



## **STONEHOUSE TOWN COUNCIL**

To Members of the Town Council

You are hereby summoned to attend the Town Council Meeting to be held on Monday 13<sup>th</sup> November '23 at 7.00pm at the Town Hall, 1 Queens Street, Stonehouse

### **Council Members:**

Councillors: Rachel Armstrong, John Callinan, Keith Creighton, Debbie Curtis, Michael Davis, Marcus Dixon, Mark Edwards, Carol Kambites (Chair), Neil Gibbs, Gary Powell, Val Randell, Keith Terry, Wendy Thomson and Theresa Watt (Vice Chair)

*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  
7<sup>th</sup> November '23

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

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### **A G E N D A**

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|--------|---|
| TC3134 | To receive apologies  |
| TC3135 | To receive declarations of interest   |
| TC3136 | To approve the minutes of the Town Council meeting of 16 <sup>th</sup> October '23                                |
| TC3137 | To receive reports from Chair of Town Council and town councillors  |
| TC3138 | To receive reports from County and District Councillors   |
| TC3139 | To receive RFO's budget report and bank reconciliation for October '23 ✓  |
| TC3140 | To approve the latest payment list ✓  |
| TC3141 | To receive an update on the budget setting process for the 2024/25 financial year                                 |
| TC3142 | To discuss for approval the following motion put forward by Town Cllr John Callinan in relation to Verney Fields: |



- " In order to support the Council's attempt to obtain Town Green status for Verney Fields it is felt necessary to have sufficient funds available for securing legal advice. In the event of an inquiry being called it may be necessary for Council to be legally represented. We are requesting a sum of £10,000 be allocated in Earmarked Reserves for just such an eventuality. This request should be considered a contingency."

- TC3143 To receive the minutes of the Business Committee meeting on 30<sup>th</sup> October '23 and approve its recommendations:
- Town council to approve a new earmarked reserve for the site headed 'Ship Inn site - Meanwhile Use' with a budget of £20,000.
- TC3144 To receive the minutes of the Environment Committee meeting on 6<sup>th</sup> November '23 and approve its recommendations:
- To approve the return of a proportion of the local donation made to the town council for the development of Laburnum Playing Field
- TC3145 To approve communications in support of the meeting's decisions
- TC3146 Date of next meeting - Monday 11<sup>th</sup> December '23





**STONEHOUSE**  
**TOWN COUNCIL**

**Minutes of a meeting of the Town Council**  
**held on Monday 16<sup>th</sup> October 2023, 7pm**  
**at the Town Hall**

**Present:**

Councillors: Councillors: Rachel Armstrong, John Callinan, Keith Creighton, Debbie Curtis, Mike Davis, Marcus Dixon, Neil Gibbs, Carol Kambites (Chair of Council) Gary Powell, Val Randell, Keith Terry, Wendy Thomson and Theresa Watt (Vice Chair of Council).

In Attendance: Town Clerk, Carlos Novoth, Town Council Project Officer, Gary Wetson and a Member of the Public

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

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The Chair called on a member of the public attending the meeting wishing to draw the council's attention to a recent visit by the Police to his home to discuss issues surrounding Verney Fields. The gentleman explained that he felt intimidated; he was asked to avoid going up to Verney Fields and to refrain from talking to the owner. The Policeman explained that he was visiting other residents to ask them to do the same and to refrain from using social media with regards to Verney Fields - the gentleman explained that he didn't use social media. It was also explained that the Police had received thousands of hours of CCTV site footage that they were having to look through.

The Council thanked the gentleman for his efforts to raise this in person with the town council; the councillor speaking on the issue said he was sorry for the gentleman's experience and that it would be raised by the town council with the Police - he would be advised on the outcome.

**TC3114 To receive apologies**

Apologies were received from Cllr Mark Edwards

**TC3115 To receive declarations of interest**

There were no declarations of interest

**TC3116 To approve the minutes of the Town Council meeting of 18<sup>th</sup> Sept 2023**

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



**TC3117 To receive reports from Chair of Town Council and town councillors**  
Chair - Attended:  
the recent Strategy and Resources meeting at SDC where a decision was made to release the Ship Inn site from the Housing Committee and allow the community to put forward a business plan for the site for use as a community facility;  
the Open Day at Sherbourne to look at the new cooking facilities the town council and others helped to fund  
the Home Energy Project - whilst not very well attended, those who did had raised many questions  
Congratulating Stonehouse in Bloom for their success in receiving the Gold award this year along with 'Best kept village'  
Cllr Mike Davis - attended SDCs Health and Safety Seminar  
Cllr Gary Powell - highlighted dog fouling issues at Oldends Lane recreation field and Meadow road playing field

**TC3118 To receive reports from County and District Councillors**  
Ward Cllr Mattie Ross mentioned the following:  
Reiterated the congratulations to the In Bloom committee for their recent success  
Will be attending Development Control Committee to support the TPO application for the Oak tree at Arrowsmith  
Attended the visual impairment simulation walkabout of the town organised by the district council - this proved very fruitful as it was explained that of all the towns visited, Stonehouse had inherent features that felt welcoming to people with visual impairment.  
Attended the Sherbourne Open day  
Queried the Carol Service - Cllr Gary Powell was asked to provide an update  
Thanked the town council members attending S&R meeting at the district council re the Ship Inn site  
Cllr Ross explained that neither she nor Cllr Chris Brine received the support papers for the meeting - The Chair explained that she and Chris Brine had been copied into the Clerk's email that provided the support papers.  
The Chair thanked Cllr Mattie Ross for her update.

With town council agreement, the Chair brought forward agenda item TC3124 for discussion (7.30pm)

**TC3124 To award the Phase 1 works contract for Stagholt Fields (The Allotments)**  
The Project Officer provided an overview of the project in line with the supporting papers and updated Members with the late quotation received from JPR Environmental. It was recognised that the detail of the site work requirements had not been fully discussed (issues such as the inclusion of a new concrete bases for composting, additional parking space and the need for a fence being questioned) and so Council RESOLVED to defer the Officer's 1<sup>st</sup> recommendation and delegate the



decision to go ahead with ground works to Environment Committee once it had received comments from the Recreational working group and both the outstanding planning and covenant issues had reached conclusion. It was however highlighted that any ground preparation works, once the outstanding issues were resolved, would need to commence as soon as possible; to this end, Council **APPROVED** an increase in the earmarked for the Stagholt project by £17,000 - this would reflect the rough cost of undertaking all work advocated by the Allotment Association

**TC3119 To receive RFO's budget report and bank reconciliation for September '23**

Council **NOTED** the latest budget report with Actual Net Income of £384,640.57; Actual Net Expenditure of £209,155.53 and total reserve movements of £19,415.05.

Council also **NOTED** the bank reconciliation for September 2023 with a closing balance of £196,288.97

**TC3120 To approve the latest payment list**

The payment made to the Deputy Clerk was highlighted and it was explained that the payment made for the lights expedited the necessary repairs.

