

Members' Digest

ISSUE DATE

CALL IN DATE

NUMBER

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SECTION ONE

Cabinet Decisions

Call-in Process

Any Member of the Council may by notice in writing to the Head of Law and Administration request that a decision of the Cabinet be referred to the appropriate Scrutiny Committee. The reports supporting the decisions are reproduced in Section 2 and further information can be obtained from the Officer contact identified in the report.

The notice must state the reason why the Member wishes the decision to be referred and must be received by the Head of Law and Administration by 5.00 pm on the last day of the call-in period - shown on the front cover of the Digest.

If notices are received signed by one Member of the appropriate Scrutiny Committee and any two other Members, the decision will be referred to the Scrutiny Committee.

It is, therefore, important that Members who wish to call in a decision should seek support from other appropriate Members. If you return the call-in response without securing support from other appropriate Members you risk there not being the necessary three signatures to support the call-in. If you cannot obtain the support of two other appropriate Members, you may still return the call-in request to register your concern/objection but this will not result in call in unless two other appropriate Members act independently of you on the same issue.

Blank call-in forms have been sent to you in the past and further copies are available on request from Democratic Services and on the Members webpage. However, if you do not have a form, a letter, e-mail or a fax to the Head of Law and Administration setting out the item and reason for call-in will be accepted. The Head of Law and Administration will accept three separate forms, e-mails, letters or faxes, suitably signed, to call-in an item or three signatures on one form, letter or fax.

You can obtain further information on the call-in process by telephoning Stafford (01785) 619212.

Call-in forms or letters relating to call-in items should be returned to

Head of Law and Administration
Democratic Services
Civic Centre
Riverside
Stafford ST16 3AQ

E-mails should be addressed to democraticservices@staffordbc.gov.uk

Faxes should be sent to Stafford (01785) 619119

**Minutes of the Cabinet held at the Civic Centre, Riverside, Stafford
on Thursday 3 January 2019**

Chairman - Councillor P M M Farrington

Present (for all or part of the meeting):-

Councillors:-

- F Beatty - Economic Development and Planning Portfolio
- F A Finlay - Environment and Health Portfolio
- J M Pert - Community Portfolio
- R M Smith - Deputy Leader and Leisure Portfolio
- K S Williamson - Resources Portfolio

Officers in attendance:-

- Mr T Clegg - Chief Executive
- Mr A Bailey - Scrutiny Officer

CAB43 Minutes

The Minutes of the meeting held on 6 December 2018 were submitted and signed.

CAB44 Milwich Play Area - Transfer of Ownership

Considered a report seeking approval to transfer the ownership of the play area in Milwich to Milwich and Fradswell Parish Council, as set out in Section 2 of Digest No 250 of 4 January 2019.

The Cabinet Member - Leisure Portfolio highlighted the proposal as set out in paragraph 2 of the report, to which the Cabinet moved directly to voting on the recommendation.

RESOLVED:- that the proposal of the Cabinet Member - Leisure Portfolio be approved as follows:-

that the ownership and maintenance of the land, including the play area of the site located off The Allways totalling 0.10ha be transferred to Milwich and Fradswell Parish Council.

CAB45 Community Wellbeing Partnership - Update

Considered a report that updated Members on the work that had been undertaken by the Community Wellbeing Partnership, as set out in Section 2 of Digest No 250 of 4 January 2019.

The Cabinet Member - Community Portfolio referred to the proposal as set out in paragraph 2 of the report, to which the Cabinet moved directly to voting on the recommendation.

RESOLVED:- that the proposals of the Cabinet Member - Community Portfolio be approved as follows:-

that the content of the report be noted.

THIS ITEM IS NOT SUBJECT TO CALL IN AND WILL BE REFERRED TO THE COMMUNITY WELLBEING SCRUTINY COMMITTEE ON 8 JANUARY 2019.

CAB46 Council Tax and Business Rates Arrears Submitted for Approval to Write-Off – Part Confidential

Considered a report seeking approval for the writing off of Council Tax and Business Rates arrears as set out in the Confidential Appendix of the report, as detailed in Section 2 of Digest No Digest No 250 of 4 January 2019.

The Cabinet Member - Resources Portfolio highlighted the proposal as set out in paragraph 2 of the report, to which the Cabinet moved directly to voting on the recommendation.

RESOLVED:- that the proposal of the Cabinet Member – Resources Portfolio be approved as follows:-

that the arrears as listed in the Confidential Appendix of the report be written off.

CHAIRMAN



SECTION TWO

Reports Supporting Cabinet Decisions

SECTION 2 - REPORTS SUPPORTING CABINET DECISIONS

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CABINET

3 JANUARY 2019

Milwich Play Area - Transfer of Ownership

This is the Report supporting Cabinet Decision reference CAB44/19

1 Purpose of Report

- 1.1 To outline the play area in Milwich to transfer ownership to Milwich and Fradswell Parish Council as shown in **APPENDIX**.

2 Proposal of Cabinet Member

- 2.1 To transfer the ownership and maintenance of the land, including the play area of the site located off The Allways totalling 0.10ha to Milwich and Fradswell Parish Council.

3 Key Issues and Reasons for Recommendation

- 3.1 Milwich and Fradswell Parish Council have been investigating options for taking over the ownership of the current play facility located off The Allways, Milwich since 2016.
- 3.2 The Parish Council propose to upgrade the current play and propose to investigate external funding opportunities from a variety of awarding bodies.
- 3.3 They have confirmed their wish to take over the maintenance and upkeep of the existing play area and any subsequent improvements to the play area.

4 Relationship to Corporate Priorities

- 4.1 Transferring the ownership of the site would support Objective 2 of providing an attractive, safe and healthy place to live, work and enjoy and Objective 3 which is to be a self-sustaining organisation, that is financially sustainable.

5 Report Detail

- 5.1 Discussions with the Parish Council have been ongoing since 2016 in regard to improving the current play area.
- 5.2 The land was conveyed to the Rural District Council of Stone in 1971 with the desire that the land be used for the purposes mentioned in the Physical Training and Recreation Act 1971.

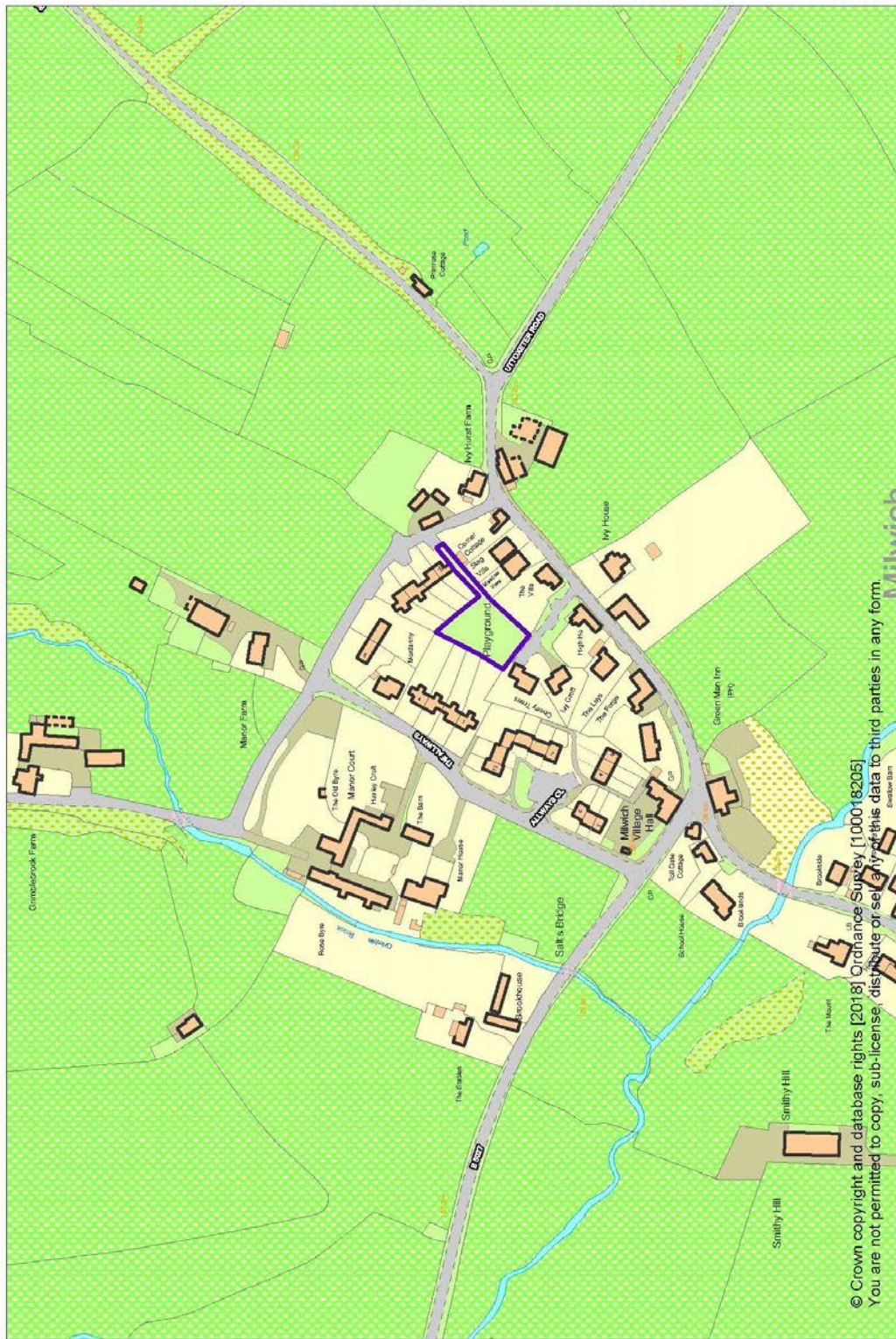
- 5.3 Whilst the Parish Council have some funding to refurbish the play area, they are investigating external funding opportunities. By having ownership of the site they are able to draw down funding that we cannot.
- 5.4 The play area is inspected weekly and the grass is cut 10-14 times per year depending on the weather.
- 5.5 The latest annual inspection report found that there were some areas that needed attention and these were categorised as low to medium risk.
- 5.6 Allowing the Parish Council ownership of the land and play area provides the community an opportunity to have full control over a local facility. It also benefits the Borough Council by releasing an asset and therefore the ongoing cost of maintenance.
- 5.7 The land is held as open space and Section 123(2A) of the Local Government Act 1973 requires the Council to advertise its intention to dispose of the land and consider any objections received. This is the case even though the land would remain as open space after transfer. If any objections to the sale were received following advertisement the matter would need to return to Cabinet to consider them before proceeding.

