



To Members of the Town Council

You are hereby summoned to attend an Town Council Meeting to be held on Monday 23rd September '24 at 7.00pm at the Town Hall, 1 Queens Street, Stonehouse

Council Members:

Councillors: John Callinan, Debbie Curtis, Marcus Dixon, Carol Kambites, Simon MacGregor, Madelaine Maraboli-Roman, Neil Gibbs, Gary Powell, Val Randell, Keith Terry, Theresa Watt

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

Carlos Novoth
Town Clerk
18th September '24

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

A G E N D A

- | | |
|--------|--|
| TC3295 | To receive apologies |
| TC3296 | To receive declarations of interest |
| TC3297 | To approve the minutes of the Extraordinary Town Council meeting of 13 th August 2024 |
| TC3298 | To receive reports from Chair of Town Council and town councillors |
| TC3299 | To receive and request reports from County and District Councillors |
| TC3300 | To receive RFO's budget report and bank reconciliation for July and August '24 |
| TC3301 | To approve the latest payment list |
| TC3302 | To approve Committee and Council meeting dates for the 2025/26 calendar year |
| TC3303 | To receive the draft minutes of Business Committee meeting of 9 th September '24 and to approve the following recommendations: <ul style="list-style-type: none">I. To approve a new lease of 10 years to Magpies Social Club with the inclusion of a break clause at 5 years for both parties and subject to |

the new £1 Membership fee level being maintained for the duration of the lease term.

- II. To approve the adoption of the revised payment list approval process subject to the necessary changes to the Council's Financial Regulations.
- III. To approve new two year Gas and Electricity supply contracts to run concurrently with the end of the current supply contracts (Gas contract ends 2nd December 2024: Electricity contract ends 31st March 2025)
- IV. To approve
 - a) the extension of 'The Nest' STFC Hospitality Suite) subject to the new lease agreement being agreed and signed
 - b) the delegation to both the Chair and Vice Chair of Council to authorize the football club to proceed with the Nest extension subject to recommendation a) being met.
- V. To approve an extension to the temporary Business Support Officer's (BSOs) contract of employment to the 31st December 2024 with no change to terms and conditions

- TC3304 To receive the draft minutes of Environment Committee meeting of 2nd September '24 and to approve the following recommendations:
- a) To approve the submission of applications to Stroud District Council for both 'The Globe' and 'Woolpack' Public Houses to be considered as 'Assets of Community Value'
 - b) To not approve the application from Stonehouse Medical Centre to erect signs on the Town Green to direct vehicles from the High street to their car park
- TC3305 To approve a communication to the Stonehouse Community providing an update on the status of the Council's Town Green Application along including a fact sheet
- TC3306 To approve the Co-option of Councillors to three vacancies
- TC3307 To note the council's next town full town council meeting on 21st October 2024

Public Bodies (Admission to Meetings) Act 1960

The Council will by resolution exclude the public from the following items as due to the confidential nature of the business to be transacted publicity of the item would be prejudicial to the public interest.

- TC3308 To approve a recommendation from Business Committee to further extend the BSO contract of employment for the temporary postholder, from 1st January 2025 to 31st March 2025 based 30 hours over a 4 day working week and at an increased (pro rata'd) annual salary

Notes on Agenda items, Full Town Council Monday 23rd September 2024

TC3297 - Minutes	See attached minutes
TC3299 – GCC and SDC updates	See attached report from Ward Cllr Carol Kambites
TC3300 – Budget/Recon	See attached Budget and bank reconciliation reports
TC3301 – Payment list	See attached payment list
TC3302 – Meetings Calendar	See attached proposed dates
	<p>The town council currently holds a six year lease with Magpies Social club that is due to naturally terminate on 31st December 2024 at an annual rent of £3,150 per year. The rent is to be renewed every three years – the council did not review the rent at year 3 of the lease. Magpies has historically been a Members only club. It is currently considering changing this designation albeit there are recognised hurdles to overcome in putting this into action. The club has sought advice from Stroud District Council's Licensing Officer – the advice is attached. During the past two to three years, Directors have made significant improvements to the internals of the building through the use of skilled volunteers and by reinvesting its profits. Whilst the improvements have attracted additional business, the club continues to suffer as a result of the rather poor state of repair of the externals of the building. The club recognise this and are understood to be making this their next priority. The Directors are hoping to secure either an extension to its current lease or agree a new lease as soon as possible to support their negotiations with the brewery in an attempt to secure financial assistance in the development of the club.</p>
TC3303 – Business Committee	<p>See attached draft minutes</p> <p>Also see:</p> <ul style="list-style-type: none"> • Magpies – The current lease naturally terminates on 31st December 2024 <p>The town council currently holds a six year lease with Magpies Social club that is due to naturally terminate on 31st December 2024 at an annual rent of £3,150 per year. The rent is to be renewed every three years – the council did not review the rent at year 3 of the lease. Magpies has historically been a Members only club. It is currently considering changing this designation albeit there are recognised hurdles to overcome in putting this into action. The club has sought advice from Stroud District Council's Licensing Officer – the advice is attached. During the past two to three years, Directors have made significant improvements to the internals of the building through the use of skilled volunteers and by reinvesting its profits. Whilst the improvements have attracted additional business, the club continues to suffer as a result of the rather poor state of repair of the externals of the building. The club recognise this and are understood to be making this their next priority. The Directors are hoping to secure either an extension to its current lease or agree a new lease as soon as possible to support their negotiations with the brewery in an attempt to secure financial assistance in the development of the club.</p> <ul style="list-style-type: none"> • Proposed new Payment list approval process details • Current utility prices – most up to date prices to be provided at the meeting – support papers show current prices for Business Committee • The Nest - Council previously approved the installation of the hospitality building within the Oldends Lane football ground – the recommendation is merely to extend the building • Business Support Officer – the current temporary potholder has proven his worth to the authority
TC3304 – Env Committee	See attached draft minutes
TC3305 – Town Green	See attached information sheet
TC3306 – Co-options	Members will be guided on the Co option process at the meeting



**Minutes of an Extraordinary meeting of the Town Council
held on Tuesday 13th August 2024, 7pm
at the Town Hall**

Present:

Councillors: Councillors: John Callinan, Deborah Curtis, Marcus Dixon, Carol Kambites, Neil Gibbs (Chair of Council), Simon MacGregor, Gary Powell, Val Randell, Keith Terry and Theresa Watt (Vice Chair of Council).

In Attendance: Jacqui Sanders - Deputy Clerk

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

- TC3288 To receive apologies**
Apologies were received from Cllr Madelaine Maraboli-Roman.
- TC3289 To receive declarations of interest**
Cllrs Marcus Dixon and Deborah Curtis declared an interest in items TC3292 and TC3293.
- TC3290 To approve the minutes of the Town Council meeting of 29th July 2024**
Council **APPROVED** the minutes as a true and accurate record of the meeting.
- TC3291 To approve the latest payment list**
Council **APPROVED** the payments list totalling £1,982.72
- TC3292 To approve the transfer of a further £10,000 from the Council's General Reserves to the Ship Inn site Earmarked Reserve**
Council **APPROVED** the transfer of £10,000 from the Council's General Reserves to the Ship Inn site Earmarked Reserve.

Cllrs Marcus Dixon and Deborah Curtis abstained from voting.
- TC3293 To approve the award of a contract to translocate reptiles and other wildlife on the Ship Inn site.**

1. To award the translocation of reptiles and other wildlife detailed in the ecological surveys undertaken by 'Wildservice' in 2024 for the Ship Inn site, Stonehouse to Wildwood Ecology for the estimated total cost of £1,912 plus VAT.

Council APPROVED the recommendation to award the translocation contract to 'Wildwood Ecology' at a total cost of £1,912 plus vat.

2. To authorise the Chair and Vice Chair of Council in liaison with the Chair of 'SPICE' to initiate further work, if necessary, at a cost not exceeding £1,000 relative to the translocations. Final costs to be retrospectively reported to full town council at the earliest time.

Council APPROVED the recommendation.

Cllrs Marcus Dixon and Deborah Curtis abstained from voting.

TC3294 **Date of next meeting - Monday 23rd September 2024**

Council **NOTED** the date of the next meeting

Stroud District Councillor report - September 2024

Council meetings in July

Link to meeting agenda and documents in the committee title.

Development Control Committee - 9th July

- Land Northwest of Box Road, Signal Road, Cam. 5 Dwellings. Refusal
Erection of five dwellings on former car park and associated infrastructure and landscaping.
- Land North East of, Kingston Road, Slimbridge. Battery storage facility. Permitted
Installation and operation of a 36MW battery storage facility and ancillary equipment.
- 19 Colliers Wood, Nailsworth, Stroud. Garden Shed. Permitted
Construction of a garden shed for a period in excess of four years.

[Video here](#)

Strategy and Resources Committee - 11th July

- Stratford Park Leisure Centre & Lido 5 year maintenance plan requires £2.7m capital and £244,000 per annum.
- Gloucestershire Economic Strategy. Some concerns about SDC's views not being taken into account and agreed that SDC should 'note' the strategy rather than 'endorse' it.
- Community Wealth Building. Initial funding to explore an initiative to empower local communities to retain benefits locally of economic growth and building social wealth.
- A number of public questions relating to Cam and its employment and economic development status were raised.
- Updates on: the migration of the SDC local land charges register to HM Land Registry, Performance Management, Leadership Gloucestershire, NHS Integrated Care Board, City Region Board and Canal Project.

[Video here](#)

Full Council - 18th July

- Approved the 5-year investment in the Leisure Centre & Lido, as per Strategy & Resources Committee recommendation. Full details in [press release](#)

- Appointed a Member Champion for Litter and a Clean Environment – Cllr Gill Thomas (Green, Minchinhampton)
- Noted Gloucestershire's Economic Strategy (2024 to 2034) which the Council felt needed more ambition, greater focus on achieving net zero / decarbonisation, more meaningful actions across all sectors on addressing the economic inequalities within communities and greater acknowledgement of differences between urban and rural areas.
- Agreed in principle to support the Pride in Gloucestershire bid to host EuroPride in 2027. The winning region/city will be announced in November.

[Video here](#)

Audit & Standards - 16th July

- Reviewed the Strategic Risk Register. Cyber attack and requirements of the building safety regulator were among the risks identified. Actions have been taken to mitigate these and other risks.
- Resolved to approve the unaudited [Statement of Accounts 2023/24](#). This is a very informative document showing what SDC does.
- Reviewed and approved various plans and reports in relation to audit.

[Video here](#)

Other News

- Brimscombe Port project: SDC aims to conclude contractual negotiations in the autumn with the developer partner, St Modwen Homes, with a public consultation expected later in the year, before a detailed planning application is submitted ([link](#)).
- Museum in the Park –has won the best Museum & Art Gallery award in the Slow Travel Cotswolds Awards 2024 ([link](#)). The museum also has a new display of King's Stanley eye-popping fossil fish ([link](#)). A rare collection of nine beautifully preserved fossil fish - including an eye-popping pachycormus fish in three dimensions.
- Summer holidays - a helpful guide to free and low cost activities to keep children and young people entertained over the summer. Also lots of good summer trip ideas for adults! ([link](#))
- Longfield Trust, which provides hospice at home care, has been selected at SDC's charity of the year ([link](#))

Council meetings in August

Licensing Sub-Committee - 19th August

Licensing Hearing to consider a new premises licence application for sale of alcohol at Juliet, 49 London Road, Stroud Gloucestershire, GL5 2AD – granted.

<https://www.stroud.gov.uk/business/licensing-permits/licensing-panel-meetings/>

Other News

New crowdfunding scheme

Community-led projects across the district can now bid for a share of £100,000 to improve their local areas and raise additional funds from within their community. 'Stroudfunding – crowdfunding for the Stroud district' is being launched by SDC to help local groups raise funding for community improvement initiatives. The scheme is open to local groups such as schools, sports clubs and community organisations - providing them with the opportunity to access funds for initiatives that will benefit their communities.

