this chapter? *

○ Yes

○ No

15. Do you have any further comments on this chapter?

[   ]

Chapter 3: The Road Network

16. Are you interested in commenting this chapter? *

○ Yes

○ No

Theme Objectives

17. We have established 18 Theme Objectives across the LTP, which provide focus for LTP delivery and achieving its vision. There are 4 Theme Objectives within this chapter. Overall, how strongly do you agree or disagree with them? *

Improve the safety and efficiency of the Strategic Road Network to deliver a positive impact on the local road network

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Improve the safety, efficiency and journey time reliability of the local road network

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Deliver a whole-life asset management approach to improve the condition of the local road network

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Support the efficient movement of freight whilst minimising the adverse impacts it can have on local roads and communities

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

18. Do you have any further comments regarding the Theme Objectives in this chapter?

The Way Forward

19. The Way Forward sets out our asks of National Government and partners to help deliver the LTP, our commitments to deliver the LTP, as well as a costed implementation programme for 2026 – 2031. Overall, how strongly do you agree or disagree with The Way Forward in this chapter? *

( ) Strongly agree

( ) Tend to agree

( ) Neither agree nor disagree

( ) Tend to disagree

( ) Strongly disagree

( ) Unsure / don't know

20. Do you have any further comments regarding The Way Forward in this chapter?

Long-term Vision

21. The Long-term Vision describes how we envisage the road network in Staffordshire to look in the future. Overall, how strongly do you agree or disagree with the Long-term Vision in this chapter? *

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

22. Do you have any further comments regarding the Long-term Vision in this chapter?

Key Performance Indicators

23. Key Performance Indicators will be used to measure the progress made towards the LTP's Theme Objectives. Overall, have we identified the right Key Performance Indicators within this chapter? *

○ Yes

○ No

24. Do you have any further comments on this chapter?

Chapter 4: Inclusive and Active Communities

25. Are you interested in commenting this chapter? *

○ Yes

○ No

Theme Objectives

26. We have established 18 Theme Objectives across the LTP, which provide focus for LTP delivery and achieving its vision. There are 3 Theme Objectives within this chapter. Overall, how strongly do you agree or disagree with them? *

Ensure the road network provides facilities that make walking, wheeling and cycling convenient and safe for all

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Increase the use of our Public Rights of Way network

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

Deliver behaviour change initiatives that complement our active travel infrastructure

( ) Strongly agree   ( ) Tend to agree   ( ) Neither agree nor disagree   ( ) Tend to disagree   ( ) Strongly disagree   ( ) Unsure /

27. Do you have any further comments regarding the Theme Objectives in this chapter?

The Way Forward

28. The Way Forward sets out our asks of National Government and partners to help deliver the LTP, our commitments to deliver the LTP, as well as a costed implementation programme for 2026 – 2031. Overall, how strongly do you agree or disagree with The Way Forward in this chapter? *

( ) Strongly agree

( ) Tend to agree

( ) Neither agree nor disagree

( ) Tend to disagree

( ) Strongly disagree

( ) Unsure / don't know

29. Do you have any further comments regarding The Way Forward in this chapter?

Long-term Vision

30. The Long-term Vision describes how we envisage active travel in Staffordshire to look like in the future. Overall, how strongly do you agree or disagree with the Long-term Vision in this chapter? *

◯ Strongly agree

◯ Tend to agree

◯ Neither agree nor disagree

◯ Tend to disagree

◯ Strongly disagree

◯ Unsure / don't know

31. Do you have any further comments regarding the Long-term Vision in this chapter?

[ ]

Key Performance Indicators

32. Key Performance Indicators will be used to measure the progress made towards the LTP's Theme Objectives. Overall, have we identified the right Key Performance Indicators within this chapter? *

◯ Yes

◯ No

33. Do you have any further comments on this chapter?

[ ]

Chapter 5: Land Use and Transport Planning

34. Are you interested in commenting this chapter? *

◯ Yes

◯ No

Theme Objectives

35. We have established 18 Theme Objectives across the LTP, which provide focus for LTP delivery and achieving its vision. There are 3 Theme Objectives within this chapter. Overall, how strongly do you agree or disagree with them? *

Integrate land-use planning and transport infrastructure, and ensure development is allocated in locations where there are, or will be, alternatives to the private car

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure /

Ensure decisions made on the location and design of new development sites, prioritise connectivity by active and public transport

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure /

Prioritise the active and public transport offer when reshaping and revitalising our town centres

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure /

36. Do you have any further comments regarding the Theme Objectives in this chapter?

The Way Forward

37. The Way Forward sets out our asks of National Government and partners to help deliver the LTP, our commitments to deliver the LTP, as well as a costed implementation programme for 2026 – 2031. Overall, how strongly do you agree or disagree with The Way Forward in this chapter? *

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

38. Do you have any further comments regarding The Way Forward in this chapter?

Long-term Vision

39. The Long-term Vision describes how we envisage land use and transport planning policy in Staffordshire will look in the future. Overall, how strongly do you agree or disagree with the Long-term Vision in this chapter? *

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

40. Do you have any further comments regarding the Long-term Vision in this chapter?

Key Performance Indicators

41. Key Performance Indicators will be used to measure the progress made towards the LTP's Theme Objectives. Overall, have we identified the right Key Performance Indicators within this chapter? *

○ Yes

○ No

42. Do you have any further comments on this chapter?

Chapter 6: Digital Connectivity

43. Are you interested in commenting this chapter? *

○ Yes

○ No

Theme Objectives

44. We have established 18 Theme Objectives across the LTP, which provide focus for LTP delivery and achieving its vision. There are 2 Theme Objectives within this chapter. Overall, how strongly do you agree or disagree with them? *

Improve digital connectivity to reduce the need to travel and improve the way the road and transport networks operate

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure / don't kn

Improve data sharing with partners to enhance the efficient and safe operation of the local road network

