



## Minutes of a meeting of the Town Council held on Monday 14<sup>th</sup> February 2022 at 7.00pm

### Present:

Councillors: Councillors: Rachel Armstrong, Chris Brine, John Callinan, Mike Davis, Carol Kambites (Vice-Chair), Gary Powell (Chair), Val Randell, Pam Swain, Keith Terry.

In Attendance: Clerk to Stonehouse Town Council

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

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There were no public presentations

- TC2741 To receive apologies**  
Apologies were received from Cllrs Mick Gibbons, Neil Gibbs, Kevin Parsons and David Thorpe. Ward Cllr Mattie Ross also gave her apologies
- TC2742 To receive declarations of Interest**  
Cllr John Callinan declared an interest in relation to agenda item TC2757 and Cllr Gary Powell to agenda item TC2752 (B)
- TC2743 To approve the minutes of the Extraordinary Meeting of the Town Council held on 31<sup>st</sup> January '22**  
Council **APPROVED** the minutes as a true and accurate record of the meeting subject to the correction of agenda item TC2746 (to add a zero to the amount mentioned in the 3<sup>rd</sup> paragraph - the amount should have read £10,000)
- TC2744 To receive the latest update on arrangements for the Stonehouse Ward By-Election**  
Council **NOTED** the update
- TC2745 To receive reports from Chair of Town Council and Town Councillors**

The Chair stated that 'In Bloom' now know the other areas involved in Heart of England 'In Bloom' - Kingsbridge and Pepworth being two of them

Cllr Carol Kambites mentioned that the dates for the 'Walkfest' have now been set 9<sup>th</sup> - 18<sup>th</sup> Sept

- TC2746 To receive reports from County and District Councillors**  
There were no updates
- TC2747 To receive RFO's budget report including the bank reconciliation for Jan '22**  
The Clerk presented the latest budget report up to and including the 31<sup>st</sup> January '22. He mentioned that council were awaiting a lease payment from 'Arquiva' which is due in February. There were no questions.  
Council **NOTED** the latest budget position showing a total 'Actual Net' Income of £361,880.44 and a total 'Actual Net' Expenditure of £268,941 and a bank reconciliation for January '22 with a closing balance of £358,255.86
- TC2748 To approve payments in accordance with the budget to date as listed**  
Council **NOTED** that there was no payments list to approve on this occasion
- TC2749 To approve the disposal of surplus and defective items currently held by the town council**  
Council **APPROVED** the disposal of the listed items detailed in the Officer's report
- TC2750 To approve Subscriptions for the 2022/23 financial year**  
Council **APPROVED** the following subscriptions for the 2022/23 financial year recognising that the rates identified within the officer's recommendation are based on financial year 2021/22 and that the rate of inflation is still to be applied  
GAPTC - £2,055; Society of Local Council Clerks - £300,  
Geosphere Parish Online - £300; Cotswold Canal Trust - £100  
Glos Playing Fields Association - £100; Fields in Trust - £65  
Glos Rural Community Council - £25
- TC2751 To approve payment arrangements for 2022/23**  
Council **APPROVED** the payment arrangements as listed by Officers in their support papers

TC2752

To receive the minutes from Business Committee's meeting on the 7<sup>th</sup> February '22 and to consider the following recommendations for approval:

**A. The council's updated Co-option policy**

Council APPROVED the updated Co-Option policy

**B. Purchase of Planters:**

- i. To purchase the water reservoir-based planting containers from 'geView' at the total cost of £6,109.25 plus vat as detailed in the company's quotation dated 27<sup>th</sup> January 2022, funded through a virement for the total amount in the current financial year (from 'Salaries/Short term contracted staff' - cost code 1000/3 to 'In Bloom/Other' - cost code 2010/4)
- ii. To award the planting and erection service from 'geView' at the total costs of £1,868.75 and £1,713.75 plus vat as detailed in the company's quotation dated 27<sup>th</sup> January 2022
- iii. To retain 'In Bloom's net budget for financial year 2022/23

Council APPROVED Business Committee recommendations (i), (ii) and (iii) as detailed above. Cllrs Pam Swain and Gary Powell abstained from voting

**C. Repairs to Stagholt Brook**

- i. To award the bank stabilisation works covering to distinct areas to JPR Environmental at a total cost of £8,800 plus vat and
- ii. For the work to be funded from the council's earmarked reserves

The Clerk reminded Councillors of the ongoing problems of bank slippage at Stagholt Brook and that comment was made within supporting papers that reflected the need at some stage to undertake further repair works to the remaining top section of the bank on the Little Australia side. An enquiry with JPR Environmental revealed that a cost saving of approximately 10% could be made should the council proceed with the additional work at the same time as the planned stabilisation works; the actual discounted cost for the additional works totalled £6,200. Councillors felt that it was wise to undertake this work before it was made necessary in order to ensure the integrity of the bank at such a vulnerable location.