Projects that align with the council's priorities - including those which address environment and climate change or help build community resilience and wellbeing - could also receive up to £10,000 of SDC's £100,000 fund, or up to 50% of the crowdfunding campaign target.

Community crowdfunding is an innovative way of raising money for ideas that will improve local areas, such as those which develop skills, promote sustainability, bring people together, provide training, or transform community spaces. People can pledge money towards the cost of projects that appeal to them via an online community fundraising platform called Spacehive. This has worked successfully in other council areas, including Cotswold District Council.

September update

As you can see, very little happened in August but things have started again with a bang in September! We've already had a number of information and training sessions.

I have a Housing Committee meeting on Tuesday (17th) and John C, John P and I have a meeting with Lynne Mansell, Independent Living Manager, on Wednesday to discuss a number of issues connected with the independent living units in Stonehouse.

Carol Kambites

16th Sept 2024

Financial Budget Comparison

Comparison between 01/04/24 and 18/09/24 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/24

		2024/2025	Reserve Movements	Actual Net	Balance	Bal %age
INCOME						
Town Business Committee						
100	Precept	£383,870.25	£0.00	£191,935.00	£191,935.25	-50.00%
105	Newsletter Advertising	£100.00	£0.00	£0.00	£100.00	-100.00%
120	Feed-in Tariff from Town Hall	£800.00	£0.00	£639.94	£160.06	-20.01%
125	Stonehouse Town FC lease	£600.00	£0.00	£0.00	£600.00	-100.00%
126	STFC Water Recharge	£200.00	£0.00	£0.00	£200.00	-100.00%
127	STFC Electric Recharge	£1,500.00	£0.00	£926.02	£573.98	-38.27%
130	Athletics Field Lease	£0.00	£0.00	£0.00	£0.00	0.00%
135	Phone Mast on Land	£1,000.00	£0.00	£0.00	£1,000.00	-100.00%
140	Building Lease at OEL	£637.00	£0.00	£0.00	£637.00	-100.00%
145	Magpies Social Club	£3,150.00	£0.00	£1,575.00	£1,575.00	-50.00%
150	Community Centre Lease	£500.00	£0.00	£0.00	£500.00	-100.00%
155	OEL Pitch Hire	£2,000.00	£0.00	£1,115.00	£885.00	-44.25%
160	Misc Income	£500.00	£0.00	£345.00	£155.00	-31.00%
170	Investments Interest	£0.00	£0.00	£0.00	£0.00	0.00%
171	Bank Interest - Lloyds Bank	£1,000.00	£0.00	£0.00	£1,000.00	-100.00%
172	Bank Interest - Charity A/C	£1,000.00	£0.00	£0.00	£1,000.00	-100.00%
173	Bank Interest - Natwest	£1,000.00	£0.00	£5.79	£994.21	-99.42%
174	Bank interest - Cambridge BS	£1,000.00	£0.00	£0.00	£1,000.00	-100.00%
175	Town Hall/Library Recharges	£3,400.00	£0.00	£793.33	£2,606.67	-76.67%
176	Bank Interest - Nationwide	£1,000.00	£0.00	£0.00	£1,000.00	-100.00%
177	Bank Interest - Melton Building Society	£1,000.00	£0.00	£0.00	£1,000.00	-100.00%

Financial Budget Comparison

Comparison between 01/04/24 and 18/09/24 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/24

	2024/2025	Reserve Movements	Actual Net	Balance	Bal %age
178 CCLA Interest	£10,000.00	£0.00	£8,345.04	-£1,654.96	-16.55%
Total Town Business Committee	£414,257.25	£0.00	£205,680.12	-£208,577.13	-50.35%
Town Environment Committee					
200 Stonehouse in Bloom	£0.00	£0.00	£0.00	£0.00	0.00%
205 Event Income/Donations	£1,200.00	£0.00	£630.00	-£570.00	-47.50%
210 Planting Sponsorship	£0.00	£0.00	£0.00	£0.00	0.00%
215 Grants	£0.00	£0.00	£0.00	£0.00	0.00%
Total Town Environment Committee	£1,200.00	£0.00	£630.00	-£570.00	-47.50%
Total Income	£415,457.25	£0.00	£206,310.12	-£209,147.13	-50.34%
EXPENDITURE					
Town Business Committee					
1000 Salaries	£205,000.00	£0.00	£87,422.63	£117,577.37	-57.35%
1010 Training & Recruitment	£4,000.00	£0.00	£849.64	£3,150.36	-78.76%
1020 Health & Safety	£2,500.00	£0.00	£76.44	£2,423.56	-96.94%
1030 Professional Fees	£8,000.00	£375.00	£3,090.50	£5,284.50	-66.06%
1040 IT support	£9,550.00	£0.00	£2,971.82	£6,578.18	-68.88%
1050 Office Equipment Renewals	£500.00	£2,838.87	£3,170.77	£168.10	-33.62%
1060 Grants	£17,400.00	£0.00	£5,740.00	£11,660.00	-67.01%
1070 Town Hall/Library Shared Costs	£13,700.00	£0.00	£7,037.54	£6,662.46	-48.63%
1080 Town Hall/Library STC costs	£2,700.00	£0.00	£822.31	£1,877.69	-69.54%
1090 Admin Expenses	£5,750.00	£10,000.00	£11,983.12	£3,766.88	-65.51%
1100 Mayor's Charity & Expenses	£300.00	£0.00	£195.25	£104.75	-34.92%
1110 Travel Costs/Staff & Councillors	£400.00	£0.00	£0.00	£400.00	-100.00%

Financial Budget Comparison

Comparison between 01/04/24 and 18/09/24 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/24

	2024/2025	Reserve Movements	Actual Net	Balance	Bal %age	
1120	Election Costs	£0.00	£0.00	£0.00	0.00%	
1130	Civic/Remembrance Parades	£180.00	£0.00	£180.00	-100.00%	
1140	Pavilion Overheads	£12,900.00	£0.00	£4,123.70	-68.03%	
1150	Workshop Overheads	£3,800.00	£0.00	£1,269.55	-66.59%	
1160	Equipment & Vehicle Costs	£3,800.00	£0.00	£882.48	-76.78%	
1170	Youth Centre Workers	£61,000.00	£0.00	£25,341.00	-58.46%	
1180	Youth Centre Overheads	£10,400.00	£0.00	£3,007.00	-71.09%	
1200	Subscriptions	£3,500.00	£0.00	£2,575.84	-26.40%	
1210	Insurances	£7,000.00	£0.00	£7,124.37	1.78%	
1220	Project Planning & Delivery	£0.00	£2,860.86	£8,838.06	100.00%	
1230	Climate Change	£5,000.00	£0.00	£0.00	-100.00%	
Total Town Business Committee		£377,380.00	£16,074.73	£176,522.02	£216,932.71	-57.48%
Town Environment Committee						
1190	Amenity Areas	£46,800.00	£0.00	£14,898.53	£31,901.47	-68.17%
2000	Christmas Lights	£2,000.00	£0.00	£0.00	£2,000.00	-100.00%
2005	Climate Change	£0.00	£0.00	£0.00	£0.00	0.00%
2010	In Bloom	£0.00	£0.00	£338.17	-£338.17	100.00%
2050	Cultural Events & Studies	£9,300.00	£0.00	£820.00	£8,480.00	-91.18%
2080	Neighbourhood Plan Review	£0.00	£0.00	£0.00	£0.00	0.00%
2090	Planning Specialist Advice	£0.00	£0.00	£0.00	£0.00	0.00%
Total Town Environment Committee		£58,100.00	£0.00	£16,056.70	£42,043.30	-72.36%
Total Expenditure		£435,480.00	£16,074.73	£192,578.72	£268,976.01	-61.77%

Financial Budget Comparison

Comparison between 01/04/24 and 18/09/24 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/24

	2024/2025	Reserve Movements	Actual Net	Balance	Bal %age
Total Income	£415,457.25	£0.00	£206,310.12	-£209,147.13	50.34%
Total Expenditure	£435,480.00	£16,074.73	£192,578.72	£258,976.01	-59.47%
Total Net Balance	-£20,022.75		£13,731.40	-£468,123.14	

Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/24

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3945		£81.18	1180/4	31/08/24	All Done and Dusted - August 2024 - Pod cleaning	2055
		£81.18			All Done and Dusted - Total	
3955		£11.27	1150/3	17/09/24	Dougfield Plumbers Supplies - Ox Pro Copper Pipe Cutter	4145898
		£11.27			Dougfield Plumbers Supplies - Total	
3957		£21.60	1080/1	14/09/24	Easy Window Cleaning - September 2024 - TH	23024
		£21.60			Easy Window Cleaning - Total	
3953		£108.00	1220	12/09/24	Five Valleys Signs - 2 x Dibond signs for Ship Inn Site	51777
		£108.00			Five Valleys Signs - Total	
3947		£45.00	1010/2	03/09/24	GAPTC - Training - In the Hot Seat - Cllr Maraboli- Roman	610
		£45.00			GAPTC - Total	
3948		£179.89	1080/2	28/08/24	Gloucestershire County Council - August 2024 - TH Cleaning - Accn. Ending 0668	1800777200
		£179.89			Gloucestershire County Council - Total	
3951		£64.79	1150/5	31/08/24	Grundon Waste Management Ltd - August 2024 - Waste - Workshop	PSI-1124794
		£64.79			Grundon Waste Management Ltd - Total	
3944		£30.36	1040/1	03/09/24	Jireh Solutions Ltd - Office 365 - Exchange Online	30733
		£30.36			Jireh Solutions Ltd - Total	
3958		£125.00	1040/2	06/09/24	Jo Mew Creative - August 2024 - Website management & Updates on Mayor's name	1088
		£125.00			Jo Mew Creative - Total	
3950		£80.00	1160/3	06/09/24	John Stayte Services Ltd - August 2024 - Fuel Diesel	
		£80.00			John Stayte Services Ltd - Total	
3954		£7.00	1090/2	18/09/24	Lloyds Bank - September Bank Charges	
		£7.00			Lloyds Bank - Total	
3959		£556.60		10/09/24	Olympic Cars Peugeot - Peugeot MOT & Service	141184
	1	£498.00	1160/5		Parts & Labour for service	
	2	£58.60	1160/5		MOT	
		£556.60			Olympic Cars Peugeot - Total	

Signature

Signature

Date

Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/24

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3956		£8.40	1040/4	16/09/24	Voipfone - September 2024 - Renewal of number and PBX - D/D	1014511779
		£8.40			Voipfone - Total	
3952		£74.00	1070/2	08/09/24	WaterPlus - August 2024 - Water - T/H - D/D	6806856
		£74.00			WaterPlus - Total	
3949		£80.38	1070/4	03/09/24	YU Energy - August 2024 - Gas - TH - D/D	1974769
		£80.38			YU Energy - Total	
Total		£1,473.47				