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure / don't kn

45. Do you have any further comments regarding the Theme Objectives in this chapter?

The Way Forward

46. The Way Forward sets out our asks of National Government and partners to help deliver the LTP, our commitments to deliver the LTP, as well as a costed implementation programme for 2026 – 2031. Overall, how strongly do you agree or disagree with The Way Forward in this chapter? *

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

47. Do you have any further comments regarding The Way Forward in this chapter?

48. The Long-term Vision describes how we envisage Staffordshire's digital connectivity offer will look in the future. Overall, how strongly do you agree or disagree with the Long-term Vision in this chapter? *

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

49. Do you have any further comments regarding the Long-term Vision in this chapter?

Key Performance Indicators

50. Key Performance Indicators will be used to measure the progress made towards the LTP's Theme Objectives. Overall, have we identified the right Key Performance Indicators within this chapter? *

○ Yes

○ No

51. Do you have any further comments on this chapter?

52. Do you have any further comments on this chapter?

Chapter 7: Zero Emission Vehicles

53. Are you interested in commenting this chapter? *

○ Yes

○ No

Theme Objectives

54. We have established 18 Theme Objectives across the LTP, which provide focus for LTP delivery and achieving its vision. There are 2 Theme Objectives within this chapter. Overall, how strongly do you agree or disagree with them? *

Facilitate the transition to low emission vehicles amongst residents and businesses by focusing on off-road charging locations

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure / don't kn

Support the bus industry by enabling investment in low emission buses and charging infrastructure

○ Strongly agree   ○ Tend to agree   ○ Neither agree nor disagree   ○ Tend to disagree   ○ Strongly disagree   ○ Unsure / don't kn

55. Do you have any further comments regarding the Theme Objectives in this chapter?

The Way Forward

56. The Way Forward sets out our asks of National Government and partners to help deliver the LTP, our commitments to deliver the LTP, as well as a costed implementation programme for 2026 – 2031. Overall, how strongly do you agree or disagree with The Way Forward in this chapter?

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

57. Do you have any further comments regarding The Way Forward in this chapter?

Long-term Vision

58. The Long-term Vision describes how we envisage low emission vehicles role within Staffordshire in the future. Overall, how strongly do you agree or disagree with the Long-term Vision in this chapter? *

○ Strongly agree

○ Tend to agree

○ Neither agree nor disagree

○ Tend to disagree

○ Strongly disagree

○ Unsure / don't know

59. Do you have any further comments regarding the Long-term Vision in this chapter?

Key Performance Indicators

60. Key Performance Indicators will be used to measure the progress made towards the LTP's Theme Objectives. Overall, have we identified the right Key Performance Indicators within this chapter? *

○ Yes

○ No

61. Do you have any further comments on this chapter?

62. If you have any further comments regarding the LTP please use the box below.

About you (additional details)

As part of the Local Transport Plan (LTP), we are collecting data to aid our analysis from this consultation and assess trends within this.

Please note: All questions in this section are optional.

63. I am responding as...

○ An individual person (or on behalf of someone)

○ An organisation or group

○ A business

○ A parish or town council

○ An elected member

○ Other (please specify)

64. What borough or district in Staffordshire do you live in?

○ Cannock

○ East Staffordshire Borough

○ Lichfield Distict

○ Newcastle-under-Lyme Borough

○ Stafford Borough

○ Tamworth Borough

○ Staffordshire Moorlands

○ South Staffordshire

○ If you don't live in Staffordshire please tell us where you do live

65. What mode of transport do you use the most?

○ Bus

○ Train

○ Car/ Van driver

○ Car/ Van passenger

○ Taxi

○ Bicycle/ Scooter

○ Walk

○ Motorcycle/ Moped

○ Other (please specify)

66. Please select your age group

○ Under 17

○ 17-24

○ 25-64

○ 65+

○ Prefer not to say

67. Do you consider yourself to be disabled as set out in the Equality Act 2010? If you are unsure please follow the attached link. Definition of disability under the Equality Act 2010

○ Yes

○ No

○ Unsure

STAFFORDSHIRE
Draft Local Transport Plan
2025
Executive Summary

Staffordshire
County Council

Executive Summary

Welcome to Staffordshire's new Local Transport Plan (LTP) which sets out our vision for the county's transport network, and our asks of National Government and key stakeholders. It describes how we will enable system change to provide more and better choices for our residents and businesses to use alternative methods of travel. In so doing, our economy will prosper, our communities will be healthier and happier, and our natural environment will thrive.

The LTP is a statutory document and provides the Strategic Outline Business Case for transport and road investment in Staffordshire. It sets out our five-year £778 million capital and £280 million revenue ask of National Government up to 2031, and our long-term vision, which is:

An integrated and efficient transport system that delivers economic prosperity, creates healthy and safe communities, and protects the natural environment.

The LTP has four strategic objectives, which are:

1. Deliver a whole-systems approach to transport and road management that grows the economy.
2. Deliver safe, well maintained local roads, footways and cycleways that create a sense of place and healthy communities.
3. Improve physical and virtual connectivity, whilst addressing inequalities.
4. Improve air quality and protect the natural environment.

Policy Context

Figure 1 shows how the strategic objectives and vision, link with wider Council strategies and plans, and Table 1 details how the LTP contributes towards their delivery.

