

Members' Special Digest

ISSUE DATE

CALL IN DATE

NUMBER

INDEX

	Page No
Section 1 Cabinet Decisions	-
Section 2 Reports Supporting Cabinet Decisions	-
Section 3 Minutes of the Council	3.1 - 3.5
Section 4 Minutes of the Scrutiny Committees	-
Section 5 Minutes of the Regulatory and Joint Committees	5.1 - 5.27
Section 6 Corporate Information and Articles	-



SECTION ONE

Cabinet Decisions

(None)



SECTION TWO

Reports Supporting Cabinet Decisions

(None)



SECTION THREE

Minutes of the Council

SECTION 3 - MINUTES OF THE COUNCIL

INDEX

	Page Nos
Minutes of the Council - 18 April 2019	3.1 - 3.5

**Minutes of the Council held at the County Buildings, Martin Street,
Stafford on Thursday 18 April 2019**

Councillor Ray Barron (Mayor)

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

Councillors:

L B Bakker-Collier

C A Baron

J A Baron

F Beatty

G R Collier

R P Cooke

B M Cross

I E Davies

M G Dodson

R J Draper

A P Edgeller

J W Farnham

P M M Farrington

F A Finlay

A T A Godfrey

A S Harp

J Hood

R A James

V E M Jenkinson

M E Jennings

E G R Jones

P W Jones

A M Loughran

L Nixon

A J Perkins

J M Pert

D B Price

J K Price

G O Rowlands

R M Smith

R M Sutherland

C V Trowbridge

K S Williamson

Officers in attendance:-

Mr T Clegg - Chief Executive

Mr A Welch - Head of Law and Administration

Mrs T Redpath - Corporate Business and Partnerships Manager

Mr W Conaghan - Press and Communications Manager

Mr A Bailey - Scrutiny Officer

C46 Minutes

The Minutes of the meeting held on 26 February 2019 were submitted and signed.

C47 Apologies

Apologies for absence were received from Councillors M R Goodall, W J Kemp, S Learoyd, S P Leighton, P Roycroft and W S J Taylor.

C48 Announcements

The Mayor thanked all those who supported the two Mayoral Charity Lunches held on 1 March and 22 March 2019. The lunches raised in the region of £750 for the Mayor's Charity Appeal.

The Mayor thanked those who would be supporting the Charity Clay Pigeon Shoot that was due to be held on Wednesday 24 April 2019.

The Mayor then invited all Members to join him following the meeting for a celebration of his year as Mayor.

C49 Councillor Session

- (a) Councillor R J Draper had submitted the following items under Paragraph 12.3(a) of the Council Procedure Rules:-

Cabinet Member for Community

“Is the Cabinet Member aware that the Community Security Trust (CST) works closely with the police to protect Jewish communities against, and to monitor, antisemitism? Is he also aware that in 2016 the CST reported that there were 1309 incidents of anti-Semitism within the UK?”

Can he tell me what work he has been involved with, and with key agencies like the CST and Staffordshire Police, to ensure that Jewish residents from our communities are safe and secure from hatred?

Will he, and all members of the Council, join me in opposing anti-Semitism and racism both in thought and deed? Being prepared to challenge those who continue to pervade the oldest sickness in the world?”

Members of the Council considered the item as provided for in Paragraph 12 of the Council Procedure Rules.

The Cabinet Member - Community Portfolio responded as provided for in Paragraph 12 of the Council Procedure Rules, during which he explained:-

- Yes he was aware that the Community Security Trust (CST) worked closely with the police to protect Jewish communities against, and to monitor, antisemitism and yes he was aware that in 2016 the CST reported that there were 1309 incidents of anti-Semitism within the UK

- Yes he had been involved with key agencies like the CST and Staffordshire Police and paid tribute to the work that they undertook
 - The Council had a duty to ensure that public protection was co-ordinated across the Borough and there was no duplication of effort. In 2018, the Community Security Trust registered 73% of reported hate crime incidents in the London and Greater Manchester areas, 1 of which was in Staffordshire
 - The Council was working with schools in Staffordshire to provide advice and support about tolerance and feedback showed that such sessions were valuable
 - Had learned a lot from the recent visit to the Singers Hill Synagogue in Birmingham, which was an outstanding building and invited other Members to see it
 - The whole Council had a duty to ensure that all residents were not treated unfairly, but were safe as demonstrated through the recently approved Equality Policy
- (b) Councillor R J Draper had submitted the following item under Paragraph 12.3(b) of the Council Procedure Rules:-

Member Development Committee

“During the 2018/2019 municipal year the Member Development Working Group has made significant progress, and as Chair of that working group, I request that the Leader of the Council confirm that, under his leadership, Member Development will remain a priority and that he will constitute it as a full committee for the 2019/2020 municipal year.”

Members of the Council considered the item as provided for in Paragraph 12 of the Council Procedure Rules, during which the Leader of the Council explained that he was unable to provide such a commitment to a future Council. However, he thanked the Member Development Working Group for their achievements and acknowledged the importance of continued training.

C50 Notice of Motion

Councillors R J Draper and J Hood had given the following Notice of Motion in pursuant of Paragraph 13.1 of the Council Procedure Rules:-

“International Holocaust Remembrance Alliance definition of Antisemitism Stafford Borough Council agrees on April 18th 2019 to demonstrate its support and recognition of the International Holocaust Remembrance Alliance’s definition of anti-Semitism, and pledges to combat antisemitism and all forms of racism and intolerance in their various forms on behalf of all citizens within the Borough.”