Council **APPROVED** the latest payment list totalling £7,135.05

**TC3121 To receive the outcome of Quarter 1 and 2 Internal Control Checks (ICCs)**

Council **NOTED** the Internal Control Checks for quarters one and two and thanked the auditor for his work

**TC3122 To approve the town council's representative on Stroud District Council, Community Engagement Group for the Canal**

Council **RESOLVED** to appoint Town Councillor Debbie Curtis as a town council representative on the District Council's Community Engagement Group for the Canal

**TC3123 To approve meeting dates for Town Council and its committees for the 2024 calendar year**

Owing to the fact that 2024 is the year of elections, it was suggested that the first full town council meeting should be held on Monday 13th May.

Council **APPROVED** the calendar of meetings as presented subject to the change mentioned above.

**TC3124 To award the Phase 1 works contract for Stagholt Fields (The Allotments)**

Agenda item brought forward - See above comments

**TC3125 To award the contract to clear the vegetation from Stagholt Brook**

Council **RESOLVED** to award the contract TW Hawkins at a cost of £1,450 plus vat



**TC3126 To award the contract for insulating the Pavilion loft area and for the lagging of pipework**

Council realised the need to progress this work urgently and was pleased that Officers were able to secure pricing from three contractors. The Clerk was asked to establish whether external funding was currently available to support the town council's efforts to make the sports pavilion more energy efficient. In the likely event that there are no external funding opportunities, Council **RESOLVED** to award the insulation and lagging work required in the loft of the Sports Pavilion at Oldends Lane at a cost of £6,750 plus vat.

**TC3127 To receive the minutes of the Business Committee meeting on 2<sup>nd</sup> Oct '23 and approve its recommendations:**

- To approve the recommended approach to the town council's budget setting process B/606 and EC/683  
Council **APPROVED** the Business Committee and Environment Committee in respect of the council's budget setting process which is to:

'Committee Clerks to liaise directly with the Chairs and Vice Chairs to review budgets and report on their findings and recommendations to their respective committees for discussion and agreement.'

In addition, to:

'Council to receive budget setting updates ahead of its final decision in January - this would allow a more cohesive input from the council's Working groups'.

- To transfer the council's investment from the Nat West Bank to CCLA or such other financial institution as may be determined B/607

Council **APPROVED** the Business Committee's for Town Council to move its investment of £85,378 (as of 30<sup>th</sup> June '23) from Nat West Bank to either CCLA or a more suitable investment account with a Building Society.

- To approve the recommended approach to securing the council's contracted out grounds maintenance service B/610 and E/687

Council **APPROVED** the recommendation put forward by both Environment and Business Committees which included:

1. Use of the Tender process in line with clause 11b of the council's Financial Regulations and Public Procurement Regulations
2. Increase the length of contract to a period of five years with a break clause on year three
3. Apply indexation to the contract price ensuring inflation is accommodated throughout the period of the contract - this is usually through the application of the RPI or successor index



4. Minor changes to the current service specification to allow for the cut and removal of grass in the wildflower/hayfield areas.
5. Add provisional items to the contract to allow for new elements to be added to the contracted works - Provisional items covering three key areas namely, Play areas, Town Greens and Court View within the contract would allow the town council to agree on an annual basis with the successful grounds maintenance contractor whether to add or remove one or more of the provisional items at a price agreed at the tendering stage. Any changes would need to be agreed on an annual basis prior to the commencement of the financial year. Committee to note that the town's play areas and town greens are currently maintained by its 'In House' team - provisional items would only be used as a fall-back measure in cases of urgent need.
6. The application of weightings to Tenders to support their evaluation.
  - a. 50% Cost and 50% Quality.
  - b. The quality element is further broken down to the following weightings:
    - i. Environment - 40%
    - ii. Health and Safety - 30%
    - iii. Resource and maintenance support - 30%

**TC3128** To receive the minutes of the Environment Committee meeting on 9<sup>th</sup> Oct '23 and approve its recommendations  
Council received and NOTED the minutes. The recommendation from the meeting, agenda item E/683 was discussed under agenda item TC3127 on this town council meeting and was approved

**TC3129** To confirm support for the introduction of parking restrictions to the High street car park  
Council acknowledged the need to progress the issue as quickly as possible as car park users were frustrated by the current situation with drivers often unable to find parking spaces. There was a strength of feeling that the town car park was a hugely important facility within the town and a question was raised with the attending ward councillor about the prospect of the town council purchasing the land. The ward councillor said she would take the matter up with the District Council.

Council **RESOLVED** to write to Stroud District Council confirming support for consultation on implementing restrictions on car park users' stay and in doing so, would wish to ensure that the consultation is undertaken widely enough so as to positively seek feedback from each of the stakeholder groups, namely High street businesses, car park users (residents and shoppers), rail commuters, Doctor's surgery etc. Should the District Council need support for the consultation, to advise the town council accordingly.



TC3130 To approve funding for the provision of additional costed services by 'The Door'

Council **APPROVED** the expenditure of £3,669 for the provision of additional services provided for the period 1<sup>st</sup> Sept to 30<sup>th</sup> Nov 2023, as detailed in its latest quarterly report.

TC3131 To approve the purchase of a new wreath to send to London's Remembrance Service via GWR's Poppy Train

Council **RESOLVED** not to contribute towards the Poppy Train initiative owing to the lack of time to purchase an environmental wreath option

TC3132 Date of next meeting - Monday 13<sup>th</sup> November '23

Council **NOTED** the date of the 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.*

TC3133 To receive Business Committee's recommendations following the recently completed review of the town council's grounds staff

Recommendation 1: To increase the Grounds Person's salary (SCP5 - £21,575) in line with the post of senior grounds person (SCP10 - £23,620) until such time as the senior position is filled - payment to be backdated to 11<sup>th</sup> September 2023.

Council **APPROVED** the recommendation

Recommendation 2. To increase the Grounds Person's salary permanently in line with that currently paid to the Senior Grounds person's (SCP10 - £23,620), once the vacant post has been filled

Council **APPROVED** the recommendation

Recommendation 3. To increase the Senior Grounds Person's salary from SCP10 (£23,620) to SCP18 (£27,344)

Council **APPROVED** the recommendation

Recommendation 4. To commence the recruitment for the Senior Grounds position

Council **APPROVED** the recommendation



## Notes on Agenda items, Full Town Council Monday 13<sup>th</sup> November 2023

TC3136 - Minutes	See attached minutes
TC3138 – Ward/GCC updates	See attached report
TC3139 - Budget	See attached budget and reconciliation reports
TC3140 - Payments	See attached list
TC3141 – 24/25 Budget	<p>See 3 attached reports showing <u>example</u> options – see the headings for each in addition to the highlighted figures at the back of each report. The information will hopefully be self explanatory – if not please don't be concerned as they will be explained in detail at the meeting.</p> <p>Officers have now met with the Chairs and Vice Chairs of the two committees to discuss budget details. The reports show recommended changes along with comments.</p> <p>We will be using the 'Edge' Finance software at the meeting to work out the outcome of different scenarios.</p>
TC3142 – Verney Fields	The Motion was submitted by Cllr John Callinan – John will be talking to the issue. Please however find a list of the council's reserves for reference.
TC3143 – Business Committee - Ship Inn Site	<p>See draft minutes of Business Committee meeting dated 30<sup>th</sup> October.</p> <p>Recommendation is as detailed in the FTC agenda</p>
TC3144 – Environment Committee - Donation	<p>See draft minutes of Environment Committee meeting dated 6<sup>th</sup> November</p> <p>Recommendation is as detailed in the FTC agenda</p>
TC3145 - Communications	To discuss communication requirements following decisions made at the meeting as agreed with the Communications Working Group.