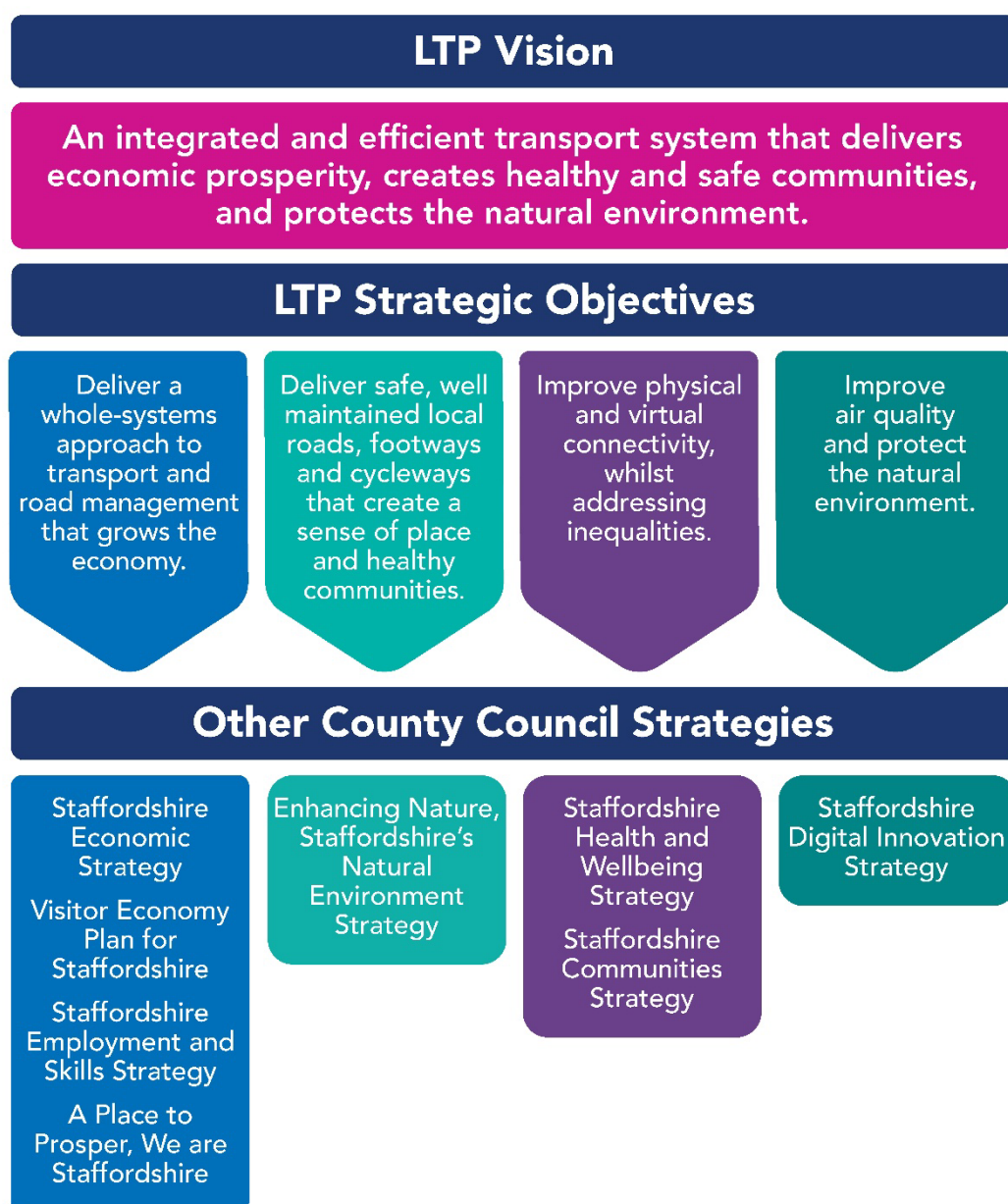Figure 1: Linkages between the LTP and wider Council Strategies and Plans

LTP Vision

An integrated and efficient transport system that delivers economic prosperity, creates healthy and safe communities, and protects the natural environment.

LTP Strategic Objectives

| Deliver a whole-systems approach to transport and road management that grows the economy. | Deliver safe, well maintained local roads, footways and cycleways that create a sense of place and healthy communities. | Improve physical and virtual connectivity, whilst addressing inequalities. | Improve air quality and protect the natural environment. |

Other County Council Strategies

| Staffordshire Economic Strategy

Visitor Economy Plan for Staffordshire

Staffordshire Employment and Skills Strategy

A Place to Prosper, We are Staffordshire | Enhancing Nature, Staffordshire's Natural Environment Strategy | Staffordshire Health and Wellbeing Strategy

Staffordshire Communities Strategy | Staffordshire Digital Innovation Strategy |

Table 1: The LTP's contribution towards the successful delivery of wider Council Strategies and Plans

Council Strategy Documents	LTP's Influence
Staffordshire Health and Wellbeing Strategy, 2022	Active travel supports the Staffordshire Health and Wellbeing Board priorities of healthy ageing, good mental health and healthy weight.
Staffordshire Economic Strategy, 2023	Better transport connectivity, supports the regeneration of our town centres, enables people to benefit from better paid, local jobs, and aspirations for the A50/A500 and A38 corridors.
A place to Prosper, We are Staffordshire, 2023	Better transport connectivity, supports the promotion of strategic development sites, the visitor economy, and access to learning, particularly for those without a car.
Visitor Economy Action Plan for Staffordshire, 2023	Better transport connectivity to tourism destinations will contribute to economic growth, supporting the quality of our tourism offer.

Staffordshire Employment and Skills Plan Strategy, 2023	Better transport connectivity to education, training and employment opportunities significantly benefits individuals, communities, and the wider economy. It supports economic and social inclusion by making access to these opportunities easier, which can lead to increased employment rates, higher incomes, and improved quality of life.
Enhancing Nature, 2024 to 2026	The LTP plays a crucial role in protecting and enhancing our natural environment, both now and for future generations. When delivering the LTP it is vital that opportunities to enhance the environment are maximised and any negative impacts are minimised or mitigation measures put in place.
Staffordshire Communities Strategy, 2024	Better transport connectivity fosters social inclusion by enabling access to essential services, employment, education, and social opportunities. Whilst transport and roads can negatively impact public health (e.g. air and noise pollution), they can also promote physical activity and reduce health inequalities.
Digital Innovation Strategy, 2024	Increasing the use and integration of digital technologies, data, and connectivity, into how the local road network is managed, will improve safety, efficiency, and the overall customer experience.

