



Minutes of a meeting of the Town Council held on Monday 14th March 2022 at 7.00pm

Present:

Councillors: Councillors: Chris Brine, John Callinan, Mike Davis, Carol Kambites (Vice-Chair), Gary Powell (Chair), Val Randell, Pam Swain, Keith Terry, David Thorpe and Theresa Watt.

In Attendance: Clerk to Stonehouse Town Council, Representatives from Stonehouse Town Football Club, Severn Wye Energy Agency and Stonehouse Town Market

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

There were no public presentations

- TC2758 To receive apologies**
Apologies were received from Cllrs Rachel Armstrong, Neil Gibbs, Mick Gibbons and Kevin Parsons
- TC2759 To receive declarations of Interest**
There were no declarations of Interest
- TC2760 To approve the minutes of the Meeting of the Town Council held 14th Feb '22**
Council **APPROVED** the minutes as a true and accurate record of the meeting

With agreement, the Chair brought forward the following Agenda Items:

- TC2775 To approve the following recommendations in relation to the Council's Lease with Stonehouse Town Football Club**
- 1. To approve the final design of the Welfare Facilities/Hospitality Suite within the football ground**
 - 2. To approve payment of legal costs to reflect the new Welfare Facilities within the Council's current lease agreement**

3. To approve payment of legal costs for a ‘Deed of Variation’ to the Lease that includes redrawing the football ground’s boundary and addresses current access issues

Questions were raised in relation to what appeared to be a limited approach to incorporate energy efficiency into the build however, the club representative stated that in these extreme times, with significantly increasing material costs, it was not possible to include them at this stage; having said this, the chosen design does have improved energy efficiencies through its floor, wall and roofing insulation. Costs for further measures currently remain outside the club’s affordability envelope, but the club will continue to look for opportunities to include further energy efficient measures.

Council APPROVED the Officer’s recommendations in full with estimated legal costs totalling £900 plus vat for recommendation 2 and between £1,500 and £2,000 for recommendation 3, making a total estimated cost of £2,400 to £2,900 plus vat

TC2769 To receive the minutes of the Business Committee meeting of the 28th February ’22 and approve the following recommendations:

6. B/377 To consider for recommendation the following climate action proposal:

SWEA (South-West Energy Agency) 3 Year Incentivised Local Carbon Reduction Scheme

A representative from SWEA provided an overview of the scheme and highlighted the fact that residents on low income could benefit from Government grants to make their homes more energy efficient. It was agreed that SCCAF should be used to determine which property types are chosen for the proposal. Council APPROVED the three-year proposal costing a total of £14,071 plus vat plus monitoring equipment cost of approx. £266

TC2772 To consider a response to the recent Town Market Licensing application for Stonehouse

A representative of the Town Market was present to answer questions. It was recommended for safety and other reasons that the Memorial Green should not be included in the licence area. Council RESOLVED to support the application for a Town Market Licence subject to the removal of the Memorial Green from the licensed area

The Chair returned to the order of business

TC2761 To announce the result of the Stonehouse Ward By-Election and welcome the newly elected Councillor

The Chair welcomed new Town Councillor Theresa Watt to the council. Cllr Watt took her place at the meeting having signed a 'Declaration of Acceptance of Office'

- TC2762 To receive reports from Chair of Town Council and Town Councillors**
The Chair and Cllr Chris Brine attended a meeting with Pentadel from the new Cheese factory. Cllr Carol Kambites attended a Railway Station Steering Group meeting and Cllr Mike Davis attended a course on suicide intervention
- TC2763 To receive reports from County and District Councillors**
The Chair noted the written report provided by Cllr Nick Housden. Ward Cllr Chris Brine highlighted the work going on behind the scenes to find available properties within Stonehouse for Ukrainian refugees but stated that there seemed to be limited if any properties available for rent
- TC2764 To receive RFO's budget report including the bank reconciliation for Feb '22**
Council NOTED the budget report showing 'Actual Net' Expenditure of £296,707.79 and 'Actual Net' Income of 361,734.89 and also NOTED the bank reconciliation with a closing balance of £346,554.58
- TC2765 To approve payments in accordance with the budget to date as listed**
The Clerk highlighted the outstanding bill from Good Energy, due mainly to the company's own fault of over charging the council. Council APPROVED the payment list totalling £3,459.07
- TC2766 To receive the outcome of the Internal Control Checks for quarters three and four for the 2021/22 financial year**
Council NOTED the internal control checks and thanked Cllr Keith Terry for his efforts
- TC2767 To approve the council's Earmarked and General Reserves**
The matter was deferred to the next meeting
- TC2768 To approve back dated salary payments to staff in line with the latest agreed National Salary Award 2021/22**
Council APPROVED the Clerk's recommendation to:
'Apply the 2021/22 national pay award to all staff, including a staff member that left the authority during the year end and to back date all payments to 1st April 2021'