Signature	_____	Signature	_____
Date	_____		

Bank Account Reconciled Statement

Stonehouse Town Council

01651837

30-98-29

Statement Number	52	Bank Statement No.	52
Statement Opening Balance	£156,579.25	Opening Date	01/07/24
Statement Closing Balance	£91,479.37	Closing Date	31/07/24
True/ Cashbook Closing Balance	£91,479.37		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/07/24	FPI010724STFC	Stonehouse Town Football Club	0.00	164.29	156,743.54
02/07/24	DEB020724ADOBE	Adobe Systems Software	125.02	0.00	156,618.52
04/07/24	DEB040724SDC	Stroud District Council	450.00	0.00	156,168.52
04/07/24	FPI040724MAGPIE S	Magpies Social Club	0.00	262.50	156,431.02
08/07/24	DD080724YUENER GY	YU Energy	273.44	0.00	156,157.58
09/07/24	FP0090724GORDO NELLIS	Gordon Ellis & Co	18.00	0.00	156,139.58
09/07/24	FPO090724A&EFIR E&SEC	A&E Fire and Security	180.00	0.00	155,959.58
09/07/24	FPO090724BOATM OBILIT	Cotswold Boatmobility	540.00	0.00	155,419.58
09/07/24	FPO090724COTSW OLDSEC	Cotswold Security Group Ltd	270.00	0.00	155,149.58
09/07/24	FPO090724DAVIDM ARSDE	David Marsden	11.99	0.00	155,137.59
09/07/24	FPO090724EASYW INDOWS	Easy Window Cleaning	21.60	0.00	155,115.99
09/07/24	FPO090724FIVEVA LLEYS	Five Valleys Signs	92.64	0.00	155,023.35
09/07/24	FPO090724GARYW ETSON	Gary Wetson	11.69	0.00	155,011.66
09/07/24	FPO090724GCC	Gloucestershire County Council	331.88	0.00	154,679.78
09/07/24	FPO090724GORDO NELLIS	Gordon Ellis & Co	12.00	0.00	154,667.78
09/07/24	FPO090724GPFA	Gloucestershire Playing Fields Association	100.00	0.00	154,567.78
09/07/24	FPO090724GRFAS TENERS	G R Fasteners	36.80	0.00	154,530.98
09/07/24	FPO090724HMRC	HMRC	5,054.74	0.00	149,476.24
09/07/24	FPO090724JACQUI SANDE	Jacqui Sanders	2.00	0.00	149,474.24
09/07/24	FPO090724JIREH	Jireh Solutions Ltd	3,940.21	0.00	145,534.03
09/07/24	FPO090724PHS	PHS Group	95.97	0.00	145,438.06
09/07/24	FPO090724SEVER NSIDES	Severnside Safety Supplies Ltd	27.00	0.00	145,411.06
09/07/24	FPO090724SWFES TIVAL	Stonehouse Walking Festival	700.00	0.00	144,711.06
09/07/24	FPO090724TWHA WKINS	T W Hawkins & Sons	2,850.00	0.00	141,861.06

Bank Account Reconciled Statement

09/07/24	FPO090724WORK WEAR	Workwear Express Ltd	356.92	0.00	141,504.14
11/07/24	DD110724YUENER GY	YU Energy	156.55	0.00	141,347.59
11/07/24	DEB110724FASTH OSTS	Fasthosts	18.98	0.00	141,328.61
15/07/24	DD150724WATERP LUS	WaterPlus	34.67	0.00	141,293.94
16/07/24	DEB160724FASTH OSTS	Fasthosts	28.78	0.00	141,265.16
16/07/24	PAY160724LLOYDS	Lloyds Bank	7.00	0.00	141,258.16
18/07/24	DD180724JOHNST AYTE	John Stayte Services Ltd	95.65	0.00	141,162.51
19/07/24	DEB190724VOIPFO NE	Voipfone	8.40	0.00	141,154.11
22/07/24	FPI220724ATLAS	Atlas Games	0.00	910.00	142,064.11
23/07/24	DD230724NEST	NEST	2,278.08	0.00	139,786.03
23/07/24	DD230724WATERP LUS	WaterPlus	66.28	0.00	139,719.75
23/07/24	DEB230724UKOFFI CE	UK Office Direct	35.76	0.00	139,683.99
24/07/24	DEB240724SCREW FIX	Screwfix	69.99	0.00	139,614.00
24/07/24	SO240724STAFF	Staff Salaries	12,106.18	0.00	127,507.82
29/07/24	DD290724WATERP LUS	WaterPlus	21.02	0.00	127,486.80
29/07/24	SO290724PATA	PATA Payroll	74.60	0.00	127,412.20
31/07/24	FPI310724STFC	Stonehouse Town Football Club	0.00	213.07	127,625.27
31/07/24	FPO310724ALLDO NE	All Done and Dusted	108.24	0.00	127,517.03
31/07/24	FPO310724CNOVO TH	Carlos Novoth	44.15	0.00	127,472.88
31/07/24	FPO310724COTSW OLD SG	Cotswold Security Group Ltd	36.00	0.00	127,436.88
31/07/24	FPO310724DMARS DEN	David Marsden	14.75	0.00	127,422.13
31/07/24	FPO310724DURSL EY GDN	Dursley Garden Machinery	60.84	0.00	127,361.29
31/07/24	FPO310724EASYW INDOWS	Easy Window Cleaning	21.60	0.00	127,339.69
31/07/24	FPO310724GCC	Gloucestershire County Council	165.94	0.00	127,173.75
31/07/24	FPO310724GRTOL DBURY	Great Oldbury Parish Council	10,000.00	0.00	117,173.75
31/07/24	FPO310724GRUND ON	Grundon Waste Management Ltd	64.79	0.00	117,108.96
31/07/24	FPO310724GWT	Gloucestershire Wildlife Trust	3,834.00	0.00	113,274.96
31/07/24	FPO310724HMRC	HMRC	3,153.59	0.00	110,121.37
31/07/24	FPO310724JOMEW	Jo Mew Creative	100.00	0.00	110,021.37

Bank Account Reconciled Statement

31/07/24	FPO310724JSAND ERS	Jacqui Sanders	25.01	0.00	109,996.36
31/07/24	FPO310724MDLKE LEX	MDL Kelex	1,032.00	0.00	108,964.36
31/07/24	FPO310724OPENS PACES	Open Spaces Society	45.00	0.00	108,919.36
31/07/24	FPO310724PCROS BY	Paul Crosby	30.00	0.00	108,889.36
31/07/24	FPO310724PROLIFI C	Prolific Solutions (South West) Ltd	335.57	0.00	108,553.79
31/07/24	FPO310724RHELP S	R F Helps	105.60	0.00	108,448.19
31/07/24	FPO310724THEDO OR	The Door	14,004.00	0.00	94,444.19
31/07/24	FPO310724TTB	TTB Supplies	86.83	0.00	94,357.36
31/07/24	FPO310724TWHAWKINS	T W Hawkins & Sons	2,850.00	0.00	91,507.36
31/07/24	FPO310724WORK WEAR	Workwear Express Ltd	27.99	0.00	91,479.37

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	66649.74	1549.86

Reconciled by David Marsden

Signed _____
Clerk / Responsible Financial Officer

Chair

Date _____

Bank Account Reconciled Statement

Stonehouse Town Council

01651837

30-98-29

Statement Number	53	Bank Statement No.	53
Statement Opening Balance	£91,479.37	Opening Date	01/08/24
Statement Closing Balance	£74,825.84	Closing Date	31/08/24
True/ Cashbook Closing Balance	£74,825.84		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/08/24	COR010824LLOYD S	Lloyds Bank	0.00	90.00	91,569.37
05/08/24	FPI050824MAGPIE S	Magpies Social Club	0.00	262.50	91,831.87
07/08/24	BGC070824HMRC	HMRC (VAT)	0.00	8,114.63	99,946.50
07/08/24	DEB070824DELTA9	Delta Nine Ltd	30.00	0.00	99,916.50
08/08/24	DD080824YUENER GY	YU Energy	368.83	0.00	99,547.67
08/08/24	DEB080824OFFICE BOFF	Office Boffins	292.68	0.00	99,254.99
08/08/24	FPO080824YUENE RGY	YU Energy	1,481.79	0.00	97,773.20
09/08/24	BGC090824GCC	Gloucestershire County Council	0.00	793.33	98,566.53
09/08/24	DEB090824GLOSL OCKS	Gloucester Locksmiths	66.60	0.00	98,499.93
09/08/24	DEB090824VOIPFO NE	Voipfone	20.00	0.00	98,479.93
12/08/24	DD120824YUENER GY	YU Energy	80.46	0.00	98,399.47
13/08/24	DD130824WATERP LUS	WaterPlus	101.04	0.00	98,298.43
14/08/24	FPI140824KENNAB Y	Claire Kennaby	0.00	108.00	98,406.43
16/08/24	FPI160824AGIBBS	Amy Gibbs	0.00	36.00	98,442.43
16/08/24	FPI160824HGOULD ING	Hazel Goulding	0.00	36.00	98,478.43
19/08/24	DD190824NEST	NEST	2,819.65	0.00	95,658.78
19/08/24	DEB190824VOIPFO NE	Voipfone	8.40	0.00	95,650.38
19/08/24	FPI190824GJACKS ON	Cheryl Jackson	0.00	36.00	95,686.38
19/08/24	FPI190824JBAGOU IN	Janine Bagouin - Stroud Cats Protection	0.00	24.00	95,710.38
19/08/24	FPO190824	Prolific Solutions (South West) Ltd	81.18	0.00	95,629.20
19/08/24	FPO190824ALLDO NE&DUS	All Done and Dusted	135.30	0.00	95,493.90
19/08/24	FPO190824ALLSTO NE	Allstone Speedy Skips	297.60	0.00	95,196.30
19/08/24	FPO190824GRFAS TENERS	G R Fasteners	8.74	0.00	95,187.56

Bank Account Reconciled Statement

19/08/24	FPO190824GWEST ON	Gary Wetson	42.40	0.00	95,145.16
19/08/24	FPO190824HMRC	HMRC	2,941.90	0.00	92,203.26
19/08/24	FPO190824HOGG& SMITH	Hogg and Smith	180.00	0.00	92,023.26
19/08/24	FPO190824JIREH	Jireh Solutions Ltd	427.30	0.00	91,595.96
19/08/24	FPO190824KELLA WAY	Kellaway Building Supplies Ltd	44.32	0.00	91,551.64
19/08/24	FPO190824STROU DALARM	Stroud Alarms	78.00	0.00	91,473.64
19/08/24	FPO190824YUENE RGY	YU Energy	4,448.90	0.00	87,024.74
19/08/24	PAY190824LLOYDS	Lloyds Bank	7.00	0.00	87,017.74
20/08/24	DEB200824ISOPA	ISOPA	17.57	0.00	87,000.17
20/08/24	DEB200824REOLIN K	Reolink	169.99	0.00	86,830.18
21/08/24	DEB210824ABBEY LOOS	Abbey Loos	558.00	0.00	86,272.18
21/08/24	DEB210824AMAZO N	Amazon	30.33	0.00	86,241.85
22/08/24	DD220824WATERP LUS	WaterPlus	70.81	0.00	86,171.04
22/08/24	FPI220824PRETTY THIN	Pretty Things	0.00	72.00	86,243.04
27/08/24	FPI27082024RBL	Stonehouse RBL	0.00	36.00	86,279.04
27/08/24	FPI27082024SUNFL OWER	Sunflowers Suicide Support	0.00	36.00	86,315.04
27/08/24	FPI270824COOMB S	Rosalind Coombes	0.00	36.00	86,351.04
27/08/24	FPI270824STAFFS ALAR	Staff Salaries	11,525.44	0.00	74,825.60
28/08/24	DD280824JOHNST AYTE	John Stayte Services Ltd	15.07	0.00	74,810.53
28/08/24	DEB280824BESTB UY	Best Buy Office Chairs	105.60	0.00	74,704.93
28/08/24	SO280824PATA	PATA Payroll	74.60	0.00	74,630.33
29/08/24	DD290824WATERP LUS	WaterPlus	18.29	0.00	74,612.04
30/08/24	FPI300824JEVANS	Janet Evans	0.00	24.00	74,636.04
30/08/24	FPI300824STFC	Stonehouse Town Football Club	0.00	189.80	74,825.84

Uncleared and unrepresented effects

29/08/24	WO240829YU	YU Energy		0.00	74,825.84
	Total uncleared and unrepresented		0.00	0.00	

Bank Account Reconciled Statement

Total debits / credits	26547.79	9894.26
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Reconciled by David Marsden

Signed _____

Clerk / Responsible Financial Officer

Chair

Date _____



**Minutes of a Town Business Committee
held on Monday 9th September '24 at 7.00pm
at the Town Hall**

Present: Councillors, John Callinan (Committee Vice Chair), Carol Kambites, Gary Powell and Theresa Watt (Committee Chair)

In Attendance: Carlos Novoth (Clerk); three representatives of Magpies Social Club and a member of the public

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

Attending members of the public did not wish to speak

B/735 To receive apologies

Apologies were received from Cllrs Neil Gibbs, Madelaine Maraboli-Roman and Keith Terry

B/736 To receive Declarations of Interest

There were no declarations of interest

B/737 To approve the minutes of the Business Committee meeting held on 8th July '24

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

With Committee agreement, the Chair brought forward Agenda Item B/745 (7.03pm)

B/745 To recommend town council renew the council's lease arrangements with Magpies Social Club.