Sitting alongside this LTP, is a Joint Strategy Transport Statement, which has been published for the wider area of Staffordshire and Stoke-on-Trent. It reflects our shared transport priorities and cross-boundary strategies and underpins our joined-up approach towards delivering a forward-thinking integrated transport system.

The LTP also aligns with, and contributes to the delivery of, the Government's five missions[1] and the Department for Transport's priorities, which are:

- Transforming infrastructure to work for the whole country, promoting social mobility and tackling regional inequality;
- Improving bus services and growing usage across the country;
- Delivering greener transport;
- Improving performance on the railways and driving forward rail reform; and
- Better integrating transport networks.

At some point during the LTP's five-year investment programme, the Government plans to introduce Spatial Development Strategies (SDSs). These aim to accelerate development to address housing shortages, infrastructure gaps, and support economic growth. This LTP will provide the transport direction for Staffordshire's SDS. All Local Plans must conform with Staffordshire's SDS.

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[1] The five missions are to grow the economy, build an NHS fit for the future, create safer streets, provide opportunities for all, and make Britain a clean energy superpower. Plan for Change - GOV.UK

Engagement

Comprehensive and wide-ranging engagement activities took place during 2023 and 2024. This helped us to understand the views of our residents, businesses and partners. The information we received, informed the LTP's direction of travel, gauged the appetite for change, and identified quick wins. A summary of our activities and our responses to the feedback we received can be viewed in Appendix 1.2.

Transport Evidence Base

An extensive evidence base was established to identify baseline travel patterns in Staffordshire by all modes of transport. The main datasets used were:

- 2023 Staffordshire Household Travel Survey, showing why, how and when people travel.
- 2024/25 Vehicle Satnav data, showing how far and where people are travelling to and where this is resulting in traffic delays.
- 2025 Accessibility analysis, showing journey times to services and facilities by different modes of transport.
- 2021 Census, car ownership and the journey to work.
- 2024 Traffic volume data, showing trends and peak travel times at key locations.
- 2024/25 Public transport patronage and reliability.
- 2021 Centre for Research into Energy Demand Solutions, showing how far people travel in different locations throughout Staffordshire.
- 2022 Carriageway condition surveys.
- 2024 Bus stop audits.

These datasets, along with the engagement activities, have informed the LTP's proposals.

Scheme Delivery

Scheme delivery will be:

- **Time-Specific:** the right schemes will be introduced at the right times; some will be quick-wins, while others will take longer to deliver.
- **People-Specific:** the right schemes will be targeted to the right audiences as some people are able, and more willing, to change their travel habits.
- **Place-Specific:** the right schemes will be implemented in the right areas. In recognition that communities differ across the county, a one-size-fits-all approach will not be adopted.

All settlements within Staffordshire have been assessed in terms of their Capability to Achieve Suitable Travel (CAST). They have been broken down into five different types of places, depending on their level of local facilities and services, and employment opportunities. Those settlements with the most attributes have the greatest potential for people to switch to modes that support healthier communities and are less harmful to the natural environment. Those settlements have been identified as Newcastle-under-Lyme, Stafford, Burton upon Trent, Lichfield, Cannock, Tamworth, Burntwood,

Rugeley, Uttoxeter, Stone and Kidsgrove. A map showing the breakdown of Staffordshire by CAST type is provided in the main document and in Appendix 1.14.

Public Transport

Public transport that provides a genuine alternative to car travel for medium length and longer journeys is fundamental to delivering a cleaner transport system in Staffordshire. Opportunities to remove freight from our roads and onto rail, must also be taken.

LTP Theme Objective 1: Ensure multi-modal connectivity for all, to, from and within rail stations.
LTP Theme Objective 2: Improve passenger rail and rail freight services.
LTP Theme Objective 3: Deliver high-quality bus services that are reliable, accessible and easy to use.
LTP Theme Objective 4: Provide other public travel options that are an alternative to single occupancy private car travel.

National Government Asks

- **£24,750,000** capital and **£80,875,000** revenue funding (2025 estimates) to deliver our Five-Year Investment Plan for public transport.

Stakeholder Asks

- West Midlands Rail Executive, Train Operating Companies and Great British Railway to improve access to rail stations and their facilities, introduce integrated ticketing, and enhance capacity and service quality.
- Bus operators to work collaboratively through the Bus Enhanced Partnership to grow patronage.

Our Commitments

- Consider the potential for bus franchising in the county.
- Review procurement arrangements and bus contracts, placing greater emphasis on achieving patronage growth.
- Collect data from bus operators via the Bus Enhanced Partnership, and from passengers via Bus Passenger Surveys and a Bus User Forum.
- Engage with Midlands Connect on the Regional Smart Ticketing project.
- Support local groups to develop community transport schemes.
- Work with partners to make taxi and private hire vehicle standards higher and more consistent for users and encourage investment in low emission vehicles.
- Explore opportunities for shared travel schemes, such as car clubs and e-bike hire.

The Road Network

We are responsible for the local road network, which is valued at over £7 billion and includes over 6,000km of carriageways, 4,500km of footways, 1,200 structures, 4,000 bus stops with 1,088 shelters, and 115,000 streetlights and illuminated signs. The

network - which consists of a hierarchy of road types with different needs, priorities and functions - is increasingly becoming less resilient to damage from physical and environmental wear and tear.

LTP Theme Objective 5: Improve the safety and efficiency of the Strategic Road Network to deliver a positive impact on the local road network.
LTP Theme Objective 6: Improve the safety, efficiency and journey time reliability of the local road network.
LTP Theme Objective 7: Deliver a whole-life asset management approach to improve the condition of the local road network.
LTP Theme Objective 8: Support the efficient movement of freight whilst minimising the adverse impacts it can have on local roads, communities and the environment.

National Government Asks

- **£685,882,000** capital and **£180,439,000**revenue funding (2025 estimates) to deliver our Five-Year Investment Programme for the road network.
- A consistent approach to funding over the next 10 years to enable us to deliver a more efficient service with better condition outcomes.
- A collaborative approach with logistics operators, businesses and local communities to help to minimise the negative impacts of freight and the logistics sector.