Apologies from me tonight as I am on holiday which also prevents me from attending the site visit on Tuesday at Verney Field although I will attend the DCC meeting the following week. It would be helpful for me to know the Town Council's position here.

**Simil Spec Walk:** Stroud District Council have been working closely with Gloucestershire Sight Loss Council (GSLC) over the past year to facilitate simil spec walks across all the High Streets in the district. The aim is for elected members to learn first hand about the barriers which prevent High Streets being accessible to all. Walks so far have been held in Berkeley, Stroud Wotton and recently a walk was held in Stonehouse which I attended as ward cllr along with Hannah the Corporate Policy & Governance Manager, Sarah a senior P&C Officer, Josie one of our Animal Welfare Officers (dog warden) and Carlos, STC Clerk.

The walk was led by Alun Davies who is the GSLC Engagement Manager for the southwest. Alun a former Bristol City Cllr is totally blind, and it was awesome to watch him negotiate our High Street with only the aid of his white stick. We were also joined by Wayne Hands a partially sighted volunteer who is a parish cllr in Tewkesbury. We were all issued with glasses which mimic certain eye conditions, and which allowed us all to experience the challenges and hazards faced while navigating the High Street. As well as being a slightly scary experience, even with a guiding hand, it was very worthwhile and enlightening. We learned for ourselves eg that A boards kept close to the building line and trees and planters on the other side of the footpath near the kerb were beneficial and not an obstacle to be negotiated

The feedback from Alun was very heartening in that Stonehouse pavements were quite the best in the district thus far – Nailsworth, Dursley and Minch still to come - as they are wide and smooth and devoid of street furniture. In the planning of the shared space Stonehouse worked with a visually impaired resident and the access group to this end and among other things maintained a kerb edge to the wide pavements. Also there are no overhanging overgrown hedges which narrow the pavements and no low hanging baskets or planters to impede progress. The forecourt in front of several shops at the top of the high street was seen as something of a hazard however, but the strategically placed Stonehouse in Bloom planter was seen as a real advantage here.

At Council last week I presented to Council the latest HRA Acquisitions budget to purchase a further four properties for people fleeing conflict. SDC has successfully bid through the Local Authority Fund (LAHF) for funding for this vital work, for the second time. The intention of the LAHF is to address immediate pressures to provide accommodation for families who have arrived in UK via Ukrainian and Afghan resettlement and relocation schemes, as well as increasing the stock of social houses for the future. The first tranche due to be completed by the end of this month is on track for 15 properties. Some of these homes are in Stonehouse

Mattie Ross







# Financial Budget Comparison

Comparison between 01/04/23 and 07/11/23 inclusive. Includes due and unpaid transactions. Includes commitments.  
Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	Reserve Movements	Actual Net	Balance	Bal %age
<b>INCOME</b>						
<b>Town Business Committee</b>						
100	Precept	£373,973.21	£0.00	£373,973.00	-£0.21	0.00%
105	Newsletter Advertising	£100.00	£0.00	£0.00	-£100.00	-100.00%
120	Feed-in Tariff from Town Hall	£800.00	£0.00	£588.51	-£211.49	-26.44%
125	Stonehouse Town FC lease	£600.00	£0.00	£0.00	-£600.00	-100.00%
126	STFC Water Recharge	£0.00	£0.00	£0.00	£0.00	0.00%
127	STFC Electric Recharge	£0.00	£0.00	£1,125.65	£1,125.65	100.00%
130	Athletics Field Lease	£0.00	£0.00	£0.00	£0.00	0.00%
135	Phone Mast on Land	£7,000.00	£0.00	£0.00	-£7,000.00	-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	£1,837.50	-£1,312.50	-41.67%
150	Community Centre Lease	£500.00	£0.00	£0.00	-£500.00	-100.00%
155	OEL Pitch Hire	£2,000.00	£0.00	£100.00	-£1,900.00	-95.00%
160	Misc Income	£500.00	£0.00	£671.58	£171.58	34.32%
170	Investments Interest	£0.00	£0.00	£0.00	£0.00	0.00%
171	Bank Interest - Lloyds Bank	£200.00	£0.00	£0.00	-£200.00	-100.00%
172	Bank Interest - Charity A/C	£200.00	£0.00	£0.00	-£200.00	-100.00%
173	Bank Interest - Natwest	£200.00	£0.00	£375.98	£175.98	87.99%
174	Bank interest - Cambridge BS	£200.00	£0.00	£0.00	-£200.00	-100.00%
175	Town Hall/Library Recharges	£3,700.00	£0.00	£698.25	-£3,001.75	-81.13%
176	Bank Interest - Nationwide	£200.00	£0.00	£0.00	-£200.00	-100.00%
177	Bank Interest - Melton Building Society	£0.00	£0.00	£0.00	£0.00	0.00%







# Financial Budget Comparison

Comparison between 01/04/23 and 07/11/23 inclusive. Includes due and unpaid transactions. Includes commitments.  
Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	Reserve Movements	Actual Net	Balance	Bal %age
178	CCLA Interest	£0.00	£0.00	£9,944.07	£9,944.07	100.00%
<b>Total Town Business Committee</b>		£393,960.21	£0.00	£389,314.54	£4,645.67	-1.18%
<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	£860.00	£-340.00	-28.33%
205/2	Donations	£0.00	£0.00	£0.00	£0.00	0.00%
205	Total	£1,200.00	£0.00	£860.00	£-340.00	-28.33%
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	£1,410.00	£-2,790.00	-66.43%
<b>Total Income</b>		£398,160.21	£0.00	£390,724.54	£-7,435.67	-1.87%
<b>EXPENDITURE</b>						
<b>Town Business Committee</b>						
1000	Salaries					
1000/1	Contracted staff	£180,000.00	£0.00	£97,659.25	£82,340.75	45.74%
1000/2	Locum	£0.00	£0.00	£0.00	£0.00	0.00%
1000/3	Short term contracted staff	£0.00	£0.00	£0.00	£0.00	0.00%
1000	Total	£180,000.00	£0.00	£97,659.25	£82,340.75	45.74%
1010	Training & Recruitment					
1010/1	Contracted Staff	£4,000.00	£0.00	£584.00	£3,416.00	85.40%
1010/2	Councillors	£1,000.00	£0.00	£30.00	£970.00	97.00%
1010	Total	£5,000.00	£0.00	£614.00	£4,386.00	87.72%