Committee acknowledged the club had made significant improvements to the facility, including incorporating a rear gate to make the yard child safe. Committee also acknowledged that lease payments to date had been consistent and made on time. Supporting documents showed the level of support for the facility in recent years leading up to the current day. The Club now have funding to make improvements to the outside of the building which will include plastic cladding and wall insulation.

Concerns were raised about the club being a Members club but Committee acknowledged the introduction of the £1 Membership fee was a move in a positive direction.

Subject to the £1 Membership fee level being maintained for the duration of the lease term and the inclusion of a break clause at 5 years for both parties, Committee **RECOMMENDS** town council approve a lease of 10 years.

B/738 To receive the latest budget position

Committee **NOTED** the latest budget report detailing an 'Actual Net' Expenditure totalling £175,195.46; an 'Actual Net Income of £204,777.78 and Reserve Movements of £16,074.73

B/739 To approve the latest payments list

Committee was advised of the reason for the significant YU Energy payments. Committee **APPROVED** the latest payment list with a total expenditure of £37,608.30

B/740 To receive an update on the council's Lloyds operating account following the bank's failure to observe its own payment protocol

The Clerk confirmed that signing up the new signatories was proving to be difficult with all banks and building societies barring CCLA who have confirmed the use of additional signatories
Committee **NOTED** the Clerk's update

B/741 To receive a report and provide initial comment on a revised format for future 'Payment lists' presented to Council and Business Committee

Committee first of all thanked the report author for his clarity. Committee felt this was a significant move in the right direction for improving the payment process offering greater clarity for Members, Signatories and Officers; budget reports will in future be more up to date due to the fact that payments identified on the bank statement can be registered immediately on Edge as having been paid. The Clerk committed to identifying the changes necessary within the Financial Regulations to allow the subtle change to the process.

Committee **RECOMMENDS** the adoption of the revised payment list approval process subject to the necessary changes to the Council's Financial Regulations.

B/742 To receive an update on the Yu Energy account for the pavilion building
Committee **NOTED** the report and thanked the author for his clarity

B/743 To highlight the commencement of the budget setting process for the 2025/26 Financial Year

Committee **NOTED** the commencement of the Budget setting process and agreed the same format used in the previous year.

B/744 To receive a letter of thanks from Boatmobility
Committee **NOTED** receipt of the letter of thanks

B/745 To recommend town council renew the council's lease arrangements with Magpies Social Club.
Agenda Item brought forward - see above for details

B/746 To recommend town council approve the parameters for the Council's next Youth Services contract from April 2025.

Committee agreed that in principle, the new contract would reflect the service as is currently being successfully provided by 'The Door'. A proportion of the budget to be set aside within the contract as 'provisional sums' for additional activities 'The Door' may not be able to find external funding for. It was hoped that the contract costs would be known in time to inform the final budget meeting for the 2025/26 financial year.

Committee **AGREED** for the youth working group to present Business Committee with the tender documents at its next meeting for recommendation to full council.

B/747 To discuss and recommend to town council the approach to be taken to renew the council's utility contracts (Electricity and Gas)

In recent years, council has used a utilities broker, 'Clear Utility Solutions' (CUS) to find competitive quotes for its electric and gas supplies. This company was recommended by GAPTC; a number of parish and town councils now use this company.

Having defined the council's wish to secure 100% renewable energy that can be verified, Clear Utility Solutions have undertaken a full market review and have secured firm quotations from 'Yu Energy' (the council's current supplier of Gas and Electricity) and 'British Gas Lite'. Currently there are only another two much lesser known companies that provide energy contracts for the business sector but these are considered to be very expensive.

There is a recommendation from CUS that this council would ideally consider signing new supply contracts for both Gas and Electricity to run immediately after the natural termination of the council's current contracts as price increases are due later this year and the beginning of next year; this falls in line with Ofgem's decision to increase the Domestic energy prices by 8% at the end of this month.

Committee **RECOMMENDS** that new Gas and Electricity supply contracts be approved by town council at its meeting on the 23rd September to run concurrently with the end of the current supply contracts (Gas contract ends 2nd December 2024: Electricity contract ends 31st March 2025)

B/748 To recommend Town Council approve Stonehouse Town Football Club's request to extend the current Hospitality building at the Council football stadium

Committee **RECOMMENDS**:

1. council approve the extension of 'The Nest' subject to the new lease agreement being agreed and signed
2. the authorization for the football club to proceed with the Nest extension be delegated to the Chair and Vice Chair of council.

B/749 To consider the potential purchase of the old Comrades club
Committee **DEFERRED** the matter

B/750 To receive updates from the following working groups:

1. Climate Change Action Forum

The electric bikes provided by Transition Stroud are currently being hired out

2. Communications

Newsletter survey currently in progress in electronic and paper form

3. Oldends Lane Development

Council is reaching the final stage leading to commencement of works seeking STW approval

4. Support Stonehouse

No recent meetings

5. Youth

The Youth Working Group met in July

6. Policy

Policy reviews have not yet started - it was recommended that discussions can be by way of email as it is currently difficult for members of the group to meet up

7. Internal Audit Panel

Q1 and Q2 ICC checks have not yet been undertaken - will discuss with Cllr Simon MacGregor and Keith Terry

8. Court View

Good progress is being made; meetings are being arranged with the project managers employed by Taylor Wimpy to discuss the work plan over the next few months. It was recommended by Committee that where tree works were being considered that someone from the council with a knowledge of trees be asked to attend the relevant meetings

B/751 To note the date of the next meeting - Monday 7th October 2024
Committee **NOTED** the next meeting date

Public Bodies (Admission to Meetings) Act 1960

The Council will by resolution exclude the public from the following items as due to the confidential nature of the business to be transacted publicity of the item would be prejudicial to the public interest.

B/752 To receive information in relation to the value of Verney Fields

The Clerk confirmed that he had approached the company originally asked to value the land for the council; it was confirmed that prices nationally have seen an increase of up to 10% but this is not necessarily reflected in local pricing. In addition, it was noted that there was a town green application pending on the land and several DMMOs which would ultimately reflect the eventual price.

B/753 To note decisions made by HR Sub Committee at its last meeting on

1. To extend the current temporary Business Support Officer's contract of employment to the 31st March 2025 with agreed changes

In light of the impact on the council's budget, Committee felt it appropriate to seek Council approval on the contract extension.
Committee **RECOMMENDS** Council approve the following:

- a. an extension to the temporary Business Support Officer's (BSOs) contract of employment to the 31st December 2024 with no change
- b. a further extension of the BSO contract of employment from 1st January 2025 to 31st March 2025 based 30 hours over a 4 day working week and at an increased annual

salary (pro rata) from SCP 4 to SCP 9 to reflect his maturity within the role.

2. **To offer the now permanent Project Officer post to the incumbent postholder with immediate effect**
Committee **NOTED** HR Sub Committee's decision
3. **To approve the office closure during the period Christmas Day to New Years Day necessitating the use of three days of staff annual leave.**
Committee **NOTED** HR Sub Committee's decision



STONEHOUSE TOWN COUNCIL

Minutes (subject to agreement at the next Committee meeting) of a meeting of the Town Environment Committee on Monday 2nd September 2024, 7pm at Stonehouse Library, High Street, Stonehouse, GL10 2NG.

Present:

Councillors: Deborah Curtis (Committee Chair), Marcus Dixon, Simon Macgregor, Val Randell (Committee Vice Chair).

Also present: Jacqui Sanders (Deputy Clerk), Ward and Town Cllr John Callinan, Ward Cllr John Parker, Ward and Town Cllr Carol Kambites and a member of the public

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

There were no questions or comments made from the attending member of the public

E/814 To receive apologies.

Apologies were received from Councillors Neil Gibbs and Theresa Watt

E/815 Declarations of Interest

There were no declarations of interest

E/816 To approve the minutes of the Town Environment Committee meeting held on Monday 1st July.

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

E/817 To receive the latest updated Environment Budget.

Committee RECEIVED the latest budget report detailing total Actual Net income of £410; a total Actual Net expenditure of £15,971.70; no reserve movements

E/818 To comment on the first draft of the new management plan for Doverow Woods.

Ward Cllr John Parker provided an overview of the draft management plan and explained its purpose.

The Chair highlighted the connection with agenda item E/823 by virtue of its link to the future management of the trees at Doverow and elsewhere within the town. The suggestion was that the management plan could be one of the first tasks to be considered by a new working party being considered later in the meeting. The Chair thanked Cllr Parker for his efforts and ongoing commitment in delivering the Woodland Management Plan for Doverow Hill Woods.



STONEHOUSE **TOWN COUNCIL**

With Committee agreement, the Chair brought forward agenda item E/823 for discussion bearing in mind its connection with the previous agenda item. In addition agenda item E/824 was also brought forward.

E/823 To recommend the formation of a new Woodland & Outdoor Spaces Management sub-committee/working group.

Ward and Town Cllr John Callinan was asked to speak to this issue in the absence of Town Cllr Neil Gibbs, the author of the proposal.

Cllr Callinan explained how the proposal would benefit the council and the community and in particular why it was now ever more necessary in light of the development and value placed on the urban Arboretum, including Doverow Hill Wood and, the community's green open spaces. As discussed in the previous agenda item (E/818), if approved, the working group would be asked to consider the draft woodland management plan for Doverow Hill Wood.

Ward Cllr John Parker suggested that the name of the working group change to Stonehouse Arboretum and Outdoor Spaces working group - this would more accurately reflect the remit of the group.

It was acknowledged that a Terms of Reference for the working group would need to be agreed but that this could be done once Cllr Membership was decided to be made open to all cllrs at the next full council meeting

Committee **APPROVED** the formation of the 'Stonehouse Arboretum and Outdoor Spaces Working group'. The working group to be formed once Cllr Membership has been determined and Terms of Reference **AGREED**.

E/824 To discuss the details on the proposed consultation for the planting of the Tree of Gernika.

Once the exact location has been determined (proposed between the Pump and Flagpole) Committee **RESOLVED** to consult on the installation of the Tree of Gernika in the following ways:

- To erect a stake in the ground attaching a notice providing relevant information
- To write a letter to residents located immediately adjacent to the Green explaining the history and significance of the tree
- Inform the public through Social Media and the council's website

E/819 To provide a response on the Government's consultation on reforms to National Planning Policy Framework (NPPF).



STONEHOUSE **TOWN COUNCIL**

Committee **RESOLVED** to provide a response to the consultation in letter form to confirm the council's strength of feeling that its ability to comment on future planning applications to the current extent, should remain unaffected.

E/820 To note the temporary road closure for Stroud Half Marathon 2024.

Committee **NOTED** the closure

E/821 To approve new signage for the Willow Tree Practice.

The request was fully discussed. It was felt that the council would be setting a precedence for advertising on the Town Green should it approve the Medical Centre's request. It was also felt that the proposed location for one of the signs would potentially result in the damage to an established tree located immediately adjacent to the medical centre's access road.

Committee **RESOLVED** to **NOT APPROVE** the Medical Centre's request to erect signage on the Town Green

E/822 To comment on and feedback to Stroud District Council on their Cultural and Delivery Action Strategy.

Committee **RESOLVED** to respond to the consultation in letter form explaining that the town council could see the potential alignment within the Cultural and Delivery Action Strategy with the wide range of ideas currently under discussion for projects such as the development of the Ship Inn site.

E/823 To recommend the formation of a new Woodland & Outdoor Spaces Management sub-committee/working group.