Stakeholder Asks

- National Highways to ensure that the Strategic Road Network meets the needs of Staffordshire residents and businesses and unlocks national connectivity.
- Local planning authorities to review the provision of secure overnight lorry parking and driver welfare facilities and consider trials for urban-fringe freight consolidation hubs via the Local Plan process.
- Businesses to investigate and collaborate on last-mile deliveries.

Our Commitments

Road Safety
- Work with the Safer Roads Partnership to publish a new data-led Road Safety Strategy that focuses on safe roads, safe road users and safe vehicles.
- Embed the principles of the 'Safe Systems' approach across all our works on the road network.
- Use digital technology to identify road safety issues and risk locations.
- Trial solar-powered road studs that are more visible in adverse weather.
- Consider producing a pavement parking policy that will enhance pedestrian safety and prevent damage to pavements.

Managing the Movement of People
- Seek new powers to enforce moving traffic offences such as making banned turns or entering a yellow box junction when the exit is not clear.
- Seek new powers to operate a Lane Rental Scheme, whereby utility companies are incentivised to minimise disruption to road users by completing road works more efficiently.

Road Maintenance
- Improve the accuracy of our road network asset inventory.
- Deliver a maintenance programme that adds life to our road network and seeks to minimise rates of deterioration over time.
- Consider options for penalising poor reinstatement of carriageways and footways, following street works and incentivise good practice.
- Integrate road maintenance and improvement programmes.
- Adopt a risk-based approach to the replacement and potential removal of guard rails and similar assets.
- Develop a wildlife-friendly management approach to roadside verges.
- Regularly inspect and undertake preventative maintenance to minimise flooding on our resilient network.

Freight
- Continue to work through the Staffordshire Freight and Communities Forum.
- Work with local planning authorities to review and plan for secure overnight parking, driver welfare facilities and consider trials for urban-fringe freight consolidation hubs via the Local Plan process.
- Support businesses in the transition to alternative fuels and in the development of innovative technologies.

Inclusive and Active Communities

Creating inclusive and active communities is vital in a county like Staffordshire. The county has some of the highest levels of obesity and inactivity levels nationally, and over half of its districts have higher than average recorded rates of depression within their populations. Evidence shows that active travel, like walking and cycling, can greatly boost physical and mental health, while also improving air quality.

LTP Theme Objective 9: Ensure the road network provides facilities that make walking, wheeling and cycling convenient and safe for all.
LTP Theme Objective 10: Increase the use of the Public Rights of Way network.
LTP Theme Objective 11: Deliver behaviour change initiatives that complement our active travel infrastructure.

National Government Asks

- **£43,350,000** capital and **£19,350,000** revenue funding (2025 estimates) to deliver our Five-Year Investment Programme for inclusive and active communities.
- Update the national Cycling, Walking Investment Plan (CWIP).
- Revise guidance and legislation relating to Public Rights of Way.
- Study and disseminate guidance on how behavioural science can improve uptake of active travel.

Stakeholder Asks

- Partners, such as Sustrans, Canal and River Trust and local planning authorities, to work collaboratively to increase levels of walking, wheeling and cycling.

Our Commitments

Walking, Wheeling and Cycling Infrastructure
- Update and expand our Local Cycling and Walking Infrastructure Plan (LCWIP).
- Apply Active Travel England toolkits when designing walking and cycling schemes.
- Secure developer contributions and support external funding applications.
- Seek new powers to enforce moving traffic offences to enable the successful delivery of School Streets.
- Ensure developers follow the emerging Staffordshire Highway Design Code and consult with the LTP and LCWIP when identifying active travel schemes.
- Ensure that Health Impact Assessments are completed on schemes as necessary.
- Focus investment on better maintaining existing assets, rather than installing new assets.
- Review our policy of pedestrian and multi-user crossing waiting times, giving greater priority to walkers and cyclists.

Public Rights of Way Network
- Publish a new Public Rights of Way Improvement Plan that aims to improve the experience for all users, including those with low mobility.
- Seek to align our highway asset management approach to managing the Public Right of Way and road network.
- Complete a conditional review of the Public Rights of Way network.

Encouraging Active Travel
- Engage in national campaigns such as Walking Month, The Sustrans Big Walk and Wheel, and Living Streets WOW Travel Tracker.
- Work with partners, businesses and employers to identify opportunities for active travel solutions through the development of voluntary travel plans.
- Develop our communications around active travel and inclusive transport, promoting behaviour change opportunities.

Land Use and Transport Planning

We are committed to ensuring the delivery of housing and employment growth in the right locations where there are genuine alternatives to the private motor car, alongside access to good quality local services and facilities. Spatial proximity and making land use changes to increase local facilities, sits alongside transport provision as a way of improving connectivity and creating healthy communities.

LTP Theme Objective 12: Integrate land-use planning and transport infrastructure, and ensure development is located where there are, or will be, alternatives to the private car.
LTP Theme Objective 13: Ensure decisions made on the location and design of new development sites, prioritise connectivity by active and public transport.
LTP Theme Objective 14: Prioritise the active and public transport offer when reshaping and revitalising our town centres.

National Government Asks

- **£11,800,000** capital and **£250,000** revenue funding (2025 estimates) to deliver our Five-Year Investment Programme for our town centre revitalisation programme.
- Guidance on the new 'vision-led' approach to transport planning.
- Guidance on Travel Plan and Transport Assessment good practice.

Stakeholder Asks

- Local planning authorities to ensure that land use planning decisions align with the LTP.
- Local planning authorities and other key stakeholders to take a lead role in promoting a positive vision for our town centres.
- Developers to follow Staffordshire's emerging Residential Highways Design Code and to provide a robust estimation of travel generation and mode share forecasts.

