



## STONEHOUSE TOWN COUNCIL

### Members of the Town Environment Committee

You are hereby summoned to attend a meeting of the Town Environment Committee to be held on Monday 9<sup>th</sup> October, 7pm at Stonehouse Library, High Street, Stonehouse, GL10 2NG.

#### Committee Members:

Councillors: Rachel Armstrong, Deborah Curtis, Marcus Dixon, Neil Gibbs (Committee Chair), Carol Kambites (Chair/Town Mayor), Val Randell, Keith Terry (Committee Vice Chair) Theresa Watt.

A period of up to 15 minutes will be set aside at the beginning of the meeting for members of the public to raise questions.

Carlos Novoth  
Town Clerk  
3<sup>rd</sup> October 2023

---

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

---

### A G E N D A

E/679 To receive apologies.

E/680 Declarations of Interest

E/681 To approve the minutes of the Town Environment Committee meeting held on Monday 11<sup>th</sup> September.

E/682 To receive the latest updated Environment Budget.

E/683 To agree arrangements for the 2023/24 budget setting process.

E/684 To retrospectively approve an application fee payment of £231 to submit the Stagholt application to SDC.

E/685 To receive an update regarding the play areas.

E/686 To appoint a new member to the Bristol Road Station Working Group to replace Cllr Brine.

To agree that the council should request a meeting with Siobhan Baille to discuss how we encourage progress to the next stage.

**E/687** To approve recommendations in relation to the council's future grounds maintenance.

**E/688** To comment on planning applications.

**E/689** To receive an update regarding 23/1900/NEWTPO, land adjacent to 162 Arrowsmith Drive, Stonehouse.

**E/690** To receive Working Groups updates. Members may wish to note any reports from the following: Comms, Stroudwater (Bristol Road) Station, Canal Rejuvenation, Transport and Highways, Public Rights of Way and Recreation.

**E/691** To receive a report on planning decisions received from Stroud District Council.

**E/692** Date of next Environment Committee meeting: Monday 6<sup>th</sup> November 2023

---





## **STONEHOUSE**

### **TOWN COUNCIL**

Minutes (subject to agreement at the next Committee meeting) of a meeting of the **Town Environment Committee on Monday 11<sup>th</sup> September, 7pm at Stonehouse Library, High Street, Stonehouse, GL10 2NG.**

**Present:**

Councillors: Rachel Armstrong, Marcus Dixon, Neil Gibbs (Committee Chair), Carol Kambites, Val Randell, Theresa Watt

**Also present:** Carlos Novoth (Town Clerk), Gary Wetson (Project Officer) Cllr John Callinan

---

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

---

Cllr John Callinan was invited to speak in relation to agenda item E/671. He explained that Council had adopted the Arboretum Management Plan and should ideally follow its recommendations. It was acknowledged that whilst the Plan refers to tree inspections, it lacks some clarity. He commented that it was suggested by the author of the management plan that a visual inspection was undertaken of all the town's trees and a more in-depth inspection was carried out on those trees that had previously been considered as presenting a higher risk along with those trees showing signs of new problems that may be found during the visual inspection. Cllr Callinan was aware of the recommendation provided by 'Glendale', the company that undertook last year's tree survey and suggested that Committee may wish to move forward on this basis - this was to only inspect those trees that had been earmarked for re inspection at this time.

**E/666 To receive apologies**

Apologies were given by Cllr Keith Terry

**E/667 Declarations of Interest**

There was a declaration of interest by Cllr Theresa Watt in relation to agenda item E/677 (planning application S.23/1625/HHOLD)

**E/668 To approve the minutes of the Town Environment Committee meeting held on Monday 10<sup>th</sup> July.**

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

**E/669 To receive the latest updated Environment Budget.**

The Clerk drew Committee's attention to the following budget lines:





## **STONEHOUSE**

### **TOWN COUNCIL**

- 2010/1 - The reserve spend was for the planter posts; the remaining net expenditure related to the cost of plants for the planters - the planting work was undertaken by the In Bloomers - the cost of the plants should be recoded to 2010/2
- 2050/1 - Whilst there does not appear to be a high spend at this time, much of the budget has been accounted for with pending transactions
- 2050/3 - The Clerk reminded committee that these costs related to the King's Coronation

Committee **NOTED** the report with a total Expenditure of £23,928.05; Reserve Expenditure of £3,536.98; Income of £1,095.