6	Implications
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6.1	Financial	
	Legal	The land is held as public open space and the intention to dispose of it would need to be advertised in accordance with Section 123(2A) of the Local Government Act 1972 and any objections considered before the transfer.
	Human Resources	Nil
	Human Rights Act	Nil
	Data Protection	Nil
	Risk Management	Nil

6.2	Community Impact Assessment Recommendations	<p>The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:-</p> <p>Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.</p>
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Contact Officer:	Jenny Boulton
Telephone No:	01785 619 514



CABINET

3 JANUARY 2019

Community Wellbeing Partnership - Update

This is the Report supporting Cabinet Decision reference CAB45/19

1 Purpose of Report

- 1.1 To update members on the work that has been undertaken by the Community Wellbeing Partnership.

2 Proposal of Cabinet Member

- 2.1 That content of the report be noted.

3 Key Issues and Reasons for Recommendation

- 3.1 The Council receives Locality Deal Funding (LDF) from the Staffordshire Commissioner (SC) on an annual basis to support the reduction of crime and anti-social behaviour in the Borough. The Council receive 80% of the funding up front and the remainder of the funding following the submission of an interim evaluation after 6 months.
- 3.2 There are certain stipulations that come with this funding that the Council has to adhere to which are to:
- Work in partnership with statutory responsible authorities
 - Formulate a partnership plan that is published on the website.
 - Complete and submit two comprehensive evaluations to the PCC per year (one interim at 6 months and one at the end of the year).
 - To fully engage and support SPACE activity, taking advice and guidance from the team at the office of the Staffordshire Commissioner to ensure effective delivery of the programme.
- 3.3 The allocation of funding to the Council is at risk if there is no evidence of a current partnership plan on the website and also if the evaluation does not meet the SC requirements.
- 3.4 This report provides members with a comprehensive update of the mid term 2018-19 evaluation and also work that has been commissioned for 2018-19.

4 Relationship to Corporate Priorities

- 4.1 Community Safety interlinks with all corporate priorities but primarily sits within business objectives 2 and 3.

5 Report Detail

- 5.1 Safer Communities Partnerships are an important feature of the network of partnerships that help to tackle crime and disorder. The Police Reform and Social Responsibility Act 2011 has created a flexible framework for partnership working. This includes two inter-related duties to co-operate which set out a clear aim for partnership working across partners involved in community safety and criminal justice. The community safety duty specifies that a Police Crime Commissioner and the responsible authorities on a SCP must co-operate and take account of one another's priorities.
- 5.2 There are five 'responsible authorities' that must work together by law to reduce crime in the local authority area and these are the Local Authority; Police; Fire and Rescue; Probation and Clinical Commissioning Groups. These responsible authorities are under a statutory obligation to work together to tackle crime, disorder and antisocial behaviour; alcohol and substance misuse, reduce reoffending and tackle any other behaviour which has a negative effect on the local environment.
- 5.3 The Staffordshire Commissioner implemented his 'Safer, Fairer, United Strategies during his first term. The strategy now focuses on Five priority areas: Early Intervention; Supporting Victims and Witnesses, Managing Offenders, Public Confidence and Modern Policing. The Council receives Locality Deal Funding from the Staffordshire Commissioner (SC) on an annual basis to support the reduction of crime and anti-social behaviour in the Borough. The funding has certain stipulations, (outlined in paragraph 3.2), and if the locality deal funding evaluation satisfies the requirements of the SC then the Council receives the full amount of funding, which it has done since the first full allocation made in 2014.
- 5.4 Priority areas for 2018/19 have been identified through the evidence outlined in the Community Safety Strategic Assessment that was produced by the county council. Evidence from the strategic assessment has formed the basis of the Safer Communities Partnership Strategy 2017 - 2020. The strategic assessment identified the following issues for the Borough:
- Drugs, alcohol and mental health
 - Domestic Abuse
 - Anti-social behaviour and exploitation

The CWP agreed the issues identified above as priority areas and that it would continue its focus on prevention and early intervention. This means that it will continue the work with schools, support the sanctuary scheme and commission diversionary activities for those at risk of committing anti-social behaviour. The partnership is scheduled to provide a full end of year report to the SC in May and this update will be included in quarter four performance report.

5.5 During 2018/19 the Community Wellbeing Partnership (CWP) has been allocated a total sum of £96,055 by the SC. The first payment of 80% was paid in July and the remaining 20% is payable in December. The CWP agreed the following areas of focus for this year:

- Supporting Schools Programme
- Anti-social behaviour and criminal exploitation
- Domestic Abuse
- Drugs, Alcohol and Mental Health

5.6 A comprehensive mid term evaluation was submitted to the SC in November and a summary of progress and outcomes is contained below:

A. Supporting Schools Programme

This is a long term preventative programme for schools which is focused upon reducing crime and victimisation amongst young people; reducing the numbers of incidents and crimes in school and wider community and promoting a safer school environment. It is recognised that by tackling issues at an early age and adopting a preventative and holistic model of support that this should deliver financial savings in the longer term. This is particularly important as academic evidence suggests that there is a ubiquitous relationship between childhood and adult disadvantage due to issues of social deprivation. If some of the issues can be prevented then this could not only improve educational attainment but also reduce socioeconomic disparities in the future. Outcomes that were identified as part of this priority were:

- Reduce the prevalence of crime and victimisation amongst young people; reduce numbers of incidents and crimes in school and wider community.
- Reduce the impact of stigmatisation and victimisation amongst young people.
- Improve the health, wellbeing and emotional resilience of children and young people.
- Provide a safe and secure school community which enhances the learning environment.
- Ensure that young people remain in education actively learning and achieving their full potential
- Engage young people, challenge unacceptable behaviour and support them to develop respect for themselves and the wider community

This is a very ambitious programme and one that relies on effective commitment and partnership working. Outcomes that have been achieved to date are:

- The programme has now been rolled out to 7 High Schools; 2 Pupil Referral Unit; 1 Independent Special School; 1 Middle School and 9 Primary schools - see attached **APPENDIX**.

- Since Entrust have been commissioned to co-ordinate the programme there has been increased networking between agencies to better understand their role and the offer they can make to supporting the programme. There is 1 agency meeting per school term.
- Supporting Schools is now an agenda item on the Pastoral Leaders Team (PLT) meeting which sits under and reports back to the District Inclusion Panel (DIP).
- The schools have noted that the programme has been extensive and far reaching and there has been increases in reporting across the board, in a positive way.
- Students feedback indicated that they are more aware of the topics and issues identified in the programme.
- Students have been involved in the consultation and development of the website.
- The website has been developed and rolled out to 2 High Schools as a result of attending the PTL meeting. This will be rolled out to the other 8 high schools in the January Term.
- Schools understand that SBC is fully supportive of the issues within their communities. This has been re-inforced with the development of the website which was requested by the senior leaders as a result of attending the PLT.
- New agencies are now involved such as Resolv, SSSFT and Arch
- Individuals being supported to report Hate Crime incidents to the police remains around 60%
- Communities against Crimes of Hate (CACH) have provided direct education sessions to 400 students since April with more sessions booked in through the academic year.
- Swatch cards had been produced and distributed to schools, for young people, parents and carers, advising about internet safety and how individuals can protect themselves from cyber bullying or malicious communications.
- Success and progress has been shared at Countywide partnership meetings

B. Anti-social Behaviour and Criminal Exploitation - Early Intervention Programme

This priority is concentrated on a proactive, prevention and early intervention approach to dealing with crime and anti-social behaviour in areas identified through the strategic assessment. Additional work conducted by Staffordshire police in relation to Serious Organised Crime/Organised Crime Gangs (SOC/OCG) supported this work and profile building. During 2017/18 there were approximately 3,600 ASB incidents reported to the police in Stafford which is a decrease of 1% on the previous year. Stafford ranks fourth lowest out of the nine community safety partnership areas in Staffordshire and Stoke on Trent. National research suggests that a range of risk factors contribute to displays of anti-social behaviour such as poor attendance at school and being excluded from school. Outcomes identified as part of this priority were:

- Young people will be identified at an early stage and will be engaged in the prevention programme.
- Less young people will be drawn into OCG's and exploited.
- Reduction in recorded crime and anti-social behaviour as issues will be identified and addressed before they have chance to escalate.
- Residents feeling confident and not fearful of crime and ASB – measured through Feeling the Difference Survey

This programme works with the district inclusion panel to identify those young people who are at risk. The Right Stuff Boxing Project deliver the programme and has enabled those at risk of exclusion from school to be engaged in positive diversionary activity, which supports their mental and physical wellbeing. The project works to understand the underlying issues of the young people and to prevent issues occurring in the future. Support will be provided by agencies to those young people at risk of criminal exploitation.

Below is a summary of outcomes achieved including some qualitative data collected from case studies:

- 56 students have been referred onto the programme
- 5 of these students have engaged in further activity in their own time

Feedback from young people:

'This has helped me a lot because the friendship in the group is amazing. The support and courage () has gave me is amazing .His helped me a lot, I don't think that my life would be different without ()'

'This has helped me with my anger and my friendships. This has also helped me with my arguments with my dad. If it wasn't for () I wouldn't be who I am now.'

'Being in Boxing for nearly 2 years has helped me through tuff times and has helped me release my anger when I'm worked up about something .It has helped me when I need someone to talk to I have the group and () . I would like to continue the boxing as I do think it helps me'

'Boxing has helped us a lot with anxiety and depression () is like a father to us .He is family and he makes us feel better when we are down. He has helped us grow as a family'

'We think boxing has helped us because of anger and a lot of stress but also it is a nice distraction for us to get away. Also to help realise feelings in an expression of sparring so if we didn't have boxing we wouldn't be as happy.'

'Boxing has helped me to lose a lot of stress; boxing has helped me get close to my dad.'

Feedback from a school:

'I am delighted that our school has had the opportunity to work with () on the Project. The pupils selected for the project come from a variety of backgrounds, but most have witnessed domestic violence at some point in their childhood. Some have also had to cope with absent parents or parents who have walked out on them. With one or two pupils, substance abuse is also present in their home life, the impact of which can be devastating for the children involved.