Our Commitments

- Deliver infrastructure commitments that support the delivery of adopted Local Plans in Lichfield, Stafford, Newcastle-under-Lyme and Burton upon Trent.
- Provide transport planning advice to local planning authorities on emerging Local Plans.
- Continue to protect highway routes that are in line with the Strategic Objectives of the LTP.
- Apply National Government's new 'vision led' approach to transport.
- Consider recommending that planning consent is refused if evidence shows that a proposed development might lock-in car dependency.
- Provide local transport data to developers when preparing Transport Assessments.
- Produce Annual Travel Plan delivery reports and use them to inform transport policy, strategy development and future land use planning decisions.

Digital Connectivity

Harnessing data, technology and connectivity will help us, and our partners, improve the way the local road network is designed, built, operated and used. Residents will be better informed, and they will be able to work, shop and access services remotely. We will be data driven and increasingly use automated systems that result in safer construction, reduced disruption, increased productivity and smoother journeys. Through the sharing of data amongst highway and transport operators and utility companies, everyone will benefit from improved asset resilience, increased asset life and a safer, smoother running network.

LTP Theme Objective 15: Improve digital connectivity to reduce the need to travel and improve the way the road and transport networks operate.
LTP Theme Objective 16: Improve data sharing with partners to enhance the efficient and safe operation of the local road network.

National Government Asks

- Review the way the telecoms sector operates and provide infrastructure to avoid the need for multiple operators, providing different fibre, in the same street causing significant damage to the road network.
- Reform the General Data Protection Regulation (GDPR) regime to allow public bodies to share data with organisations which follow the rules of the UK Digital Identity and Attributes Trust Framework.

Stakeholder Asks

- Telecom providers to roll out digital coverage as swiftly as possible across all areas of the county and increase levels of full-fibre connectivity; and increase 5G mobile coverage as swiftly as possible and address the remaining 4G 'not-spots' and hard-to-reach premises.
- All partners to optimise the use of digital technology and data sharing between transport providers.

Our Commitments

- Track the current digital connectivity status of the county and push for faster implementation of high-speed internet and 5G mobile technology, focussing on areas that are hard to reach.
- Consider installing ducting for the use of fibre cabling during the construction or upgrading of the road network.
- Introduce improvements to make digital support services more accessible and effective.
- Regularly review and identify groups at risk of digital exclusion and work with them and partner organisations to meet needs.
- Work with Midlands Connect to ensure that data sharing between all transport providers becomes standard practice.

Low Emission Vehicles

National Government has committed to banning the sale of petrol and diesel cars by 2035. By 2030, they expect 80% of new cars and 70% of new vans sold to be zero emission. It has also committed to phasing out non-zero emission heavy goods vehicles (HGVs) and buses by 2040.

We are committed to reducing the impact of transport on the natural environment. Therefore, we will work with private providers to meet the demands of residents and businesses who want to transition to low emission vehicles.

LTP Theme Objective 17: Facilitate the transition to low emission vehicles amongst residents and businesses by focusing on off-road charging locations.
LTP Theme Objective 18: Support the bus industry by enabling investment in low emission buses and charging infrastructure.

Government Asks

- **£12,500,000** capital funding (2025 estimates) to deliver our Five-Year Investment Programme to support the transition to low emission vehicles.
- Commit to investing in the Fifty500 Midlands Growth Corridor.
- Develop a strategy to accelerate the adoption of alternative fuels.

Stakeholder Asks

- Midlands Connect to lead on identifying options to support the uptake of low emission freight vehicles.
- Businesses to switch to alternative fuels for freight and delivery vehicles.
- Taxi operators to switch to low emission vehicles.
- Charging Point Operators to ensure an appropriate and equitable distribution, and affordability of charge points across the county.
- Bus Enhanced Partnership to agree the pathway towards increasing the percentage of low emission vehicles in the bus fleet.

Our Commitments

- Publish a revised Public Electric Vehicle Charging Infrastructure Strategy.
- Deliver the National Government LEVI programme, focusing on the needs of Staffordshire.
- Review our current fleet and plan for the transition to low emission vehicles where it delivers value for money.
- Review our property assets (including highway depots, enterprise parks and schools) as potential locations for electric vehicle charge points.
- Review our procurement contracts to set minimum standards for the emissions of our suppliers' vehicles.
- Support the piloting of vehicle-to-grid technology to enable electric vehicles to discharge energy back into the grid at peak times.
- Partnerships with Distribution Network Operators will be strengthened to understand local grid constraints and plan for future energy demands.

Our Investment Programme

Table 2: Five Year Investment Programme, 2026/27 – 2030/31

Theme Objective	Output	Investment Ask £'000	
		Capital	Revenue
Public Transport			
LTP Objective 1: Ensure multi-modal connectivity for all, to, from and within rail stations.	Improved accessibility to Tamworth, Stafford, Kidsgrove, Uttoxeter, Hednesford and Shenstone rail stations.	8,900	1,050
LTP Objective 3: Deliver high-quality bus services that are	Subsidised bus services, fare promotions, young person's travel card, real-time information, bus stop upgrades	9,850	79,325

reliable, accessible and easy to use.	and access to bus stops improved.		
LTP Objective 4: Provide other public travel options that are an alternative to single occupancy private car travel.	Taxi vouchers, Keele University Mobility Hub, Rural Mobility Hub Pilot.	6,000	500
Sub-total		**24,750**	**80,875**
The Road Network			
LTP Objective 6: Improve the safety, efficiency and journey time reliability of the local road network.	Major Road Network Access for All corridors, road safety schemes, street lighting, traffic signals, traffic monitoring, digital traffic management, gain powers to enforce moving traffic offences and reduce the impact of temporary roadworks through a lane rental scheme.	123,400	79,000
LTP Objective 7: Deliver a whole-life asset management approach to improve the condition of the local road network.	Carriageway and footway structural and preventative maintenance, bridge structural maintenance (inc. Chetwynd Bridge), drainage replacement, retaining walls and embankments maintenance, signs and road markings, routine/minor and reactive maintenance, bus stop maintenance, electric vehicle charge point maintenance.	562,482	101,439
Sub-total		**685,882**	**180,439**
Active and Inclusive Communities			
LTP Objective 9: Ensure the road network provides facilities that make walking, wheeling and cycling convenient and safe for all.	Cycle network in Stafford, Burton, Newcastle, Cannock, Tamworth and Lichfield, National Cycle Network and Canal towpaths, South Staffs rural network, footway maintenance and improvements, cycle network maintenance and permeability, School Streets, Healthy Streets, cycle parking.	33,350	6,600
LTP Objective 10: Increase the use of the Public Rights of Way network.	Path network route improvement and maintenance, community paths initiative, structures maintenance programme.	10,000	3,000
LTP Objective 11: Deliver behaviour	Social prescribing[2], Bikeability for families, young people and	0	10,250

