



Town Clerk

Les Trigg

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15 Station Road
Stone
ST15 8JP

4 November 2019

Dear Councillor,

A meeting of the **ESTATES SUB COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone** on **Tuesday 12 NOVEMBER 2019** at 7:05pm or on the rising of the Planning Committee, if later.

I trust you will be able to attend.

Les Trigg
Town Clerk

Councillors: I. Fordham (Chair), A. Best (Vice Chair), Mrs L. Davies, M. Hatton,
Mrs J. Hood, C. Thornicroft and R. Townsend

AGENDA

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

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

4. **Minutes of Previous Meeting**

To confirm as a correct record the minutes of the meeting of the Estates Sub-Committee held on 13 August 2019, Minute No's EST20/001 – EST20/008 (attached).

5. **Audit of Assets**

To receive an update on the progress in implementing the recommendations of the Sub-Committee in respect of the audit of assets (Minute Number EST20/006). A report of the Vice-Chairman of the Sub-Committee will follow in respect of use of the Station and Frank Jordan Community Centres.

6. **Members Motions Under Standing Order 4**

Councillor Mark Hatton

'I would like to propose that the Town Council transfers its electricity supply to a renewable energy provider for all sites where it has direct control over the electricity supplier.

The Sub-Committee is asked to support this initiative'.

7. **Reports of Working Groups**

- Market Strategy (Market Pricing & Strategy)
- Use of Frank Jordan Centre and Stone Station

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

Members of the public are welcome to attend the Estates Sub-Committee Meeting as observers and/or to make representations to the committee in accordance with the Council's scheme of public participation. Details of this scheme are displayed in the Council's notice boards and are also available from the Town Council.

Stone Town Council – Estates Sub-Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 13 August 2019

PRESENT: Councillor I. Fordham in the Chair and
Councillors: M. Green, M. Hatton, Mrs J. Hood, R. Kenney and R. Townsend

By Chairman's invitation: J. Hickling

ABSENT: Councillors: A. Best, Mrs L. Davies and C. Thornicroft

EST20/001 **Apologies**

Apologies were received from Councillors: A. Best, Mrs L. Davies and C. Thornicroft

EST20/002 **Declarations of Interest and Requests for Dispensations**

None received

EST20/003 **Representations from Members of the Public**

None received

EST20/004 **Minutes of Previous Meeting**

That the minutes of the Estates Sub-Committee meeting held on the 8 January 2019 (Minute Numbers EST19/026 - EST19/030), be approved as a correct record.

EST20/005 **Membership of Working Groups**

RESOLVED: To confirm membership of the following Working Group:

Market Strategy (Market Pricing & Strategy)

Chairs of the General Purposes Committee, Estates Sub-Committee and Tourism and Town Promotion Sub-Committee

EST20/006 **Audit of Assets**

The Chairman advised that he would be taking items EST20/006 and EST20/007 together.

The Sub-Committee considered the report* of the Chairman following an audit

* 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.

of Town Council assets. The report, which had been circulated with the agenda for the meeting, provided a summary of findings and a number of recommendations made in relation to street furniture, buildings/community facilities and town markets.

The Sub Committee considered whether another notice board should be installed in the town centre, and the information to be displayed. It was suggested that outlying Stone businesses could benefit from the advertising opportunity, and more space made available for community notices. It was noted that the usage of the notice board should be determined by the Tourism & Town Promotion Sub-Committee in line with the Town Centre Strategy.

RECOMMENDED: That recommendation 1 in the report is accepted with a sum of £3200 allocated to the budget for 2020-21. A two sided notice board should be installed in Stafford Street and the application process for obtaining the necessary permissions commenced straight away.

RECOMMENDED: That Recommendation 2 in the report is approved: Existing bulbs in the Town Council's street lights should be replaced with LED bulbs as they fail.

RECOMMENDED: That recommendation 3 in the report is approved subject to verification of ownership of the Town Council's bus shelters. The following eight bus shelters should be cleaned immediately (within existing budget): Beacon Rise, Whitemill Lane, St Vincent's Road, Eccleshall road, Crown Street, Christchurch Way, Manor Rise and Oulton Road.

RECOMMENDED: That the following additional improvement works are undertaken during 2019-20, or as soon as budget permits:

- New panels and repaint: Crown Street
- Repaint: Christchurch Way and Manor Rise
- Prune Laurel: Oulton Road

RECOMMENDED: That recommendation 4 of the report is accepted: That all bus shelters should be routinely cleaned in April and their maintenance requirements identified.

The sub-Committee noted that the bus stop in Granville Square referred to in minute Number EST20/007 had been agreed to be cleaned by the County Council and the Sub-Committee would review the position once this had been done.

RECOMMENDED: That recommendation 5 of the report is accepted: That Staffordshire County Council is asked to clean the bus shelters on Newcastle Road and Stafford Road, with a progress report made to the next Estates Sub Committee.

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RECOMMENDED: That recommendation 6 of the report is accepted. That the external paintwork at the Frank Jordan Centre is cleaned and the doors painted after consultation with the Conservation Officer, on the colour. The Car park notices should be replaced with a single permanent sign.

RESOLVED: That recommendation 7 is approved: To appoint a Working Group to consider how use of the Frank Jordan Centre and Stone Station can be improved, with a report made to the Estates Sub-Committee within the next three months.

The following Members were appointed to the working group: A. Best, M. Green, Mrs J. Hood, R. Kenney, M. Hatton and R. Townsend.

At 9.30pm it was resolved to suspend Standing Order 4.25 to allow the meeting to continue beyond the 2.5 hour time limit (for a group of meetings held on the same evening).

EST20/007 Bus Stop in Poor Condition outside Weatherspoon

This item had been referred to the General Purposes Committee (under Minute Number GP20/045) and was considered under EST20/006 above.

EST20/008 Reports of Working Groups

Market Strategy

The Market Strategy Working Group is monitoring the results of the changes introduced to the Markets in respect of new marquees, their new installer, rental changes and payment methods.

A report on its findings will be given to a future meeting.

Chairman

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