The Notice of Motion was moved by Councillor R J Draper and Seconded by Councillor J Hood.

The Cabinet Member - Community Portfolio responded to the Notice of Motion as provided for in Paragraph 15 of the Council Procedure Rules, during which he proposed the following amendment, which was seconded by Councillor A T A Godfrey:-

“Stafford Borough Council agrees on April 18th 2019 to reconfirm its commitment to:-

- eliminate any unlawful discrimination
- to advance equality of opportunity and
- to foster good relations between all in our communities

Opposing all forms of racism and intolerance in their various forms on behalf of all citizens within the Borough.”

Councillor R J Draper proposed a modification to the amended motion in order to include “Opposing all forms of racism, antisemitism and intolerance in their various forms on behalf of all citizens within the Borough”.

The modification was not accepted by the proposer of the amended motion.

On being put to the vote, the amended Notice of Motion was carried as the substantive motion.

The substantive amended Notice of Motion was then put to the vote and was carried.

RESOLVED:- that Stafford Borough Council agrees to reconfirm its commitment to:-

- eliminate any unlawful discrimination
- to advance equality of opportunity and
- to foster good relations between all in our communities

Opposing all forms of racism and intolerance in their various forms on behalf of all citizens within the Borough.

C51 Review of the Constitution

Considered the report of the Head of Law and Administration (V2 27/3/19).

Councillor E G R Jones introduced the report, thanking both Members and Officers for their work in undertaking the Review of the Constitution and concluded his comments by moving that the recommendations as set out in Paragraph 2 of the report be approved. The proposal was seconded by Councillor A T A Godfrey.

Members of the Council then considered the report as provided for in the Council Procedure Rules, after which they voted on the proposal as set out, which was declared to be carried.

RESOLVED:- that the amendments to the Constitution detailed in the report be approved for implementation in the new Municipal Year.

C52 Retiring Councillors and Officers

The Leader of the Council led congratulations to the Mayor and the Deputy Mayor on their achievements throughout the last year. He congratulated the Chief Executive on taking control part way through the Municipal Cycle and praised the Head of Law and Administration on all of his achievements and wished him a long and happy retirement. The Leader also thanked the 9 Members that were not standing for re-election, in particular the great loss of experience of Councillors J W Farnham, F A Finlay, D B Price, G O Rowlands and K S Williamson. Finally he wished all of the remaining Members good luck for the forthcoming Election.

Councillors C A Baron and A T A Godfrey echoed the aforementioned tributes.

MAYOR



SECTION FOUR

Minutes of the Scrutiny Committees

(None)



SECTION FIVE

Minutes of the Regulatory and Joint Committees

SECTION 5 - MINUTES OF REGULATORY AND JOINT COMMITTEES

INDEX

	Page Nos
Appointments Committee -Head of Development - 11 February 2019	5.1
Appointments Committee - Head of Development - 1 March 2019	5.2
Audit and Accounts Committee - 18 March 2019	5.3 - 5.5
Appointments Committee - Interim Head of Law and Administration - 25 March 2019	5.6
Appointments Committee - Interim Head of Operations - 25 March 2019	5.7
Planning Committee - 2 April 2019	5.8 - 5.14
Appointments Committee - Interim Head of Law and Administration - 11 April 2019	5.15
Appointments Committee - Interim Head of Operations - 11 April 2019	5.16
Planning Committee - 24 April 2019	5.17 - 5.26
Appointments Committee - Interim Head of Operations - 25 April 2019	5.27

**Minutes of the Appointments Committee - Head of Development
held at the Civic Centre, Riverside, Stafford on Monday 11
February 2019**

Chairman - Councillor P M M Farrington

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

Councillors:

F Beatty

R M Smith

R P Cooke

Officers in attendance:-

Mr T Clegg

- Chief Executive

Mr N Raby

- Head of Human Resources

Mr A Bailey

- Scrutiny Officer

AC1 Exclusion of Press and Public

RESOLVED:- that pursuant to Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting whilst the next following item of business be discussed, on the grounds that it includes the disclosure of exempt information of the type specified in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

AC2 Head of Development - Confidential

The Committee considered the recruitment and selection process to appoint the substantive post of Head of Development.

RESOLVED:- that the arrangements to fill the vacant substantive post of the Head of Development up to and including an offer of appointment to the successful candidate be approved.

CHAIRMAN

**Minutes of the Appointments Committee - Head of Development
held at the Civic Centre, Riverside, Stafford on Friday 1 March 2019**

Chairman - Councillor P M M Farrington

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

Councillors:

R P Cooke

C V Trowbridge

R M Smith

Officers in attendance:-

Mr T Clegg - Chief Executive

Mr N Raby - Head of Human Resources

Mr A Bailey - Scrutiny Officer

AC3 Apologies

An apology for absence was received from Councillor F Beatty (Substitute Councillor C V Trowbridge).

AC4 Exclusion of Press and Public

RESOLVED:- that pursuant to Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting whilst the next following item of business be discussed, on the grounds that it includes the disclosure of exempt information of the type specified in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

AC5 Interviews for Head of Development - Confidential

The Committee undertook interviews for the appointment to the substantive post of Head of Development.

RESOLVED:- that Mrs K Tierney be appointed to the substantive post of Head of Development.