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[2] Social prescribing is helping patients to improve their health, wellbeing and social welfare by connecting them to community services.

change initiatives that complement our active travel infrastructure.	adults, behaviour change research and marketing.		
Sub-total		**43,350**	**19,350**
Land Use and Transport Planning			
LTP Objective 14: Prioritise the active and public transport offer when reshaping and revitalising our town centres.	Town centre revitalisation programmes in Stafford, Burton, Tamworth, Lichfield, Cannock, Newcastle, Rugeley, Burntwood, Uttoxeter, Stone, Kidsgrove.	11,800	250
Sub-total		**11,800**	**250**
Low Emission Vehicles			
LTP Objective 18: Support the bus industry by enabling investment in low emission buses and charging infrastructure.	Low emission buses on busiest bus corridors through air quality management areas, focusing on the north of the county.	12,500	0
Sub-total		**12,500**	**900**
Total Investment Ask		**778,282**	**280914**
		£1,059,196	

Monitoring and Evaluation

Each year we will monitor progress towards achieving the LTP's objectives and every five years, we will review the whole document. The success of the LTP will be measured using Key Performance Indicators (KPIs). KPIs have been identified for each Theme Objective as listed in Table 3.

We will be repeating the Household Travel Survey in 2031 to see whether habits and opinions have changed following delivery of our five-year investment programme. Success will be dependent on receiving the funding asks of National Government and commitment from partners and stakeholders.

Table 3: Key Performance Indicators

No.	LTP Theme Objective	Key Performance Indicators
1	Improving Rail Stations	• Number of DDA compliant rail stations • Number of passengers using rail stations
2	Enhancing Rail Services	• Number of new rail services • Number of rail services cut
3	Enhancing Bus Services	• Number of bus passenger journeys • Percentage of people satisfied with local bus services • Percentage of households within 400 metres of an hourly service (CAST type 1 settlements) • Percentage of buses running on time
4	Expanding Travel Choice	• Percentage of home-to-school taxis that are single occupancy • Number and coverage of community transport schemes
5	Improving the Strategic Road Network	• Number of schemes committed in the Road Investment Strategy (RIS)
6	Managing the Local Road Network	• Number of Air Quality Management Areas (AQMAs) • Number and severity of road traffic collisions • Levels of traffic delays in CAST type 1 settlements
7	Improving the Local Road Network	• Percentage of LED traffic signals • Percentage of LED street lighting • Value Carbon Rating • Percentage of local roads in good/very good condition • Percentage of people satisfied with the condition of roads • Percentage of bridges that are in good/very good condition
8	Effectively moving Freight	• Percentage of people satisfied with routes taken by heavy goods vehicles
9	Increasing levels of Walking, Wheeling and Cycling	• Growth in active travel at monitored sites • Number of active travel schemes in the Capital Programme • Number of School Streets
10	Improving the Rights of Way Network	• Percentage of people satisfied with the Rights of Way network
11	Changing Travel Behaviour	• Number of Walking Buses • Number of participants in the INTO (Inspiring New Travel Options) Scheme
12	Integrating Land Use Planning	• Percentage of new housing allocations within urban areas
13	Strengthening Development Management	• Number of travel plans meeting their agreed targets
14	Creating Vibrant Town Centres	• Length of new and improved active travel routes in town centres • Number of bus stop upgrades in town centres
15	Improving Digital Connectivity	• Percentage of premises with access to Gigabit / full fibre broadband • 5G coverage
16	Improving Data Sharing	• Number of forward programmes shared by road and transport operators, and utility companies.

17	Transitioning to Low Emission Vehicles	• Number of zero emission vehicles registered • Number of publicly available electric vehicle sockets
18	Transitioning to Low Emission Buses	• Number of zero emission buses • Number of bus depots with charging infrastructure

Stone Town Council - Payments

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 : 01/08/2025
Payment Date To : 31/08/2025

Payment Date	Reference	Supplier	Description	Amount (£)
01/08/2025	8464	Prism Solutions	Leased line rental July 25	49.99
01/08/2025	8464	Prism Solutions	Leased line rental July 25	60.90
01/08/2025	8464	Prism Solutions	Leased line rental July 25	59.90
04/08/2025		Stafford Borough Council	SBC Rates HC - Aug 2025	379.00
04/08/2025		Stafford Borough Council	SBC Rates FJC - Aug 2025	279.00
04/08/2025	11815132	British Gas	Elec Supply Ampitheatre 21.06 to 21.07.25	15.78
04/08/2025		Stafford Borough Council	SBC Rates Mkt - Aug 2025	21.00
04/08/2025		Stafford Borough Council	SBC Rates SSTN - Aug 2025	180.00
06/08/2025	INV-1842	IG Stage Hire	50% Stage Hire - Summer music event	675.00
06/08/2025	V02373495583	EE	EE Mobiles - 29 Jul - 28 Aug	15.74
06/08/2025	V02373495583	EE	EE Mobiles - 29 Jul - 28 Aug	15.74
07/08/2025	134369	B Hygienic Ltd	FJC - Male Hygiene Disposal Unit	14.16
07/08/2025	6060	AED Donate	2 x Bleed Kits	160.00
07/08/2025	200246248	Paul Castrey Expenses	HC - Locking tin for key storage	11.99
07/08/2025	0001075	Fleetwood Mad	Summer Music Event - Fleetwood Mad - 16.08.25	1,300.00
07/08/2025	INVOICE-001	KTC Security Services Ltd	Install/remove bollards June/July	52.50
07/08/2025	02593	R Mountfords	Cable ties for road closure notices	10.81
07/08/2025	025936	R Mountfords	FJC - filler and white spirits	9.77