The pupils were selected based those classified as disadvantaged by the DFE criteria combined with academic under achievement. The idea being that by giving them something positive to engage in, and a positive role model to inspire them, we could have an impact on not only their attainment, but also their social, emotional and mental health.

Prior to the commencement of the project, these pupils often found themselves in trouble in school. The behaviours displayed ranged from attention seeking behaviour such as low-level disruption to lessons, to more serious cases of disrespectful behaviour towards staff and violence towards their peers.

The project had a huge positive impact on those pupils involved, improving their resilience and helping them to succeed through adversity. As a group, they bonded fantastically well, supporting each other through difficult conversations with care and consideration. I have also seen first-hand how they are supporting each other in the wider school community, not only in pastoral situations such as bullying but also academically with things like homework support.

I could not write about the project without giving a special mention to the coach, (). He has a fantastic skill set in dealing with the kind of pupils who need this support. He understands their backgrounds, what barriers to learning they present and how best to overcome them. In the sessions, he successfully combines Physical exercise and health and with opportunities for pupils to open up and explore their emotional well-being. The pupils also embraced the educational visits to the Gym that he facilitated, and as a result, a number of students are now attending independently in the evening. For some, it is the first time in their life that they have done any form of extra-curricular activity, which speaks volumes for the benefits that this project has brought to our pupils. '

It has been identified that working with children from years 7 and 8 instead of older children will increase the positive impact of the early intervention programme. Successes will be shared with the Staffordshire and Stoke on Trent SOC group. All young people have been offered long term places at the Right Stuff boxing club. It is hoped that this will keep students engaged to continue their support. Sustainability is a concern as the programme is delivered through the LDF. The use of pupil premium will be explored.

C. Domestic Abuse

Domestic Abuse is recognised as an under-reported issue, with much abuse hidden. Stafford Borough has seen a significant upward trend in Domestic Abuse incidents since May 2014. Whilst this is not necessarily a negative trend, it has an impact on the CWP's ability to manage the issue from a resourcing perspective. The CWP identified the following solutions/opportunities to the issue:

- Preventative support to be delivered to young people in respect of healthy relationships
- Early identification of victims requiring support for domestic abuse
- Enabling victims of domestic abuse and their families to remain in their own property feeling confident about their security.
- To provide immediate and appropriate responses and support to domestic abuse and sexual violence.

Staffordshire Women's Aid (SWA) have been commissioned to deliver Healthy relationships to young people through the supporting schools programme. The aims of the education sessions are to enable young people to:

- Identify different emotions and respond to them
- Identify the characteristics of a healthy, respectful relationship
- Identify the characteristics of an unhealthy, respectful relationship
- Have the knowledge to seek appropriate help and intervention
- Have a better understanding of the rights and responsibilities of young people, agencies and communities
- Have a better understanding of equality and diversity
- Have increased confidence and social skills
- Increase their sense of self-identity

To date:

- Healthy relationships workshops have been organised at 5 High schools to take place from November onwards with more booked in for the summer term
- Primary school sessions will be delivered after year 6 SATS have been completed.

Staffordshire Womens Aid have also been commissioned to accept referrals from schools involved in the partnership to provide specialist one to one, outcome focused therapeutic support for children and young people aged 5 to 18 who have experienced or been affected by parental domestic abuse, domestic abuse within their own relationship, sexual abuse and rape and sexual exploitation.

- Between April and September 2018, 26 referrals have been received for children.

- Support is offered outside of school hours to minimise disruption to their education.
- A further 20 children have been supported in refuge

Theam Security deliver the Sanctuary Scheme which is designed to:

- Create a safe and secure environment through the provision of security measures as identified by the police and other relevant agencies
- To reduce potential homelessness caused by domestic violence and a potential reduction in repeat victimisation
- To reduce repeat incidents of domestic violence

Outcomes from 1 April 2018 to 30 September 2018:

- A total of 10 victims of domestic abuse have been able to remain in their own home through the provision of sanctuary.

The Staffordshire Countywide ISVA Service (Independent Sexual Violence Advisor) works across all 8 districts of Staffordshire. It is managed by Staffordshire Women's Aid who delivers the service in partnership with Savana and Pathway project. All 3 partners have experience and expertise in the sexual violence field.

- Since April 2018, 28 females have been referred into the ISVA service. Currently Stafford have 16 open cases.

D. Drugs, Alcohol and Mental Health

The CWP recognised a gap in provision to address substance misuse and mental ill health in the early stages. Data from Public Health England shows for every £1 spent on prevention work £2.50 is saved, however with pressures increasing on statutory budgets, there is a major gap in prevention work. Alternative community driven solutions should be found. The CWP looked to deliver a sustainable model of very early help support. Local communities have skills, networks and assets, but potentially lacked the support they needed to strengthen these and to embed awareness and support for each other.

This project is in its infancy but progress is being made. Resolv have been commissioned and plans have been drawn up to start the outreach events and community sessions. Outreach workers will engage with communities to help them identify those showing signs of mental ill health and substance misuse. Issues will be positively addressed through early signposting. Support, awareness and education will be available to individuals, families and communities affected by substance misuse and mental health. The programme will also support the reduction of potential criminal behaviour and anti-social behaviour. Public confidence will be improved by empowering communities to help themselves. Community volunteers will be trained and supported to achieve this.

- 5.7 The CWP will continue to work in partnership on the delivery of the commissioned services and will report back to members on an annual basis.

6 Implications

6.1 Financial	<p>The allocation of funding to the Council, as responsible authority for community safety, is at risk if there is no evidence of a current partnership plan on the website and also if the evaluation does not meet the SC requirements. Funding (£2,500) is top-sliced from the payment of the locality deal funding to support the County Drugs and Alcohol service. This year the Strategic Assessment re-refresh was provided free of charge.</p> <p>It is now also a requirement of the SC that the Safer Neighbourhood Panel be funded from the Locality Deal Fund.</p>
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Legal	<p>The Safer Communities Partnership is a statutory body (under the Crime and Disorder Act 1998 with further regulation being provided by the Police Reform Act 2002 and the Police and Justice Act 2006) required by law to work with Police; Fire and Rescue; Probation and Clinical Commissioning Groups to tackle crime and anti-social behaviour in the Borough.</p> <p>Section 17 of the Crime and Disorder Act 1998 puts a statutory duty on local authorities to tackle crime and disorder as part of their core or 'mainstream' work and requires them to consider the impact of their services in reducing crime and disorder</p>
Human Resources	
Human Rights Act	
Data Protection	
Risk Management	

6.2 Community Impact Assessment Recommendations	<p>The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:-</p> <p>Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.</p>
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	<p>The priority areas have been identified through a robust evidence base. Any services that are being commissioned will be inclusive. The ASB team will work closely with agencies who support individuals, using appropriate referral mechanisms and the Partnership Hub.</p> <p>Safeguarding concerns will be escalated to appropriate personnel. If referrals do not meet thresholds for safeguarding, then a referral will be made to the multi agency Partnership Hub for discussion and signposting.</p> <p>Powers within the Crime and ASB Act 2014 will be used in order to tackle ASB and disorder within the borough.</p> <p>Low crime and ASB rates will make the borough more appealing to live, work and visit. Ensure that reductions in crime and anti-social behaviour are communicated effectively.</p>
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Contact Officer:	Tracy Redpath
Telephone No:	01785 619195

CABINET

3 JANUARY 2019

Community Wellbeing Partnership - Update

High Schools

Blessed William Howard
King Edwards
Stafford Manor High
The Weston Road Academy
Sir Graham Balfour
Walton High School
Alleynes Academy
Stafford Grammar

Middle Schools

Christchurch Academy
Walton Priory Middle School

Primary Schools

Doxey Primary
Flash Ley Community Primary School
Silkmore
Castlechurch Primary School
Blessed Mother Teresa
Burton Manor Primary School
Rowley Park Grove Academy
John Wheeldon Primary Academy
St Patricks Primary School
Doxey Primary School

Pupil Referral units

The Hollies (Short stay provision for students who have been excluded from main stream high schools)

The Haven (The Haven is an Independent school, fully funded by SCC which offers alternative provision for 25 young people all of who have and Education, Health and Care Plan and have been excluded from School, potentially the most vulnerable)

CABINET

3 JANUARY 2019

Council Tax and Business Rates Arrears Submitted for Approval to Write Off

This is the Report supporting Cabinet Decision reference CAB46/19

1 Purpose of Report

1.1 To approve the write-off of arrears listed in the **CONFIDENTIAL APPENDIX**.

2 Proposal of Cabinet Member

2.1 That the arrears listed in the **CONFIDENTIAL APPENDIX** be written off.

3 Key Issues and Reasons for Recommendation

3.1 In accordance with the Scheme of Delegation, this report relates only to the writing off of debts in excess of £2,500 that cannot be legally recovered.

4 Relationship to Corporate Priorities

4.1 Not Applicable

5 Report Detail

5.1 The normal course of action has been pursued, namely, bills, reminders and final notices issued and, where appropriate, summonses issued, liability orders obtained and passed to Bailiffs for collection and trace. Trace procedures have been followed, which include checking with our internal Council systems, using the Locating Council Tax Absconders (LOCTA), a Local Authority data sharing system, to check for forwarding addresses at other Local Authorities, visits to the last known address by the Council's Property Inspector and use of external tracing agents. Despite these best efforts of Council Tax and Business Rates staff, and/or bailiffs, the debtors cannot be traced and no further action can be taken.