Agenda item brought forward - see above for details

E/824 To discuss the details on the proposed consultation for the planting of the Tree of Gernika.

Agenda item brought forward - see above for details

E/825 To recommend for council approval town council applications for both the Woolpack and Globe Public Houses to become 'Assets of Community Value'

Due to its concern for the continued existence of both 'The Globe' and 'The Woolpack' as public houses, Committee **RECOMMENDED** council approve the submission of applications to Stroud District Council for both to be considered as 'Assets of Community Value'

E/826 To comment on planning applications.

S.24/1389/FUL Unit 1, Pear Tree Way, Stonehouse



Installation of a dust extraction unit on the north elevation (including filters, hopper & motor housing) & 4no. paint booth extracts on the southern elevation.

Respond by 3rd September.

Decision: 'Stonehouse Town Council objects to this planning application under the Material Planning Considerations of 'Noise or Disturbance'. This council is extremely concerned about the impact of the noise that would be generated, on nearby residential properties and especially the cumulative effect with the noise being produced from factories nearby'.

E/827 To receive a report on planning decisions received from Stroud District Council.

Committee RECEIVED the update

E/828 To receive Working Groups updates. Members may wish to note

any reports from the following:

Comms - A survey of local residents is currently being undertaken in relation to the council's newsletter through Facebook and In Person interactions in the town. The results to be provided to Committee

Stroudwater (Bristol Road) Station - The WG has not met recently

Canal Rejuvenation - Translocation of reptiles taking place over the next four weeks. Working to clear the site of vegetation in early October

Transport and Highways - Meeting to be convened by the Clerk to discuss approach to dealing with weed issue

Public Rights of Way - Nothing to report

Recreation - Meeting due later this week with planning officer to discuss Stagholt.

E/829 Date of next Environment Committee meeting: Monday 30th September 2024.

Committee NOTED the date of the next meeting

Future Provision of Edge Approval Lists to Councillors

Purpose

The purpose of this proposal is to seek approval for changing and simplifying the lists of expenditure transactions, or Approval/Payment Lists, submitted to Council and Business Committee for authorisation.

Current position

Officers produce a list of expenditure transactions for Full Council or Business Committee approval prior to making BACS payments. However, these Approval Lists consist not only of BACS transactions but also payments made by Direct Debit, Standing Order and Debit Card.

The inclusion of paid items on the Approval/Payment List has several disadvantages:

- The List does not show only those payments requiring prior councillor signatory approval before payment by Lloyds Bank – they include payments already authorised (annually) and paid.
- Councillors are, in effect, asked to retrospectively approve payments made by Direct Debit and Standing Order unnecessarily. Approval has already been granted at the start of each year by FTC. This duplication of authorisation takes up a considerable amount of officers' time as there is a constant need for cross referencing between lists; this can be fairly confusing at times.
- At present, because D/D and S/O transactions cannot be closed off on Edge until this retrospective authorisation, Edge is slow to reflect the current financial situation when producing various budget reports.
- Edge Approval/Payment Lists do not provide a 'Payment Type' column heading therefore, after councillors approval, officers have to work through the list, cross referencing against bank statements, to strike out all non-BACS transactions to ensure that they are not paid again by BACS in error (albeit this is a rare occurrence); a process that takes time. Producing a BACS transactions only list would lead to considerable clarification and further time saving for officers and signatories.

Unlike D/D and S/O payments, Debit Card transactions are not pre-authorised though, when practicable, officers do seek pre-authorisation. Officers also limit the use of the STC Debit Card as far as possible. However, sometimes items are needed urgently, e.g. Health and Safety equipment; also many traders will only accept card payments rather than setting up an account. Therefore, officers will be required to continue seeking retrospective authorisation for card payments.

Change to Adding Transactions

In the last few weeks, officers have amended how transactions are entered on to Edge. For each new transaction, the 'Payment Type' field is now completed using one of four categories: BACS, Direct Debit, Standing Order and Debit Card. In addition, officers have retrospectively added the payment type to all transactions for the 2024/25 financial year. This extra field allows easy identification and reporting of transactions by each of the four different payment methods.

Suggested Way Forward

After extensive consultation with Edge Support, officers are minded to propose the following to help clarify and simplify future Approval/Payment Lists.

Officers will provide councillors with two Approval/Payment Lists:

- one detailing forthcoming BACS payments for pre-authorisation
- one detailing Debit Card transactions seeking retrospective authorisation.

This split into two Approval/Payment Lists should result in timesaving, reduced risk of duplicate payments and reduced potential for confusion. After Council/Committee authorisation, officers will be able to work directly from the same BACS Approval/Payment List – without the need to remove all D/D, D/C and S/O payments – before seeking signatory approval for Edge and Lloyds payment.

Officers are not proposing to remove Direct debit and Standing Order payments from council oversight. In addition to providing the two new Approval/Payment Lists to Full Council and Business Committee, officers will produce two further reports showing all Direct Debit and Standing Order payments. Officers will not be seeking

retrospective approval for these payments but will produce the necessary reports to update Council/Committee on payments made to date.

Conclusion

The current methodology used by officers to seek Council approval requires a level of detail that is unnecessary and takes considerable time to train newcomers to the organisation to master.

With the recommended changes including necessary amendments to the Council's Financial Regulations, the process will be much simplified for users, signatories and report readers.

Recommendations

Subject to agreed changes to the Council's Financial Regulations, the following is recommended:

- Officers to produce two Approval/Payment Lists for FTC/BC approval: a BACS list for pre-authorisation and a Debit Card list for retrospective authorisation.
- In addition, officers will provide two new reports for Council/Committee oversight detailing Standing Order and Direct Debit payments made.

Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/24

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
		£117.00			Stroud Alarms - Total ✓	
3917		£723.56	1190/6	15/08/24	Stroud District Council - Balancing payment for litter bin collections 2024/25	401805737
3942		£85.00	2050/1	03/09/24	Stroud District Council - Road Closure - Goodwill 2024	Stonehouse7.12.24
		£808.56			Stroud District Council - Total ✓	
3907		£2,850.00	1190/1	11/08/24	T W Hawkins & Sons - Contract mowing - August & provisional area	13512
		£2,850.00			T W Hawkins & Sons - Total ✓	
3905		£20.00	1040/4	08/08/24	Voipfone - Auto Top Up	1014480307
3918		£8.40	1040/4	17/08/24	Voipfone - August 2024 - Renewal of number and PBX - paid by DD	1014487298
		£28.40			Voipfone - Total ✓	
3904		£70.81	1070/2	08/08/24	WaterPlus - July 2024 - Water TH D/D	6514249
3908		£18.29	1180/2	14/08/24	WaterPlus - July 2024 - Water - Pod D/D	6604372
3933		£86.06	1140/2	29/08/24	WaterPlus - August 2024 - Water - Pavilion	6714167
		£175.16			WaterPlus - Total ✓	
3903		£1,481.79	1140/3	08/08/24	YU Energy - Outstanding Electricity Workshop/Pavilion - replaces opening creditor transaction 3664. D/D's halted by YU Energy in Nov 23 and invoices not issued until July 2024. (See attachment.) See also transaction 3913.	
3913		£4,448.90	1140/3	19/08/24	YU Energy - Outstanding Electricity Workshop/Pavilion - replaces opening creditor transaction 3664. D/D's halted by YU Energy in Nov 23 and invoices not issued until July 2024. (See attachment.) See also transaction 3903.	
3936		£96.09	1180/3	01/09/24	YU Energy - August 2024 - Electricity - POD - D/D	1927207
3937		£213.68	1070/3	01/09/24	YU Energy - August 2024 - Electricity - TH - D/D	1927203
3938		£48.08	1070/3	01/09/24	YU Energy - August 2024 - Electricity - Library - D/D	1927204
3939		£663.16	1140/3	02/09/24	YU Energy - August 2024 - Electricity - Pavilion	1927206
		£6,951.70			YU Energy - Total ✓	
		£17,361.59			Confidential =	
Total		£37,608.30				

NEST D/D
STAFF SALARIES
PATA
MMRC - BALS 2941.90

Signature

Signature

Date

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 3. and the results of the survey.
 4. The second part of the document
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Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/24

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3915		£558.00	2050/3	20/08/24	Abbey Loos - 5 x Portaloos - Stonehouse Canal Festival, St Cyrs Church	75375
		£558.00			Abbey Loos - Total ✓	
3930		£198.00	1140/4	28/08/24	All Done and Dusted - Deep clean Pavilion toilets & shower block	2011
		£198.00			All Done and Dusted - Total ✓	
3926		£30.33		22/08/24	Amazon - 6 x Fire Action Signs for TH and for Ship Inn Site - Scandisk 128GB microsd card and CCTV signs x 2	
1		£4.39	1020		6 x Alarm Fire Action Notice Signs for Pod, Pavilion and Workshop	
2		£16.96	1220		SanDisk 128GB Ultra microSDXC card - for Ship Inn Site	
3		£8.98	1220		CCTV in operation Signs x 2 - for Ship Inn Site	
		£30.33			Amazon - Total ✓	
3931		£105.60	1050	28/08/24	Best Buy Office Chairs - Vantage Office Chair - Deputy Clerk	178259
		£105.60			Best Buy Office Chairs - Total ✓	
3927		£21.60	1080/1	24/08/24	Easy Window Cleaning - August 2024 - TH	22582
		£21.60			Easy Window Cleaning - Total ✓	
3941		£225.00	1010/2	29/08/24	GAPTC - Training - Climate, In the Hot Seat, Being a Better Councillor - Cllrs Maraboli-Roman, Watt, Kambites & Gibbs	592
		£225.00			GAPTC - Total ✓	
3901		£66.60	1150/3	07/08/24	Gloucester Locksmiths - 2 x Heavy Duty Locks - Debit Card	022886
		£66.60			Gloucester Locksmiths - Total ✓	
3906		£528.00	1220	13/08/24	Gloucestershire Wildlife Trust - Installation of reptile exclusion fence Ship Inn Site	11406
3929		£2,568.00	1220	28/08/24	Gloucestershire Wildlife Trust - Water Vole survey report & BNG Assessment	11414
		£3,096.00			Gloucestershire Wildlife Trust - Total ✓	
3899		£64.79	1150/5	31/07/24	Grundon Waste Management Ltd - July 2024 - Waste - Workshop	PSI-1109999
		£64.79			Grundon Waste Management Ltd - Total ✓	
3922		£17.57	1010/1	22/08/24	ISOPA - Diisocyanates - safe training and registration - R Helps & P Crosby	202155741
		£17.57			ISOPA - Total ✓	

Signature

Date

Signature

Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/24

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3935		£313.00	1040/1	01/09/24	Jireh Solutions Ltd - September 2024 - Contract & Remote Support	30586
3940		£232.50	1040/1	31/08/24	Jireh Solutions Ltd - Billable hours for various issues inc CCTV software installation, checking spurious emails, increasing data storage for M Dixon, wipe and return of 2 x laptops	30525
		£545.50			Jireh Solutions Ltd - Total	
3919		£465.00	1040/2	14/08/24	Jo Mew Creative - July 2024 - Website management & hosting, Divi theme, Events calendar Pro & Gravity Forms	1085
		£465.00			Jo Mew Creative - Total	
3880		£92.48	1160/3	30/07/24	John Stayte Services Ltd - July 2024 - Fuel - Diesel	
3890		£15.07	1160/3	30/07/24	John Stayte Services Ltd - July 2024 - Super Unleaded	9002341
		£107.55			John Stayte Services Ltd - Total	
3928		£3,080.40	1220	21/08/24	JPR Environmental - Vegetation clearance & Reptile fence repairs	7000
		£3,080.40			JPR Environmental - Total	
3902		£69.60	1150/4	08/08/24	Kellaway Building Supplies Ltd - Dumpy Bag Blended Topsoil	2810816
		£69.60			Kellaway Building Supplies Ltd - Total	
3923		£7.00	1090/2	22/08/24	Lloyds Bank - August Bank Charges	434105953
		£7.00			Lloyds Bank - Total	
3916		£78.00	1180/5	20/08/24	M D Electrical Contracting - Repairs to Pod Roller Shutters	1854
		£78.00			M D Electrical Contracting - Total	
3900		£292.68	1050	07/08/24	Office Boffins - Office Chairs x 2 - Debit Card	
		£292.68			Office Boffins - Total	
3943		£116.68	1040/5	30/08/24	Prolific Solutions (South West) Ltd - August 2024 - Printer TH	
		£116.68			Prolific Solutions (South West) Ltd - Total	
3925		£169.99	1220	21/08/24	Reolink - CCTV Camera & Solar Panel - Ship Inn Site	3414366
		£169.99			Reolink - Total	
3932		£117.00	1090/2	23/08/24	Stroud Alarms - Attend Pod's CCTV system, demonstrate live view and playback at TH	59511