Stone Town Council - Payments

Payment Date	Reference	Supplier	Description	Amount (£)
07/08/2025	INV-1847	IG Stage Hire	30% deposit - Stage at Christmas lights	255.00
08/08/2025	203657258	Amazon	Cable for PA system for VJ day music	5.99
08/08/2025	11853017	British Gas	Elec Usage 61 High Street 21.06 to 25.07.25	20.55
08/08/2025	11855167	British Gas	Elec Usage - Feeder Pillar 1, 30 High Street 26.06 to	12.60
11/08/2025	INV-1204	CE & PS Ltd	Fit CAT6 network cable at Station Road	655.00
11/08/2025	53091	Panda Press (Stone) Ltd	HC - Foamex coasters for VJ80 display	68.00
12/08/2025	444008-043	Virgin Media Business	Telephone Rental & Calls - 22/07- 21/08/25	88.28
12/08/2025	201615202584183	Pozitive Energy	Gas Usage - HC 01.07 to 31.07.25	39.78
13/08/2025	INV000260	Hearts Cross Medical	Medical Support - Whale at Westbridge Event	160.00
13/08/2025	INV-19623	Fool's Paradise	Whale hire at Westbridge Park event	1,955.00
13/08/2025	223503	Prism Solutions	Engineer cost to install FTTP connection	1,237.62
14/08/2025	SI-249762	Mailing room	Franking Machine Annual Maint to 25.09.26	271.17
14/08/2025	36030	Lindsay Fleetwood	Cutlery for Stonefield Park Event	5.50
14/08/2025	INV317513549	Zoom Video Comm Inc	ZOOM Subscription Aug 14 to Sept 13 2025	25.98
15/08/2025	02361192	Stone Shoe Repairs Ltd	Keys cut for High Street Bollards	8.00
18/08/2025	Morrisons	WM Morrisons Supermarket Ltd	Catering for Stonefield Park	265.50
18/08/2025	202886225	WM Morrisons Supermarket Ltd	Water for Summer Music Event	5.00
18/08/2025	202886239	Miscellaneous	Cakes for Stonefield Park Event	23.25
18/08/2025	202886225	WM Morrisons Supermarket Ltd	Milk for Stonefield Park Event	3.30
18/08/2025	INV21226804	Sage UK Ltd	Sage payroll Subscription 2025/26	450.00
19/08/2025	53117	Panda Press (Stone) Ltd	HC - VJ Day interpretation boards	308.00
19/08/2025	200651840	Miscellaneous	Summer Music Event - Funkbreakers band	500.00
19/08/2025	201222000	Kath Stanway	Compere and perfomance at Summer Music Event	550.00
19/08/2025	Donation	Stone Scouts & Guides Brass Band	Donation to SG Band for VJ flag raising	100.00
19/08/2025	INVOICE-002	KTC Security Services Ltd	Security at Summer Music Event x 8	594.00

Stone Town Council - Payments

Payment Date	Reference	Supplier	Description	Amount (£)
19/08/2025	200651846	MR D HANCOX	Summer Music Event-Herbaceous Borders Band	500.00
20/08/2025	586	Hazzard Promotions	Sound for Summer Music Event 25	800.00
20/08/2025	INV000261	Hearts Cross Medical	Medical Support - Music Event 2025	400.00
20/08/2025	7070297271	Stafford Borough Council	SBC Hanging baskets x 102	2,907.00
20/08/2025	0000225698	Canal & River Trust	Annual Rental- Waterpipe on towpath Newcastle Road	250.00
20/08/2025	201221895	Lindsay Fleetwood	Cakes for Stonefield Park Concert	10.00
20/08/2025	CD-244039093	Culligan	Water Cooler Rental - Aug 25	23.06
20/08/2025	17067	All Print Equipment Ltd	Copier usage - July 25	35.27
20/08/2025	224811	Prism Solutions	HC - Domain Name renewal to 21.09.27	29.99
20/08/2025	wp-INV09999479	Water Plus	Water Usage SSTN - 5.07 to 5.08.25	114.99
21/08/2025	202628995	Miscellaneous	Stonefield Park - cakes, plates and cups	54.39
21/08/2025	01442608	VALDA ENERGY	SSTN Elec 1.08-31.08.25	317.42
21/08/2025	01442608	VALDA ENERGY	FJC Elec - 1.08-31.08.25	256.35
21/08/2025	01442608	VALDA ENERGY	SSTN Gas - 1.08-31.08.25	58.84
21/08/2025	01442608	VALDA ENERGY	FJC Gas - 1.08-31.08.25	10.69
21/08/2025	wp-INV10006915	Water Plus	Water Usage FJC - 6.07 to 06.08.25	91.95
24/08/2025	wp-INV10049615	Water Plus	Water Usage - Mount Road - 9.07 to 09.08.25	51.93
26/08/2025	743014903/001/08	Virgin Media Business	Broadband Usage - 6 Aug - 5 Sept 25	50.00
26/08/2025	223883	Prism Solutions	Prism IT Managed Service - Sept 25	1,308.75
27/08/2025	12048028	British Gas	Elec Usage HC - 09.07 to 09.08.25	167.49
28/08/2025	SOT1151044	Veolia ES (UK) Ltd	Waste Collection FJC - July 25	124.01
28/08/2025	SOT1151045	Veolia ES (UK) Ltd	Waste Collection SSTN - July 25	110.39
31/08/2025	20057	Cress Security	FJC Annual Intruder alarm maint to 31.08.26	109.00

18,700.32