



Stone

Town Council

Town Clerk

Les Trigg

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15 Station Road
Stone
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5 October 2020

Dear Councillor,

A VIRTUAL meeting of the **ESTATES SUB COMMITTEE** will be held on **Tuesday 13 OCTOBER 2020 at 7:05pm** or on the rising of the Environment Sub Committee, if later.

The meeting will be streamed live on YouTube and members of the public are welcome to observe.

View Meeting: <https://www.youtube.com/channel/UCXHye7pCvT-mVBouN3IUTWQ>

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 7 January 2020, Minute No's EST20/016 – EST20/023 (attached).

5. **Update on Frank Jordan Centre**

To receive an update on the Frank Jordan Centre.

6. **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 and its website.

Stone Town Council – Estates Sub-Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 7 January 2020

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

By Chairman's invitation: Councillors K. Argyle and J. Davies

ABSENT: Councillors: Mrs L. Davies and R. Kenney

EST20/016 Apologies

Councillors Mrs L. Davies and R. Kenney

The Chairman advised that he would be changing the order of the agenda to enable consideration of item 8 (Reports of Working Groups) before item 7 (Budget 2020-21 – 2022-23)

EST20/017 Declarations of Interest and Requests for Dispensations

None received

EST20/018 Representations from Members of the Public

None received

EST20/019 Minutes of Previous Meeting

That the minutes of the Estates Sub-Committee meeting held on the 12 November 2019 (Minute Numbers EST20/009 – EST20/015), be approved as a correct record.

EST20/020 Community Centre Terms & Conditions of Hire

The Sub-Committee considered a review of the Council's Terms and Conditions of hire for the Frank Jordan Centre and Stone Station Community Centre.

A copy of each of the draft Terms and Conditions* had been issued with the agenda for the meeting.

The Town Clerk advised the Sub-Committee that the terms and conditions of hire for the Frank Jordan Centre had previously been reviewed after the building's

* 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.

refurbishment and the terms and conditions for use of Stone Station Community Centre had been brought into line with those.

The terms and conditions for both community centres had been amended in particular to incorporate the Town Council's Safeguarding Policy, and include clarification on the position relating to the storage of equipment belonging to hirers.

The Sub-Committee discussed whether equipment belonging to hall hirers should be stored and if so, whether there should be a charge.

It was agreed that a statement about what to do in the event of a fire (use of fire exits and contact telephone numbers) needed to be included.

RECOMMENDED: That the updated terms and conditions of hire for the Frank Jordan Centre and Stone Station Community Centre are accepted, subject to the Town Clerk adding an additional statement regarding what to do in the event of a fire.

EST20/021 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'.

RECOMMENDED: That at the end of the existing energy contracts for gas and electricity all future contracts should be based on 100% renewable energy. The Town Clerk was asked to report back to the Sub-Committee prior to entering into a contract if the differences in cost between this and a standard contract is, in his opinion, materially higher.

EST20/022 Reports of Working Groups

Market Strategy

The Market Strategy Working Group would report back to the Sub-Committee when a review of the performance of the markets and their pricing structure had been completed.

Use of Frank Jordan Centre and Stone Station

The Chairman asked Councillor Best to assist him in providing a verbal update on the work of the Working Group. It was acknowledged that installation of audio visual equipment would make the centres easier to rent but the initial costs were prohibitive.

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The Working Group agreed that Wi-Fi facilities needed to be installed at both venues as soon as practicable.

EST20/023 **Budget 2020-21 – 2022-23**

The Sub-Committee received a report of the Town Clerk* which considered the level of budget that the Sub-Committee may wish to recommend to the General Purposes Committee at its meeting on 21 January 2020 for the services under its control.

The Sub-Committee reviewed the standstill budget and the amounts included for each service. It also considered other areas of growth or savings to be taken into account when setting the budget for 2020-21 and future years.

The Sub-Committee confirmed that it wished to include installation of Wi-Fi facilities at both the Frank Jordan Centre and Stone Station Community Centre in the budget.

RECOMMENDED: That the budget figures included in the Clerk's report are accepted, with the addition of the provision of Wi-Fi facilities at both community centres.

Chairman

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