CHAIRMAN

Minutes of the Audit and Accounts Committee held at the Civic Centre, Riverside, Stafford on Tuesday 19 March 2019

Chairman - Councillor A M Loughran

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

Councillors:

I E Davies

D B Price

A J Perkins

R M Sutherland

Cabinet Member - Councillor K S Williamson - Resources Portfolio

Officers in attendance:-

Mrs J Aupers

- Head of Governance

Mr S Baddeley

- Chief Internal Auditor

Mr S Turner

- Solicitor

Mr J Dean

- Democratic Services Officer

Also present:-

Mr R Percival

- Engagement Lead, Grant Thornton

AAC27 Minutes

Minutes of the meeting held on 11 December 2018, as published in Digest No 250, were submitted and signed.

AAC28 Apologies

Apologies for absence were received from Councillor R A James and Mr Alistair Welch, Head of Law and Administration.

AAC29 Certification Work for Stafford Borough Council for the Year Ended 31 March 2018

Considered the correspondence from Grant Thornton detailing the certification work carried out in respect of the Housing Benefit subsidy claim and the indicative fees for 2017/18.

Mr Richard Percival, Engagement Lead, Grant Thornton highlighted the additional fee as set out on page 3 of the agenda, which was as a result of a number of errors identified from the certification work undertaken.

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

AAC30 Audit Progress Report and Sector Update

Considered the report of Grant Thornton setting out progress made by the Council's external auditors in respect of delivering their responsibilities, summarising relevant emerging national issues and noting a number of challenge questions for the Committee to consider in light of said issues.

Mr Richard Percival, Engagement Lead, Grant Thornton led Members through the report and made specific reference to progress of work as at March 2019, namely:-

- Financial Statements Audit
- Value for Money
- Other areas (Certification of claims and returns, Meetings and Events)

The Committee were also informed that the external auditor had now concluded their objection to the 2017/18 accounts.

Members requested a further update at the next meeting of the Committee in relation to license fees.

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

AAC31 External Audit Plan – Year Ending 31 March 2018

Considered the report of Grant Thornton detailing the Audit Plan for the year ended 31 March 2019.

Mr Richard Percival, Engagement Lead, Grant Thornton detailed the purpose of the report which provided an overview of the planned scope and timing of the statutory audit of the Council. Particular attention was drawn to significant risks and value for money arrangements.

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

AAC32 Internal Audit Quarter 3 Report for 2018-19

Considered the report of the Chief Internal Auditor (V1 06/03/19) presenting the Internal Audit Quarter 3 report for 2018-19.

During his presentation, the Chief Internal Auditor confirmed that there were no areas of fundamental concern.

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 Internal Audit Report for Quarter 3 for 2018-19 be noted.

AAC33 Internal Audit Plan for 2019-20

Considered the report of the Chief Internal Auditor (V2 06/03/19) presenting the Internal Auditor Plan for 2019-20.

The Chief Internal Auditor introduced the report, highlighting paragraphs 5.4, 5.7, 5.9, 5.12 and 5.18 for Members attention. The Committee were invited to raise any questions associated to the report, to which were subsequently addressed by Officers. Specific reference was made to:-

- Shared Service Audit - Housing Benefit
- Available Audit Resources 2019-20

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.

AAC34 Work Programme – Audit and Accounts Committee

Considered the report of the Head of Law and Administration (V2 07/03/19) presenting the Audit and Accounts Committee's work programme.

As this was the last meeting of the Committee of this Council term, the Chairman thanked everyone for their participation wished the Councillor K S Williamson a long and happy retirement.

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, subject to the inclusion of the follow up report in relation to Minute No AAC30 - Audit Progress and Sector Update, at the 11 June 2019 meeting of the Committee.

CHAIRMAN

Minutes of the Appointments Committee - Interim Head of Law and Administration held at the Civic Centre, Riverside, Stafford on Monday 25 March 2019

Chairman - Councillor P M M Farrington

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

Councillors:

W J Kemp

C V Trowbridge

R M Smith

Officers in attendance:-

Mr N Raby

- Head of Human Resources

Mr A Bailey

- Scrutiny Officer

AC1 Apologies

Apologies for absence were received from Councillor A T A Godfrey (Substitute W J Kemp) and the Chief Executive.

AC2 Exclusion of Press and Public

RESOLVED:- that pursuant to Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting whilst the next following item of business be discussed, on the grounds that it includes the disclosure of exempt information of the type specified in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

AC3 Interim Head of Law and Administration - Confidential

The Committee considered the recruitment and selection process to appoint the substantive post of Interim Head of Law and Administration.

RESOLVED:- that the arrangements to fill the vacant substantive post of the Interim Head of Law and Administration up to and including an offer of appointment to the successful candidate be approved.

CHAIRMAN

Minutes of the Appointments Committee - Interim Head of Operations held at the Civic Centre, Riverside, Stafford on Monday 25 March 2019

Chairman - Councillor P M M Farrington

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

Councillors:

W J Kemp

C V Trowbridge

R M Smith

Officers in attendance:-

Mr N Raby

- Head of Human Resources

Mr A Bailey

- Scrutiny Officer

AC1 Apologies

An Apology for absence was received from the Chief Executive.

AC2 Exclusion of Press and Public

RESOLVED:- that pursuant to Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting whilst the next following item of business be discussed, on the grounds that it includes the disclosure of exempt information of the type specified in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

AC3 Interim Head of Operations - Confidential

The Committee considered the recruitment and selection process to appoint the substantive post of Interim Head of Operations.

RESOLVED:- that the arrangements to fill the vacant substantive post of the Interim Head of Operations up to and including an offer of appointment to the successful candidate be approved.