6 Implications	
<p>6.1 Financial</p>	<p>Under the Business Rates Retention Scheme, business rates write offs will no longer be offset against the National Non-Domestic Rating Pool. Write offs will now form part of the costs of collection of business rates. The Business Rates write offs in this report are 3 cases totalling £55,027.08. This represents 0.10% of the outstanding collectable debit as at 1 April 2018.</p> <p>Council Tax write offs are losses to the Collection Fund and, as such, form part of the cost of collection incurred by this Council. The Council Tax write-offs on this report are 5 cases totalling £22,037.64. This represents 0.03% of the outstanding collectable debit as at the 1 April 2018.</p> <p>The cost of collecting the debts has been considered as part of the decision to put them forward for write off. If further information does come forward about the whereabouts of any of the individual debtors the Council will pursue recovery action.</p>
Legal	<p>Cabinet are asked to write off the debts as they are considered to be irrecoverable for the reasons given in the appendices. The debts remain legally due to the Council and should the circumstances causing the write off in any particular case, subsequently change, recovery action may be recommenced.</p>
Human Resources	<p>There are no Human Resources implications relating to this report.</p>
Human Rights Act	<p>There are no Human Rights implications relating to this report.</p>
Data Protection	<p>The appendices to this report contain personal information and are therefore not published.</p>
Risk Management	<p>The risk issues contained in this report are not strategic and therefore should not be included in the Strategic Risk Register.</p>

6.2 Community Impact Assessment Recommendations	The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:- Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.
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Contact Officer:	Bob Kean
Telephone No:	01785 619241



SECTION THREE

Minutes of the Council

(None)



SECTION FOUR

Minutes of the Scrutiny Committees

SECTION 4 - MINUTES OF SCRUTINY COMMITTEES

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**Minutes of the Special Resources Scrutiny Committee held at the
Civic Centre, Riverside, Stafford on Monday
10 December 2018**

Chairman - Councillor E G R Jones

Present (for all or part of the meeting):-

Councillors:

R P Cooke	A S Harp
I E Davies	J Hood
M G Dodson	A J Perkins
A T A Godfrey	D B Price

Cabinet Member - Councillor F A Finlay - Environment and Health Portfolio
Cabinet Member - Councillor R M Smith - Leisure Portfolio

Also Present - Councillors L B Bakker-Collier, J A Barron, F Beatty,
B M Cross, J W Farnham, P M M Farrington,
M E Jennings, P W Jones, W J Kemp, A M Loughran,
J M Pert, G O Rowlands and R M Sutherland

Freedom Leisure Representatives:-

Mr I Horsefall-Turner	-	Managing Director
Mr J Rowe	-	Regional Director
Mr M Worsnop	-	Head of Business Development and Active Communities
Mr M Farley	-	Gatehouse Theatre Manager
Mrs E Hulse	-	Events Manager

Officers in attendance:-

Mrs S Heath	-	Contract Services Manager
Mr M Thornewill	-	Cultural Services Manager
Mr A Bailey	-	Scrutiny Officer

RSC23 Minutes

The Minutes of the last meeting held on 8 November 2018, having been published in Digest No 249, were submitted and signed.

RSC24 Apologies

Apologies for absence were received from Councillors R J Draper (Substitute R P Cooke), R A James, P Roycroft (Substitute D B Price) and K S Williamson - Resources Portfolio.

RSC25 Leisure and Cultural Partnership - Update from Freedom Leisure

Considered the joint report of the Cultural Services Manager and the Contract Services Manager which provided an opportunity for Freedom Leisure to update Members on the not for profit trust and its work in the delivery of Stafford Borough Council's Leisure and Cultural Services (V1 30/11/18).

According to the Regional Director, Freedom Leisure, made a presentation to the Committee which covered the following areas:-

- Background
- Their Vision
- Partnership working
- Financial summary
- Service delivery and performance
- Future developments and improvements

The Committee discussed the following aspects of the presentation with the Managing Director, Regional Director and Gatehouse Theatre Manager from Freedom Leisure and Stafford Borough Council's Cultural Services Manager and Contract Services Manager:-

- Staff turnover during the last year
- Cultural challenges and the need to protect the annual Shakespeare Festival during poor Summer weather
- Clarification of where Arwyn fitted into Freedom Leisure's portfolio
- An update on forthcoming performances at the Gatehouse Theatre
- Provision of the Annual Service Plan
- The need to improve the cleanliness of the female changing rooms at Alleyne's swimming pool
- The need to improve the Freedom Leisure web site, particularly information related to the cost of season tickets
- Concessionary schemes and how eligible people were informed
- The future of the Cardiac Rehabilitation hub
- The need to consider heritage and tourism activities holistically across the Borough
- Confirmation that costs were in line with expectations
- The need to target the Borough's grey population
- Clarification that the Council promoted tourism across the Borough through its Economic Development and Planning function

In summary, the Chairman thanked the representatives from Freedom Leisure for their presentation and confirmed that Members would receive further information related to the following:-

- The Presentation
- Current Staffing levels
- The Cardiac Rehabilitation Hub
- The Service Specification
- The Concession Deed

RESOLVED:- that in exercise of the powers delegated to the Committee:-

- (a) the representatives from Freedom Leisure be thanked for their attendance and presentation;
- (b) the presentation by Freedom Leisure be noted.

CHAIRMAN

**Minutes of the Economic Development and Planning Scrutiny
Committee held at the Civic Centre, Riverside, Stafford on Tuesday
11 December 2018**

Chairman - Councillor R P Cooke

Present (for all or part of the meeting):-

Councillors:

L Bakker-Collier

J A Barron

B M Cross

I E Davies

W J Kemp

D B Price

R M Sutherland

C V Trowbridge

Cabinet Member:-

Councillor F Beatty - Economic Development and Planning Portfolio

Officers in attendance:-

Mr R Gatensbury - Economic Development Manager

Mrs A Kendall - Deputy Chief Accountant

Mr R Simpson - Customer Services Group Manager

Mr A Bailey - Scrutiny Officer

EDP22 Minutes

The Minutes of the last meeting held on 13 November 2018, having been published in Digest No 249, were submitted and signed.

EDP23 Apologies

Apologies for absence were received from Councillors C A Baron, M E Jennings (Substitute D B Price) and J K Price (Substitute I E Davies).

EDP24 Inward Investment and Business Support

The Committee considered the report of the Head of Development (V3 30/11/18) that provided Members with an overview of business support and inward investment activities that were taking place in the Borough.

The Committee discussed the following aspects of the report with the Cabinet Member - Economic Development and Planning Portfolio, the Economic Development Manager, the Customer Services Group Manager and the Deputy Chief Accountant:-

- Measures in place to ensure that any financial support was offered to businesses that were financially stable
- Clarification of private sector match funding
- An explanation of the Greater Birmingham and Solihull LEP Business Growth Programme
- The implications of Brexit on European funding
- Support available for businesses in the northern part of Stafford town centre
- Support provided to businesses and car parking in Stone
- Clarification of the drop-in sessions at Raleigh Hall
- Support provided to rural enterprises
- Stafford Retail Business Rate Reduction Scheme
- An explanation of the Ingestre Orangery Heritage Pod
- The need for a practical demonstration of the Borough Council's website "Tractivity" search tool

RESOLVED:- that in exercise of the powers delegated to the Committee, the report be noted.

EDP25 Economic Development and Planning Portfolio - General Fund Revenue Budget 2018/2019 - 2021/2022 and Capital Programme 2018/2019 - 2021-2022

This matter had been considered by Cabinet on 6 December 2018 and was submitted to this Committee for consultation.

Considered the report of the Head of Finance regarding the draft detailed Economic Development and Planning Portfolio revenue budget for 2018/2019 - 2021/2022 and the draft Economic Development and Planning Portfolio Capital Programme for 2018/2019 - 2021/2022 (V2 9/11/18).

The report related to the following:-

- The detailed portfolio revenue budget;
- The variations between the indicative budgets for 2019/2020 and 2020/2021, as set out last year, and the proposed budget for 2019/2020 and the draft budget for the following years to 2021/2022;
- The proposed Capital programme 2018/2019 - 2021/2022.

The Committee discussed the following aspects of the report with the Deputy Chief Accountant, the Customer Services Group Manager and the Economic Development Manager:-

- Employee Expenses during 2020-2021
- Third Party Payments for Building Control
- Premises related expenditure for Off-Street Parking Services
- Borough Markets Net Expenditure

- Planning Fee Income
- Land Charges budget split
- Markets Reduced Operational Costs
- Removal of Sainsburys income from budget offset by Fairway additional income
- Growth Point Capital
- New Gypsy and Traveller Site

RESOLVED:- that in exercise of the powers delegated to the Committee, the decision of the Cabinet, as set out in Minute No CAB36(iii)/18, regarding the draft detailed Economic Development and Planning Portfolio revenue budget for 2018/2019 - 2021/2022 and the draft Economic Development and Planning Portfolio Capital Programme for 2018/2019 - 2021/2022, be noted.

EPD26 Work Programme - Economic Development and Planning Scrutiny Committee

Considered the report of the Head of Law and Administration, which presented the Economic Development and Planning Scrutiny Committee's Work Programme (V1 21/11/18) for forthcoming meetings up to February 2019.

RESOLVED:- that in exercise of the powers delegated to the Committee, the Work Programme (V1 21/11/18) be noted, subject to the amendments made at the meeting.

CHAIRMAN



SECTION FIVE

Minutes of the Regulatory and Joint Committees

SECTION 5 - MINUTES OF REGULATORY AND JOINT COMMITTEES

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**Minutes of the Special Planning Committee held at the Civic Centre,
Riverside, Stafford on Monday
10 December 2018**

Chairman - Councillor R M Sutherland

Present (for all or part of the meeting):-

Councillors:

F Beatty	R J Draper
G R Collier	A S Harp
B M Cross	E G R Jones
I E Davies	D B Price
M G Dodson	G O Rowlands

Also in Attendance - Councillor C V Trowbridge (Rowley Ward Member)

Officers in attendance:-

Mr J Holmes	-	Development Manager
Mr R Wood	-	Development Lead
Mr R Simpson	-	Customer Services Group Manager
Mr I Curran	-	Legal Services Manager
Mr A Bailey	-	Scrutiny Officer

PC77 Apologies

Apologies for absence were received from Councillors C A Baron, W J Kemp (Substitute R J Draper) and J K Price (Substitute F Beatty).

PC78 Declarations of Members Interests/Lobbying

Councillor F Beatty declared a personal interest in respect of Application Number 17/27731/FUL as a Member of the Sow and Penk Drainage Board, the Cannock Chase Area of Outstanding Natural Beauty Joint Committee and the Cannock Chase Special Area of Conservation (SAC).

Councillors A S Harp, G O Rowlands and R M Sutherland declared a personal interest in respect of Application Number 17/27731/FUL as Members of the Sow and Penk Drainage Board.

The Development Manager declared a personal interest in respect of Application Number 17/27731/FUL as a local resident who had received a neighbour consultation letter.

All of the Committee indicated that they had received documentation from the applicant in respect of Application No 17/27731/FUL.

PC79 Application No 17/27731/FUL - Proposed phased hybrid planning application for a residential-led, mixed use development comprising: Outline for the development of up to 1500 dwellings; new accesses; neighbourhood centre comprising retail, community building and primary care; two form entry primary school; pumping stations; substations; surface water attenuation ponds; noise attenuation bund; associated infrastructure; open space; landscaping and earthworks; including full details for the development of Phase 1 of 442 dwellings; new access from Martin Drive; internal roads; garages; driveways; parking spaces; pathways; pumping station; flood attenuation ponds; open space; associated infrastructure, landscaping and earthworks - Land West of Stafford, Martin Drive, Castlefields, Stafford, Staffordshire.