Signature

Signature

Date

Purchase Day Book

Purchase Day Book

Showing only

Account type All

Supplier

Type

All

Ledger Date before

Paid date before

Payment type

Direct Debit

Ledger Date after

Paid date after

Reference

No.	Date	Invoice no.	Supplier	Details	Heading	Net	Vat type	Vat	Gross Due	Payment Reference	Paid
3890	30/07/24	9002341	John Stayte Services Ltd	July 2024 - Super Unleaded	1160/3	£12.56	20% Standard	£2.51	£15.07	29/08/24	
3880	30/07/24		John Stayte Services Ltd	July 2024 - Fuel - Diesel	1160/3	£77.07	20% Standard	£15.41	£92.48	29/08/24	
3923	22/08/24	434105953	Lloyds Bank	August Bank Charges	1090/2	£7.00	Zero Rated	£0.00	£7.00	21/09/24	
3910	19/08/24		NEST	August 2024	1000/1	£2,819.65	Outside the S	£0.00	£2,819.65	18/09/24	
3905	08/08/24	1014480307	Voipfone	Auto Top Up	1040/4	£16.67	20% Standard	£3.33	£20.00	07/09/24	
3918	17/08/24	1014487298	Voipfone	August 2024 - Renewal of number and PBX - paid by DD	1040/4	£7.00	20% Standard	£1.40	£8.40	16/09/24	
3904	08/08/24	6514249	WaterPlus	July 2024 - Water TH D/D	1070/2	£70.81	Zero Rated	£0.00	£70.81	07/09/24	
3908	14/08/24	6604372	WaterPlus	July 2024 - Water - Pod D/D	1180/2	£18.29	Zero Rated	£0.00	£18.29	13/09/24	
3933	29/08/24	6714167	WaterPlus	August 2024 - Water - Pavilion	1140/2	£86.06	Zero Rated	£0.00	£86.06	28/09/24	
3938	01/09/24	1927204	YU Energy	August 2024 - Electricity - Library - D/D	1070/3	£45.79	5%	£2.29	£48.08	01/10/24	
3937	01/09/24	1927203	YU Energy	August 2024 - Electricity - TH - D/D	1070/3	£203.50	5%	£10.18	£213.68	01/10/24	
3936	01/09/24	1927207	YU Energy	August 2024 - Electricity - POD - D/D	1180/3	£91.51	5%	£4.58	£96.09	01/10/24	
3939	02/09/24	1927206	YU Energy	August 2024 - Electricity - Pavilion	1140/3	£631.58	5%	£31.58	£663.16	02/10/24	
13	Transactions				Total	£4,087.49		£71.28	£4,158.77		

Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/24

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3915		£558.00	2050/3	20/08/24	Abbey Loos - 5 x Portaloos - Stonehouse Canal Festival, St Cysr Church	75375
		£558.00			Abbey Loos - Total	
3926		£30.33		22/08/24	Amazon - 6 x Fire Action Signs for TH and for Ship Inn Site - Scandisk 128GB microsd card and CCTV signs x 2	
1		£4.39	1020		6 x Alarm Fire Action Notice Signs for Pod, Pavilion and Workshop	
2		£16.96	1220		SanDisk 128GB Ultra microSDXC card - for Ship Inn Site	
3		£8.98	1220		CCTV in operation Signs x 2 - for Ship Inn Site	
		£30.33			Amazon - Total	
3931		£105.60	1050	28/08/24	Best Buy Office Chairs - Vantage Office Chair - Deputy Clerk	178259
		£105.60			Best Buy Office Chairs - Total	
3901		£66.60	1150/3	07/08/24	Gloucester Locksmiths - 2 x Heavy Duty Locks - Debit Card	022886
		£66.60			Gloucester Locksmiths - Total	
3922		£17.57	1010/1	22/08/24	ISOPA - Diisocyanates - safe training and registration - R Helps & P Crosby	202155741
		£17.57			ISOPA - Total	
3900		£292.68	1050	07/08/24	Office Boffins - Office Chairs x 2 - Debit Card	
		£292.68			Office Boffins - Total	
3925		£169.99	1220	21/08/24	Reolink - CCTV Camera & Solar Panel - Ship Inn Site	3414366
		£169.99			Reolink - Total	
Total		£1,240.77				

Signature

Signature

Date

Purchase Day Book

Showing only Account type All

Supplier

Type All

Ledger Date before

Paid date before

Payment type

Ledger Date after

Paid date after

Reference

Standing Order

No.	Date	Invoice no.	Supplier	Details	Heading	Net	Vat type	Vat	Gross Due	Payment Reference	Paid
3909	12/08/24	23/1428/PP	PATA Payroll	August 2024	1000/1	£74.60	Outside the S	£0.00	£74.60	11/09/24	
3912	19/08/24		Staff Salaries	August 2024	1000/1	£11,525.44	Outside the S	£0.00	£11,525.44	18/09/24	
Total						£11,600.04		£0.00	£11,600.04		

Fuel	Site	MPA N	Contract Start Date	Contract End Date	Contract Term (months)	All/Day Unit Rate (p/kWh)	Night Rate (p/kWh)	Eve & Wknd (p/kWh)	Standing Change (p/day)	Day/All Consumption	Night Consumption	Eve & Wknd Consumption	Estimated Annual Cost
Electricity	OLDENDS LANE PLAYING FIELD STONEHOUSE GL10 2DG	####	01/04/2025	31/03/2027	24	27.575	19.683	19.683	141.110	17000		6000	£6,383.78
Electricity	YOUTH CLUB OLDENDS LANE STONEHOUSE GL10 2DG	####	01/04/2025	31/03/2027	24	23.303	16.966		80.140	4000	1600		£1,496.09
Electricity	1 QUEENS ROAD STONEHOUSE GL10 2NH	####	01/04/2025	31/03/2027	24	23.303	16.966		80.140	5000	1000		£1,627.32
Electricity	HIGH STREET STONEHOUSE GL10 2NG	####	01/04/2025	31/03/2027	24	22.183			49.880	2050			£636.77
Gas	STONEHOUSE POST OFFICE QUEENS ROAD STONEHOUSE GL10 2NH	####	03/12/2024	02/12/2026	24	7.830			29.708	19344			£11,767.03

Fuel	Site	MPA N	Contract Start date	Contract End Date	Contract Term (months)	All/Day Unit Rate (p/kWh)	Night Rate (p/kWh)	Eve & Wknd Charge (p/day)	Day/All Consumption	Night Consumption	Eve & Wknd Consumption	Estimated Annual Cost
Electricity	OLDENDS LANE PLAYING FIELD STONEHOUSE GL10 2DG	####	01/04/2025	31/03/2027	24	28.424		141.110	17000		6000	£6,579.05
Electricity	YOUTH CLUB OLDENDS LANE STONEHOUSE GL10 2DG	####	01/04/2025	31/03/2027	24	25.603	19.266	80.140	4000	1600		£1,624.89
Electricity	1 QUEENS ROAD STONEHOUSE GL10 2NH	####	01/04/2025	31/03/2027	24	25.603	19.266	80.140	5000	1000		£1,765.32
Electricity	HIGH STREET STONEHOUSE GL10 2NG	####	01/04/2025	31/03/2027	24	24.483		49.880	2050			£683.91
Gas	STONEHOUSE POST OFFICE QUEENS ROAD STONEHOUSE GL10 2NH	####	03/12/2024	02/12/2026	24	8.330		29.708	19344			£12,377.96

[illegible]

YU Energy Current Tariff

YU Energy Current Tariff

Electricity (24 Month Option)

[illegible]

YU Energy Renewal

YU Energy - Council

Electricity (24 Month Option)

Fuel	Site	MPA N	Contract Start Date	Contract End Date	Contract Term (months)	All/Day Unit Rate (p/kWh)	Night Rate (p/kWh)	Eve & Whnd (p/kWh)	Standing Charge (p/day)	Day/All Consumption	Night Consumption	Eve & Whnd Consumption	Estimated Annual Cost
Electricity	QILDENS LANE PLAYING FIELD STONEHOUSE GL10 2DG	####	01/04/2025	31/03/2027	24	27.575		19.683	141.110	17000		6000	£6,383.78
Electricity	YOUTH CLUB OLDENDS LANE STONEHOUSE GL10 2DG	####	01/04/2025	31/03/2027	24	23.303	16.966		80.140	4000	1600		£1,496.09
Electricity	1 QUEENS ROAD STONEHOUSE GL10 2NH	####	01/04/2025	31/03/2027	24	23.303	16.966		80.140	5000	1000		£1,627.32
Electricity	HIGH STREET STONEHOUSE GL10 2NG	####	01/04/2025	31/03/2027	24	22.183			49.880	2050			£636.77
Gas	STONEHOUSE POST OFFICE QUEENS ROAD STONEHOUSE GL10 2NH	####	03/12/2024	02/12/2026	24	7.830			29.708	19344			£11,767.03

YU Energy Renewal - (100% Green)

YU Energy - Council REGO Certified

Electricity (24 Month Option)

Fuel	Electricity (24 month option)												
	MPA N	Site	Contract Start Date	Contract End Date	Contract Term (months)	All/Day Unit Rate (p/kWh)	Night Rate (p/kWh)	Eve & Wknd (p/kWh)	Standing Charge (p/day)	Day/All Consumption	Night Consumption	Eve & Wknd Consumption	Estimated Annual Cost
Electricity	####	OLDENDS LANE PLAYING FIELD STONEHOUSE GL10 2DG	01/04/2025	31/03/2027	24	28.424		20.592	141.110	17000		6000	£6,579.05
Electricity	####	YOUTH CLUB OLDENDS LANE STONEHOUSE GL10 2DG	01/04/2025	31/03/2027	24	25.603	19.266		80.140	4000	1600		£1,624.89
Electricity	####	1 QUEENS ROAD STONEHOUSE GL10 2NH	01/04/2025	31/03/2027	24	25.603	19.266		80.140	5000	1000		£1,765.32
Electricity	####	HIGH STREET STONEHOUSE GL10 2NG	01/04/2025	31/03/2027	24	24.483			49.880	2050			£683.91
Gas	####	STONEHOUSE POST OFFICE QUEENS ROAD STONEHOUSE GL10 2NH	03/12/2024	02/12/2026	24	8.330			29.708	19344			£12,372.96

British Gas Lite

British Gas Council

Electricity (24 Month Option)