CHAIRMAN

**Minutes of the Planning Committee held at the County Buildings,
Martin Street, Stafford on Tuesday 2 April 2019**

Chairman - Councillor R M Sutherland

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

Councillors:

C A Baron	E G R Jones
B M Cross	W J Kemp
I E Davies	D B Price
M G Dodson	J K Price
A P Edgeller	G O Rowlands
A S Harp	

Also in Attendance - Councillors P W Jones and A J Perkins

Officers in attendance:-

Mr J Holmes	-	Development Manager
Mr R Wood	-	Development Lead
Mrs J McGoldrick	-	Principal Solicitor
Mr A Bailey	-	Scrutiny Officer

PC130 Minutes

Minutes of the previous meetings held on 13 and 26 March 2019 were submitted and signed.

PC131 Apologies

Apologies for absence were received from Councillors G R Collier and C V Trowbridge (Substitute A P Edgeller).

Councillor A P Edgeller left the table and sat in the public gallery during consideration of the following two applications as she had not sat on the Planning Committee during the previous consideration of the applications.

PC132 Application No 18/29161/REM - Proposed redevelopment of site to form up to 120 dwellings including details of the appearance, landscaping, layout, and scale.- Land Between Beaconside And B5066, Sandon Road, Hopton, Stafford

(Recommendation approve).

Considered the report of the Head of Development regarding this matter. The Development Manager reported upon additional representations received from Hopton and Coton Parish Council and a neighbour.

Public speaking on the matter was as follows:-

Mr I Roscoe raised the following points during his objection to the proposal:-

- The Planning Committee meeting on 20 February 2019 deferred this application in order to allow for the redesign of the site to a higher quality
- The proposed buildings were little boxes with no innovation and of poor design
- Only two blocks of houses had been moved plus the colours of the bricks and roof tiles had appeared to have changed from the last application
- There were still proposed houses that faced Beaconside that would experience high levels of noise
- A culture to be proud of needed to be developed
- The road and cycle path needed to be widened

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

- There appeared to be little evidence of a higher quality design
- The applicant had not listened to the Ward Members and Parish Council
- The applicant had not demonstrated forward thinking for any infrastructure
- The large buildings adjacent to the site meant that the road could not be widened
- Appalled at the design of the proposed houses
- The need to ensure that the development attained the Police Secured by Design (SBC) accreditation

It was subsequently moved by Councillor J K Price and seconded by Councillor A S Harp that Application No 18/29161/REM be refused on the grounds that it was contrary to Paragraph 124 of the National Planning Policy Framework due to poor layout and design of the site.

On being put to the vote the proposal was declared to be carried.

RESOLVED:- that planning application no 18/29161/REM be refused on the grounds that it was contrary to Paragraph 124 of the

National Planning Policy Framework due to poor layout and design of the site.

PC133 Application No 18/29660/FUL - Proposed demolition of two-storey side extension at Wheelwrights Cottage and the erection of a detached bungalow with reinstatement of existing drive and parking for two cars at Cottage - Land Adjacent Wheelwrights Cottage, Puddle Hill, Hixon, Stafford

(Recommendation approve).

Considered the report of the Head of Development regarding this matter. The Development Manager reported that since publication of the report an email has been received from the owner of the neighbouring property, Suvo, stating that having now read the new case officer's report he is pleased to inform that as all of his observations have been answered he is withdrawing his objection.

It was subsequently moved by Councillor B M Cross and seconded by Councillor A S Harp that Application No 18/29660/FUL be approved, subject to the conditions as set out in the report of the Head of Development.

On being put to the vote the proposal was declared to be carried.

RESOLVED:- that planning application no 18/29660/FUL be approved, subject to the conditions as set out in the report of the Head of Development.

Councillor A P Edgeller re-took her seat at the table.

PC134 Application No 18/29754/FUL - Proposed revised layout to include ten additional plots - Land At Stafford Road, Eccleshall, Stafford

(Recommendation approve, subject to a Deed of Variation to the existing Section 106 Agreement to secure open space, affordable housing and education contributions).

Considered the report of the Head of Development regarding this matter. The Development Lead reported upon the outcome of the site meeting between the applicant and the Lead Local Flood Authority in relation to flood mitigation. The Development Lead also reported upon the need for revised planning obligations.

Public speaking on the matter was as follows:-

Councillor P W Jones, speaking as a member of the public objecting to the application, raised the following points concerning the proposal:-

- Acknowledged that there was pressure to build more homes

- Regretfully there appeared to be little choice to approve the application
- Flooding on the Stone Road had been caused by the developer
- Residents had complained about the flooding on 17 occasions

Councillor P W Jones then left the meeting having declared a Personal and Pecuniary Interest in this matter as a local resident.

