



Town Clerk

Les Trigg

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15 Station Road
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27 May 2026

Dear Councillor,

A meeting of the **ENVIRONMENT SUB COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone**, on **TUESDAY 2 JUNE 2026 at 7:10pm**, or on the rising of the Planning Consultative Committee, if later.

The agenda is set out below and I trust you will be able to attend.

Les Trigg
Town Clerk

Councillors: R. Townsend (Chairman), T. Kelt (Vice Chairman), A. Burgess, I. Fordham, J. Hood, J. Metters, J. Powell, N. Powell and C. Thornicroft

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest**
3. **Requests for Dispensations**
4. **Representations from Members of the Public**

To consider representations from members of the public on items to be considered at this meeting, in accordance with the Council's scheme of public participation.

5. **Minutes of Previous Meeting**

To confirm as a correct record the Minutes of the meeting of the Environment Sub-Committee held on 17 March 2026, Minute No's ENV26/035 – ENV26/042 (attached)

6. **Environment Sub-Committee Works Update**

To receive an update on the work being undertaken by the Council's Grounds Maintenance contractor (update attached) and to consider any variations required.

7. **Crown Meadow**

To receive an update from the Chairman.

8. **To Confirm Memberships of Working Groups**

- Environment Working Group
Membership: Currently all Members of the Environment Sub-Committee
(Co-ordinator: Currently Councillor R. Townsend)

9. **Reports of Working Group**

- Environmental Working Group
(Co-ordinator: Currently Councillor R. Townsend)

Will any Councillors who wish to speak at this meeting, but are not members of the Sub-Committee, please inform the Chairman before the start of the meeting.

Members of the public are welcome to attend the Environment Sub-Committee Meeting as observers and/or to make representations to the committee in accordance with the Council's scheme of public participation. Details of this scheme are displayed on the Town Council's noticeboards and website.

The Council Chamber is accessed from the rear of the building.

Stone Town Council – Environment Sub-Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 17 March 2026

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

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

By Chairman's Invitation: J. Hood and P. Leason

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

In the absence of the Chairman, the Vice Chairman took the chair.

ENV26/035 Apologies

Councillors: N. Powell and R. Townsend

ENV26/036 Declarations of Interest

None made.

ENV26/037 Request for Dispensations

None received.

ENV26/038 Representations from Members of the Public

None received.

ENV26/039 Minutes of Previous Meeting

The minutes of the Environment Sub-Committee meeting held on 13 January 2026 (Minute Numbers ENV26/026 – ENV26/034), were approved as a correct record.

ENV26/040 Environmental Sub-Committee Works Update

The Chairman referred the Sub-Committee to the Grounds Maintenance Works Update, which had been enclosed with the agenda for the meeting.

The Chairman highlighted the following points:

- Allotments and removal of asbestos – The Town Council is unable to remove all of the asbestos presently due to the cost, although a professional survey has confirmed that it is safe to leave the asbestos insitu.
- Grounds maintenance (pruning and replanting on Walton Roundabout) – No update.
- Grounds maintenance (town borders, pruning and replanting) – Pruning work will take place before the end of March. Silver Birch pollarding will take place later in the season.
- Grounds maintenance (installation of lock gate on Walton Roundabout) – The Canal & River Trust have confirmed the delivery location although the lock gate has not yet been received.
- Environmental initiatives (improvements to alleviate flooding) – The Grounds Maintenance Contactor has confirmed that due to extensive rain, work has not started on the path across Crown Meadow. Work will commence when the ground has dried out.
- Mare’s Tail on Mount Road Allotments – The most affected plot has been let to a new tenant who will be managing the infestation.
- Boundary Fence at Mount Road allotments – It was confirmed that the Grounds Maintenance Contractor had started the replacement fencing work today.

ENV26/041 Crown Meadow

The Chairman advised the Sub-Committee that Councillor Townsend had prepared a document for this item, the content of which was shared.

The first meeting had been held with the Community Flood Officer for Severn Trent Water Authority whose role included reaching out to customers/authorities with the purpose of improving communications between organisations, responding to concerns and supporting projects. Council representatives attending the meeting included Councillor Townsend, the Town Clerk and Deputy Town Clerk.

The group discussed the increasing incidences of flooding on Crown Meadow, pollution incidents, pollution monitoring and Scotch Brook. They also talked about the Town Council’s long term plan for the maintenance and ecological improvement of Crown Meadow and the need to consider flooding and water quality.

The Community Flood Officer provided information on Severn Trent Water Authority’s Community Fund which might be open to the Town Council for a community project. The Officer offered to provide pollution data for the River Trent and to find out whether the Water Authority had any records of the old drainage system that is reportedly underneath Crown Meadow.

The criteria for the Community Fund will be assessed to see whether the funding opportunity is an option and will follow up on the data the Community Flood Officer will provide.

The Town Clerk confirmed that a meeting would be held tomorrow with a metal detectorist who will be investigating the Meadow.

ENV26/042 Reports of Working Groups

Environmental Working Group

The Chairman reported that Councillor Townsend had attended the last Staffordshire COP meeting, a productive environmental meeting attended by many suppliers and agencies. He had spoken with a number of representatives and was hopeful that partnership working would be a future possibility.

The Chairman, Councillor Kelt, advised the Sub-Committee that the Stafford Environmental Panel hadn't met but a meeting had been arranged to take place on Monday 23 March 2026.

