



**Stone**  
Town Council

**Town Clerk**  
Les Trigg

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19 April 2021

Dear Councillor,

A VIRTUAL meeting of the **ESTATES SUB COMMITTEE** will be held on **Tuesday 27 APRIL 2021** at **7:00pm** for consideration of the matters itemised in the following agenda.

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 (Chairman), A. Best (Vice Chairman), 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 5 January 2021 Minute No's EST20/030 – EST20/040 (attached).

5. **Baskets on the Railings at Stone Station**

To consider a proposal for the installation of hanging baskets on the railings at Stone Station.

A written proposal from volunteers is attached.

6. **Update on Frank Jordan Centre**

To receive an update on the Frank Jordan Centre.

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 on the Council's notice boards and website.

NOTE: Due to the pending by-election for the Stonefield and Christchurch Ward, the Town Council's Public Participation Scheme is currently suspended.

# Stone Town Council – Estates Sub-Committee

## Minutes of the meeting held virtually on Tuesday 5 January 2021

**NOTE: Due to the Coronavirus Pandemic (COVID-19) and Government Guidelines on public gatherings, the meeting was held virtually on Zoom. Members of the public were invited to observe the meeting streamed live on YouTube.**

**PRESENT:** Councillor I. Fordham in the Chair and  
Councillors: A. Best, Mrs L. Davies, M. Green, M. Hatton and R. Kenney

By Chairman's invitation: Councillors J. Davies and P. Leason

**ABSENT:** Councillors: Mrs J. Hood, C. Thornicroft and R. Townsend

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**EST20/030**     **Apologies**

Councillors: Mrs J. Hood, C. Thornicroft and R. Townsend

**EST20/031**     **Declarations of Interest and Requests for Dispensations**

None received

**EST20/032**     **Representations from Members of the Public**

None received

**EST20/033**     **Minutes of Previous Meeting**

That the minutes of the Estates Sub-Committee meeting held on the 13 October 2020 (Minute Numbers EST20/024 – EST20/029), be approved as a correct record.

**EST20/034**     **Markets – Terms and Conditions of Hire**

The Sub-Committee considered proposed Stone Town Council Markets Terms and Conditions of Trading\*.

A copy of the proposed terms and conditions had been issued in electronic form with the agenda for the meeting.

The Sub-Committee suggested that specifying a minimum age of 21 as a requirement for the booking of a pitch could be considered outdated in the modern world and that the age should be lowered to 18. The Town Clerk confirmed that 21 had been used only for the purposes of alignment and

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\* 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.

consistency with the Town Council's community centre terms and conditions of hire.

The Sub-Committee suggested that allowing the hire of a pitch from the age of 18 provided an opportunity and a stepping stone for young people to be able to start a new business. Not every young person would necessarily have the backing of a guarantor if the age minimum were set at 21.

The Sub-Committee also suggested that the setting up time be set at the earlier time of 7:00am rather than 8:00am, subject to any implications on the closure of the High Street.

**RECOMMENDED:** That the Terms and Conditions of Trading for the Town Council's Markets are accepted with the following amendments:

- That the Town Clerk is asked to rewrite paragraph 2.3 to reflect that the minimum age of hire should be 18 and not 21.
- That the market stall set up time be changed to 7:00am, subject to approval for closure of the High Street and confirmation from the contractor who sets up the marquees.

**EST20/035**     **Redundant Bus Shelters**

The Sub-Committee considered the action it may wish to take in respect of redundant bus shelters located on routes where bus services have been withdrawn by the County Council. This included bus shelters in Manor Rise, St Vincent Road and Whitemill Lane.

The item was a review following a request made by the General Purposes Committee on 2 July 2019 (Reference: Minute Number GP20/044).

The Sub-Committee explored the advantages and disadvantages of removing the bus shelters taking account of the likelihood of bus services returning to the routes and the ongoing cleaning and maintenance costs.

**RECOMMENDED:** That no action is taken to cease maintaining redundant bus shelters at the present time. The Council should, however, consider removal in the light of future maintenance and repair costs or other issues.

**EST20/036**     **Baskets on the Railings at Stone Station**

The Sub-Committee considered a proposal from longstanding local volunteers for the installation of hanging baskets on the railings at Stone Station.

A copy of the proposal had been issued in electronic form with the agenda for the meeting.

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After a discussion it was agreed that the item be withdrawn for consideration at the next Sub-Committee meeting when further information would be available.

**EST20/037**     **Budget 2021-22 – 2023-24**

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 19 January 2021 for the services under its control.

The Town Clerk advised the Committee that rather than try to estimate the impact of the ongoing Covid-19 pandemic all the figures for the standstill budget had been prepared on the basis of a return to normal life in April 2021. A contingency (as a total figure) had been provided in the General Purposes Committee budget to allow for those targets not being met.

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 2021-22 and future years.

The Sub-Committee confirmed that it wished to make provision for installation of a new doggy bin in Priory Road at a cost of £100 for installation and £250 annually for its regular emptying.

RECOMMENDED: That the budget figures included in the Clerk's report are accepted, with the addition of provision for a new doggy bin to be installed in Priory Road.

**EST20/038**     **Water Colour of Stone Station**

The Chairman acknowledged receipt of Councillor Leason's kind donation of a water colour painting of Stone Station and thanked him on behalf of the Town Council.

The Chairman invited Councillor Leason to address the Sub-Committee.

Councillor Leason reminded the Sub-Committee that a painting had been on display at Stone Station (until recently) which everyone thought had been donated, but had in fact been claimed back by a former Town Councillor, after he had lost his seat.

Councillor Leason informed the Sub-Committee that he had received a call from the Chief Executive of AEDdonate informing him that an original water colour painting had been donated to the charity by a lady who had inherited it from her brother who had sadly passed away. He had received the painting as a gift from their mother.

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Councillor Leason purchased the painting with the intention of donating it for display at Stone Station Community Centre. He made it clear that the painting was a gift to the Town Council and that he would not be asking for it back.

Councillor Leason advised the Sub-Committee that the lady who had donated the painting to AEDdonate had been delighted to learn that it would be going on display at Stone Station and hoped that people would enjoy it as much as her brother had done.

The Sub-Committee suggested that a plaque with information about the origins of the watercolour be prepared and put on display alongside the painting.

The Chairman asked that the Town Council's grateful thanks to Councillor Leason be recorded.

**EST20/039     Update on Frank Jordan Centre**

The Chairman provided the Sub-Committee with an update on the Frank Jordan Centre.

The Chairman advised the Sub-Committee that he had previously provided updates on the upgrades undertaken at the Frank Jordan Centre. He said there is one outstanding piece of work which will be progressed during lockdown and this involves marking out parking bays in the car park to ensure the maximum number of vehicles can be accommodated.

**EST20/040     Reports of Working Groups**

**Market Strategy (Market Pricing & Strategy)**

The Chairman advised the Sub-Committee that the Market Strategy Working Group had not met due to the Covid-19 pandemic.

**Use of Frank Jordan Centre and Stone Station**

The Chairman advised the Committee that no meeting of the Community Centres Working Group had taken place due to the Covid-19 pandemic.

**Chairman**

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## Proposal for Baskets on the Railings at Stone Station

The volunteers at Stone Station have requested three fixed baskets to be placed on the railings on Platform 2 at Stone Station to provide a colourful impact on the platform, providing a visual benefit for passengers.

The baskets will be securely fixed to the railings and planted with seasonal flowers.

Site for baskets

3 baskets fixed to existing railings on Platform 2.

Red arrow shows fixing point.

Blue arrows show proposed basket locations.