(Recommendation approve, subject to a Section 106 Agreement).

Considered the report of the Head of Development regarding this matter. The Development Lead reported upon a number of amendments to the report, amendments to paragraph 14.8, the need for an additional condition to limit the development to 1,500 dwellings and additional representations received in respect of the application.

The Committee viewed the proposal from 20 Maycock Crescent off Redgrave Drive, Stafford, the car park on Martin Drive, Stafford, by the pylon on public right of way 62 off Martin Drive, by Doxey Play Facility on public right of way 62 and the remnants of the Farm Building on public footpath 57.

The Committee arrived at the site at 9.58 am departed at 10.21 am and reconvened at the Civic Centre at 10.35 am.

Public speaking on the matter was as follows:-

Mr K Lancaster raised the following points during his objection to the proposal:-

- Did not object to the whole application, only aspects of it
- Spoke on behalf of the eight properties in Lara Close and Maycock Avenue that were adjacent to the site
- Had been involved in active discussions with the applicant, the Member of Parliament and Members of both Staffordshire County Council and Stafford Borough Council since 2013
- The two main issues were the closeness of the proposed properties and the ownership of the landscape buffer
- Other representations received included concerns over the lack of affordable housing and the crossing over Millennium Way
- The four detached houses proposed lower down the field adjacent to Lara Close and Maycock Avenue impacted upon the outlook

- An alternative would be to provide bungalows that had less of an impact
- Welcomed the landscape buffer but queried whether this would be in place before development commenced
- Requested that a practical solution would be to transfer the ownership of the landscape buffer to local residents, which removed the financial liability from the applicant and give residents the greenspace to maintain
- Requested the Committee to invite the applicant to reconsider the affects of the development on the residents of Lara Close and Maycock Avenue and provide a crossing over Millennium Way

In response the Development Lead clarified that the potential of land transfer to residents was not a material planning consideration and a condition was recommended to secure the landscape buffer.

Mr A Dodson raised the following points during his support for the proposal:-

- Spoke on behalf of Taylor Wimpey
- Taylor Wimpey promoted this sustainable urban location site that was important to the delivery of the Local Plan
- If the proposal was approved, it would create a new neighbourhood and would positively integrate into the landscape
- Outlined a wide range of economic and social benefits of the scheme including jobs, investment in the local infrastructure, New Homes Bonus receipts and additional Council Tax
- The overall scheme would take 18 years to complete
- Had engaged with all stakeholders and listened to residents concerns
- Had tried to minimise the effects on the landscape with hipped roofs and would erect a fence and provide planting around the landscape buffer
- There was potential for future dialogue around the transfer of land

Mr R Shaw raised the following points during his support for the proposal:-

- Represented Savilles
- Had worked closely with officers in respect of flooding, noise, landscape, archaeology
- The proposal had been the subject of a full Environmental Impact Assessment
- Had mitigated all issues including tree and hedgerow retention
- Considered all of the available facilities
- Key elements linked into the town centre
- The new development road would be linked to Doxey
- Had engaged with local residents
- The scheme made an extensive financial contribution to the local infrastructure

- Explained that the Affordable housing provision was still in the early stages of the development and the proposal now made sound commercial balance with the provision of new facilities
- The proposal complied with the National Planning Policy Framework
- Requested the Committee to approve the application

Councillor C V Trowbridge, Rowley Ward Member attended the Committee and at the invitation of the Chairman, addressed the Committee and raised the following issues:-

- Represented neighbours concerns
- Requested the construction of a 1.8m close boarded fence before construction work commenced
- It was logical to provide local residents with ownership of the landscape buffer
- Would prefer to see bungalows erected to the area adjacent to Lara Close and Maycock Avenue
- Sympathised with the farmer who had no choice than to put up with a lot of dirt and dust
- Referred to the need for alternative storage provision
- Would like to see the bund closer to the farm to protect it from the works
- It was preferable to have only one access to the site off Martin Drive
- During future phases a crossing should be provided over Millennium Way
- Did not wish to see any further closures of public rights of way
- There was not enough detail for the attenuation pond
- Not against the development, but request some minor amendments
- Concern over the lack of affordable housing at this stage
- Pylons near the play area were of a concern
- In summary the 5 amendments requested included:-
 - Only one entrance for construction traffic off Martin Drive
 - The farm to be protected by a fence
 - The existing properties at Lara Close and Maycock Avenue to be protected by a fence
 - The protection of public rights of way for dog walkers
 - The provision of Affordable Housing
- Thanked all those involved with the scheme

In response, the Development Lead confirmed that construction traffic could be conditioned and the protection of Public Rights of Way was the subject of a separate formal procedure. In addition the Development Lead referred the Committee to the conditions related to the storage of material and dust suppression.

The Customer Services Group Manager referred to the various conditions related to the need for a Noise Management Plan, Construction Environment Management Plan and Dust Management Plan before the commencement of any development.

The Committee discussed the application and raised a number of issues, including:-

- Concern over the lack of affordable housing at this stage of the development
- Concern over the lack of a response from the Clinical Commissioning Group
- Disappointment over the lack of kerb side tree planting
- The need for high speed broadband infrastructure
- The need for the provision of electrical car charging points

In response, the Development Manager confirmed that the proposed Section 106 Agreement would provide affordable housing.

The Development Lead confirmed that the Clinical Commission Group had formally been consulted on this proposal on two occasions but no response had been received. The Development Lead also drew attention to the conditions relating to the crossing over Millennium Way and that electrical car charging points would be dealt with through building control. He also drew attention to the condition related to the enhanced landscaping zone.

It was subsequently moved by Councillor F Beatty and seconded by Councillor A S Harp that Application No 17/27731/FUL be approved, subject to the applicant first entering into a Section 106 obligation and the conditions as set out in the report of the Head of Development.

An amendment to the motion that three additional conditions be included related to the limiting of the development to 1,500 dwellings, access to the site for construction traffic in phase 1 only via Kingsway/Martin Drive and the provision of high speed broadband infrastructure was moved by Councillor B M Cross and seconded by Councillor E G R Jones.

Councillors F Beatty and A S Harp accepted the amendments to their proposal.

On being put to the vote the amended proposal that Application No 17/27731/FUL be approved, subject to the applicant first entering into a Section 106 obligation and the conditions as set out in the report of the Head of Development plus additional conditions related limiting the development to 1,500 dwellings, access to the site for construction traffic in phase 1 only via Kingsway/Martin Drive and the provision of high speed broadband infrastructure, was declared to be carried.

RESOLVED:- that planning application No 17/27731/FUL be approved, subject to the applicant first entering into a Section 106 obligation within one month of the Committee resolution, or an alternative period to be otherwise first agreed in writing by the Local Planning Authority to secure affordable housing and financial contributions towards the Stafford Western Access Road, Cannock Chase Special Area of Conservation, travel plan monitoring, sports facilities and open space provision, education, Castle Street and Railway Street works and a Stafford Castle Conservation Management Plan and the conditions as set out in the report of the Head of Development, together with the following additional conditions:-

- 1 Limit the development to 1,500 dwellings.
- 2 Access to the site for construction traffic in phase 1 only via Kingsway/Martin drive.
- 3 Enablement of high speed broadband infrastructure.

CHAIRMAN

Minutes of the Audit and Accounts Committee held at the Civic Centre, Riverside, Stafford on Tuesday 11 December 2018

Chairman - Councillor A M Loughran

Present (for all or part of the meeting):-

Councillors:

B M Cross

I E Davies

R A James

D B Price

R M Sutherland

Officers in attendance:-

Mr A Welch - Head of Law and Administration
Mr B Kean - Head of Finance
Mrs J Aupers - Head of Governance
Mr S Baddeley - Chief Internal Auditor
Mr J Dean - Democratic Services Officer

Also present:-

Mr J McLarnon - Audit Manager, Grant Thornton

AAC18 Minutes

Minutes of the meeting held on 30 July 2018, as published in Digest No 246, were submitted and signed.

AAC19 Apologies

Apologies for absence were received from Councillors A J Perkins (substitute B M Cross) and K S Williamson.

AAC20 Annual Audit Letter for Stafford Borough Council

Considered the Annual Audit Letter as prepared by Grant Thornton, summarising the key findings arising from the work carried out by the external auditors at the Council for the year ended 31 March 2018.

Mr Jim McLarnon, Audit Manager, Grant Thornton, introduced the report and highlighted the following key areas for Members attention:-

- Key messages and work carried out (as set out in the Executive Summary of the report);

- Significant Audit Risks identified in the Audit Plan (*the Head of Finance undertook to provide Members with clarification regarding the high value journal transaction as detailed in the report*).

Arising from consideration of the document, the Committee were afforded the opportunity to raise any queries relating to the report, to which Mr McLarnon responded appropriately.

RESOLVED:- that in exercise of the powers delegated to the Committee the Annual Audit Letter for the Year Ended 31 March 2018 be received.

AAC21 Audit Progress Report and Sector Update

Considered the report of Grant Thornton outlining progress in delivering those responsibilities of the external auditors, as at November 2018, and providing a summary of emerging national issues and developments relevant to the Council.

Mr McLarnon guided the Committee through the report and made Members aware of the following matters:-

- Details of progress as at November 2018
- 2017/18 - 2018/19 Audit Deliverables

The Head of Law and Administration provided an outline of training for Members of the Committee post 2019 elections.

RESOLVED:- that in exercise of the powers delegated to the Committee the Audit Progress Report and Sector Update be received.

AAC22 Treasury Management Strategy, Minimum Revenue Provision Policy, Annual Investment Strategy 2019/20 and Capital Strategy 2018/22

Considered the report of the Head of Finance (V1 03/12/18) seeking approval of:-

- Prudential and Treasury indicators - setting of indicators to ensure that the capital investment plans of the Council are affordable, prudent and sustainable;
- The Minimum Revenue Provision (MRP) Policy;
- Treasury Management Strategy Statement for 2019/20 - to set treasury limits for 2019/20 to 2021/22 and to provide a background to the latest economic forecasts of interest rates;
- Annual Investment Strategy 2019/20 - to set out the strategy of investment of surplus funds.
- Capital Strategy 2018/22

Arising from the debate, the Head of Finance noted the changes to the report from previous years before clarifying its aims and purposes and the role of Scrutiny in the budget process.