Chairman

Stone Town Council - Environment Sub

Dept	Job Description	Details	Current Status	Approved Budget	Est Date
Allotments	Asbestos Removal	Remove and dispose of asbestos. Asbestos survey confirmed issues as low risk and requires monitoring.	MP has removed asbesto pile from plot 2A and stacked in a layby on the site. MP will add to the pile as he gradually clears asbestos items from other plots. MP will inform us when finished, and we will then obtain a quote to have asbestos professionally removed by a specialist. Raised borders on plot 13 to be dug out and replaced with sleepers as budget allows - MP is liasing with the plot holder on this, as they need to agree to the work. 30.08.24 MP confirms that the plot holder is going to give up the plot soon, and then work can commence on the removal. 24.10.24 Plot holder has renewed for another year, investigation underway to resolve before next growing season. Nov 24 - MP will investigate using gravel boards as a cheaper alternative to sleepers. March 2025: No immediate prospect of being able to remove asbestos sheeting from Plot 13 until an affordable option for new boards is reached. Costs to STC to replace with gravel boards or sleepers is too great. 21.05.26 RE to survey all plots, identify remaining asbestos in relation to report on file, plot holders will be informed that MP will commence removal of asbestos in Oct 2026 when the growing season has ended - this will not include the large plot.	1825	Work started March 24
Grounds Maint	Walton Roundabout pruning and re-planting	Cut back/prune existng shrubs & ivy to promote new growth. Insert new shrubs where required.	March 2025: Pruning and cutting back has been completed. Spaces left by dead shrubs and Formia have now been filled by new growth. Mick recommends that new plants are not necessary at this stage and other more pressing remedial work is required. Use remaning budget towards restoration of other town borders, specifically the overgrown laurel copse opposite the Star Inn and for pollarding of overgrown silver birch trees in town borders on Christchurch Way and Stafford Street. - Rolled into town borders, see below	600	

Grounds Maint	Town borders pruning and re-planting	Cut back/prune existing shrubs & trees to promote new growth. Insert new shrubs where required.	<p>Time sensitive. Has been rolled over from 2022/23. MP has now done some cutting back in Spring 2024. Remaining budget will be used for further cut back and planting new shrubs later in 2024.</p> <p>27.8.24. MP confirmed the plan to cut back, remove and replant where required and particularly on Stafford & Lichfield St borders.</p> <p>24.10.24 - MP confirmed that work has commenced and is ongoing. Nov 24 -MP has indicated that work will be completed by 31.03.25. 10.3.25 Town borders were visited and reviewed by Mick, Robert and Rachel. Several areas for replanting were agreed with the aim of getting this done by end of current Fin Yr. Some remedial tree work and pollarding was also identified to keep some trees in Town Borders manageable and safe. Mick to advise on how much of this work can be done within existing budget (£600 + £600) and from the tree maintenance budget. 7.11.25 - work is ongoing, larger tasks are scheduled and will be completed in Spring. 26.02.26 - tree/shrub pruning work will take place before the end of March, the silver birch pollarding will not take place due to birds nesting this will now be delayed until later in the season. 21.05.26 - Ivy removed from all trees, lower branches trimmed, dead Rowan removed (lower Christchurch beds), dead trees at CM removed, 50 lavender plants purchased and will be planted throughout coming weeks. Workhouse bridge border cleared. Work on trimming back M&S border scheduled for the end of Sept.</p>	600	Ongoing
Grounds Maint	Re-install Lock Gate	Replace damage lock gate on Walton Roundabout	<p>Canals Trust to source lockgate or MP to manufacture. Agreed that MP will make if Canals trust does not supply soon.</p> <p>27.8.24. MP is committed to reinstating lock gate. No date given.10.3.25: Waiting on Canal Trust to find us a lock balance arm. 28.6.25 DTC to discuss this project with MP and seek a way forward. 03.09.25 -CRT have promised to source a lock balance arm. 7.11.25 - CRT have confirmed that they have sourced a balance beam and will deliver it soon. 4.02.26 email received from CRT, confirming location to be delivered to - still waiting for delivery. 21.05.26 -still awaiting delivery date from CRT</p>	400	
Environmental Initiatives	Foot path improvements to alleviate against flooding	Raise the level of the diagonal foot path so that floodwater runs off it rather than in to it.	<p>Budget for this project approved for 2025/26. Mick will scrape the footpath to widen it then use the scrapings and additional aggregate to build up the footpath by a few inches where necessary so that the water runs off the footpath, rather than into the footpath. 03.07.2025 - Work to commence in late Summer early Autumn.7.11.25 - work is scheduled to be started soon and will be completed by March. 26.02.26 - MP confirmed that due to the extensive rains in Jan/Feb which have submerged the meadow, work has not started. Work will commence when the ground has dried out. 21.05.26 - MP confirmed that work is due to start and will be completed in the next few weeks.</p>	1560 +£1000 contingency	Jun-26

Allotments	Mare's Tail infestation at Mt Rd allotments	Assess the current problem . Evaluate possible solutions. Develop action plan.	11.11.25. RT and RE visited Mount Rd to look at extent of the problem. It is severely affecting allotment Plots 1a and 2a. It is spreading outwards to other allotments and will continue to do so. Initial research says that MT is impossible to eradicate but it can be reduced and contained. The first action is find a new tenant for 2a who is familiar with Mare's Tail, knows how to deal with it and not spread it. The tenant of 1a unexpectedly renewed recently. This plot needs remedial work to tidy it up and to contain MT as it has got away from the tenant. 26.02.26 - Plot 2a has been let to a new tenant, who has been made aware of the incidence of MT. 21.05.26 - no work scheduled, plots will be periodically monitored.		
Allotments	Boundary Fence at Mount Road Allotments	Remove crumbling concrete posts and wire, replace bounday fence adjacent to car park spaces in Chesnut Grove.	05.03.26 - M Plant will be scheduling in the work to take place soon. 21.05.26 - Work has been completed.		