Mr J Bailie raised the following points during his support for the proposal:-

- The proposal was for 10 additional smaller houses
- This included four additional affordable homes
- Aware of Councillor P W Jones' concerns
- No statutory consultee had raised objections
- Revisions had been made to the layout
- The entrance was spacious
- Confirmed had met officers on the site in order to inspect the attenuation pond
- There were no flooding issues generated off the site
- The additional homes were policy compliant
- Requested the Committee to approve the application

The Council's Solicitor read a statement on behalf of Councillor J M Pert, Eccleshall Ward Member who was not present at the meeting, the contents of which are summarised below:-

- Eccleshall Parish Council had defined which sites in the Parish they were prepared to have developed in their Neighbourhood Plan
- Extensive work had been undertaken with consultants to create an appropriate layout
- A further 14% more homes on the site was against the spirit of the Neighbourhood Plan and had no regard to how the estate would be integrated within the community
- The developer had a planning condition to deliver play areas on the overall site for the benefit of those occupying their houses early
- Expressed concern that the play areas and facilities to date had never been opened
- Requested the application be rejected
- If approved, wished to see the play area incorporated into Condition 7
- Requested clarification about whether the Sports Provision obligations took account of the total number of houses proposed for this site

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

- Disappointed with the design
- Concerned about flooding
- Concerns about the Council's Design Advisor's comments
- Queried the play area provision
- Queried whether the proposal complied with Health in All Policies
- The additional houses over intensified the site
- Larger houses had already been approved on the site
- Queried whether this proposal was in accordance with the Eccleshall Neighbourhood Plan
- The previous application made provision for 72 bedrooms, but this proposal was for 81 bedrooms, which demonstrated over intensification
- The proposal was in conflict with page 36 of the National Planning Policy Framework

In response the Development Lead confirmed that the applicant had demonstrated the flood attenuation pond and a number of amendments had been made to the design as a result of the Council's Design Advisor's comments. He also confirmed that there was provision for the play areas within the Section 106 Agreement and the Deed of Variation. Continuing he confirmed that it was normal practice not to adopt open spaces that included flood attenuation features and that there were no objections raised by technical consultees.

The Development Manager confirmed that the proposal did not conflict with the Eccleshall Neighbourhood Plan and that the Committee must demonstrate that harm would be caused by the proposal.

The Principal Solicitor confirmed the arrangements for the adoption of the play area and the fact that the Section 106 Agreement provided for Health in All policies.

It was subsequently moved by Councillor A S Harp and seconded by Councillor I E Davies that Application No 18/29754/FUL be approved, subject to subject to a Deed of Variation to the existing Section 106 Agreement to secure open space, affordable housing and education contributions and the conditions as set out in the report of the Head of Development.

On being put to the vote the proposal was declared to be lost.

It was then moved by Councillor M G Dodson and seconded by Councillor E G R Jones that planning application no 18/29754/FUL be referred back to the applicant in order to achieve a less dense proposal.

On being put to the vote the proposal was declared to be carried.

RESOLVED:- that planning application no 18/29754/ be referred back to the applicant in order to achieve a less dense proposal.

PC135 **Application No 19/30069/FUL - Proposed external alterations to the north, south and west elevations of the building including windows and doors, together with access ramps and the installation of roof level air conditioning units - Ground Floor, Stafford Borough Council, Civic Offices, Riverside, Stafford**

(Recommendation approve).

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

It was subsequently moved by Councillor A S Harp and seconded by Councillor B M Cross that Application No 19/30069/FUL be approved, subject to the conditions as set out in the report of the Head of Development.

On being put to the vote the proposal was declared to be carried.

RESOLVED:- that planning application no 19/30069/FUL be approved, subject to the conditions as set out in the report of the Head of Development.

PC137 **Planning Appeals**

Considered the report of the Head of Development (V1 21/03/2019).

Notification of the following appeals had been received:-

(a) New Appeals

App No	Location	Proposal
18/29369/HOU Delegated Refusal	113 Northwood Lane Northwood Newcastle Under Lyme	First floor extension to front elevation, two storey side/rear extension and single-storey rear extension.
18/28619/HOU Delegated Refusal	67 Winsford Crescent Stafford Staffordshire	Two-storey side extension to provide additional accommodation for extended family.
18/29641/HOU Delegated Refusal	Red Lion Cottage Biddles Lane Cranberry	Proposed single storey orangery extension to rear of detached house.

App No	Location	Proposal
18/29577/HOU Delegated Refusal	Netherfield 7 Barnes Croft Hilderstone	Conversion of loft space in existing garage to habitable room with toilet facilities plus four roof lights. Re siting existing garden wall to edge of homeowner boundary, retaining existing grassed service strip.

(b) Appeal Decisions

App No	Location	Proposal
18/28042/MDPO, 18/27839/FUL and Enforcement Appeals Dismissed Enforcement Notice Upheld.	Church View House Millian Brook Road Seighford	Retention of change of use of land to residential (Class C3) and extend drive & To modify planning obligation relating to 12/17192/EXTF.

PC138 **USE/00101/EN18 - The Hollies Farm, Sandon Road, Sharpley Heath, Staffordshire, ST15 8SL**

Considered the joint report of the Head of Development and the Head of Law and Administration (V1 21/03/2019) concerning the introduction of a manège, floodlights and use of agricultural barns for stabling horses without the benefit of planning permission at The Hollies Farm, Sandon Road, Sharpley Heath, Stone, Staffordshire, ST15 8SL.

It was subsequently moved by Councillor J K Price and second by Councillor A S Harp that the report be approved.

On being put to the vote, the proposal was declared to be carried.

RESOLVED:- that appropriate action be authorised to include all steps including the instigation of court proceedings and any work required to secure the removal of the unauthorised manège, floodlights and cease the activity of the DIY Livery and return the land to its original condition.

CHAIRMAN

Minutes of the Appointments Committee - Interim Head of Law and Administration held at the Civic Centre, Riverside, Stafford on Thursday 11 April 2019

Chairman - Councillor P M M Farrington

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

Councillors:

A T A Godfrey

R M Smith

C V Trowbridge

Officers in attendance:-

Mr T Clegg - Chief Executive

Mr N Raby - Head of Human Resources

AC4 Exclusion of Press and Public

RESOLVED:- that pursuant to Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting whilst the next following item of business be discussed, on the grounds that it includes the disclosure of exempt information of the type specified in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

AC5 Interim Head of Law and Administration - Confidential

The Committee undertook interviews for the appointment to the substantive post of Interim Head of Law and Administration.