# Financial Budget Comparison

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	2023/2024	Reserve Movements	Actual Net	Balance	Bal %age
1020	Health & Safety	£2,500.00	£116.04	£2,383.96	95.36%
1030	Professional Fees	£8,000.00	£2,211.72	£5,788.28	72.35%
1040	IT support				
1040/1	General	£6,750.00	£3,071.14	£3,678.86	54.50%
1040/2	Website	£1,000.00	£753.47	£246.53	24.65%
1040/3	Newsletter	£0.00	£0.00	£0.00	0.00%
1040/4	Phones	£1,500.00	£312.90	£1,187.10	79.14%
1040/5	Printing	£0.00	£209.24	£-209.24	100.00%
1040	Total	£9,250.00	£4,346.75	£4,903.25	53.01%
1050	Office Equipment Renewals	£500.00	£0.00	£500.00	100.00%
1060	Grants				
1060/1	One-Offs	£10,000.00	£20,136.00	£-5,136.00	-51.36%
1060/2	Long-Term	£5,000.00	£0.00	£5,000.00	100.00%
1060	Total	£15,000.00	£20,136.00	£-136.00	-0.91%
1070	Town Hall/Library Shared Costs				
1070/1	Rates	£4,500.00	£0.00	£4,500.00	100.00%
1070/2	Water	£700.00	£427.36	£272.64	38.95%
1070/3	Electric	£3,000.00	£1,219.38	£1,780.62	59.35%
1070/4	Gas	£4,000.00	£576.43	£3,423.57	85.59%
1070/5	Interior Maintenance (reactive)	£1,000.00	£0.00	£1,000.00	100.00%
1070/6	Interior Maintenance (programmed)	£1,000.00	£0.00	£1,000.00	100.00%
1070/7	Waste Collection	£300.00	£67.60	£232.40	77.47%
1070/8	Security	£0.00	£650.00	£-650.00	100.00%







# Financial Budget Comparison

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

	2023/2024	Reserve Movements	Actual Net	Balance	Bal %age
1070	Total	£14,500.00	£0.00	£2,940.77	£11,559.23
1080	Town Hall/Library STC costs				
1080/1	Exterior Maintenance/Cleaning	£1,000.00	£0.00	£108.00	£892.00
1080/2	Interior Cleaning	£1,500.00	£0.00	£1,262.91	£237.09
1080	Total	£2,500.00	£0.00	£1,370.91	£1,129.09
1090	Admin Expenses				
1090/1	Paper	£250.00	£0.00	£62.25	£187.75
1090/2	Other	£2,000.00	£0.00	£1,843.23	£156.77
1090/3	Printing and Delivery of Newsletters	£1,500.00	£0.00	£2,195.00	£-695.00
1090	Total	£3,750.00	£0.00	£4,100.48	£-350.48
1100	Mayor's Charity & Expenses	£300.00	£0.00	£31.48	£268.52
1110	Travel Costs/Staff & Councillors	£400.00	£0.00	£0.00	£400.00
1120	Election Costs	£0.00	£8,924.35	£8,924.35	£0.00
1130	Civic/Remembrance Parades	£180.00	£0.00	£0.00	£180.00
1140	Pavilion Overheads				
1140/1	Rates	£0.00	£0.00	£0.00	£0.00
1140/2	Water	£600.00	£0.00	£655.62	£-55.62
1140/3	Electric	£8,300.00	£0.00	£2,825.25	£5,474.75
1140/4	Cleaning	£1,000.00	£0.00	£90.85	£909.15
1140/5	Maintenance (reactive)	£3,000.00	£0.00	£700.52	£2,299.48
1140/6	Maintenance (programmed)	£1,000.00	£0.00	£1,687.50	£-687.50
1140/7	Waste Collection	£900.00	£0.00	£257.44	£642.56
1140/8	Security	£200.00	£0.00	£361.50	£-161.50







# Financial Budget Comparison

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

	2023/2024	Reserve Movements	Actual Net	Balance	Bal %age
1140/9 Septic Tank	£700.00	£0.00	£270.00	£430.00	61.43%
1140 Total	£15,700.00	£0.00	£6,848.68	£8,851.32	56.38%
1150 Workshop Overheads					
1150/1 Water	£0.00	£0.00	£0.00	£0.00	0.00%
1150/2 Electric	£300.00	£0.00	£0.00	£300.00	100.00%
1150/3 Maintenance (reactive)	£300.00	£0.00	£446.65	£-146.65	-48.88%
1150/4 Maintenance (programmed)	£2,000.00	£0.00	£136.06	£1,863.94	93.20%
1150/5 Waste Collection	£2,000.00	£0.00	£461.62	£1,538.38	76.92%
1150/6 Security	£0.00	£0.00	£176.28	£-176.28	100.00%
1150 Total	£4,600.00	£0.00	£1,220.61	£3,379.39	73.47%
1160 Equipment & Vehicle Costs					
1160/1 Insurance	£1,000.00	£0.00	£614.39	£385.61	38.56%
1160/2 Maintenance	£1,000.00	£0.00	£708.42	£291.58	29.16%
1160/3 Fuel	£1,000.00	£0.00	£265.25	£734.75	73.48%
1160/4 Tax	£200.00	£0.00	£0.00	£200.00	100.00%
1160/5 MOT/Service	£600.00	£0.00	£59.54	£540.46	90.08%
1160 Total	£3,800.00	£0.00	£1,647.60	£2,152.40	56.64%
1170 Youth Centre Workers	£54,000.00	£0.00	£30,526.74	£23,473.26	43.47%
1180 Youth Centre Overheads					
1180/1 Rates	£1,400.00	£0.00	£0.00	£1,400.00	100.00%
1180/2 Water	£300.00	£0.00	£0.00	£300.00	100.00%
1180/3 Electric	£3,000.00	£0.00	£726.75	£2,273.25	75.78%
1180/4 Cleaning	£1,000.00	£0.00	£593.50	£406.50	40.65%







# Financial Budget Comparison

Comparison between 01/04/23 and 07/11/23 inclusive. Includes due and unpaid transactions. Includes commitments. Excludes transactions with an invoice date prior to 01/04/23