**E/670 To recommend for approval to Full Council, the siting of a memorial bench.**

Committee **APPROVED** the Memorial application for a metal bench to be located at the skate park at Oldends Lane in memory of Sam Askew.

**E/671 To make a decision regarding the annual tree inspection**

Having listened to Cllr John Callinan's comments together with an update from the Clerk, committee members held varying views. However, on further discussion, it was agreed that a full detailed survey should be undertaken each year to ensure the trees are safely managed.

Committee **RESOLVED** to seek comparative quotes from tree consultants to include 'Glendale', to undertake a full detailed tree survey.

**E/672 To retrospectively approve a payment of £250.00 to Little Party Heaven, for the Goodwill.**

Committee retrospectively **APPROVED** the payment of £250.

**E/673 To receive the Stagholt Ecological report, the results and responses to the consultation, and the change of use proposal and next steps.**

Committee **NOTED** the Stagholt Ecological report. The level of respondents to the consultation was also **NOTED** - 64 responses of which 75% (48 respondents) were in favour of the new design for the area; 18% (12 respondents) were either against the design and use of the area other than for dog walkers or had concerns about funding and/or future management of the site; 7% (4 respondents) were not concerned whether or not the changes took place. The project officer highlighted some useful feedback in relation to use of the area by people with disabilities and the need for dog waste bins. The Chair stated that he had contacted Standish Parish Council who were in favour of the changes and the Touch Rugby group who were agreeable to moving their weekly game to Oldends Lane playing field.

The Project Officer was already gathering costs for phase 1 of the changes (expansion of the allotments) - he was asked to include JPR Environmental, a





## **STONEHOUSE**

### **TOWN COUNCIL**

local company; together with the costs of developing the remaining area over time and with community buy in, he suggested that the council would soon have a realistic costed project - further information is still to be gathered around the number and types of trees to be added and the number and size of allotment plots to be designed into the extended area. It was agreed that once the work had been costed, a decision will be needed by council on the budget to be made available. Local companies and schools are to be approached soon seeking their involvement in the project

Committee asked for the project officer to pull together a press release identifying the outcome and feedback of the consultation.

#### **E/674 To comment on planning applications.**

##### **S.23/1451/OUT Land Northwest of Stonehouse.**

Mixed use development comprising the following individual, severable and self-contained elements: up to 635 residential dwellings, a primary school, sport & recreation facilities. Associated works including infrastructure, ancillary facilities, open space (including allotments), landscaping & access. Respond by 13<sup>th</sup> September. Click [here](#).

**Comment: Objection raised on a number of issues which are detailed in supporting papers**

##### **S.23/1508/VAR Dairy Partners Ltd, Brunel Way, Stonehouse.**

Variation of conditions 2 (approved plans) & 9 (fencing layout) from permitted application S.22/0903/FUL – alterations to materials, fence layout and the existing earth bund. Respond by 12<sup>th</sup> September. Click [here](#).

**Comment: The town council has received noise complaints from local residents and notes the objection from Stroud District Council's Environmental Health department. The town council believes that the acoustics report does not fully reflect the ???????**

##### **S.23/1498/FUL 10 Park Road, Stonehouse.**

Erection of two flats. Respond by 12<sup>th</sup> September. Click [here](#).

**Comment: No objection as long as none from neighbours**

##### **S.23/1484/REM Land at M5 Junction 13 West of Stonehouse, Eastington**

Application for the approval of the reserved matters (layout, scale, external appearance of the stadium and the landscaping of the site) from outline permission S.19/1418/OUT for 5000 capacity football stadium. Respond by 13<sup>th</sup> September. Click [here](#).

**Comment: No comment**

*Cllr Theresa Watt left the meeting 8.20pm in light of a possible declared interest*

##### **S.23/1625/HHOLD 48 Rosedale Avenue, Stonehouse**





## STONEHOUSE TOWN COUNCIL

Demolition of existing attached garage and erection of a two-storey side extension & single storey front porch extension – resubmission of S.22/2072/HHOLD. Respond by 13<sup>th</sup> September. Click [here](#).

**Comment: No objection as long as none from neighbours**

*Cllr Theresa Watt returned to the meeting at 8.25pm*

### **S.23/1603/FUL 64 Midland Road, Stonehouse**

Erection of a dwelling. Respond by 13<sup>th</sup> September. Click [here](#).