RESOLVED:- that Mr I Curran be appointed to the substantive post of Interim Head of Law and Administration.

CHAIRMAN

Minutes of the Appointments Committee - Interim Head of Operations held at the Civic Centre, Riverside, Stafford on Thursday 11 April 2019

Chairman - Councillor P M M Farrington

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

Councillors:

W J Kemp

C V Trowbridge

R M Smith

Officers in attendance:-

Mr T Clegg

- Chief Executive

Mr N Raby

- Head of Human Resources

Mr A Bailey

- Scrutiny Officer

AC4 Exclusion of Press and Public

RESOLVED:- that pursuant to Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting whilst the next following item of business be discussed, on the grounds that it includes the disclosure of exempt information of the type specified in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

AC5 Regarding Interviews for the Post of Interim Head of Operations - Confidential

The Committee considered the submitted applications to fill the vacant substantive post of the Interim Head of Operations.

RESOLVED:- that the following candidates be selected for interview to fill the vacant substantive post of the Interim Head of Operations:-

(a) Mr P Gammon;

(b) Mr R Simpson.

CHAIRMAN

**Minutes of the Planning Committee held at the County Buildings,
Martin Street, Stafford on Wednesday 24 April 2019**

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
B M Cross	D B Price
I E Davies	J K Price
M G Dodson	G O Rowlands
A S Harp	C V Trowbridge

Also in Attendance - Councillors J A Barron, F Beatty, J M Pert and A J Perkins

Officers in attendance:-

Mr R Wood	-	Development Lead
Mr E Handley	-	Senior Planning Officer
Mr G Pearce	-	Tree Officer
Mr I Curran	-	Legal Services Manager
Mr A Bailey	-	Scrutiny Officer

PC139 Minutes

Minutes of the previous meeting held on 2 April 2019 were submitted and signed.

PC140 Declarations of Members Interests/Lobbying

In respect of lobbying, Councillor C V Trowbridge declared that the Ward member had briefly spoken to her, in respect of Application No 18/29824/FUL, but she had not pre-determined the proposal.

PC141 Application No 18/29824/FUL - Proposed variation of conditions 2 (plans), 7 (landscaping), and 27 (arboricultural assessment and method statement) on 18/27849/FUL and 18/28901/FUL - Former Police HQ, Cannock Road, Stafford

(Recommendation approve, subject to conditions and a Deed of Variation).

Considered the report of the Head of Development regarding this matter. The Senior Planning Officer reported upon the receipt of a further representation in objection to the proposal.

Public speaking on the matter was as follows:-

Ms H Kirk raised the following points during her support for the proposal:-

- Reassured the Committee that the Local Planning Authority had been kept fully informed of the situation
- Confirmed that the removal of tree was not for the benefit of the development
- The tree had been removed following a thorough risk management and safety inspection
- There was a legal duty of care to local residents
- Confirmed that fungus had been observed on the tree causing significant decay in the trunk
- The Council's Tree Officer had been in attendance for what was initially due to be remedial work
- However the tree had become unbalanced following the work with an imminent risk of collapse
- 16 local residents were consulted about the tree work
- This was an isolated case where there was significant risk of danger

Councillor J A Baron, Weeping Cross and Wildwood Ward Member attended the Committee and at the invitation of the Chairman, addressed the Committee and raised the following issues:-

- The developer was aware that correct procedures had not been followed
- Ward Members and local residents were not given the opportunity to express an opinion
- There was no mention of imminent danger
- The damage to the tree did not appear to pose an immediate threat
- The replacement tree was inadequate and showed little chance of survival
- The Committee should have been consulted on the tree's removal
- Concerned that this set a precedent

In response the Council's Tree Officer explained that the replacement tree showed the greatest chance of survival than that of a larger tree that required significant aftercare. The replacement tree was of a similar species and would make a valuable contribution to the area. A number of arboriculturalists had been involved in the removal of the tree and a number of tests had been carried out. He confirmed that a number of primary limbs had failed on the tree, which caused it to become irretrievably unbalanced.

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

- Confirmation that the tree would not have survived if it had been pollarded
- Confirmation that the developer had been instructed by the Tree Officer to remove the tree
- Concern that the tree was the subject of a Tree Preservation Order, which required Committee authorisation for its removal
- Confirmation that consent was not required to remove a tree that was found to be dead, dying or dangerous

It was subsequently moved by Councillor J K Price and seconded by Councillor M G Dodson that Application No 18/29824/FUL be approved, subject to the conditions and a Deed of Variation as set out in the report of the Head of Development.

On being put to the vote the proposal was declared to be carried.

RESOLVED:- that planning application no 18/29824/FUL be approved, subject to the conditions and a Deed of Variation as set out in the report of the Head of Development.

Councillors M G Dodson and E G R Jones left the table and sat in the public gallery during consideration of the following application as they had not sat on the Planning Committee during the previous consideration of the application.

PC142 **Application No 18/28412/FUL - Proposed one equine manager's dwelling with access. All other matters reserved - Land near junction of Drointon Lane, Drointon Road, Drointon**

(Recommendation refuse).