The Officer's recommendations were amended to reflect the additional work.

Council therefore **APPROVED** the following recommendations:

- i. To award the bank stabilisation works covering three distinct areas to JPR Environmental at a total cost of £15,000 plus vat
- ii. For the total amount of work to be funded (£15,000 plus vat) from the Council's reserves

**D. Repainting of the town green sign**

- a. To repaint one side of the sign with the town council logo and the other side with SIB's logo and, that the frame and supporting post also be refurbished if possible.

Council **APPROVED** Business Committee's recommendation as detailed above and if necessary to replace the main post

**E. Review the continuance and Membership of the Queens Platinum Jubilee working group**

It was established that the working group had not been able to get together and establish a plan for the event. It was agreed that the council would not hold an event themselves but would act as enablers for community event organisers to apply for grants and by directing them to the District Council for advice on licensing and other related issues. In addition, it was felt that in light of the fact that the town council was already receiving queries about the Jubilee, a decision was needed immediately to establish a specific 'Grants' budget.

Cllr Chris Brine agreed to act as the lead for the Jubilee event to include drawing up the criteria for grant applications specific to the event and seek Committee approval.

Council **APPROVED**:

- a. an initial 'Grants' budget of £5,000 for the Jubilee to be funded through reserves,
- b. to be spent through the town council's 'Grants' budget heading

**TC2753 To award the town council's grounds maintenance contract for financial year 2022/23**

Council were made aware of the fact that the lowest tender for 'Core' works received totalled £500 more than was currently in the budget. The Clerk stated that the increase in costs was borne out of a requirement to use white diesel, additional pay to keep staff and the

increase in the cost of insurance; the costs above budget could be accommodated within the overall 'Amenity budget'.

Council APPROVED the Officer's recommendation for:  
'Town Council to award its grounds maintenance contract for the 2022/23 financial year to 'Sports Grounds Maintenance and Supplies' at a cost of £22,000 plus vat for Core works and, where it is felt necessary to include elements of the provisional works totalling £1,400 plus vat'.

**TC2754 To receive the minutes of the Environment Committee meeting of 17<sup>th</sup> January '22**

Council NOTED the minutes

**TC2755 To consider the following Motion put forward by Cllrs Chris Brine and John Callinan and Gary Powell:**

**"To work with Pentadel Contractors working on behalf of the new build Factory Dairy Partners to help relieve the current parking problems around the Build Site".**

The Clerk presented his concerns as detailed in supporting papers and made a clear recommendation for a suitable way forward to ensure that the council was kept as risk free as possible. Cllr Chris Brine highlighted the need to support local businesses and Cllr John Callinan stated that it was the nearby residents that should be supported by the council allowing its car park to be used by Pentadel's contractors. Cllr Brine confirmed that he has organised a meeting with Pentadel within the coming days to discuss the parking issue.

It was established that Pentadel had committed to providing parking on their site during the planning stage and that they would not allow contractors to park on the estate roads. There was a feeling that the company should be made to comply with these commitments/conditions but it was recognised that enforcing them would be difficult.

The Clerk's advice was to:

'Write to Pentadel confirming that the council wishes for it to refrain immediately from using the council's car park for its staff and contractors and, makes it clear that if it did seek to use the car park, that it makes a formal request to the council with the intention of entering into an agreement for its use and that it should pay all legal costs and a weekly sum to the council'.

Council decided to APPROVE Pentadel's use of the car park at Oldends Lane for their contractors to park for a given time period.

**TC2756** To note the date of the next Town Council Meeting: Monday 14<sup>th</sup> March '22.

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

*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.*

**TC2757** To agree a way forward in relation to the potential purchase of Verney Fields

Council **APPROVED** the following on the basis of having established an approximate budget to work to:

- To pay for an independent valuation of the land
- To delegate to Business Committee the authority to determine
  - whether to proceed with an offer to purchase the land and if so,
  - establish an upper limit to the Council's offer and proceed with an offer.