



Minutes of a Town Business Committee Meeting held on Tuesday 7th April 2026 at 7pm at the Stonehouse Town Hall/Library, Queens Road, Stonehouse, GL10 2QA

Present: Councillors John Callinan, Keren Capeling, John Parker, Val Randell, Keith Terry, Carol Trim and Theresa Watt (Chair of Committee).

In Attendance: Town Clerk; Town Councillors David Drew and Simon MacGregor; Glos County Councillor Dean Botterill; representatives of Stroud Cricket Club and several members of the public

All residents of the Parish are welcome to attend and a period of up to 15 minutes will be set aside at the beginning of the meeting for members of the public to raise questions.

Attendees are reminded that the Proceedings of this meeting may be filmed, photographed or recorded.

Cllr Dean Botterill questioned the value to be gained from undertaking air pollution monitoring in the community and asked whether the work was a town council initiative or it had been asked for by another organisation. It was confirmed that this was a town council initiative to improve air quality in the town

Town Councillor Simon MacGregor raised concern about the parking issues in Gloucester road and the desperate need for off road parking. He commented that the row of red brick houses further up the road were provided with off road parking by Glos County Council many years ago but due to reasons, the parking arrangement was not replicated at the lower set of properties. Residents' experiences of parking on the roadside include cars being damaged and written off and hit and runs including many near misses to adults and children having to walk between vehicles. In addition, there was no way for residents to use electric vehicles. A local resident had echoed the issues explaining that local residential roads were being adversely impacted by the parking issue. Attempts have been made in the past to secure planning approval but to date they have been unsuccessful. It was suggested that GCC should have spent the money used for the very short cycle path in Standish, could have been better used on this parking issue. A question was raised by a further resident about the suggested progress made by the previous county councillor on the parking issue - it was confirmed that the town council knew of no progress on this issue. The current county councillor confirmed that he knew of no progress.

It was recommended that parking in this area be referred to the town council's Transport and Highways working group

The Chair brought the public question time to an end thanking all participants for their input

B/988 To receive apologies

Apologies were received from Cllr Carol Kambites

B/989 To receive Declarations of Interest

There were no declarations of interest - It was noted that as Agenda Item B/995(2) referred to a grant application applied by the Parents Teachers Association of Park Infant School and not the school itself, Cllr John Parker, as governor of the school, had no interest to declare

B/990 To approve the minutes of the Business Committee meeting held on March 2026

Committee APPROVED the minutes as a true and accurate record of the meeting

Following agreement by Committee, the Chair brought forward agenda items B/995 and B/999 respectively as requested by representatives of Stroud Cricket Club and Non Committee Members wishing to speak on the parking issue

B/995 To approve the following grant applications:

1. Stroud Cricket Club (2 Applications)

Club representatives were present to answer questions. It was stated that the club had many teams including a women's team; they have a number of Stonehouse residents within each cricket team citing approximately 15% of the youth teams were made up of youngsters from Stonehouse. It was suggested that the club had substantial sums already in their reserves; they commented that it was decided to focus on stabilising the club's financial position over the next year reducing player costs and contracting costs by bringing contract work in-house. The club highlighted their problem with two main parts of the roof leaking - two options had been provided by a builder, both costing substantial amounts; they were unfortunately having to reply on contracting out the work in light of their being no building experience within the volunteer base. The club confirmed that their sponsors were being approached along with Stroud Town Council for funding. Asked if the rest of the building was in good order, the representatives confirmed that it was.

In stating that the town council responds well to grant applications but that he could not advocate providing the full amount asked for, Cllr John Callinan proposed a grant of £1,000 to help with the club's costs in light of it being the closest cricket club to Stonehouse. It was further proposed to increase the grant amount to £2,000; the further proposal was seconded - all voted in favour.

Committee **APPROVED** a grant of £2,000 to help with the necessary roof repairs.

The representatives thanked the committee and stated that they really appreciated the award and would therefore withdraw their second grant application for player kit.