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

Public speaking on the matter was as follows:-

Mr J Blount raised the following points during his objection to the proposal:-

- This was a large area of land and there was potential to replace the temporary dwelling
- The Parish Council were not convinced that the financial case had not been made for the proposal
- Temporary electric fencing around the site had locked in the surrounding public footpaths

- Referred to the availability of an alternative site within 400m that would be supported by the Parish Council
- Requested the Committee to refuse the application

Mr S Locke raised the following points during his support for the proposal:-

- Acted as the Agent for the application
- Explained the essential need for the proposed dwelling
- The applicant produced top quality sports horses and has worked with Team GB
- The applicant currently travelled between two sites, which was not sustainable and therefore now wished to consolidate
- The applicant already employed a number of workers and apprentices
- The proposed dwelling would be suitably located to oversee the security of the site
- The applicant needed to live close to the enterprise and had invested significant financial resources
- The business was a key local employer and wished to continue
- Urged the Committee to approve the application

Councillor F Beatty, Milwich Ward Member attended the Committee and at the invitation of the Chairman, addressed the Committee and raised the following issues:-

- This was an internationally renowned business with a high reputation
- It was important for the Committee to consider whether the business could continue to be run, grow and be profitable from four miles away in Gayton
- There was no opportunity to expand the business at Gayton, which was not addressed in the report
- There were already family members located at Drointon
- If the proposal was not permitted, the business may fail
- Accounts demonstrated that the enterprise was profitable
- Precedents had been set elsewhere in the Borough
- Explained how the proposal met various policies contained in the National Planning Policy Framework and the Plan for Stafford Borough
- Requested the Committee to approve the application

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

- Clarification of the measures required to ensure that the temporary accommodation could not be made larger or permanent in the future
- Concern over the issues raised by Harrowby Estates in November 2018
- The level of harm caused by the proposal was subjective and could be conditioned if approved
- Clarification that the enterprise was an equestrian breeding centre and did not involve school children
- The need to ensure that occupancy of the mobile home was restricted to key workers to the business only, and that the permission was temporary and for a maximum of three years
- Need to ensure that the type and siting of the mobile home is in accordance with the submitted plans

It was subsequently moved by Councillor J K Price and seconded by Councillor D B Price that Application No 18/28412/FUL be approved on the basis that it had been sufficiently demonstrated that there was an essential need for residential accommodation at the site, subject to conditions restricting occupancy to key workers to the business only, the siting of a mobile home for a temporary period of three years and the type and siting of the mobile home to be in accordance with the submitted drawings.

On being put to the vote the proposal was declared to be carried.

RESOLVED:- that planning application no 18/28412/FUL be approved on the basis that it had been sufficiently demonstrated that there was an essential need for residential accommodation at the site, subject to conditions restricting occupancy to key workers to the business only, the siting of a mobile home for a temporary period of three years and the type and siting of the mobile home to be in accordance with the submitted drawings, to be first agreed by the Chairman.

Councillors M G Dodson and E G R Jones re-took their seat at the table.

Councillors G R Collier and C V Trowbridge left the table and sat in the public gallery during consideration of the following application as they had not sat on the Planning Committee during the previous consideration of the application.

PC143 Application No 18/29754/FUL - Proposed revised layout to include ten additional plots - Land At Stafford Road, Eccleshall, Stafford

(Recommendation approve, subject to a Deed of Variation to the existing Section 106 Agreement to secure open space, affordable housing and education contributions).

Considered the report of the Head of Development regarding this matter. The Development Lead reported upon the receipt of two further neighbour

representations in objection to the proposal, and clarification to the Design Advisor's consultation comments.

Public speaking on the matter was as follows:-

Mr B Herrod raised the following points during his support for the proposal:-

- The proposal was deferred from the last meeting and a full response to the issues raised had been provided in the report
- Had carefully considered the Committee's request, but found that this was the most acceptable solution
- The revised layout resulted in an increase from 14.6 dwellings per ha to 15 dwellings per ha
- Referred to the comments of the Council's Design Advisor
- The proposal was to provide 15 three-bedroomed houses
- Explained water discharge rates from the site
- Was willing to work with the Parish Council and Action Group in order to alleviate flooding concerns
- Confirmed would provide access to the play area by the 31 May 2019

Councillor J M Pert, Eccleshall Ward Member attended the Committee and at the invitation of the Chairman, addressed the Committee and raised the following issues:-

- It was noted that no changes had been made to the development following the Committee's concerns
- The re-design was not perfect and the applicant should strive to improve quality
- The density of the proposal had increased across the whole of the site
- It was never the intention of the Eccleshall Neighbourhood Plan to permit 148 dwellings on this site
- Welcomed the commitment to provide access to the play area, but this had taken 12 months to achieve
- Welcomed agreement to address flooding concerns
- Affordable homes for Eccleshall was welcomed, although the provision of bungalows was preferable
- Would be better if the buildings were of a higher standard

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

- Concern that the area was over intensified and the comments of the Design Advisor were not being adhered to
- Clarification of the original layout

- Although the Committee should accept better than a neutral balance, the proposal was difficult to refuse
- The site already had permission

It was subsequently moved by Councillor A S Harp and seconded by Councillor I E Davies that Application No 18/29754/FUL be approved, subject to subject to a Deed of Variation to the existing Section 106 Agreement to secure open space, affordable housing and education contributions and the conditions as set out in the report of the Head of Development.

On being put to the vote the proposal was declared to be carried.

RESOLVED:- that planning application no 18/29754/ FUL be approved, Subject to the applicant first entering into a Deed of Variation to the Section 106 Agreement to outline planning permission 14/20665/OUT 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 further financial contributions towards open space and education provision, together with affordable housing, and the conditions as set out in the report of the Head of Development.