	2023/2024	Reserve Movements	Actual Net	Balance	Bal %age
1180/5	Maintenance (reactive)	£2,000.00	£0.00	£2,000.00	100.00%
1180/6	Maintenance (programmed)	£1,500.00	£0.00	£1,500.00	100.00%
1180/7	Waste Collection	£700.00	£0.00	£627.04	89.58%
1180/8	Security	£500.00	£0.00	-£155.00	-31.00%
1180/9	IT costs	£500.00	£0.00	£321.54	35.69%
1180	Total	£10,900.00	£0.00	£8,530.25	78.26%
1200	Subscriptions	£3,500.00	£0.00	£2,959.04	84.54%
1210	Insurances				
1210/1	Public/Employee Liability	£7,000.00	£0.00	£6,239.18	10.87%
1210/2	Buildings	£0.00	£0.00	£0.00	0.00%
1210/3	Vehicle	£0.00	£0.00	£0.00	0.00%
1210	Total	£7,000.00	£0.00	£760.82	10.87%
1220	Project Planning & Delivery	£0.00	£299.00	£0.00	0.00%
1230	Climate Change	£5,000.00	£0.00	£4,690.00	6.20%
Total Town Business Committee		£346,380.00	£14,223.35	£196,834.27	47.28%
<b>Town Environment Committee</b>					
1190	Amenity Areas				
1190/1	Grounds Maintenance (contract)	£25,000.00	£0.00	£14,467.98	42.13%
1190/2	Grounds Maintenance (in-house)	£2,000.00	£0.00	£949.19	52.54%
1190/3	Play Equipment maint/repairs/insp	£2,500.00	£0.00	£2,418.74	3.25%
1190/4	Public Space Improvements	£5,300.00	£1,582.80	£5,217.49	31.42%
1190/5	Tree & Hedge/boundary maintenance	£6,500.00	£0.00	£1,642.00	74.74%
1190/6	Waste Collection	£5,000.00	£0.00	£3,614.00	27.72%





# Financial Budget Comparison

Comparison between 01/04/23 and 07/11/23 inclusive. Includes due and unpaid transactions. Includes commitments.  
Excludes transactions with an invoice date prior to 01/04/23

	2023/2024	Reserve Movements	Actual Net	Balance	Bal %age
1190	£46,300.00	£1,582.80	£28,309.40	£19,573.40	42.28%
2000	£5,000.00	£0.00	£0.00	£5,000.00	100.00%
2005	£2,000.00	£0.00	£0.00	£2,000.00	100.00%
2010					
2010/1	£0.00	£2,677.98	£0.00	£2,677.98	100.00%
2010/2	£3,000.00	£0.00	£2,209.06	£790.94	26.36%
2010/3	£3,000.00	£0.00	£0.00	£3,000.00	100.00%
2010/4	£1,000.00	£0.00	£2,971.33	£-1,971.33	-197.13%
2010	£7,000.00	£2,677.98	£5,180.39	£4,497.59	64.25%
2050					
2050/1	£5,000.00	£0.00	£2,008.99	£2,991.01	59.82%
2050/2	£300.00	£0.00	£111.34	£188.66	62.89%
2050/3	£3,000.00	£930.92	£1,024.54	£2,906.38	96.88%
2050/4	£1,000.00	£0.00	£300.00	£700.00	70.00%
2050	£9,300.00	£930.92	£3,444.87	£6,786.05	72.97%
2080	£0.00	£0.00	£0.00	£0.00	0.00%
2090					
2090/1	£0.00	£0.00	£234.00	£-234.00	100.00%
2090/2	£0.00	£0.00	£0.00	£0.00	0.00%
2090	£0.00	£0.00	£234.00	£-234.00	100.00%
Total Town Environment Committee	£69,600.00	£5,191.70	£37,168.66	£37,623.04	54.06%
Total Expenditure	£415,980.00	£19,415.05	£234,002.93	£211,583.82	50.86%





# Financial Budget Comparison

Comparison between 01/04/23 and 07/11/23 inclusive. Includes due and unpaid transactions. Includes commitments.  
Excludes transactions with an invoice date prior to 01/04/23

	2023/2024	Reserve Movements	Actual Net	Balance	Bal %age
Total Income	£398,160.21	£0.00	£390,724.54	-£7,435.67	-1.87%
Total Expenditure	£415,980.00	£19,415.05	£234,002.93	£201,392.12	-48.41%
<b>Total Net Balance</b>	<b>-£17,819.79</b>		<b>£156,721.61</b>		





# Bank Account Reconciled Statement

Stonehouse Town Council

01651837

30-98-29

Statement Number	43	Bank Statement No.	43
Statement Opening Balance	£196,288.97	Opening Date	01/10/23
Statement Closing Balance	£60,713.48	Closing Date	31/10/23
True/ Cashbook Closing Balance	£60,713.48		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
02/10/23	DEB021023OLYMPI C	Olympic Cars Peugeot	59.73	0.00	196,229.24
02/10/23	FPI021023STFC	Stonehouse Town Football Club	0.00	200.18	196,429.42
03/10/23	FPI031023BIEI	Bake It Eat It	0.00	36.00	196,465.42
04/10/23	FPI041023BOTH	Bags On The Hill	0.00	36.00	196,501.42
04/10/23	FPI041023MAGPIE S	Magpies Social Club	0.00	262.50	196,763.92
04/10/23	FPO041023RS	Richard Smart	228.05	0.00	196,535.87
05/10/23	FPI051023WRIGHT Z	Wrightz Creationz	0.00	36.00	196,571.87
06/10/23	FPI061023DIXIES	Dixies	0.00	24.00	196,595.87
06/10/23	STCPAYNO2		116,000.00	0.00	80,595.87
06/10/23	TFR061023LLOYDS	Lloyds Bank	30.00	0.00	80,565.87
09/10/23	DD091023YUENER GY	YU Energy	790.09	0.00	79,775.78
09/10/23	FPI091023GWT	Gloucestershire Wildlife Trust	0.00	36.00	79,811.78
10/10/23	DD101023YUENER GY	YU Energy	99.50	0.00	79,712.28
12/10/23	FPI121023CCT	Cotswold Canals Trust	0.00	36.00	79,748.28
16/10/23	DD161023JOHNST AYTE	John Stayte Services Ltd	15.70	0.00	79,732.58
16/10/23	DD161023O2	O2	31.44	0.00	79,701.14
16/10/23	DD161023WATERP LUS	WaterPlus	190.11	0.00	79,511.03
17/10/23	PAY171023LLOYD S	Lloyds Bank	7.85	0.00	79,503.18
19/10/23	FPO191023ADAD	All Done and Dusted	98.40	0.00	79,404.78
19/10/23	FPO191023CLARIA N	Clarian Property Services	120.00	0.00	79,284.78
19/10/23	FPO191023DGM	Dursley Garden Machinery	53.29	0.00	79,231.49
19/10/23	FPO191023EASYW INDOW	Easy Window Cleaning	12.00	0.00	79,219.49
19/10/23	FPO191023GBSPO RT	GB Sport & Leisure	1,209.67	0.00	78,009.82
19/10/23	FPO191023GCC	Gloucestershire County Council	165.94	0.00	77,843.88
19/10/23	FPO191023GRUND ON	Grundon Waste Management Ltd	62.24	0.00	77,781.64