2. Stonehouse Park Federation School

It was clarified that the grant application had been applied for by the school's Parents Teachers Association (PTA) and not the school itself. Whilst the application was made for only £60, committee agreed that it could not award a grant in arrears. Committee also felt that the value of the PTA's event was really worth supporting in future and had therefore committed a total of £120 for the event in the 2026/27 financial year. Committee **APPROVED** the award of £120 to Stonehouse Park Federation School's Parent Teachers Association for financial year 2026/27

3. Great Western Air Ambulance Service

It was acknowledged that the town council had awarded a grant to the service in financial year 2025/26; whilst the service was operated outside the Stonehouse community, it did provide much needed support to preserve human life and as such needed supporting financially. Committee therefore **APPROVED** a grant award of £1,000 to the Great Western Air Ambulance Service.

B/999 To discuss and consider the need for a widescale parking review for the town

Council resolved to refer this agenda item to Business Committee at its last meeting. Councillor David Drew was invited to speak on the item; he highlighted the many parking issues that existed around the community and amplified the comments made by members of the public at the commencement of the meeting in relation to Gloucester road. He further commented on

- problems that may be created by the development of the planned new care home at Elm road;
- the fact that planning apps should consider current parking issues
- GCC will only look at whole schemes not road by road.
- the High street car park managed by Stroud District Council - this was once a paid for car park reverting to a non paying one (comment was made by another cllr that significant improvements have been made recently in relation to the long stay portion allowing businesses greater chances of finding parking spaces).
- parking problems around schools especially outside Park school and the Shrubberies
- the impact of rail users on nearby residential roads
- inadequate parking for local High street businesses

Cllr Drew stated that a parking review should take place for the whole town with expert help. The council should not avoid looking at the issue. This view was supported by the Chair of Council with a view to considering public transport, use of shared vehicles and other options. Cllr John Callinan stated that this was not an issue that the town council could resolve by itself but

help and support needs to be provided by the county council as highways authority.

Committee **REFERRED** the matter to the council's Transport and Highways working group with consideration given to active travel.

Cllr Drew thanked the committee for hearing his concerns and that of local residents and then left the meeting

B/991 Matters arising

Officers provided the following update:

- The thermal Imaging device has been purchased and is ready for use
- The new three year gas supply contract has been signed by the Clerk
- The updated policies have been forwarded for updating onto the council's website
- Leases for Stonehouse Town Football Club and Magpies Social Club are now nearing completion and will be ready for signing by the end of the month
- All Assertion 10 requirements for 2026/27 have been sufficiently complete

B/992 To receive the latest budget position

The Clerk confirmed that income from investments not yet been confirmed. The reserves for budget codes 1120 (elections) and 1140/9 Septic tank) would need final adjustment. Final outcome figures for the year will become known following account closure in the coming weeks. Committee **NOTED** total 'Actual Net' Expenditure of £427,404.75; total 'Actual Net' Income of £452,551.61 and total Reserve movement of £43,607.17

B/993 To approve the latest BACS payment list and provide retrospective approval for Debit Card Payments

Committee **APPROVED** BACS payment totalling £17,081.54

Committee also **RETROSPECTIVELY APPROVED** Debit card payments totalling £495.18

Committee **APPROVED** the repayment of £72 to a stallholder that had made a duplicate payment at the last Goodwill event

B/994 To recommend for council approval standing order and direct debit payment arrangements for the 2026/27 financial year

Committee **RECOMMENDED** town council approve the list of Direct Debits and Standing Orders to be applied to the council's payment regime for the 2026/27 financial year

B/995 To approve the following grant applications:

1. Stroud Cricket Club (2 Applications)
2. Stonehouse Park Federation School
3. Great Western Air Ambulance Service

This agenda item was brought forward - see notes of discussion above

B/996 To receive an update relating to the installation of additional flagpoles on the Town Green and establish core requirements

The Clerk provided an overview of the priced information he had secured to date. Prices from various suppliers related to two options based on the following assumptions - flagpoles needed to be erected elsewhere on the green other than the location of the current flagpole due to the presence of overhead cables and, the central flagpole would either be 11 metres or 8 metres in height and the remaining two poles would be shorter. Pricing would include installation of two new poles and the relocation of the existing pole and that prior to installation, ground checks for the presence of utility services would be undertaken by the installers (this would be standard practice). The Clerk stated that there were a number of issues that he needed direction on and that these had been presented in supporting papers to the committee.

Committee members discussed forming a new working group to consider this matter (the existing flag response working group which was set up on a task and finish basis no longer existed), but it was suggested a councillor may submit a motion on this issue and so it would not be necessary to form a working group - the motion would consider the placement of the three flagpoles and whether it would be necessary to light up the Union flag at night. (Whilst current Government guidance identifies that lighting a raised Union flag at night on a Government building was necessary, the guidance omits to identify requirements, if any, to Union flags raised on ground installed flagpoles).