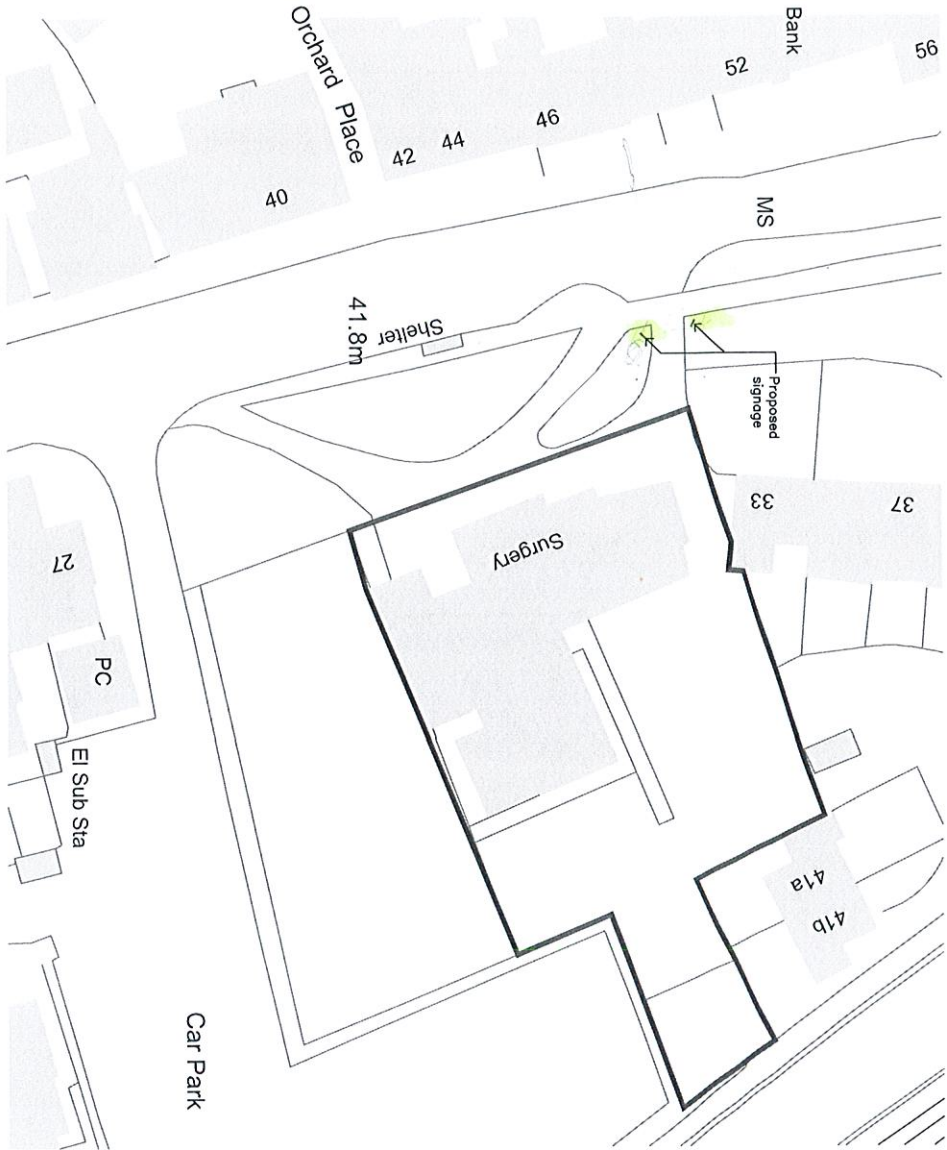
Fuel	Site	MPA N	Contract Start Date	Contract End Date	Contract Term (months)	All/Day Unit Rate (p/kWh)	Night Rate (p/kWh)	Eve & Wknd (p/kWh)	Standing Charge (p/day)	Day/All Wknd Consumption	Night Consumption	Eve & Wknd Consumption	Estimated Annual Cost
Electricity	OLDENDS LANE PLAYING FIELD STONEHOUSE GL10 2DG	####	01/04/2025	31/03/2027	24	28.620		23.450	42.000	17000		6000	£6,425.70
Electricity	YOUTH CLUB OLDENDS LANE STONEHOUSE GL10 2DG	####	01/04/2025	31/03/2027	24	27.480	22.500		42.000	4000	1600		£1,612.50
Electricity	1 QUEENS ROAD STONEHOUSE GL10 2NH	####	01/04/2025	31/03/2027	24	27.480	22.500		42.000	5000	1000		£1,752.30
Electricity	HIGH STREET STONEHOUSE GL10 2NG	####	01/04/2025	31/03/2027	24	24.530			84.710	2050			£812.01
Gas	STONEHOUSE POST OFFICE QUEENS ROAD STONEHOUSE GL10 2NH	####	03/12/2024	02/12/2026	24	7.350			44.870	19344			£12,188.07

YU Energy Current Tariff

YU Energy Current Tariff

Electricity (24 Month Option)

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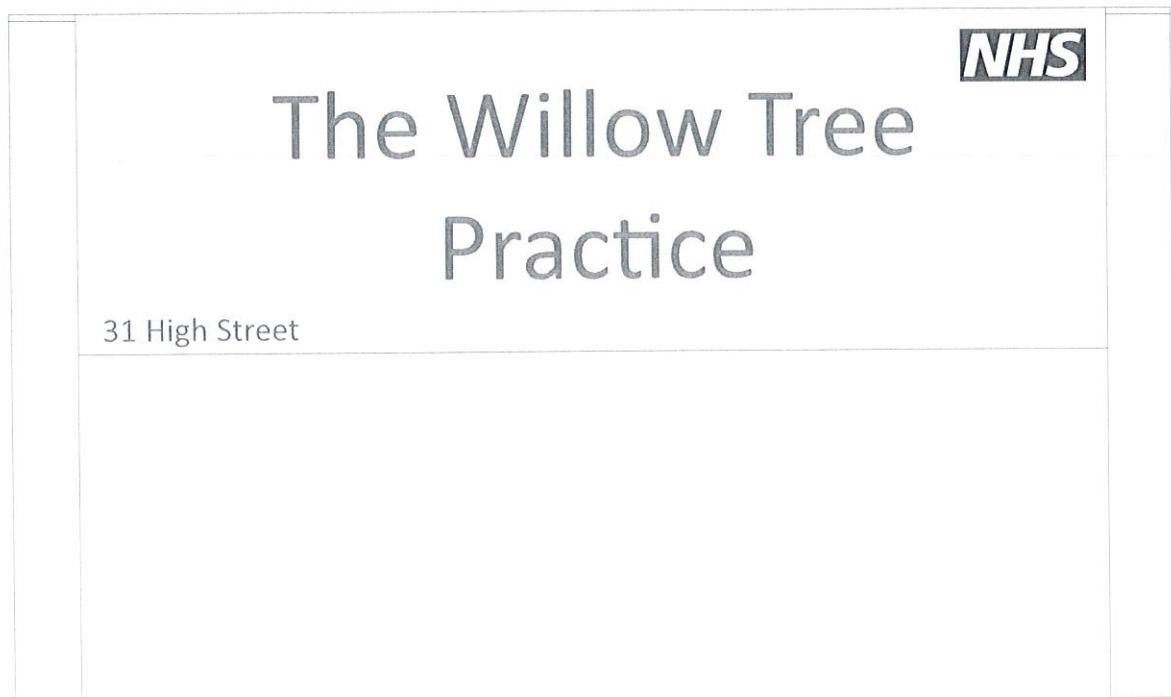


31 HIGH STREET, STONEHOUSE, GL10 2NG
PROPOSED SIGNAGE
SITE PLAN 1:500 @ A3

Clear sign with stand off studs
1200x780mm



Sign Tray with Square Posts
1220x400mm



DOVEROW HILL/VERNEY FIELDS
TOWN GREEN APPLICATION JB/77161

DEFINITION

"a significant number of the inhabitants of any locality, or of any neighbourhood within a locality, have indulged as of right in lawful sports and pastimes on the land for a period of at least 20 years"

.....

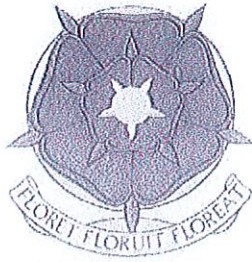
THE FACTS

- In 2016 Stroud District Council approved Stonehouse Town Council's Neighbourhood Plan which successfully designated five areas as Local Green Spaces. Doverow Hill/Verney Fields was one of the five areas identified.
- Stonehouse Town Council (STC) started the Town Green application process on the 28th of March 2022 with the formal minute B/394, recording the fact.
- When Doverow Hill/Verney Fields was put up for sale STC submitted a sealed bid of £90,000 on the 25th of April 2022. They were notified that this was successful on the 19th of May 2022.
- In July 2022 STC received a request from the Land Agent to increase their bid.
- STC decided at a meeting of the Council not to increase its bid as the required sum exceeded the value of the land as recommended by their appointed Land Valuer.
- A Council email dated the 8th of July 2022 advised the land agent for the Seller that STC were not willing to increase its offer and recommended they inform the Buyer and the Seller of STC's intention to continue with the Town Green application.

- STC submitted its Town Green application on the 27th of February 2023. In March 2023 a network of barbed wire fences was erected by the new owners. Access to Doverow Wood was restricted to the long-neglected footpaths which had been removed as part of the quarrying activities of the Stonehouse Brick and Tile Works.
- With the help of the Cotswold Rangers and £19,000 from Gloucestershire County Council an attempt was made to restore these old footpaths. On wet days the paths are slippery and present a challenge to most walkers, especially those with dogs. Passing safely on the paths in some places is difficult, if not impossible.
- At each point of the Town Green application process STC have asked the people of Stonehouse for their support, culminating in an incredible 1,100 positive responses to the public consultation. The population of Stonehouse is 8,200 approx.
- The costs incurred by the Council so far have been limited to approximately £300. An earmarked reserve of £10,000 has been allocated for any possible legal expenses in the event of the application going to a Non-Statutory Inquiry. So far nothing has been spent from reserves.
- Stonehouse Town Council has tried many times to engage with the new owners, each attempt being rebuffed.
- Recent attempts by the owners to engage with the people of Stonehouse.
 1. Dumping four derelict caravans in positions to obscure viewing points.
 2. Dividing the land into smaller packages for sale.
 3. Applying to fell large tracts of regenerating growth covered by a Tree Preservation Order
 4. Social media sites are frequently used to project negative views of the Council, Councillors and anybody who wishes to continue accessing Doverow as they and the generations before them have.

None of these will stop the Town Green application or the Footpath Modifications Orders from going forward.

TC 3306. Candidate 1 (C1)



STONEHOUSE TOWN COUNCIL

Stonehouse Co-option Policy

1. Public notice of a vacancy

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The Council will advertise the vacancy on its public noticeboards, Council website and Stonehouse Town Council social media sites.

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In line with its Diversity and Equality Policy, the Council will follow a process which is fair, open and transparent and will encourage involvement from people from a diverse range of backgrounds, experiences and abilities.

Individuals must meet the eligibility criteria, in accordance with the Local Government Act 1972, Section 79 and must:

- be at least 18 years old
- be a British citizen or an eligible Commonwealth citizen and
- meet at least one of the following four qualifications:
 - a. You are, and will continue to be, registered as a local government elector for the parish/community in which you wish to stand from the day of your nomination onwards.
 - b. You have occupied as owner or tenant any land or other premises in the parish/community area during the whole of the 12 months before the day of your nomination and the day of election.
 - c. Your main or only place of work during the 12 months prior to the day of your nomination and the day of election has been in the parish/community area.
 - d. You have lived in the parish/community area or within three miles of it during the whole of the 12 months before the day of your nomination and the day of election.

(C1)

Disqualification would occur if the candidate holds paid office or other place of profit in the gift or disposal of the Council or Committee, or under a company controlled by the council; is subject to a bankruptcy restrictions order, or has within 5 years before the election or since his/her election been convicted in the UK, Channel Islands, or Isle of Man with a sentence of not less than 3 months imprisonment, or any enactment relating to corrupt or illegal practices.

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Candidates are welcome to speak to the Town Clerk and other Councillors at any convenient time. Candidates are encouraged to attend a committee meeting and/or a Town Council meeting if they can.

4. Procedure

4.1 Interested candidates are asked to submit a completed application form to the Town Clerk (Proper Officer) by the date specified in the Vacancy Notice.

4.2 Completed application forms will be circulated to all Councillors prior to the meeting date set for Co-option.

4.3 The candidates will be invited to attend the Town Council meeting at which their application will be decided. Candidates will be advised in advance of the date, time, place and co-option item number on the agenda of the meeting.

