



Stone
Town Council

Town Clerk
Les Trigg

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15 Station Road
Stone
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9 January 2024

Dear Councillor,

A meeting of the **ESTATES SUB COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone**, on **Tuesday 16 JANUARY 2024 at 7:15pm**, or on the rising of the Environment Sub-Committee, if later.

The agenda is set out below and I trust you will be able to attend.

Les Trigg
Town Clerk

Councillors: J. Powell (Chairman), A. Best (Vice Chairman), J. Battrick, L. Davies,
I. Fordham, J. Hood, P. Leason, A. Mottershead, N. Powell and C. Thornicroft

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest, Declarations under Section 106 of the Local Government Finance Act 1992, and Requests for Dispensations.**
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 17 October 2023, Minute Numbers EST24/015 – EST24/022 (attached).

5. **Budget 2024-25 – 2026-27**

To consider the report of the Town Clerk (attached).

6. **Exclusion of the Press and Public**

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

7. **Confidential Minutes**

To confirm as a correct record the confidential minutes of the Estates Sub-Committee, held on 17 October 2023, Minute Numbers EST24/015, EST24/021 and EST24/022 (attached).

8. **Stone Station Update**

To consider an update from the Town Clerk.

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 noticeboards and website.

Please access the Council Chamber from the rear of the building.

Stone Town Council – Estates Sub-Committee

Minutes of the meeting held in the Council Chamber at 15 Station Road, Stone, on Tuesday 17 October 2023

PRESENT: Councillor J. Powell in the Chair and
Councillors: A. Best, J. Battrick, J. Davies, L. Davies, I. Fordham, J. Hood,
R. Kenney, N. Powell and C. Thornicroft

Officers: L. Trigg and T. Williams

By Chairman's invitation: No Councillors

ABSENT: Councillors: P. Leason and A. Mottershead

EST24/015 **Apologies**

Councillor: P. Leason and A. Mottershead

EST24/016 **Declarations of Interest and Requests for Dispensations**

None received.

EST24/017 **Representations from Members of the Public**

None received.

EST24/018 **Minutes of Previous Meeting**

That the minutes of the Estates Sub-Committee meeting held on the 15 August 2023 (Minute Numbers EST24/008 – EST24/014, be approved as a correct record.

EST24/019 **Frank Jordan Centre**

The Sub-Committee considered an update on the Frank Jordan Centre.

The Town Clerk distributed some images of the Stonefield room and the Walton suite showing how they now look after improvement and redecoration prompted by the move of Stone Community Hub to the Christchurch Suite. The work had been undertaken by caretaker, David Littlehales, who has worked hard and done a very good job.

The Town Clerk said he was pleased to report that no hirers had been lost due to

* 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.

withdrawal from hire of the Christchurch Suite and new availability on the Walton Suite and Stonefield Room.

He said the Walton Suite was finished and already in use apart from the need to bring the kitchen into use and install LED lighting.

The Stonefield Room (which used to be the Hub's old food bank) also needed LED lighting but would soon be available for hire, enabling the Marketing and Events Co-ordinator to market the facilities.

A pull-down projector screen will be installed in the Stonefield Room which is ideal for meetings of up to eight people. The Town Clerk suggested that pictures of the Stonefield area or Stonefield Park be put up on the walls to remove their bareness.

EST24/020 **Exclusion of the Press and Public**

RESOLVED: Pursuant to the Public Bodies (Admission to Meetings) Act 1960, that the Public and Press be excluded from the meeting whilst the next items of business are 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.

EST24/021 **Confidential Minutes**

RESOLVED:

That the Confidential minutes of the Estates Sub-Committee meeting held on the 15 August 2023 (Minute Numbers EST24/008, EST24/013 and EST24/014), be approved as a correct record.

EST24/022 **Update on Stone Station**

The Town Clerk provided an update on Stone Station in respect of roof repairs and extended use of the lease.

Chairman

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Introduction

1. The purpose of this report is to determine the level of budget for services under its control that the Sub-Committee wishes to recommend to the General Purposes Committee.

Background

2. The General Purposes Committee on 5th December 2023 considered the standstill budget for 2024-25 and indicative figures for the next two years based on a number of assumptions contained within the report.
3. The standstill budget was prepared on the basis that all Council services will continue at broadly their current level. Inflation has not, however, been included in Sub-Committee budgets beyond 2023-24. A separate estimate of inflation beyond this date has been made across the whole of the Council and will be considered by the General Purposes Committee.
4. The figures for this Sub-Committee on the above basis are:

Actual		Budget	Forecast	Budget	Budget	Budget
2022-23		2023-24	2023-24	2024-25	2025-26	2026-27
£		£	£	£	£	£
-5,820	Frank Jordan Centre	3,350	-11,600	-13,600	-13,600	-13,600
9,498	Stone Station	44,970	39,300	12,900	12,900	12,900
2,766	Bus Shelters & Street Furniture	3,960	6,100	5,000	5,000	5,000
962	Street Lighting	960	1,000	1,000	1,000	1,000
763	Dog & Litter Bins	760	840	900	900	900
-	Joules Clock	-	-	-	-	-
590	Town Electricity Supply	1,790	760	600	600	600
-	Building Maintenance	10,000	10,000	10,000	10,000	10,000
8,758	TOTAL	65,790	46,400	16,800	16,800	16,800

5. In respect of the figures above, Members should note:
 - a. The budget for the Frank Jordan Centre assumes income and expenditure at broadly current levels, after allowing for the one-off costs of bringing the Walton Suite and Stonefield Room back into use in the current year.
 - b. The Stone Station budget for future years has also been projected at around current levels. The current year's forecast includes the cost of roof repairs.

- c. The Bus Shelters and Street Furniture budget for 2024-25 and subsequent years includes £1,400 for bench maintenance, £1,600 for bus shelter maintenance £2,000 for the Council's contribution to removing and installing the High Street bollards. The 2023-24 forecast includes additional one-off bus shelter work.
 - d. The Street Lighting, Dog and Litter Bin, Joules Clock and Town Electricity Supply budgets assume that expenditure will continue at broadly the current levels.
 - e. No spending has yet been made in the current year against the Building Maintenance provision. Any underspending will be rolled forward into next year. An annual provision of £10,000 has been included for 2024-25 and subsequent years.
6. As reported to the meeting of the General Purposes Committee on 5th December 2023, the standstill budget is just the starting point for the budget process. Members of the Sub-Committee will want to review this standstill budget and the amounts provisionally included. In addition, there are likely to be other areas where the Sub-Committee will want to undertake new developments or stop/change the things that they are doing now.
7. The Sub-Committee is asked to consider the standstill budget and any areas of growth or savings which they would want to be taken into account in setting the budget for 2024-25 and future years.

Recommendations

8. The Sub-Committee are asked to recommend their proposed budget for consideration by the General Purposes Committee.