**Comment: No objection as long as none from neighbours**

### **TPO/0590 Land adjacent to 162 Arrowsmith Drive, Stonehouse (see supporting papers)**

Oak tree. Respond by 12<sup>th</sup> September.

**Comment: The town council wholly supports the recommended Tree Preservation Order**

### **S.19/0291/FUL Stroudwater Canal Phase 1B, Eastington**

Reinstatement of the 'Missing Mile' section of the Stroudwater Navigation and development of associated infrastructure including locks, mooring basins, car parking, café/pub. And leisure facilities building with combined office and residence for basin manger. Respond by 13<sup>th</sup> September. Click [here](#).

**Comment: The town council recognises the value of the canal to the area and absolutely support phase 1B of the development of the canal network. It does feel however that the planned infrastructure in this location is somewhat replicating facilities that already exist in fairly close proximity (Saul Junction). It is felt that relocating the facilities further in land, particularly in the Stonehouse area, where there is known land available to support such infrastructure, would provide greater value to tourists and hence the local economy, be far more accessible to a greater pool of local people by virtue of being closer to a large urban development and, visitors that may wish or need to travel by public transport (as the location is on a planned public transport route). It is unfortunate that the existing location provides only for very narrow boats to access the remaining canal network in an easterly direction.**

### **S.23/1735/TCA 8 Barlow Close, Stonehouse**

Coppice trees within 2m of property boundary wall, crown lift over garage by 3m and fell maple to rear. Respond by 26<sup>th</sup> September. Click [here](#).

**Comment: No objection as long as none from neighbours**

### **S.23/1751/HHOLD 70 Ryelands Road, Stonehouse**

Erection of a first floor extension. Respond by 28<sup>th</sup> September. Click [here](#).

**Comment: No objection as long as none from neighbours**

### **S.23/1761/HHOLD 16 Oldends Lane, Stonehouse**





## **STONEHOUSE**

### **TOWN COUNCIL**

Erection of a replacement single storey side extension. Respond by 28<sup>th</sup> September. Click [here](#).

**Comment: No objection as long as none from neighbours**

#### **E/675 To approve the extent of the road closure for the Goodwill event.**

Committee RESOLVED to apply for a road closure from 5.30pm to 6pm from Regent Street to Elm road, Stonehouse allowing for a Father Christmas procession up the High street.

#### **E/676 To receive Working Groups updates. Members may wish to note**

any reports from the following:

**Comms** - A meeting is to be held shortly

**Stroudwater (Bristol Road) Station** - The Chair of Council recently took part in a local radio station interview; this has not yet be aired

**Canal Rejuvenation** - The working group is yet to be arranged

**Transport and Highways** - Cllr Marcus Dixon highlighted that only some of the scheduled lining works on the A419 had been completed

**Public Rights of Way** - The WG continue to monitor and report on changes to Verney Fields

**Recreation** - No additional updates other than in relation to Stagholt

#### **E/677 To receive a report on planning decisions received from Stroud District Council.**

**S.23/1153/FUL** Schlumberger (Building A), Brunel Way, Stonehouse.

Erection of single storey plant room for ground source heat pump equipment.

**PERMISSION GRANTED.**

**S.23/1274/TPO** Church Lane, Stonehouse.

Works to groups TPO 352 – clear undergrowth at the base of the trees.

**CONSENT GIVEN.**

**S.23/1160/HHOLD** 10 Quietways, Stonehouse.

Erection of single storey rear and side extensions, front and rear dormer windows, and other alterations.

**PERMISSION GRANTED.**

**S.23/0699/DISCON** Dairy Partners Ltd, Brunel Way, Stonehouse.

Discharge of condition 8 (landscaping implementation) from the application S.22/0903/FUL.

**CONFIRMS COMPLIANCE WITH EXISTING CONDITIONS**

**S.23/0067/NEWTPO** 1 Burdett Road, Stonehouse.

583 – English Yew tree.

**APPLICATION WITHDRAWN**





## **STONEHOUSE TOWN COUNCIL**

**S.23/1142/TPO** Grendar Ltd, Storrington Road, Stonehouse.

Yew tree – trimmed by 3-4 metres.

**CONSENT GIVEN**

**S.21/3004/NEWTPO** Land known as Verney Fields, Bramble Lane, Stonehouse. TPO/0585 – 2

Woodland areas, 2 groups of trees and 3 individual trees.