# Bank Account Reconciled Statement

19/10/23	FPO191023HMRC	HMRC	3,008.76	0.00	74,772.88
19/10/23	FPO191023JIREH	Jireh Solutions Ltd	458.18	0.00	74,314.70
19/10/23	FPO191023JMC	Jo Mew Creative	200.00	0.00	74,114.70
19/10/23	FPO191023JS	Jacqui Sanders	46.36	0.00	74,068.34
19/10/23	FPO191023KIBLEC	Kiblec Electrical & Security	438.00	0.00	73,630.34
19/10/23	FPO191023PROLIF IC	Prolific Solutions (South West) Ltd	58.96	0.00	73,571.38
19/10/23	FPO191023TWH WKINS	T W Hawkins & Sons	2,478.00	0.00	71,093.38
20/10/23	DD201023NEST	NEST	1,534.02	0.00	69,559.36
23/10/23	DEB231023VOIPFO NE	Voipfone	8.40	0.00	69,550.96
25/10/23	FPO251023SDC	Stroud District Council	234.00	0.00	69,316.96
25/10/23	SO251023STAFFS ALARY	Staff Salaries	8,249.08	0.00	61,067.88
30/10/23	SO301023PATA	PATA Payroll	60.50	0.00	61,007.38
30/10/23	SO301023UBICO	Ubico Limited	468.00	0.00	60,539.38
31/10/23	FPI311023STFC	Stonehouse Town Football Club	0.00	174.10	60,713.48

## Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	136416.27	840.78

Reconciled by Carla Swindells

Signed \_\_\_\_\_

Clerk / Responsible Financial Officer

Chair

Date \_\_\_\_\_





# Stonehouse Town Council

## Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3388		£506.00	1090/2	03/11/23	1st Call Auto Rentals - Van rental whilst repairs being made to council vehicle	65439
		£506.00			1st Call Auto Rentals - Total	
3390		£123.00	1180/4	31/10/23	All Done and Dusted - October 2023 - Pod cleaning	1549
		£123.00			All Done and Dusted - Total	
3377		£177.60	1140/7	21/10/23	Allstone Speedy Skips - Mini Skip	98948
		£177.60			Allstone Speedy Skips - Total	
3386		£954.00	1090/2	31/10/23	Anthony J Smith Glos Ltd - TH Screen cabling and outlets	1576
		£954.00			Anthony J Smith Glos Ltd - Total	
3396		£192.32	2050/1	07/11/23	Carol Kambites - Expenses - Goodwill grotto gifts	
		£192.32			Carol Kambites - Total	
3401		£1,687.50	1140/6	28/10/23	County Insulation - Pavilion - Deposit for insulation works	23092
		£1,687.50			County Insulation - Total	
3378		£16.80	1080/1	23/10/23	Easy Window Cleaning - November 2023 - TH	16614
		£16.80			Easy Window Cleaning - Total	
3394		£165.94	1080/2	26/10/23	Gloucestershire County Council - October 2023 - TH Cleaning	1800725383
		£165.94			Gloucestershire County Council - Total	
3389		£60.00	1140/5	03/11/23	Hogg and Smith - Pavilion - removal of urinal	2356
		£60.00			Hogg and Smith - Total	
3382		£17.94	1090/2	30/10/23	Intocleaning Ltd - Toilet roll - TH	25212
		£17.94			Intocleaning Ltd - Total	
3385		£278.18	1040/1	01/11/23	Jireh Solutions Ltd - October 2023 - Contract	28134
		£278.18			Jireh Solutions Ltd - Total	
3383		£237.00	1140/8	30/10/23	Kiblec Electrical & Security - Fire lighting replacement	2091
		£237.00			Kiblec Electrical & Security - Total	
3400		£7.85	1090/2	12/09/23	Lloyds Bank - Bank charges - 10th August to 9th September	409560512

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Date





# Stonehouse Town Council

## Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
		<b>£7.85</b>			Lloyds Bank - Total	
3380		£31.44	1040/4	30/10/23	O2 - November 2023 - Mobile phone	26756253
3399		£31.44	1040/4	30/09/23	O2 - October 2023 - Mobile phone charges	24914202
		<b>£62.88</b>			O2 - Total	
3384		£18.00	1040/5	30/10/23	Prolific Solutions (South West) Ltd - October 2023 - Printer	9883
		<b>£18.00</b>			Prolific Solutions (South West) Ltd - Total	
3381		£21.87	1070/7	28/10/23	Simple Hygiene Solutions - October 2023	1415
		<b>£21.87</b>			Simple Hygiene Solutions - Total	
3398		£234.00	2090/1	12/10/23	Stroud District Council - Planning application - Stagholt - paid by debit card	
		<b>£234.00</b>			Stroud District Council - Total	
3397		£95.84	2050/1	07/11/23	Theresa Watt - Expenses - Goodwill grotto gifts	
		<b>£95.84</b>			Theresa Watt - Total	
3395		£468.00	1190/6	18/10/23	Ubico Limited - October 2023 - Dog/litter bin collection	60063906
		<b>£468.00</b>			Ubico Limited - Total	
3379		£8.40	1040/4	22/10/23	Voipfone - October 2023 - Answerphone	1014243163
		<b>£8.40</b>			Voipfone - Total	
3373		£118.76	1140/2	30/09/23	WaterPlus - September 2023 - Water - Pavilion	03476782
3374		£71.35	1070/2	30/09/23	WaterPlus - September 2023 - Water - TH	03472297
3375		£57.72	1070/2	31/10/23	WaterPlus - October 2023 - Water - TH	03757475
3376		£63.04	1140/2	31/10/23	WaterPlus - October 2023 - Water - Pavilion	03759351
		<b>£310.87</b>			WaterPlus - Total	
3387		£67.98	1070/3	01/11/23	YU Energy - October 2023 - Electricity - Library	01336858
3391		£144.18	1070/3	03/11/23	YU Energy - October 2023 - Electricity - TH	01355262
3392		£150.85	1180/3	03/11/23	YU Energy - October 2023 - Electricity - Pod	01355267
3393		£491.29	1140/3	03/11/23	YU Energy - October 2023 - Electricity - Pavilion	01355263
		<b>£854.30</b>			YU Energy - Total	

Signature

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Date





# Stonehouse Town Council

## Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
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<b>Total</b>		<hr/>		£6,498.29		
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Date \_\_\_\_\_





# Stonehouse Town Council

## Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3404		£175.00	2050/1	09/11/23	Nailsworth Chamber of Trade & Commerce - Extra 5 stalls for Goodwill 2023	00164
		<b>£175.00</b>			Nailsworth Chamber of Trade & Commerce - Total	
3403		£10,880.00	1170	08/11/23	The Door - 3rd quarter contract payment	1329
		<b>£10,880.00</b>			The Door - Total	
<b>Total</b>		<b>£11,055.00</b>				