- TC2769** To receive the minutes of the Business Committee meeting of the 28th February '22 and approve the following recommendations:
1. **B/372** To consider for recommendation a revision to Business Committee's 'Terms of Reference'
Council APPROVED the revised Business Committee's Terms of Reference
 2. **B/373** To consider for recommendation the Council's Communications and Engagement Policy
Council APPROVED the revised Communications and Engagement Policy
 3. **B/374** To consider for recommendation changes put forward by Ellis Whittam in relation to the council's Handbook and staff related Policies
Council APPROVED the changes to the council's staff handbook and staff related policies
 4. **B/375** To consider for recommendation the Council's updated Policy register and programme of work for 2022/23
Council APPROVED the updated Policy register and programme of work for 2022/23
 5. **B/377** To consider for recommendation the following climate action proposal:
SWEA (South-West Energy Agency) 3 Year Incentivised Local Carbon Reduction Scheme
Agenda item brought forward - See above for discussion and Council decision
- TC2770** To approve the Council's Transparency Code for 2022
Council APPROVED the Transparency Code for 2022
- TC2771** To approve the council's Freedom of Information Publication Scheme for 2022
Council APPROVED the revised Freedom of Information Publication Scheme for 2022
- TC2772** To consider a response to the recent Town Market Licensing application for Stonehouse
Agenda Item brought forward - see discussion and council decision above
- TC2773** To receive the minutes of the Environment Committee meeting of 21st February '22 and to adopt the following statement:
- 'Stonehouse Town Council thanks everyone who responded to the Community Consultation on the Ship Inn site and recognises the following:
1. that 598 Stonehouse residents voted overwhelmingly for the use on the Ship Inn site to be for the Community

3. the strategic importance of the position and location of the Ship Inn Site in relation to the canal and the Town
4. the importance of this site to the Stonehouse Town's future relationship with the newly regenerated Canal corridor
5. that the Ship Inn site should be included in the future Local Plan as land not suitable for Housing and should be reserved for Community use

Stonehouse Town Council commits to work and co-operate with the Ship Inn site's owners, Stroud District Council, to achieve community use of the site'.

A proposal was made and seconded to amend the statement as follows (See underlined text) including re-numbering.
Council APPROVED the adoption of the revised statement.

'Stonehouse Town Council thanks everyone who responded to the Community Consultation on the Ship Inn site and recognises the following:

1. that 598 Stonehouse residents voted in the consultation and the result was overwhelmingly for the use on the Ship Inn site to be for the Community
2. the strategic importance of the position and location of the Ship Inn Site in relation to the canal and the Town
3. the importance of this site to the Stonehouse Town's future relationship with the newly regenerated Canal corridor
4. that the Ship Inn site should be included in the future Local Plan as land not suitable for Housing and should be reserved for Community use

Stonehouse Town Council commits to work and co-operate with the Ship Inn site's owners, Stroud District Council, to achieve community use of the site'.

TC2774 To agree to commit to the joint opening of the Ocean Canal Bridge with Cotswold Canals Connected as part of the Queen's Platinum Jubilee celebrations

Council RESOLVED to commit to the joint opening of the Ocean Canal Bridge with Cotswold Canals Connected subject to agreement on the financial contribution

TC2775 To approve the following recommendations in relation to the Council's Lease with Stonehouse Town Football Club

7. To approve the final design of the Welfare Facilities/Hospitality Suite within the football ground

8. To approve payment of legal costs to reflect the new Welfare Facilities within the Council's current lease agreement
9. To approve payment of legal costs for a 'Deed of Variation' to the Lease that includes redrawing the football ground's boundary and addresses current access issues

TC2776 Clerk's update

Council NOTED the Clerk's update

TC2777 To note the date of the next Town Council Meeting: Monday 16th April '22.

Council NOTED that the next meeting is scheduled for Monday 11th April '22

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.

TC2778 To approve recommendations from HR Sub Committee following its meeting on Friday 11th March '22

Both the Clerk and the Chair of HR Sub Committee provided the basis for making the following urgent decisions.

- I. **To commence the recruitment of a permanent replacement for the Deputy Clerk's position with immediate effect; the post to be advertised as a full-time post but be able to accommodate less hours if necessary.**
Council Approved the recommendation
- II. **To secure interim office support for the Clerk**
Council Approved the recommendation
- III. **To reduce Officer involvement in working groups until further notice**
Council Approved the recommendation
- IV. **To liaise with Chairs and Vice Chairs more closely to determine future council and committee agendas**
Council Approved the recommendation
- V. **To approve a short-term option that reduces the number of council meetings**
Council Approved the recommendation
- VI. **To increase Membership of HR Sub Committee**
Council Approved the recommendation. By agreement, Cllrs Theresa Watt and John Callinan were co-opted to HR Sub Committee