Cllr John Parker stated that he would put forward a motion for a future meeting of the town council on this issue.

B/997 To receive quotations for undertaking air pollution monitoring within Stonehouse and approve the contract award to the preferred contractor

The value offered by this work to the community was questioned. The Clerk advised that a baseline had been created back in 2022/23 for certain areas of the community where it was felt that traffic based air pollution was thought to be most harmful to local residents. This follow up monitoring would be used as a comparison to see whether pollution had worsened or improved - this would then become the focus of future improvement campaigns. It was thought that Stroud District Council was periodically conducting local air monitoring in relation to potential impacts from the incinerator at Javelin Park. The Clerk was tasked with finding further information on this.

The matter was **DEFERRED** to a further committee meeting once the information was secured and reported

B/998 To consider and approve the council's response to Stroud District Council's consideration of the closure of Stratford Park Lido

Committee did not agree a response for council to approve.

B/999 To discuss and consider the need for a widescale parking review for the town

Agenda item was brought forward - see above for discussion details

B/1000 To recommend Council approve the reinstatement of signs at each entrance to Laburnum Recreation ground requiring dogs be kept on leads
Councillor John Callinan had checked the Gloucestershire Archives to determine whether the town council had secured a past local byelaw requiring dogs to be kept on leads whilst being exercised at Laburnum playing field. He commented that further work on this matter was required and that his findings would be reported back to Committee.

The Clerk stated that he had discussed the issue of byelaws and the more up to date Public Space Protection Orders (PSPOs) with the lead environmental Health officer at Stroud District Council and that the PSPO may have superseded any byelaw that may have existed; he further mentioned that it was unlikely that a future PSPO would enable the town council to restrict dogs to leads whilst being walked in Laburnum playing field. Committee **DEFFERED** the matter to a future committee meeting once further information was gathered.

It was acknowledged that local residents and in particular elderly residents and children have reported feeling concerned about dogs that have been let loose to run around the playing field by their owners and that this had on occasion prevented them from using the ground

B/1001 To review the council's current market licence agreement with stall holders for the town market

There was concern in relation to recent changes to the Market Stallholders agreement with the town council in that a recent decision by the Clerk to restrict stall holders attending the market to those that did not conflict with products sold in the High street shops or by other stall holders, was questioned. The condition used by the Clerk had been included in a revised licence that had yet to be taken to council for approval. Realising this, the Clerk has now sought approval. The rationale was explained but it was determined by Committee to revert to the council's old licence conditions (It was clear that would require stallholders to sign the old licence agreement previously approved by council). Further to this, it was agreed that stall holders will be able to use the Green, understanding that there may be a requirement by council to cease the use of the green during bad weather in order to protect it. It was made clear that in such an event, market stallholders will not be licensed to operate from the hardstanding in future.

Committee **RESOLVED** to remain with the council's original licence conditions

B/1002 To receive an update on the council's progress towards meeting the requirements of Assertion 10 of the Annual Governance and Accountability Return (AGAR)

The Clerk thanked Cllrs for their efforts to ensure compliance with training requirements for March 2026. The council had now met all its requirements to satisfy internal audit for the 2025/26 financial year. Further improvements were required for the following financial year 2026/27.

B/1003 To receive updates from the following working groups:

1. Climate Change Action Forum

- The forum had met recently
2. **Communications**
The working group had not met
 3. **Oldends Lane Development**
A copy of the minutes from the last meeting had been provided presented the latest developments - the next meeting was scheduled for Friday 10th April - Cllr Callinan invited other cllrs to turn up to the working group's future meetings
 4. **Support Stonehouse**
The working group had not met
 5. **Youth**
Town Cllrs attended the golden hinge award run by the door
 6. **Policy**
The policy register has identified the work to be undertaken in the 2026/27 financial year
 7. **Internal Control Checks (ICC)**
Quarterly bank reconciliations have not yet be undertaken
 8. **Local Government Review**
Cllr Carol Trim will be attending the Gloucestershire Association of Local Councils Local Government Reorganisation seminar in April '26

B/1004 To note the date of the next meeting - Tuesday 5th May 2026

Committee **NOTED** the date of the next meeting. The meeting ended at 9.20pm