Signature

Signature

Date





# Doc 1. Budget / Precepting based on renewing on same Taxbase

Start of year 01/04/23

## Precept Calculator

Heading	Last year's net	2023/2024	2024/2025
Town Business Committee Income			
100 Precept	£357,130.00	£373,973.21	£410,893.00
105 Newsletter Advertising	£230.00	£100.00	£100.00
120 Feed-in Tariff from Town Hall	£810.38	£800.00	£800.00
125 Stonehouse Town FC lease	£580.25	£600.00	£600.00 Covers insurance
126 STFC Water Recharge	£0.00	£0.00	£200.00 New charge - separately metered
127 STFC Electric Recharge	£0.00	£1,125.65	£1,500.00 New charge - separately metered
130 Athletics Field Lease	£0.00	£0.00	£0.00 Budget heading to be discussed by FTC
135 Phone Mast on Land	£5,998.12	£7,000.00	£1,000.00 Government is releasing company from current payment regime
140 Building Lease at OEL	£0.00	£637.00	£637.00
145 Magpies Social Club	£3,150.00	£1,837.50	£3,150.00
150 Community Centre Lease	£500.00	£0.00	£500.00
155 OEL Pitch Hire	£350.00	£100.00	£2,000.00
160 Misc Income	£1,005.44	£671.58	£500.00
170 Investments Interest	£705.73	£0.00	£0.00
171 Bank Interest - Lloyds Bank	£107.16	£200.00	£1,000.00 Now earning interest - but org will not provide mid year updates
172 Bank Interest - Charity A/C	£891.93	£200.00	£1,000.00 Now earning interest - but org will not provide mid year updates
173 Bank Interest - Natwest	£631.31	£375.98	£1,000.00 Now earning interest
174 Bank interest - Cambridge BS	£578.23	£0.00	£1,000.00 Now earning interest - but org will not provide mid year updates
175 Town Hall/Library Recharges	£3,355.06	£698.25	£3,400.00 Budget reduction of £300
176 Bank Interest - Nationwide	£1,445.50	£0.00	£1,000.00 Now earning interest - but or will not provide mid year updates
177 Bank Interest - Melton Building Society	£127.50	£0.00	£1,000.00 Now earning interest - but org will not provide mid year updates



# Precept Calculator

Start of year 01/04/23

Heading	Last year's net	Actual net	2023/2024	2024/2025	
178 CCLA Interest	£907.49	£9,944.07	£0.00	£10,000.00	Now earning interest - sizeable investment generating high interest - budget increase of £10k
<b>Town Business Committee Income Total</b>	£378,504.10	£389,314.54	£393,960.21	£441,280.00	
<b>Town Environment Committee Income</b>					
200 Stonehouse in Bloom	£250.00	£0.00	£1,500.00	£0.00	Remove budget - budget line duplicated
205 Event Income/Donations	£934.00	£860.00	£1,200.00	£1,200.00	
210 Planting Sponsorship	£1,538.24	£550.00	£1,500.00	£600.00	Unrealistic budget - Budget reduced by £900
215 Grants	£15,027.40	£0.00	£0.00	£0.00	Not aware that there will be any on offer
<b>Town Environment Committee Income Total</b>	£17,749.64	£1,410.00	£4,200.00	£1,800.00	
<b>Total Income</b>	£396,253.74		£398,160.21	£443,080.00	
<b>Town Business Committee Expenditure</b>					
1000 Salaries	£142,160.67	£97,659.25	£180,000.00	£205,000.00	Includes nat pay rise, Increment rise and recent grounds increases
1010 Training & Recruitment	£5,830.00	£614.00	£5,000.00	£4,000.00	Budget reduced by £1,000
1020 Health & Safety	£3,632.20	£116.04	£2,500.00	£2,500.00	Move £2000 to training and recruitment to reflect diff between training and H&S
1030 Professional Fees	£15,815.93	£2,211.72	£8,000.00	£8,000.00	Number of planning and legal costs are on their way (Stagholt, STFC lease, Wessex lease etc
1040 IT support	£11,628.52	£5,142.75	£9,250.00	£9,550.00	Increased website costs - new contract - delete newsletter sub heading
1050 Office Equipment Renewals	£0.00	£0.00	£500.00	£500.00	Ok
1060 Grants	£43,609.86	£20,136.00	£15,000.00	£15,000.00	
1070 Town Hall/Library Shared Costs	£14,178.06	£2,940.77	£14,500.00	£13,700.00	Reduce Gas by £1,000 and increase security by £200
1080 Town Hall/Library STC costs	£1,583.39	£1,370.91	£2,500.00	£2,700.00	Increase budget £1,200 for interior

# Precept Calculator

Start of year 01/04/23

Heading		Last year's net	2023/2024	2024/2025	
1090	Admin Expenses	£5,818.93	£3,334.48	£3,750.00	cleaning
1100	Mayor's Charity & Expenses	£0.00	£31.48	£300.00	Decrease 'Other' budget by £1,000 and increase 'Newsletter' budget by £3,000
1110	Travel Costs/Staff & Councillors	£0.00	£0.00	£400.00	Use on awards and remembrance
1120	Election Costs	£9,096.95	£8,924.35	£0.00	OK - Need to keep in place in case
1130	Civic/Remembrance Parades	£0.00	£0.00	£180.00	OK - election costs can be taken from reserves
1140	Pavilion Overheads	£10,827.67	£6,848.68	£15,700.00	OK
1150	Workshop Overheads	£3,368.02	£1,220.61	£4,600.00	Water plus £600; Electric minus £2,000; Maintenance reactive minus £1,000 and Waste collection minus £400
1160	Equipment & Vehicle Costs	£20,369.08	£1,647.60	£3,800.00	New toilet not currently considered - Programmed maintenance minus £1,000; Security plus £200
1170	Youth Centre Workers	£46,850.84	£30,526.74	£54,000.00	Increase budget by £7000 to ensure service continuity at times of high inflation
1180	Youth Centre Overheads	£7,180.78	£2,369.75	£10,900.00	Electric budget minus £500; IT increase budget £200
1200	Subscriptions	£2,511.00	£540.96	£3,500.00	To be looked at
1210	Insurances	£6,806.23	£0.00	£7,000.00	Delete subheadings - Buildings and Vehicle
1220	Project Planning & Delivery	£15,000.00	£299.00	£0.00	
1230	Climate Change	£166.00	£4,690.00	£5,000.00	Home energy project
Town Business Committee Expenditure Total		£366,434.13	£196,864.27	£374,980.00	
Town Environment Committee Expenditure					
1190	Amenity Areas	£53,082.51	£28,309.40	£46,300.00	Grounds contract inflation - plus £2,500 - tree budget to be reduced by £2,000



# Precept Calculator

	Last year's	2023/2024	2024/2025
1. The number of people who have been vaccinated against COVID-19	100%	100%	100%
2. The number of people who have been tested for COVID-19	100%	100%	100%
3. The number of people who have been treated for COVID-19	100%	100%	100%
4. The number of people who have been hospitalized for COVID-19	100%	100%	100%
5. The number of people who have died from COVID-19	100%	100%	100%