Continuing, Mr Kean noted the associated Capital Strategy and its function to provide a framework for the Councils Capital Investment.

In conclusion, the Head of Finance responded to a question from Members regarding capital expenditure relating to the Leisure and Culture portfolio, as set out in paragraph 5.23.

Members then voted on the recommendations as set out, which were declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee:-

- (a) the following be approved:-
 - (i) The Prudential and Treasury indicators;
 - (ii) The MRP Policy Statement;
 - (iii) The Treasury Management Policy;
 - (iv) The Annual Investment Strategy for 2019/20;
 - (v) The Capital Strategy 2018/22;
- (b) it be noted that indicators may change in accordance with the final recommendations from Cabinet to Council in relation to both the General Fund Revenue Budget and the Capital Programme.

AAC23 Annual Governance Statement Progress Report

Considered the report of the Head of Governance (V1 29/11/18) presenting progress in addressing the significant governance issues identified in the Annual Governance Statement for 2017-18.

The Head of Governance referred the Committee to paragraph 3.2 confirming that there were no areas of concern for Members to address. Continuing, Mrs Aupers responded to questions relating to provision of an Employees Code of Conduct, as set out in the appendix to the report.

Members then voted on the recommendation as set out, which was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee the content of the progress report on the Annual Governance Statement for 2017-18 be noted.

AAC24 Internal Audit Quarter 1 and 2 Report for 2018-19

Considered the report of the Chief Internal Auditor (V2 03/12/18) presenting the Internal Audit Quarter 1 and 2 report for 2018-19.

The Chief Internal Auditor highlighted the summary of levels of assurance for the completed audits, as set out in paragraph 5.3 of the report and the associated appendix 2.

Members sought clarification concerning the Leisure Contact Management audit to which the Chief Internal Audit responded accordingly, including confirming the role of Scrutiny in monitoring the performance of said contract.

Members then voted on the recommendations as set out, which were declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee:-

- (a) the Internal Audit report for Quarter 2 of 2018-19 be noted;
- (b) the IT Audit Plan as set out in appendix 5 of the report be approved.

AAC25 Risk Management Report

Considered the report of the Head of Governance (V2 03/12/18) setting out the details of the Council's Strategic Risk Register as at 30 November 2018.

The Chief Internal Auditor highlighted paragraph 3.1 of the report and the associated detail as set out in the associated appendix 2.

Members then voted on the recommendation as set out, which was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee the Strategic Risk Register (as approved by Cabinet) be approved and the progress made in the identification and management of the strategic risks be noted.

AAC26 Work Programme - Audit and Accounts Committee

Considered the report of the Head of Law and Administration (V3 03/12/18) presenting the Audit and Accounts Committee's work programme.

Members then voted on the recommendation as set out, which was declared to be carried.

RESOLVED:- that in exercise of the powers delegated to the Committee the Work Programme be received.

CHAIRMAN

**Minutes of the Planning Committee held at the Civic Centre,
Riverside, Stafford on Wednesday 19 December 2018**

Chairman - Councillor R M Sutherland

Present (for all or part of the meeting):-

Councillors:

C A Baron	E G R Jones
G R Collier	W J Kemp
I E Davies	D B Price
M G Dodson	G O Rowlands
A S Harp	C V Trowbridge

Also Present - Councillor A M Loughran - Manor Ward Member

Officers in attendance:-

Mr J Holmes	-	Development Manager
Ms D Templeton	-	Senior Planning Officer
Mr S Turner	-	Principal Solicitor
Mrs A Kaur	-	Solicitor
Mr A Bailey	-	Scrutiny Officer

PC80 Apologies

Apologies for absence were received from Councillors B M Cross and J K Price.

PC81 Minutes

Minutes of the previous meeting held on 28 November 2018 were submitted and signed.

PC82 Declarations of Members Interests/Lobbying

Councillor C A Baron indicated that she would be speaking as a Ward Member in respect of Application Number 18/29526/OUT.

Councillor G O Rowlands indicated that he would be speaking as a Ward Member in respect of Application Number 18/29429/FUL.

Councillor C A Baron left the meeting at this point and attended as a Ward Member.

PC83 Application No 18/29526/OUT - Proposed demolition of building; outline application - eight apartments, access, parking and associated works - Radfield House, Austin Friars, Stafford

(Recommendation approve).

Considered the report of the Head of Development regarding this matter. The Development Manager reported upon the need to amend Condition No 1 in order to include demolition works.

Public speaking on the matter was as follows:-

Mr Robert Hall raised the following points during his support for the proposal:-

- Had owned and let the building for over 25 years
- The lease was now coming to an end
- Had originally sought permission for 8 units in 2015, but the lease was then extended
- This application was exactly as approved in 2015
- The building was originally constructed in the 1950's and was now in need of considerable refurbishment
- There were other residential developments around this building
- The application complied with car parking criteria
- There were no highways objections
- Requested the Committee to approve the application

Councillor C A Baron, Forebridge Ward Member attended the Committee and at the invitation of the Chairman, addressed the Committee and raised the following issues:-

- Did not object to the application
- Objected to moving the access
- The application in its present state would harm the character and amenity of the area
- The proposal would lessen parking amenity and would lead to concerns of whether bin lorries could gain access
- The ground level was 18 inches higher
- The footpath at the site of the development was 2 feet wide
- Pedestrians could not walk on the footpath once wheelie bins were out on the street
- A telegraph pole would need to be removed to accommodate the site entrance
- There were houses in Telegraph Street and Wolverhampton Road that required parking spaces for at least one car
- There were two businesses that relied upon on-street parking
- There was a severe shortage of parking in the area
- A residents parking zone had been delayed

- A solution would be to re-align the proposal in order to use the existing access
- If approved, requested an additional condition not to change the access to the site
- Referred to photographs taken of the area

In response the Development Manager advised the Committee that re-orientating the building would consume more parking spaces and Members should consider the application that was before them.

The Committee discussed the applications and raised a number of issues, including:-

- Could not penalise the owner for circumstances outside of his curtilage
- Clarification that there would be total reduction of two parking spaces
- The site had previously been approved for residential development
- Should request the Highway Authority to remove some of the yellow lines in the area
- Clarification of the availability of parking for The Granary
- Confirmation that the Highways Authority were preparing a residents' parking scheme in the area

It was subsequently moved by Councillor A S Harp and seconded by Councillor M G Dodson that Application No 18/29526/OUT be approved, subject to the conditions as set out in the report of the Head of Development and the amended Condition No 1.

On being put to the vote the proposals were declared to be carried.

RESOLVED:- that planning application no 18/29526/OUT be approved, subject to the conditions as set out in the report of the Head of Development, including the following amended Condition:-

1. This is a grant of outline planning permission only and notwithstanding any information in the application, before any above ground construction or demolition commences, details of the landscaping of the site including the new brick wall to the site frontage (the reserved matters) shall be submitted to and be approved in writing by the Local Planning Authority.

Councillor C A Baron re-joined her seat at the table.

Councillor G O Rowlands left the meeting at this point and attended as a Ward Member.

PC84 Application No 18/29429/FUL - Proposed Erection of single two storey dwelling - Adjacent to 18 Hunters Ride, Moss Pit, Stafford

(Recommendation approve).

Considered the report of the Head of Development regarding this matter.

Councillor A M Loughran, Manor Ward Member attended the Committee and at the invitation of the Chairman, addressed the Committee and raised the following issues:-

- Represented the residents of 16 Hunters Ride
- Planning should not just be about regulations
- The Committee were not in possession of the full facts when they determined Application No 16/24517/OUT on this site
- Access to the site would only be possible through the destruction of 30 years old trees and shrubs
- Parking of cars on the access to the site would be trespassing on private property
- The area would be permanently congested
- The footpath was permanently blocked and it was an accident waiting to happen
- The main concern was an award winning area was being eroded and spoiled
- The proposal amounted to a total destruction of the area
- Requested the Committee to refer the application back or undertake a site visit

Councillor G O Rowlands, Manor Ward Member attended the Committee and at the invitation of the Chairman, addressed the Committee and raised the following issues:-

- The proposal was located on a private drive and access would not be permitted
- Residents were tired of the situation
- The Committee were not aware of the legal situation in 2016 when the previous application was granted
- Should not fill in garden sites
- No 3A was allowed on appeal following Committee refusal and was an eye sore
- Referred to photographs of the area
- Requested the Committee to visit the site

In response the Solicitor advised the Committee that the access to the site was private matter and not a material planning consideration.

The Development Manager advised the Committee that an outline planning application had already been permitted on the site and the permission was extant.

The Committee were then provided with details of the existing outline planning application and highlighted the difference in the layout between the two plans.

It was subsequently moved by Councillor W J Kemp and seconded by Councillor I E Davies that Application No 18/29429/FUL be deferred pending a site visit.

On being put to the vote the proposals were declared to be carried.

RESOLVED:- that planning application no 18/29429/FUL be deferred pending a site visit.

Councillor G O Rowlands re-joined his seat at the table.

PC85 **Planning Appeals**

Considered the report of the Head of Development (V1 10/12/18).