Councillors G R Collier and C V Trowbridge re-took their seat at the table.

Councillor G O Rowlands left the meeting at this point.

PC144 **Application 18/29807/FUL - Proposed erection of reception building and creation of new nursery pool - Bishton Farm Pools, Bishton Farm Lane, Wolseley Bridge, Stafford**

(Recommendation approve).

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

Public speaking on the matter was as follows:-

Mr M Sharman raised the following points during his objection to the proposal:-

- Lived close to the site
- Very familiar with activities at the pools
- Opposed the application on two grounds
- A café was not necessary as the business was successfully operating without it and stringent conditions were required to restrict opening hours
- Showers were not necessary and had the potential of turning the area into a camp site
- Both the café and the showers did not meet the requirements of Policy C7 of the Plan for Stafford Borough

- Requested the Committee to refuse the application or impose stringent conditions if approved

Councillor C A Baron left the meeting at this point.

Mr J Heminsley raised the following points during his support for the proposal:-

- Acted on behalf of the applicant
- The report confirmed that the application met all of the Council's policies
- There was no objection from the Highway Authority
- No additional parking was required
- The proposal was in line with the Neighbourhood Plan and the Plan for Stafford Borough Part 2
- The business had been operating for 30 years and needed to be sustainable
- The numbers of people fishing would not alter
- There needed to be suitable disabled facilities on site
- There were no planning restrictions on night time fishing
- Proposals for residential accommodation had now been removed
- There was no intention to provide match fishing

Councillor A J Perkins, Haywood and Hixon Ward Member attended the Committee and at the invitation of the Chairman, addressed the Committee and raised the following issues:-

- Concerned that the proposal would lead to an increase in traffic in the area
- The size and the design of the building did not conform to Policy E1 of the Plan for Stafford Borough as it was not proportionate to the site
- The fishing pools had successfully operated for 30 years without the need for a café or showers
- The proposals would not enhance the environment
- Referred to nearby fishing stations that did not need to provide such facilities
- This application was located closer to nearby residential properties
- Expressed concern as to where excess cars would park
- The report contained 6 pages of objections to the proposal
- Requested additional conditions to restrict the hours of opening if approved
- Preferred that the proposal be referred back to the applicant to consider a smaller building

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

- Concerned that if approved, the building could be converted to a chalet
- Opening hours were restricted between 9 am and 6 pm in the Winter months
- Clarification of the use of a caravan on the site
- The proposal was in accordance with Policy C7 of the Plan for Stafford Borough
- Concerned over the disproportionality of the size of the proposed building in relation to the enterprise
- The proposal did not appear to create any harm

In response the Development Lead clarified that conversion to a chalet would be a fundamentally different occupation requiring a different policy test under E6 of the Plan for Stafford Borough. He also confirmed that the Local Planning Authority was satisfied that the size of the proposal was commensurate to the business and there was reason to restrict its use.

It was subsequently moved by Councillor J K Price and seconded by Councillor G R Collier that Application No 18/29807/FUL be approved, subject to the conditions as set out in the report of the Head of Development.

On being put to the vote the proposal was declared to be carried.

RESOLVED:- that planning application no 18/29807/FUL be approved, subject to the conditions as set out in the report of the Head of Development.

PC145 **Planning Appeals**

Considered the report of the Head of Development (V1 11/04/2019).

Notification of the following appeal decisions had been received:-

Appeal Decisions

App No	Location	Proposal
18/29346/HOU Appeal allowed	Swift Barn Lower Heamies Farm Lower Heamies Lane Chebsey Stafford	Proposed first floor extension to existing barn conversion.
18/28619/HOU Appeal Dismissed	67 Winsford Crescent Stafford	Two-storey side extension to provide additional accommodation for extended family.

App No	Location	Proposal

PC146 **Ongoing Authorised Enforcement Cases**

Considered the report of the Head of Development (V1 11/04/2019) setting out ongoing enforcement cases.

The Committee considered the cases as set out with the Development Lead providing updates in respect of:-

- COND2/00360/EN16 - Church View, Seighford
- USE/00065/EN08 - Spot Acre, Hilderstone Road
- ADV/00065/EN18 - Former Police HQ, Weeping Cross
- WKS3/00259/EN18 - Bird in Hand, Sharpley Heath
- WKS2/00086/EN18 - 64 Foregate Street, Stafford
- COND2/00098/EN15 - Stafford Castle Golf Club

RESOLVED:- that the report be noted.

CHAIRMAN

Minutes of the Appointments Committee - Interim Head of Operations held at the Civic Centre, Riverside, Stafford on Thursday 25 April 2019

Chairman - Councillor P M M Farrington

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

Councillors:

W J Kemp

C V Trowbridge

R M Smith

Officers in attendance:-

Mr T Clegg - Chief Executive

AC6 Apologies

An apology for absence was received from the Head of Human Resources.

AC7 Exclusion of Press and Public

RESOLVED:- that pursuant to Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting whilst the next following item of business be discussed, on the grounds that it includes the disclosure of exempt information of the type specified in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

AC8 Interviews for the Post of Interim Head of Operations - Confidential

The Committee undertook interviews for the appointment to the substantive post of Interim Head of Operations.

RESOLVED:- that Mr R Simpson be appointed to the substantive post of Interim Head of Operations.

CHAIRMAN



SECTION SIX

Corporate Information and Articles

(None)