

Stone Town Council – Estates Sub-Committee

Minutes of the meeting held in St Michael's Suite, Frank Jordan Centre, Lichfield Street, Stone on Tuesday 25 September 2018

PRESENT: Councillor I. Fordham in the Chair and
Councillors: Mrs J. Hood, Mrs E. Mowatt, G. Collier, R. Kenney and Mrs J. Farnham

By Chairman's invitation:

Councillors: M. Williamson, Mrs M. Goodall, J. Davies, G. Neagus and
Mrs C. Collier

ABSENT: Councillors: M. Green, T. Jackson and Mrs K. Green

EST19/006 **Apologies**

Apologies were received from Councillors: M. Green, T. Jackson and
Mrs K. Green

EST19/007 **Declarations of Interest and Requests for Dispensations**

None received

EST19/008 **Representations from Members of the Public**

None received

EST19/009 **Notice Boards and Fingerposts**

The Sub-Committee received an update on the current position in respect of the updating of notice boards and finger posts (in partnership with Stafford Borough Council):

Fingerposts

Eleven finger posts, which will serve to direct people to points of interest in Stone, have been refurbished.

Notice boards

- Four notice boards have been refurbished.
- A notice board has been relocated to the canal side and is scheduled to be refurbished next week. A map of Stone will thereafter be installed.

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

- A licence has been obtained for installation of a new notice board at the top of the High Street. It is to be ordered imminently and hopefully installed before the next meeting.

The Chairman reported that the calendar of events and business directory has appeared in the September issue of the Gazette and been distributed to 14,000 homes. It is hoped that the feature will raise interest in the town and increase footfall.

RECOMMENDED: That the current situation on updating notice boards and fingerposts is noted.

EST19/010 Provision of Advertising Community Events on Notice Boards

The Sub-Committee considered ways in which a community notice board could be reinstated in the town to provide community groups and organisations with a facility to advertise their events.

RECOMMENDED: That part of the notice board in the middle of town is used for the advertising of events organised by local community groups and organisations.

EST19/011 Signage at Frank Jordan Centre

The Sub-Committee considered options for updating the signage at the Frank Jordan Centre. In particular, consideration was given to its size, position and wording. It was acknowledged that planning permission would be a necessary requirement.

RECOMMENDED: That a new larger sign is sourced, with the same wording as the existing sign, and located in a central position on the front of the building.

EST19/012 Table Coverings at the Frank Jordan Centre

The Sub-Committee considered the advantages and disadvantages of using both disposable and washable tablecloths at the Frank Jordan Centre. Disposable tablecloths are time consuming to use, wipeable table cloths deteriorate quickly if not wiped and dried thoroughly and fabric tablecloths require laundering which has an additional cost implication.

RECOMMENDED: That the costings for laundering fabric tablecloths are obtained and that consideration is given to building these into the room hire charge, as an optional extra where required.

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EST19/013 **Reports of Working Groups**

Market Strategy

The Chairman of the Sub-Committee advised that a meeting to discuss market strategy would be held tomorrow.

The meeting was suspended at this point to enable the Management Sub-Committee meeting to take place. The Estates Sub-Committee meeting was then reconvened for the confidential items on the agenda.

EST19/014 **Exclusion of the Press and Public**

To resolve, pursuant to the Public Bodies (Admission of Meetings) Act 1960, the Public and Press be excluded from the meeting whilst the next item of business is discussed on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the debate

RESOLVED: To exclude the Press and Public from the next item of business.

EST19/015 **Boiler at Frank Jordan Centre**

The Sub-Committee considered three quotations detailing the recommended work and costings for replacement of the central heating boiler at the Frank Jordan Centre. The existing boiler was installed in the 1970's and it was agreed that greater reliability, efficiencies and cost savings could be obtained by replacing it with an updated model.

RECOMMENDED: That the company providing the lowest estimate be appointed to supply and install the recommended 60kw boiler at the Frank Jordan Centre.

Town Mayor

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