**APPLICATION WITHDRAWN**

**S.23/1004/FUL** 36 Rosedale Avenue, Stonehouse.

Change of use of amenity land to domestic curtilage (Retrospective) and regularise boundary fence.

**APPLICATION REFUSED**

**S.23/1459/MINAM** Land adjoining Station Road, Bristol Road, Stonehouse

Non-material amendment to S.21/1712/VAR – various alterations to house types (change 2 house types from 2 – 2.5 storey) and design. Changes to fenestration, footprint, elevations, frontages and additional dormers. Small changes to the ridge heights and to regularise the building form to flat block and balconettes to flats.

**APPLICATION REFUSED**

**S.23/1177HHOLD** Chetwynd, Grosvenor Road, Stonehouse

Erection of single storey side and rear extension.

**PERMISSION GRANTED**

**E/678 Date of next Environment Committee meeting: Monday 9<sup>th</sup> October 2023**



# Financial Budget Comparison

## for Town Environment Committee

Comparison between 01/04/23 and 29/09/23 inclusive. Includes due and unpaid transactions. Includes commitments.  
Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	Reserve	Actual Net	Balance	Bal %age
<b>INCOME</b>						
<b>Town Environment Committee</b>						
200	Stonehouse in Bloom	£1,500.00	£0.00	£0.00	-£1,500.00	-100.00%
205	Event Income/Donations					
205/1	Events	£1,200.00	£0.00	£600.00	-£600.00	-50.00%
205/2	Donations	£0.00	£0.00	£0.00	£0.00	0.00%
205	Total	£1,200.00	£0.00	£600.00	-£600.00	-50.00%
210	Planting Sponsorship	£1,500.00	£0.00	£550.00	-£950.00	-63.33%
215	Grants	£0.00	£0.00	£0.00	£0.00	0.00%
<b>Total Town Environment Committee</b>		£4,200.00	£0.00	£1,150.00	-£3,050.00	-72.62%

## EXPENDITURE

<b>Town Environment Committee</b>						
1190	Amenity Areas					
1190/1	Grounds Maintenance (contract)	£25,000.00	£0.00	£10,337.98	£14,662.02	58.65%
1190/2	Grounds Maintenance (in-house)	£2,000.00	£0.00	£949.19	£1,050.81	52.54%
1190/3	Play Equipment maint/repairs/insp	£2,500.00	£0.00	£1,556.68	£943.32	37.73%
1190/4	Public Space Improvements	£5,300.00	£1,582.80	£5,217.49	£1,665.31	31.42%
1190/5	Tree & Hedge/boundary maintenance	£6,500.00	£0.00	£1,642.00	£4,858.00	74.74%
1190/6	Waste Collection	£5,000.00	£0.00	£2,834.00	£2,166.00	43.32%
1190	Total	£46,300.00	£1,582.80	£22,537.34	£25,345.46	54.74%
2000	Christmas Lights	£5,000.00	£0.00	£0.00	£5,000.00	100.00%
2005	Climate Change	£2,000.00	£0.00	£0.00	£2,000.00	100.00%







# Financial Budget Comparison

## for Town Environment Committee

Comparison between 01/04/23 and 29/09/23 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/23

	2023/2024	Reserve	Actual Net	Balance	Bal %age
2010 In Bloom					
2010/1 Contract Planting	£0.00	£2,677.98	£0.00	£2,677.98	100.00%
2010/2 Non-Contract Planting	£3,000.00	£0.00	£2,209.06	£790.94	26.36%
2010/3 Watering Services	£3,000.00	£0.00	£0.00	£3,000.00	100.00%
2010/4 Other	£1,000.00	£0.00	£2,971.33	£-1,971.33	-197.13%
2010 Total	£7,000.00	£2,677.98	£5,180.39	£4,497.59	64.25%
2050 Cultural Events & Studies					
2050/1 Goodwill	£5,000.00	£0.00	£1,635.83	£3,364.17	67.28%
2050/2 Civic Awards	£300.00	£0.00	£111.34	£188.66	62.89%
2050/3 Other	£3,000.00	£859.00	£1,024.54	£2,834.46	94.48%
2050/4 Communications	£1,000.00	£0.00	£300.00	£700.00	70.00%
2050 Total	£9,300.00	£859.00	£3,071.71	£7,087.29	76.21%
2080 Neighbourhood Plan Review	£0.00	£0.00	£0.00	£0.00	0.00%
2090 Planning Specialist Advice					
2090/1	£0.00	£0.00	£0.00	£0.00	0.00%
2090/2	£0.00	£0.00	£0.00	£0.00	0.00%
2090 Total	£0.00	£0.00	£0.00	£0.00	0.00%
<b>Total Town Environment Committee</b>	<b>£69,600.00</b>	<b>£5,119.78</b>	<b>£30,789.44</b>	<b>£43,930.34</b>	<b>63.12%</b>









