



**Minutes of a Town Business Committee
held on Monday 27th July 2020 at 7.00pm
in the Stonehouse Community Hall**

Present: Councillors: Neil Gibbs (Chair) Carol Kambites (Vice Chair) Mike Davis, John Parker, Sally Pickering, Theresa Watt

In Attendance: Carlos Novoth, Town Clerk

Attendees were reminded that the Proceedings of the meeting could be filmed, photographed or recorded.

B/111 To receive apologies

Apologies were received from Cllrs Leigh Binns, Pam Swain and David Thorpe

B/112 To receive Declarations of Interest

There were no declarations of interest

B/113 To approve the minutes of the Business Committee meeting held on 2nd March 2020

The Minutes were **APPROVED** as a true and accurate record; they are to be signed by the Chairman at the earliest opportunity.

B/114 To consider the latest budget position

The Clerk/RFO presented the latest budget position up to 30th June 2020. He commented on the fact that certain items of expenditure were miscoded and that this would be rectified; the process of coding would be more refined in time for the next meeting. Expenditure to date on 'Professional services' was highlighted as being higher than expected.

Business Committee **NOTED** the latest budget report (Total Actual Net Income £181,284.90 and Total Actual Net Expenditure of £73,460.21)

B/115 To approve payments in accordance with the budget to date as listed

Business Committee **APPROVED** the payments totalling £19,773.23 as presented by the Clerk/RFO.

B/116 To note the payment arrangements made for suppliers up to the next Town Council meeting on 14th September 2020

Business Committee agreed there was a need to ensure suppliers received payment in good time especially in light of current circumstances and, as a result **NOTED** the Clerk's/RFO's intention to:

- make payments without prior approval from Committee or Council until (but with the approval of two Council signatories) and,
- that all payments made will be reported retrospectively to Environment Committee at its meeting on 7th September 2020

B/117 To consider the Grant application for 'Home-start Stroud and Gloucester' - £1,600

Cllrs felt that the organisation undertook much needed work at this ongoing time of crisis and that there would in all likelihood be an increasing need for their service. The organisation's accounts had not been provided with the application Business Committee **APPROVED** the grant subject to a satisfactory set of accounts.

B/118 To receive the Clerk's report

Business Committee **NOTED** the Clerk's report

B/119 To receive an update from 'The Door' on its planned activities post 'Covid'

Cllrs appreciated 'The Doors' efforts to reinstate face to face interaction with the Stonehouse youth. The Clerk highlighted that the council had enabled this to happen through its funding of outdoor furniture and essential Covid related supplies.

Business Committee **NOTED** the update

B/120 To note a name change for the Council's climate change group to 'Stonehouse Community Climate Change Forum' (SCCCF) to reflect the community's involvement

Business Committee **NOTED** the name change

B/121 To receive an update on SCCCF's Climate Change Action Plan

Cllr John Parker provided an update on the action plan highlighting the recent survey on existing and potential cycle rack locations within the town as well as potential locations for cycle 'lock-ups' ie the railway station; SIB's request to make Stonehouse a 'Bee Friendly' Town and other items of interest

Several Cllrs and Officers were present at a recent demonstration of the consultation software provided by the company 'Commonplace'. The company are offering free use of the software for six months at no charge to, or need for ongoing commitment from, the council. It was agreed that on this basis, the council should take up the free offer; use of the software will be led by SCCAF through Cllr Pickering. Officers would assist by advertising the consultation exercise once the subject matter was agreed.

It was agreed that the recommendation from Environment Committee at its meeting on 20th July 2020 to make Stonehouse a Pedicycle Town would not be taken forward by SCCAF as it felt there would be limited benefit to adding a separate declaration to the council's existing support for pedestrians and cyclists in its action plan.

B/122 To receive an update on the funding of the Old Chapel Garden's hard landscaping works

Business Committee **NOTED** the Clerks report

B/123 To consider the 'Licence to Assign' in relation to the agreement with 'Arqiva' for the siting of its telecommunications equipment at Oldends Lane

Business Committee **RESOLVED** to assign the licence for the telecommunications mast to 'Arqiva Services Ltd'

B/124 Date of next meeting: 27th September 2020