4.4 At the meeting councillors will have the opportunity to ask questions of the candidates.

4.5 When there is more than one candidate, the Chairman will place the names of those nominated in alphabetical order and proceed to vote. Councillors will have one vote per vacancy to be filled.

4.6 Voting will be in accordance with Standing Orders by a show of hands after the candidates have left the room and will continue until one candidate has received an absolute majority of those Councillors present.

4.7. Should no single candidate receive a majority on the first vote, the candidate with the lowest number of votes is eliminated. Voting will then take place for the remaining candidates, until one person receives an absolute majority.

4.8. When voting for all vacancies has been completed successful candidates will be declared co-opted to the TC and will be asked to join the meeting.

4.9. A candidate will fail to become elected if not receiving an absolute majority from those present and voting. If the vacancy remains unfilled and is re-advertised, an unsuccessful candidate who stood unopposed will not be reconsidered for the same vacancy.

(c1)

4.10 Successful candidates are then Councillors in their own right, with rights, roles and responsibilities no different from those of any other member; co-option is a legitimate form of the election process.

5. Co-Option Application Form

Full name: Carol Trim Carol Trim

Address:
.....
.....

.....Length of time at that
address:25.....years.... months

Date of Birth (optional):
.....

Business or place of work within the parish:

.....The Flower Shop.....

Telephone.....

Email.....

The Council requires a statement in writing from candidates, that they:

- meet the criteria for eligibility, set out in s.79 of the 1972 Act, to be a member of the Council, and
- are not disqualified, pursuant to s.80 of the 1972 Act, to be a member of the Council.

I confirm that I meet the eligibility criteria above.

SignatureCarol Trim.....

Date.....4.6.24.....

My application is supported by the following statement:

I confirm that I meet the criteria for eligibility as stated above.

I confirm I am not disqualified as stated above

Personal Statement

I live in the North Ward of Stonehouse and have done so for over 20 years. I also work at The Flower Shop part-time helping with their deliveries. In addition, I deliver The Local Answer magazine once a month in Little Australia having previously had a round on the Park Estate. I was a

[REDACTED]

[REDACTED]

[REDACTED]

(c1)

governor at Maidenhill School some years ago and was Chair there for a brief period. I have also done work with Park Juniors. I have been a trainer for the past 12 years teaching teachers how to use and successfully implement a reading programme but have had more time to do other things since the role finished in July last year. I have had to think carefully about how I am going to replace that role, which was one I loved doing.

I have watched the town grow from strength to strength over the years and would like to be involved in keeping that going. My work over many years has always been involved with people and I hope that my strengths include knowing how to listen, understand, talk, reason and maybe persuade. I don't shy away from tricky conversations but won't tolerate rudeness and unreasonable behaviour either. I am my own person, but happy to join in with group decisions.

In addition to the small paid jobs mentioned above, I also do some voluntary roles. I have been a governor at Eastington Primary School for over 20 years and, this year, have taken on the role of Chair. I have also just applied for, and been accepted onto, the Management Committee of Gloucestershire Health Education Service (GHES) and have been a member of the Community Engagement Board (CEB 2030), set up by Stroud District Council, since its inception two years ago. I have just attended an online Carbon Literacy course and am waiting to hear if I have gained the accreditation.

Joining Stonehouse Town Council would be the final piece of the jigsaw to give me the purpose I have been looking for since last July. There is no conflict in any of these roles in terms of meeting days and times or the type of

(C1)

work, but there could be interesting opportunities for collaborations maybe between the council, schools and CEB now and in the future.

Last reviewed: 14th February 2022 (TC2752)

Next Review: 2025

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1000 1000

1000 1000 1000 1000

4.10 Successful candidates are then Councillors in their own right, with rights, roles and responsibilities no different from those of any other member; co-option is a legitimate form of the election process.

5. Co-Option Application Form

Full name: STEPHEN MORRIS HUNTER

Address: [REDACTED]

.....Length of time at that address: 2 years 4 months

Date of Birth (optional):

[REDACTED]

Business or place of work within the parish:

RETIRED

Telephone: [REDACTED]

Email: [REDACTED]

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- are not disqualified, pursuant to s.80 of the 1972 Act, to be a member of the Council.

I confirm that I meet the eligibility criteria above.

Signature [REDACTED]

Date: 6 JUNE 2024

My application is supported by the following statement:

(See separate sheet if necessary.)

Last reviewed: 14th February 2022 (TC2752)

Next Review: 2025

(C2)

STEPHEN HUNTER,

STONEHOUSE,

GLO`S.

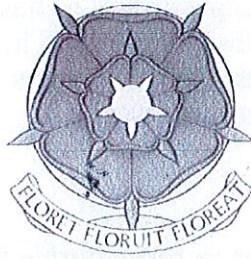
GL10 2QP

[REDACTED]

I have lived in Stroud area for 30 years and in Stonehouse for the past 2 .
I and now retired. Have worked for the NHS and in social housing, held
positions in my trade union both locally and regionally. I am also a member of
Stroud Trades Council , National Pensioners Convention, a member of award
winning Stroud Against The Cuts and a member of the Cooperative Party.
My aspirations are to promote more council housing, protect and manage our
local environment and support the community.
My concerns are the unnecessary austerity, cost of living, high energy prices
and to promote a comprehensive NHS dental service.

S.M.Hunter

[REDACTED]



STONEHOUSE TOWN COUNCIL

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- be at least 18 years old
- be a British citizen or an eligible Commonwealth citizen and
- meet at least one of the following four qualifications:
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 - c. Your main or only place of work during the 12 months prior to the day of your nomination and the day of election has been in the parish/community area.
 - d. You have lived in the parish/community area or within three miles of it during the whole of the 12 months before the day of your nomination and the day of election.

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(C3)

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5. Co-Option Application Form

Full name: KEITH ROLAND CREIGHTON

Address: [REDACTED]

.....Length of time at that
address: 11 years 11 months

Date of Birth (optional):
[REDACTED]

Business or place of work within the parish:

RETIRED

Telephone: [REDACTED]

Email: [REDACTED]

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- are not disqualified, pursuant to s.80 of the 1972 Act, to be a member of the Council.

I confirm that I meet the eligibility criteria above.

Signature: [REDACTED]

Date: 24/5/24

My application is supported by the following statement:

(See separate sheet if necessary.)

Attached.

Last reviewed: 14th February 2022 (TC2752)

Next Review: 2025

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]

[REDACTED]

Keith Creighton

Co-option statement May '24

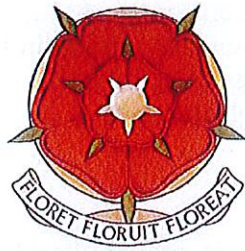
I've have very much enjoyed working alongside fellow councillors over the past few years on various projects to enhance and increase the town's profile and improve Stonehouse for residents, to which I am 100% committed.

I hopefully will be co-opted to the Council so I can continue the projects I was working on together with new ventures.

[Redacted signature]

Keith Creighton

Signature: _____



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 - c. Your main or only place of work during the 12 months prior to the day of your nomination and the day of election has been in the parish/community area.
 - d. You have lived in the parish/community area or within three miles of it during the whole of the 12 months before the day of your nomination and the day of election.

(C4)

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(C4)

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5. Co-Option Application Form

Full name: Keren Julie Capeling

Address: [REDACTED]

.....Length of time at that
address: 3.....years 7.....months

Date of Birth (optional):
[REDACTED]

Business or place of work within the parish:

The Stonehouse Gift Company

Telephone: [REDACTED]

Email: [REDACTED]

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- meet the criteria for eligibility, set out in s.79 of the 1972 Act, to be a member of the Council, and
- are not disqualified, pursuant to s.80 of the 1972 Act, to be a member of the Council.

I confirm that I meet the eligibility criteria above.

Signature KJ Capeling

Date 24.5.24

My application is supported by the following statement:

(See separate sheet if necessary.)

I confirm that I meet the criteria for eligibility, set out in s.79 of the 1972 Act, and I'm Not disqualified, pursuant to s.80 of the 1972 Act

Last reviewed: 14th February 2022 (TC2752)

Next Review: 2025

1941

1941

(C4)

Subject: Supporting statement

I want to be a town councillor as I want to be able to help people in my community, highlighting their issues and helping where possible and bringing Stonehouse residents together.

I have lived in Stonehouse for 4 years with my son. I run a small gift shop business called The Stonehouse Gift Company and also do the Stonehouse market once a month.

2;years ago I was diagnosed with cancer thankfully I'm a lucky one as I'm a survivor, what it has given me is a zest to do some good in and around where I live.

I feel I would bring a new energy to the team of councillors with my firm but very fair approach and empathy to go with it.

My first goal would to bring in as many of the local businesses to become a part of the safe space scheme ensuring the safety of those who live, work and visit the town. I know Stonehouse council has applied to be a part of the initiative.

Keren

4.10 Successful candidates are then Councillors in their own right, with rights, roles and responsibilities no different from those of any other member; co-option is a legitimate form of the election process.

5. Co-Option Application Form

Full name	WENDY THOMPSON
Home address	[REDACTED]
Inc. Postcode	STONEHOUSE GL10 2W
Length at that address	years 15 months 2
Telephone number	[REDACTED]
Mobile number	/
Email	[REDACTED]

Legal qualifications for being a parish councillor, set out in s.79 of the 1972 Act
(To qualify you must be able to answer 'Yes' to both of the questions below)

Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country?	Yes/No-
Are you 18 or over?	Yes/No.

(To qualify you must be able to answer 'Yes' to at least one of the questions below)

Are you on the electoral register for the parish of Stonehouse?	Yes/No-
Have you lived either in the ward of Stonehouse, or within three miles of its boundary, for at least a year?	Yes/No-
Have you been the owner or tenant of land in the ward of Stonehouse for at least a year?	Yes/No
Have you had your only or main place of work in the ward of Stonehouse for at least a year?	Yes/No.

DISQUALIFICATIONS, pursuant to s.80 of the 1972 Act

(You must be able to answer No to all of the questions below to be eligible to serve as a councillor)

Are you the subject of a bankruptcy restrictions order or interim order?	Yes/No.
Have you within the last five years been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine?	Yes/No.
Are you disqualified by order of a court from being a member of a local authority?	Yes/No.

(C/S)

Please briefly outline why you are interested in being a parish councillor.
What do you want to achieve?
What do you like best in the town?

See attached sheet.

[REDACTED]

[REDACTED]

Date of Birth (optional):

.....

Business or place of work within the parish:

Home
.....

(CS)

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- are not disqualified, pursuant to s.80 of the 1972 Act, to be a member of the Council.

I confirm that I meet the eligibility criteria above.

Signature

Date..... 10 Jan 24

My application is supported by the following statement:

(See separate sheet if necessary.) provided separately - digital copy.

Last reviewed: 14th February 2022 (TC2752)

Next Review: 2025

(CS)

Stonehouse Town Council – Co-option June 2024

Applicant's supporting statement: Wendy Thomson BEd (Hons), MA, BA in Business & Enterprise, Sqn Ldr (Retd).

Why am I interested in being a Councillor?

To represent residents, bringing an independent, pragmatic female perspective and a strong sense of accountability for this civil appointment. Having experienced being elected previously, I wish to have the opportunity to continue serving our community. People feel very strongly about what goes on in their Town and I'm prepared to support them in any way I can to improve the Town for their benefit.

What do I want to achieve?

It's not a case of what I want to achieve but what we can achieve as a Council.

What do I like best in the Town?

The fact that I have lived here for over 15 years now, which makes it the longest place I've lived at in my life and so it feels like home now.

I chose to bring my children up here after leaving the RAF, not knowing the Town as I had no family connections but a job in Bristol and Stonehouse seemed to offer what I needed for my young family. Two of my children have stayed in the area and we have all supported the community in many ways.

There is a strong sense of history amongst the Town residents with many families having lived here all their lives. I would like to be part of the council shaping the Town for the future of their children and for the new families that move here to make Stonehouse their home, like I did.