## STONEHOUSE TOWN COUNCIL

Dear Tenderer

### Grounds Maintenance Contract for Stonehouse Town Council

#### Introduction

Stonehouse Town Council manages four playing fields and a number of other grassed areas such as verges around the town. Details of the location of each is provided in the accompanying map.

The town plays an active role in the 'Heart of England in Bloom' competition each year and this year has become one of the national finalists. The standard of service provided by the contractor undertaking this contract is therefore of particular importance.

#### Quotation requirements

Bidders for the council's contract will be required to provide quotes in writing with accompanying information to the Town Council Office at 1 Queens Street, Stonehouse by 4pm on Thursday 10<sup>th</sup> February 2023.

#### Work requirements

The table on the following page identifies the work requirements for each playing field and the town's verges. The Contract is for a period one year commencing 1<sup>st</sup> April 2023 and terminating March 31<sup>st</sup> 2024.

The council wishes to keep the fringes of each of the following playing field sites long - Oldends Lane, Laburnum, Meadow Road and Stagholt. The actual width and shape to be agreed for each site by the successful contractor with the Town Council **prior to the first cut**.

There are a small number of grass verges which are included in the list of sites that will have daffodil bulbs planted in them. Care is to be taken to cut around the Daffodils and to leave the flowers to grow until such time as they die off. The successful contractor will be advised of the location of these sites.

The Council wishes to consider developing additional wildflower areas. See below for works to be costed.

The Council pays particular interest in tenderers use of grounds maintenance equipment that is environmentally friendly – Tenderers should note elements of the service they provide that demonstrate this aspect.



Town Hall • High Street • Stonehouse • Gloucestershire • GL10 2NG • T: 01453 822070 • E: [townclerk@stonehousetowncouncil.com](mailto:townclerk@stonehousetowncouncil.com)  
Town Clerk: Carlos Novoth • Town Mayor: Neil Gibbs



[stonehousetowncouncil.com](http://stonehousetowncouncil.com)





## STONEHOUSE TOWN COUNCIL

**Table 1 – Contract work – Maps that require work identified in Table 1 – see attachment**

Location	Maintenance	Frequency 2023/24 1 <sup>st</sup> Cut to take place during first week of contract for all sites	Standard
Stagholt Playing Field	Grass Cutting (cut and leave) Strimming Hedge Cutting	Fortnightly 17 Cuts/Year Fortnightly 17 Cuts/Year Once/Year – during October	Approx 75mm
Oldend Lane Playing Field	Grass Cutting (cut and leave) Strimming Hedge Cutting Mark Football Pitches (two adults and three juniors) Deep Splitting Rake Roll & Slit pitches	25 Cuts/Year 25 Cuts/Year Once/Year – during October As and when required 3 Times/Year (Nov, Dec, Jan) Twice/Year (Feb & March)	Approx 50mm
Laburnum Playing Field	Grass Cutting (cut and leave) Strimming Hedge Cutting	Fortnightly - 17 Cuts/Year Fortnightly - 17 Cuts/Year Once/Year – during October	Approx 75mm
Meadow Road Playing Field	Grass Cutting (cut and leave) Strimming Hedge Cutting	Fortnightly - 17 Cuts/Year Fortnightly - 17 Cuts/Year Once/year – during October	Approx 75mm
Grass verges	Grass Cutting (cut and leave) Strimming	Fortnightly - 17 Cuts/Year Fortnightly - 17 Cuts/Year	25mm - 50mm

**Table 2 – Additional work that may be required by the successful contractor – contractor to be advised if required, within one month of the contract start date – See detailed maps attached for each location**