Notification of the following appeals had been received:-

(a) New Appeals

App No	Location	Proposal
18/27839/FUL and 18/28042/MPDO plus enforcement	Church View House Millian Brook Road Seighford Stafford	Retention of change of use of land to residential (Class C3) and extend drive and to modify planning obligation relating to 12/17192/EXTF
Committee Decision		

(b) Appeal Decisions

App No	Location	Proposal
17/27761/PAR	Land Adjacent Mount Pleasant Farm Sandon Road Sharpley Heath	Prior approval of change of use from agricultural to a dwelling house (Class C3)
Appeal Dismissed		

CHAIRMAN



SECTION SIX

Corporate Information and Articles

SECTION 6 - CORPORATE INFORMATION AND ARTICLES

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Assets of Community Value Register	6.13 - 6.15

List of Meetings - 7 to 17 January 2019

Planning Committee Site Visit	10.15am	Monday 7 January 2019
Community Wellbeing Scrutiny Committee	4.30pm	Tuesday 8 January 2019
Resources Scrutiny Committee	4.30pm	Tuesday 15 January 2019
Planning Committee	6.30pm	Wednesday 16 January 2019
Cabinet	6.30pm	Thursday 17 January 2019

Contact Officer

James Dean, Democratic Services Officer, Tel 01785 619209

List of Delegated Decision Between 1 December 2018 and 31 December 2018

17/26073/SCG OBS	Proposed change to wording of Condition to read The daily average number of loads of compost materials imported to the Site and manufactured soil exported from the Site shall be 13 loads 26 vehicle movements 13 in and 13 out per full working day	Cemex UK Materials Aggregates LTD Rugeley Quarry Stafford Brook Road Rugeley Staffordshire WS15 2TU	Colwich Haywood And Hixon
17/26294/OBS OBS	Neighbouring Authority Consultation - Installation of an Anaerobic Digestion Facility	Land Off Alderflat Drive Newstead Industrial Estate Newstead Stoke On Trent Staffordshire	Milwich
17/26856/SCG OBS	Extension of existing yard and erection of a storage building	Blythe View Farm Grindley Lane Grindley Stafford Staffordshire	Stowe By Chartley Milwich

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17/26865/SCG OBS	Extension to provide three classrooms and an IT suite with associated toilets, temporary mobile classroom and accessible pathways	Bishop Lonsdale Church Of England Primary School Shaws Lane Eccleshall Stafford Staffordshire ST21 6AU	Eccleshall Eccleshall
17/26869/OBS OBS	Neighbouring Authority Consultation - Installation of domestic sewage treatment plant and necessary pipe and drainage works	Doxey Wood Cottage Bigwood Lane Coppenhall ST18 9BW	Seighford And Church Eaton
18/27884/OBS OBS	Neighbouring Authority Consultation - 22 houses and bungalows with associated access roads and drainage	Land In Neighbouring Authority Area Eccleshall Road Hookgate Loggerheads	Eccleshall Eccleshall
18/27919/SCW OBS	planning application S.17/12/403 ; Variation of conditions 10 and 18 of planning permission S.16/09/403 W to maximise the treatment capacity of the aggregate treatment and recycling facility and increase HGV movements	Biffa Waste Services Ltd Meece Landfill/SRF Site Coldmeece Stone	Eccleshall Eccleshall
18/28118/OBS OBS	Change of use from a dis-used pony paddock to provide two gypsy/traveller pitches inclusive of two touring caravans, two amenity block, access driveway and Bio-Disc	Field South Of Bonnie Doone Cannock Road Brocton Stafford Staffordshire	Stafford M B Weeping Cross And Wildwood

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18/28413/FUL PERMIT	Conversion of existing telephone exchange to form dwelling house	Land At Railway Cottages Badnall Wharf Coldmeece Stafford Staffordshire	Eccleshall Eccleshall
18/28759/TWT GRANT	TPO No. 550 of 2012: Pinus sylvestris (Scots Pine) - Remove remaining trunk; Acer sp. (Sycamore) - Remove single branch nearest house	8 Westhorpe Lane Stafford Staffordshire ST17 9FJ	Stafford M B Rowley
18/28813/FUL REFUSE	Demolition of existing 6 bedroom dwelling and erection of replacement 5 bedroom dwelling with detached garage	Site Redevelopment Brackenwood Brook Lane Brocton Stafford Staffordshire ST17 0TZ	Brocton Milford
18/28863/HOU PERMIT	Single-storey extension to the rear east elevation and two-storey extension to the front west elevation, proposed dormer and flat roof constructed over front porch, plus internal alterations.	Elm House Beechcroft Avenue Stafford Staffordshire ST16 1BJ	Stafford M B Rowley
18/28947/COU PERMIT	Change of use from existing office (A2) to two separate dwellings and associated works	9-10 Friars Road Forebridge Stafford ST17 4AA	Stafford M B Forebridge

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18/28955/FUL PERMIT	Removal of condition 10 on application 16/25404/FUL as travel plan is not required Conditions(s) Removal: As advised by Highways, the condition is not required for a development of this size. Remove condition	Blythe Lodge Grindley Lane Blythe Bridge Stoke On Trent ST11 9HN	Fulford Fulford
18/28983/FUL PERMIT	Demolition of existing dwelling and erection of replacement dwelling, landscaping and associated works	Doxeywood Farm Thorneyfields Lane Hyde Lea Stafford ST18 9BY	Stafford M B Seighford And Church Eaton
18/29001/REM PERMIT	All remaining reserved matters for appearance, landscaping, layout and scale to provide two dwellings	Land At Former Derrington Garage Long Lane Derrington Stafford ST18 9LL	Seighford Seighford And Church Eaton
18/29041/TWT GRANT	TPO No. 182 of 1995: Various works to mixed broadleaf species as per application 18/29041/TWT	Land Adjacent Burton House Gardens Stafford Staffordshire ST17 9WD	Stafford M B Manor
18/29072/TWT SPLIT	TPO No. 1 NSU of 1952: T1, Quercus sp. (Oak) - reduce over extended lateral scaffold limb over site by 3 metres away from dwelling + reduce branches over road by 2 metres.	Street Record Nanny Goat Lane Stone ST15 8DJ	Stone Town St Michaels And Stonefield

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18/29096/FUL PERMIT	New building for B1, B2 and B8 use classes	Land Adjacent Raleigh Hall Industrial Estate Raleigh Hall Industrial Estate Swynnerton Road Sturbridge Stafford Staffordshire	Eccleshall Eccleshall
18/29095/HOU PERMIT	Two storey side/front extension and conversion of integral garage plus internal works	131 Cannock Road Stafford ST17 0QL	Stafford M B Weeping Cross And Wildwood
18/29143/HOU PERMIT	Demolition of outdated outbuilding and construction of replacement single storey extension	19 Hurlingham Road Trinity Fields Stafford Staffordshire ST16 1QW	Stafford M B Holmcroft
18/29138/HOU PERMIT	Proposed front extension to Lounge area with side extensions to form Utility, W.C and Store / Attached Garage. Removal of existing garage.	47 Ridgeway Hixon ST18 0NZ	Hixon Haywood And Hixon
18/29173/FUL PERMIT	Conversion of four residential flats back into two semi-detached residential dwellings (Amended Address)	99 & 101 Weston Road Stafford Staffordshire ST16 3RS	Stafford M B Littleworth
18/29217/HOU PERMIT	Single storey rear extension	Green Mount Church Road Hixon Stafford Staffordshire ST18 0PB	Hixon Haywood And Hixon
18/29241/HOU PERMIT	Single storey rear extension and internal alterations	3 Mill Farm Barns Mill Street Stone Staffordshire ST15 8BA	Stone Town St Michaels And Stonefield
18/29253/HOU PERMIT	Single-storey side extension	14 Fonthil Road Stafford ST16 3JL	Stafford M B Coton

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18/29272/ADV PERMIT	Proposed 2no. wall mounted signs and 1no. post sign. Application in conjunction with 18/29372/LBC	Bank House Inn High Street Hixon Stafford ST18 0QF	Hixon Haywood And Hixon
18/29276/FUL PERMIT	New mechanical & extract equipment for fresh air supply and kitchen extract, new door to roof from new mezzanine level and amendments to existing entrance doors	HSBC Bank 57 High Street Stone Staffordshire ST15 8AD	Stone Town St Michaels And Stonefield
18/29280/FUL PERMIT	Three park homes on land at Thompson Park Homes, Ivy Cottage, Within Lane, Hopton, Stafford	Ivy Cottage Caravan Park Within Lane Hopton Stafford Staffordshire ST18 0AP	Hopton And Coton Milwich
18/29292/FUL PERMIT	Variation of Conditions 2, 8, and 9 on application 17/27178/FUL	Land At Knightley Park Farm Lodge Lane Woodseaves Stafford Staffordshire	Gnosall Gnosall And Woodseaves
18/29300/SCW OBS	Variation of condition 2 and 15 on application 18/27801/FUL	Land Adj To Severn Trent Water Authority Sewage Treatment Works Lichfield Road Wolseley Bridge Stafford Staffordshire	Colwich Haywood And Hixon
18/29304/HOU PERMIT	Retention of existing annexe conversion	Annexe Saddlers Cottage Uttoxeter Road Amerton Stafford Staffordshire	Stowe By Chartley Milwich
18/29316/HOU PERMIT	Proposed extensions to dwelling	50 Stockton Lane Weeping Cross Stafford Staffordshire ST17 0JS	Stafford M B Baswich

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18/29325/HOU PERMIT	Replacement of existing sunroom	Pippin Hill 17 Rock House Drive Barlaston Stoke On Trent Staffordshire ST12 9EA	Barlaston Barlaston
18/29330/FUL PERMIT	Replacement air conditioning to the existing external ground floor compound.	Premier Inn Hotel Trentham Gardens Stone Road Tittensor Stoke On Trent Staffordshire	Swynnerton Swynnerton And Oulton
18/29334/HOU PERMIT	Convert existing detached garage into bedroom space and separate wet room with w/c, sink and shower. Increase the roof by approximately 50cm to give enough head room	9 Clarendon Drive Western Downs Stafford ST17 9UF	Stafford M B Highfield And Western Downs
18/29357/FUL PERMIT	Removal of condition 3 on 05/04087/FUL	Highfields Farm, The Annexe Sandon Road Hilderstone Stone ST15 8SF	Hilderstone Milwich
18/29366/FUL PERMIT	Demolition of existing dwelling and 2no. outbuildings; construction of replacement dwelling, landscaping and associated works.	Harleythorn House Harley Thorn Lane Beech Stoke On Trent ST4 8SL	Swynnerton Swynnerton And Oulton
18/29372/LBC PERMIT	Proposed 2no. wall mounted signs and 1no. post sign.	Bank House Inn High Street Hixon Stafford ST18 0QF	Hixon Haywood And Hixon
18/29373/PAGR PRIOR APPROVAL GRANTED	Prior Notification - Proposed irrigation reservoir	Lower Reule Farm Church Eaton Road Church Eaton Stafford Staffordshire ST20 0BG	Haughton Seighford And Church Eaton

