



Town Clerk

Les Trigg

15 Station Road
Stone
ST15 8JP

Tel: 01785 619740

Email: clerk@stonetowncouncil.gov.uk

5 January 2026

Dear Councillor,

A meeting of the **ESTATES SUB COMMITTEE** will be held in the **Council Chamber at 15 Station Road, Stone, on Tuesday 13 JANUARY 2026** 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: A. Best (Chairman), J. Powell (Vice Chairman), J. Battrick, L. Davies, I. Fordham, J. Hood, A. Mottershead, N. Powell and C. Thornicroft

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest and declarations under Section 106 of the Local Government Finance Act 1992**
3. **Requests for Dispensations**
4. **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.

5. Minutes of Previous Meeting

To confirm as a correct record the minutes of the meeting of the Estates Sub-Committee held on 18 November 2025, Minute Numbers EST26/001 – EST26/010 (attached).

6. Budget 2026-27 – 2028-29

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

7. 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.

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 18 November 2025

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

Officers: L. Trigg (attended the meeting virtually on Teams), R. Edwards,
L. Fleetwood and T. Williams

By Chairman's invitation: J. Davies and R. Townsend

ABSENT: Councillors: I. Fordham, J. Hood, R. Kenney, J. Metters and A. Mottershead

EST26/001 Apologies

Councillors: I. Fordham, J. Hood, R. Kenney, J. Metters and A. Mottershead

EST26/002 Declarations of Interest

None made.

EST26/003 Requests for Dispensations

None received.

EST26/004 Representations from Members of the Public

None received.

EST26/005 Minutes of Previous Meeting

RESOLVED:

That the minutes of the Estates Sub-Committee meeting held on the 18 March 2025 (Minute Numbers EST25/027 – EST25/034), be approved as a correct record.

EST26/006 Car Parking

The Sub-Committee considered the parking arrangements at the Frank Jordan Centre.

* 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.

The Town Clerk advised the Sub-Committee that a short term parking issue had arisen at the Frank Jordan Centre (which was likely to soon be resolved) prompting questions about longer term parking efficiency on the car park.

The installation of parking lines had been investigated as a solution and a cost of £650 obtained (not including pre sweeping) for the parking of 32 cars. This was more than the number of cars that parked there currently, by a reasonable margin. However, the poor condition of the car park surface was an issue with this course of action as the lines would wear away quickly, estimated to last for twelve to eighteen months.

The Chairman suggested installing signs on the surrounding walls to mark the position of the parking bays and enable motorists to use the car park to maximum effect.

The use of reflective strips screwed to the walls was also suggested as well as a combination of reflective strips and professionally printed and purchased signs (that make clear parking is reserved for customers of the Frank Jordan Centre).

The Chairman and the Vice Chairman agreed that they would undertake some research on different parking systems, in time for the next meeting of the Sub-Committee in January 2026.

The Town Clerk advised them that at least a provisional costing would need to be available at the next Sub-Committee meeting if it was to be considered for inclusion in next year's budget.

EST26/007 Street Lighting

The Sub-Committee considered the Town Council's street lighting provision.

The Chairman advised the Sub-Committee that he was aware that a report had been prepared some years ago detailing the lighting that needed to be refurbished, refitted or updated.

The Town Clerk advised the Sub-Committee that the Town Council had responsibility for two separate sets of lights in the town. He was aware that a group of lights near the war memorial had had their bulbs updated to LED.

The Deputy Town Clerk advised the Sub-Committee that she had made an enquiry to Eon about eight sets of lights and was awaiting advice. The lights are located: in Adies Alley (x2) St Michael & St Wulfad's Church (Hemp Butts) (x2), Newcastle Road (x1), Lamb Lane (x1) and Trent Hospital (x2).

The Chairman said he would like reassurance that the lighting was being maintained and the Town Council were receiving value for money.

* 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.

The Deputy Town Clerk confirmed that a maintenance payment was made to Eon as well as a payment for the electricity supply. The outcome of her investigation would be made available to the Sub-Committee when Eon's report had been received.

EST26/008 Exclusion of the Press and Public

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.

EST26/009 Confidential Minutes

RESOLVED:

That the Confidential Minutes of the Estates Sub-Committee meeting held on the 18 March 2025 (Minute Numbers EST25/027, EST25/033, EST25/033 and EST25/034), be approved as a correct record.

EST26/010 Update on Stone Station

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

He advised the Sub-Committee that a meeting had been arranged with Council representatives, representatives from Network Rail and Sir Gavin Williamson CBE MP on Friday 21 November 2025 which will include a discussion about the Stone Station lease.

Chairman

* 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.

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 9th December 2025 considered the standstill budget for 2026-27 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 2025-26. 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 2024-25	£	Budget	Forecast	Budget	Budget	Budget
		2025-26	2025-26	2026-27	2027-28	2028-29
-33,236	Frank Jordan Centre	-23,650	-16,500	-10,500	-10,500	-10,500
27,653	Stone Station	35,125	29,600	18,780	18,780	18,708
3,497	Bus Shelters & Street Furniture	5,840	6,020	5,870	5,870	5,870
940	Street Lighting	1,000	1,000	1,000	1,000	1,000
864	Dog & Litter Bins	900	890	900	900	900
100	Joules Clock	-	-	-	-	-
660	Town Electricity Supply	650	650	650	650	650
-	Building Maintenance	18,000	18,000	10,000	10,000	10,000
479	TOTAL	37,865	39,660	26,700	26,700	26,628

5. In respect of the figures above, Members should note:

- a. The Frank Jordan Centre budget has benefitted from an income boost in recent years from the agreement with the Banking Hub to occupy the Walton Suite. This arrangement has now ended, resulting in a reduction in projected income at the Centre. Costs are expected to be broadly in line with current figures.

- 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 painting and completing roof repairs.
- c. The Bus Shelters and Street Furniture budget for 2026-27 and subsequent years includes £1,850 for bench maintenance, £1,300 for bus shelter maintenance £2,720 for the Council's contribution to removing and installing the High Street bollards.
- 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 2026-27 and subsequent years.

- 6. As reported to the meeting of the General Purposes Committee on 9th December 2025, 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 2026-27 and future years.

Recommendations

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