Sch of rates Item	Location	Maintenance	Frequency 2023/24 1 <sup>st</sup> Cut to take place in first week of contract	Standard
A	Town Greens See APP A1 Map	Cut, remove and dispose of cuttings	Fortnightly for first three cuts of the season	25mm – 50mm
B	Town Greens See APP A1 Map	Cut, remove and dispose of cuttings	All additional cuts	25mm – 50mm
C	Open grass area Arrowsmith Dr See APP A2 Map	Cut, remove and dispose of cuttings	Fortnightly for first three cuts of the season	25mm – 50mm
D	Open grass area Arrowsmith Dr See APP A2 Map	Cut, remove and dispose of cuttings	All additional cuts	25mm – 50mm
E	Laburnum playing field	Prepare two areas of ground totalling 100 square meters to act as wildflower areas	To be undertaken in first two weeks of April '23	Ground to be stripped of turf, rotavated, weeded and levelled in preparation to sow wildflower seeds







## STONEHOUSE TOWN COUNCIL

### Standard of workmanship

The contractor will be required to maintain the following standards during each visit:

- Litter to be removed prior to grass cutting and suitably disposed of
- Grass to be cut at a standard height throughout in each location - there is to be no scalping
- All obstacles to be trimmed around at the same height as the mown grass without causing damage to tree bases
- All hard surfaces (including play surfaces, footpaths, roads) to be left clear of any cut grass before leaving site
- The contractor will deal with all queries raised by members of the public in a courteous manner and direct enquirers to the Town Council

### Other Requirements - Clothing, Equipment etc

- The contractor shall ensure that all its staff have adequate Personal Protective Clothing and that it will be in good condition
- All necessary PPE is to be worn at all times whilst undertaking contracted work
- All equipment will be suitable for the task being undertaken and be in good working order
- Equipment must be used in line with manufacturers recommendations

### Other Requirements - Supply of Documentation and other Information

The contractor will provide the Council with the following:

- The company's 'Employee' and 'Public Liability' insurance certificates
- Risk Assessments and Method Statements for the intended work
- Details of the equipment the contractor intends to use
- Maintenance arrangements for its equipment
- Contingency arrangements for loss of equipment and staff illnesses/annual leave
- A copy of the contractor's grass cutting schedule for the year

### Reporting

The contractor will be required to:

- Report any incidents/accidents to the council within 24 hours of such an occurrence
- Report 'Near Misses' within the same working week of the near miss taking place
- Report to the council failure to complete scheduled works prior to target completion where possible but in any event, on the day the work was intended



Town Hall • High Street • Stonehouse • Gloucestershire • GL10 2NG • T: 01453 822070 • E: [townclerk@stonehousetowncouncil.com](mailto:townclerk@stonehousetowncouncil.com)  
Town Clerk: Carlos Novoth • Town Mayor: Neil Gibbs



[stonehousetowncouncil.com](http://stonehousetowncouncil.com)





## STONEHOUSE TOWN COUNCIL

### Quotations

Bidders are required to provide quotations (excluding vat) for the following:

Table 1 work	£ Insert total price of work
Table 2 works	Insert individual costs per Schedule of rates below – Table 2 works may be applied by the council. Tenderers are to provide contract prices for Table 2 independent of Table 1 works
Schedule of rates Item A	£ Insert price
Schedule of rates Item B	£ Insert price
Schedule of rates Item C	£ Insert price
Schedule of rates Item D	£ Insert price
Schedule of rates Item E	£ Insert price
Table 1 and Table 2 works combined	£ Insert total price based on Table 2 works being guaranteed

### Payment arrangements

The contractor will be paid monthly in arrears:

- equivalent to one twelfth of the total contract payment for works detailed in Table 1 above and
- the cost of works detailed in the Schedule of Rates A to E where applicable as and when the work has been completed

The successful contractor will raise an invoice each month for the contracted work completed the previous month. All invoices will be paid within 28 days on receipt of an invoice.

**If you are interested in tendering for this contract, please supply your tender by 4pm on Thursday 16<sup>th</sup> February 2023. Please ensure all accompanying documents requested are also included. Please email your tender including all relevant supporting documents. If this is not possible, please provide a hard copy. Thanks**

Carlos Novoth  
Town Clerk  
Stonehouse Town Council



Town Hall • High Street • Stonehouse • Gloucestershire • GL10 2NG • T: 01453 822070 • E: [townclerk@stonehousetowncouncil.com](mailto:townclerk@stonehousetowncouncil.com)

Town Clerk: Carlos Novoth • Town Mayor: Neil Gibbs



[stonehousetowncouncil.com](http://stonehousetowncouncil.com)