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18/29374/HOU PERMIT	Proposed rear house extension	33 The Avenue Stone ST15 8DG	Stone Town St Michaels And Stonefield
18/29409/FUL PERMIT	Replacing two existing refrigeration plants currently located on the roof to improve safety of maintenance.	Tesco Extra Newport Road Stafford Staffordshire ST16 2HF	Stafford M B Forebridge
18/29410/FUL PERMIT	Erection of a new dwelling house on land at Highfields.	Highfields Stafford Road Eccleshall Stafford ST21 6JP	Eccleshall Eccleshall
18/29411/HOU PERMIT	Proposed alterations and extensions	Highfields Farm The Green Barlaston Stoke On Trent ST12 9AF	Barlaston Barlaston
18/29421/FUL REFUSE	Erection of detached single storey dwelling	Downside Garshall Green Lane Garshall Green Stafford ST18 0EP	Milwich Milwich
18/29427/ADV PERMIT	Proposed 4 freestanding signs and 2 building applied lettering signs	Unit C And Unit D Valley Drive Stafford Staffordshire ST16 1NZ	Creswell Seighford And Church Eaton
18/29458/HOU PERMIT	Single storey side extension to form enlarged hall and new bathroom	3 Rookwood Copse Wildwood Stafford Staffordshire ST17 4NF	Stafford M B Weeping Cross And Wildwood
18/29480/HOU PERMIT	Retention of replacing flat roof with a pitched roof on garage	24 Shelmore Way Gnosall Stafford Staffordshire ST20 0DT	Gnosall Gnosall And Woodseaves
18/29449/LBC PERMIT	Proposed extension and rebuilding of single storey rear extension and demolition of outbuilding	75 Newcastle Road Stone ST15 8LD	Stone Town St Michaels And Stonefield

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18/29454/FUL PERMIT	Retention of site boundary and internal fencing	New Units Adjacent To Proposed PH Beacon Business Park Weston Road Stafford Staffordshire	Hopton And Coton Milwich
18/29455/FUL PERMIT	Detached four bedroom dwelling and detached garage	Land Adjacent New Farm Stafford Road Woodseaves Stafford Staffordshire	High Offley Gnosall And Woodseaves
18/29488/FUL PERMIT	Retention of pent roof wooden storage shed for grounds maintenance equipment.	Offices The Staffs County Showground Weston Road Stafford Staffordshire ST18 0BD	Hopton And Coton Milwich
18/29469/HOU PERMIT	Proposed extension and rebuilding of single storey rear extension and demolition of outbuilding (see also 18/29449/LBC)	75 Newcastle Road Stone ST15 8LD	Stone Town St Michaels And Stonefield
18/29474/HOU PERMIT	First floor extension to detached dwelling built over the existing garage	23 Redruth Drive Stafford ST17 0FJ	Stafford M B Baswich
18/29466/ANX PERMIT	Proposed erection of a single storey detached self contained annex in rear garden to be used as a granny annex	Almayne 79 Hilderstone Road Meir Heath Stoke On Trent Staffordshire ST3 7NU	Fulford Fulford
18/29472/HOU PERMIT	Proposed two storey side extension and new front porch	38 Barnfield Way Wildwood Stafford ST17 4NB	Stafford M B Weeping Cross And Wildwood
18/29473/HOU PERMIT	Proposed single storey rear extension	51 Alexandra Street Stone ST15 8HL	Stone Town St Michaels And Stonefield
18/29477/HOU PERMIT	Ground floor and first floor extension	5 Sutherland Crescent Blythe Bridge Stoke On Trent ST11 9JT	Fulford Fulford

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18/29482/FUL REFUSE	Conversion of existing stables into holiday let accommodation with access and facilities for the disabled; alterations; drainage	The Stables Outwoods Bank Outwoods Newport Staffordshire TF10 9ED	Gnosall Gnosall And Woodseaves
18/29486/COU PERMIT	We currently have a class A3 (coffee shop) in one area of the building and a A1 (retail shop) in the other area. We are proposing to change to class A3 for both units.	Whites Coffee Shop Unit 4 And 5 Oakedge Park Lichfield Road Shugborough Stafford Staffordshire	Colwich Haywood And Hixon
18/29490/HOU PERMIT	Single storey extension	7 Redfern Rise Haughton Stafford ST18 9NU	Haughton Seighford And Church Eaton
18/29491/FUL PERMIT	Change of use of ex granny annexe to detached dwelling	Outbuilding At Appledene Slindon Road Slindon Stafford ST21 6LX	Eccleshall Eccleshall
18/29498/TWT REFUSE	TPO No. 4 NSR of 1960: T5, Fagus sp. (Beech) - Fell	The Hayes Longton Road Stone ST15 8SY	Stone Rural Swynnerton And Oulton
18/29522/FUL PERMIT	Minor material amendment to 10/14671/FUL for alterations to the dwelling and rear conservatory	Lower Salt House Salt Road Salt Stafford Staffordshire ST18 0BX	Salt And Enson Milwich
18/29509/HOU PERMIT	Two storey side extension to create improved kitchen and family room, new utility room and ground Wc on the ground floor and master bedroom to the first floor	4 Longfield Avenue Stone ST15 0DN	Stone Town Walton

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18/29511/HOU PERMIT	Demolition of existing detached garage and proposed two-storey extension to side to form garage with bedroom/ensuite above together with external alterations	6 The Willows Yarnfield Stone Staffordshire ST15 0TD	Swynnerton Swynnerton And Oulton
18/29516/HOU PERMIT	Replacement conservatory	86 Redwood Avenue Stone ST15 0DB	Stone Town Walton
18/29531/HOU NONDET	Proposed detached garage	3 Lake Croft Drive Meir Heath Stoke On Trent ST3 7SS	Fulford Fulford
18/29532/HOU PERMIT	Proposed garage extension to form workshop	4 Orchard Close Stone ST15 0UJ	Stone Town Walton
18/29545/HOU PERMIT	Rear two-storey extension to form enlarged kitchen and additional bedrooms	163 Tixall Road Kingston Hill Stafford Staffordshire ST16 3XJ	Stafford M B Littleworth
18/29548/TWT REFUSE	TPO No. 7 CSB of 1972: Fagus sp. (Beech) - Crown reduction and thinning	115 Cannock Road Stafford Staffordshire ST17 0QL	Stafford M B Weeping Cross And Wildwood
18/29540/FUL REFUSE	Removal of condition 2 on application 89/23965/FUL	Springfield Slindon Road Slindon Stafford Staffordshire ST21 6LX	Eccleshall Eccleshall
18/29564/HOU PERMIT	Two story side extension	70 Second Avenue Stafford ST16 1PS	Stafford M B Holmcroft
18/29567/HOU PERMIT	Two-storey side extension to form garage, wc, utility with bedroom and ensuite over	134 Crab Lane Trinity Fields Stafford ST16 1SP	Stafford M B Holmcroft
18/29571/HOU PERMIT	Proposed loft conversion to form bedroom with roof windows at rear	86 Station Road Stone ST15 8ES	Stone Town St Michaels And Stonefield

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18/29587/HOU PERMIT	Proposed garage conversion with bay windows to front elevation	Parkglen Lakewood Drive Barlaston Park Stoke On Trent ST12 9BH	Barlaston Barlaston
18/29661/NHPD NOTRQ	Rear extensions: total length beyond rear wall of the original dwelling 8m, maximum height 4.0m and eaves height 2.4m	The Bungalow Crossing Lane Derrington Stafford Staffordshire ST18 9LW	Seighford Seighford And Church Eaton
18/29732/LBC NOTRQ	Conversion of 1st, 2nd and 3rd floors above retail unit to provide eight residential apartments	4 Greengate Street Stafford ST16 2HN	Stafford M B Forebridge
18/29802/FUL NOTRQ	Retention of Change of Use of Land to residential (Class C3) and extend drive as the description of the proposed works change of use to enable driveway to be extended onto undeveloped land to serve church view house and run in front of The Chimes for their use also. Existing dividing wall and pillar to be infilled with concave wall and end pillar height reduced. Boundary Hedgerow and grass embankment to be levelled as shown in plan in accordance with conservation officers recommendations	Church View House Millian Brook Road Seighford Stafford ST18 9PQ	Seighford Seighford And Church Eaton

Assets of Community Value

Register of Assets of Community Value

Name and address of Property	Nominator	Date Listed	Date of Disposal Notice	End of Initial Moratorium (6 weeks after date of disposal notice)	End of Full Moratorium (6 months after date of disposal notice)	End of Protected Period (18 months after date of disposal notice)
Hand and Cleaver Inn, Ranton Green, Stafford (pdf 2.3mb)	Ranton Parish Council	29 August 2013	11 January 2017	22 February 2017	11 July 2017	11 July 2018
Red Lion Inn, Derrington (pdf 2.3mb)	Derrington Way Ahead Group	29 August 2013	2 September 2013	14 October 2013	2 March 2014	2 March 2015
Roebuck Inn, Sandon Road, Hilderstone (pdf 2.4mb)	Hilderstone Parish Council	2 September 2013	26 July 2017	6 September 2017	26 January 2018	26 January 2019
Universal Sports Club, Doxey, Stafford (pdf 5mb)	Members of the Universal Sports Club	8 January 2014				
The Crown Inn, Hyde Lea (pdf 4mb)	Hyde Lea Parish Council	10 February 2014				
St Lawrence Primary School - Swimming	Gnosall Parish Council	6 March 2014				

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Name and address of Property	Nominator	Date Listed	Date of Disposal Notice	End of Initial Moratorium (6 weeks after date of disposal notice)	End of Full Moratorium (6 months after date of disposal notice)	End of Protected Period (18 months after date of disposal notice)
Pool, Gnosall (pdf 3mb)						
The West Way Public House, Stafford (pdf 4mb)	Castle Church, Stafford	15 April 2014	29 April 2014	10 June 2014	29 October 2014	29 October 2015
Westbridge Park, Stone (pdf 6mb)	Stone Town Council	16 July 2014	9 April 2015 (part only)	21 May 2015	9 October 2015	9 October 2016
Oxleathers Public House (pdf 1.3mb) Boundary Plans (pdf 223kb)	Highfields Community Group	14 May 2015				
The Red Lion, Bradley, Stafford (pdf 4mb)	Bradley Parish Council	10 September 2015	29 October 2015	10 December 2015	29 April 2016	29 April 2017
Wedgwood Memorial College, Barlaston (pdf 4mb)	Barlaston Parish Council	19 November 2015	13 February 2018	27 March 2018	13 August 2018	13 August 2019
The Woolpack Public House (pdf 3mb)	Weston with Gayton Parish Council	17 October 2017				

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Name and address of Property	Nominator	Date Listed	Date of Disposal Notice	End of Initial Moratorium (6 weeks after date of disposal notice)	End of Full Moratorium (6 months after date of disposal notice)	End of Protected Period (18 months after date of disposal notice)
Football / Recreation Ground, Doxey Road, Stafford ST16 1EF (pdf 929kb)	Doxey Parish Council	21 August 2018				

Contact Officer

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