# Precept Calculator

Page 4

# Doc 2 Budget / Precepting based on a reduction in Tax base by 100 properties

Start of year 01/04/23

## Precept Calculator

Heading		Last year's net		2023/2024	2024/2025
Town Business Committee Income					
100	Precept	£357,130.00	£373,973.00	£373,973.21	£410,893.00
105	Newsletter Advertising	£230.00	£0.00	£100.00	£100.00
120	Feed-in Tariff from Town Hall	£810.38	£588.51	£800.00	£800.00
125	Stonehouse Town FC lease	£580.25	£0.00	£600.00	£600.00
126	STFC Water Recharge	£0.00	£0.00	£0.00	Covers insurance
127	STFC Electric Recharge	£0.00	£1,125.65	£0.00	New charge - separately metered
130	Athletics Field Lease	£0.00	£0.00	£0.00	New charge - separately metered
135	Phone Mast on Land	£5,998.12	£0.00	£7,000.00	Budget heading to be discussed by FTC
140	Building Lease at OEL	£0.00	£0.00	£637.00	Government is releasing company from current payment regime
145	Magpies Social Club	£3,150.00	£1,837.50	£3,150.00	£637.00
150	Community Centre Lease	£500.00	£0.00	£500.00	£3,150.00
155	OEL Pitch Hire	£350.00	£100.00	£2,000.00	£500.00
160	Misc Income	£1,005.44	£671.58	£500.00	£2,000.00
170	Investments Interest	£705.73	£0.00	£0.00	£500.00
171	Bank Interest - Lloyds Bank	£107.16	£0.00	£200.00	£0.00
172	Bank Interest - Charity A/C	£891.93	£0.00	£200.00	Now earning interest - but org will not provide mid year updates
173	Bank Interest - Natwest	£631.31	£375.98	£200.00	Now earning interest - but org will not provide mid year updates
174	Bank interest - Cambridge BS	£578.23	£0.00	£200.00	Now earning interest
175	Town Hall/Library Recharges	£3,355.06	£698.25	£3,700.00	Now earning interest - but org will not provide mid year updates
176	Bank Interest - Nationwide	£1,445.50	£0.00	£200.00	Budget reduction of £300
177	Bank Interest - Melton Building Society	£127.50	£0.00	£0.00	Now earning interest - but or will not provide mid year updates



# Precept Calculator

Start of year 01/04/23

Heading	Last year's net	Actual net	2023/2024	2024/2025	
178 CCLA Interest	£907.49	£9,944.07	£0.00	£10,000.00	Now earning interest - sizeable investment generating high interest - budget increase of £10k
Town Business Committee Income Total	£378,504.10	£389,314.54	£393,960.21	£441,280.00	
Town Environment Committee Income					
200 Stonehouse in Bloom	£250.00	£0.00	£1,500.00	£0.00	Remove budget - budget line duplicated
205 Event Income/Donations	£934.00	£860.00	£1,200.00	£1,200.00	
210 Planting Sponsorship	£1,538.24	£550.00	£1,500.00	£600.00	Unrealistic budget - Budget reduced by £900
215 Grants	£15,027.40	£0.00	£0.00	£0.00	Not aware that there will be any on offer
Town Environment Committee Income Total	£17,749.64	£1,410.00	£4,200.00	£1,800.00	
Total Income	£396,253.74		£398,160.21	£443,080.00	
Town Business Committee Expenditure					
1000 Salaries	£142,160.67	£97,659.25	£180,000.00	£205,000.00	Includes nat pay rise, Increment rise and recent grounds increases
1010 Training & Recruitment	£5,830.00	£614.00	£5,000.00	£4,000.00	Budget reduced by £1,000
1020 Health & Safety	£3,632.20	£116.04	£2,500.00	£2,500.00	Move £2000 to training and recruitment to reflect diff between training and H&S
1030 Professional Fees	£15,815.93	£2,211.72	£8,000.00	£8,000.00	Number of planning and legal costs are on their way (Stagholt, STFC lease, Wessex lease etc
1040 IT support	£11,628.52	£5,142.75	£9,250.00	£9,550.00	Increased website costs - new contract - delete newsletter sub heading
1050 Office Equipment Renewals	£0.00	£0.00	£500.00	£500.00	Ok
1060 Grants	£43,609.86	£20,136.00	£15,000.00	£15,000.00	
1070 Town Hall/Library Shared Costs	£14,178.06	£2,940.77	£14,500.00	£13,700.00	Reduce Gas by £1,000 and increase security by £200
1080 Town Hall/Library STC costs	£1,583.39	£1,370.91	£2,500.00	£2,700.00	Increase budget £1,200 for interior

# Precept Calculator

Start of year 01/04/23

Last year's net Actual net

2023/2024 2024/2025

Heading

1090	Admin Expenses	£5,818.93	£3,334.48	£3,750.00	£5,750.00	cleaning Decrease 'Other' budget by £1,000 and increase 'Newsletter' budget by £3,000
1100	Mayor's Charity & Expenses	£0.00	£31.48	£300.00	£300.00	Use on awards and remembrance
1110	Travel Costs/Staff & Councillors	£0.00	£0.00	£400.00	£400.00	OK - Need to keep in place in case
1120	Election Costs	£9,096.95	£8,924.35	£0.00	£0.00	OK - election costs can be taken from reserves
1130	Civic/Remembrance Parades	£0.00	£0.00	£180.00	£180.00	OK
1140	Pavilion Overheads	£10,827.67	£6,848.68	£15,700.00	£12,900.00	Water plus £600; Electric minus £2,000; Maintenance reactive minus £1,000 and Waste collection minus £400
1150	Workshop Overheads	£3,368.02	£1,220.61	£4,600.00	£3,800.00	New toilet not currently considered - Programmed maintenance minus £1,000; Security plus £200
1160	Equipment & Vehicle Costs	£20,369.08	£1,647.60	£3,800.00	£3,800.00	
1170	Youth Centre Workers	£46,850.84	£30,526.74	£54,000.00	£61,000.00	Increase budget by £7000 to ensure service continuity at times of high inflation
1180	Youth Centre Overheads	£7,180.78	£2,369.75	£10,900.00	£10,400.00	Electric budget minus £500; IT increase budget £200
1200	Subscriptions	£2,511.00	£540.96	£3,500.00	£3,500.00	To be looked at
1210	Insurances	£6,806.23	£0.00	£7,000.00	£7,000.00	Delete subheadings - Buildings and Vehicle
1220	Project Planning & Delivery	£15,000.00	£299.00	£0.00	£0.00	
1230	Climate Change	£166.00	£4,690.00	£5,000.00	£5,000.00	Home energy project
Town Business Committee Expenditure Total		£366,434.13	£196,864.27	£346,380.00	£374,980.00	
Town Environment Committee Expenditure						
1190	Amenity Areas	£53,082.51	£28,309.40	£46,300.00	£48,800.00	Grounds contract inflation - plus £2,500 - tree budget to be reduced by £2,000



# Precept Calculator

Heading	Last year's net	2023/2024	2024/2025
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2000	Christmas Lights	£4,644.63	£0.00	£5,000.00	£5,000.00	Can be used for lights on street trees????
2005	Climate Change	£1,480.00	£0.00	£2,000.00	£2,000.00	
2010	In Bloom	£914.06	£5,180.39	£7,000.00	£3,000.00	Non contract planting minus £500; Watering services minus £3000; 'Other' minus £500
2050	Cultural Events & Studies	£9,008.46	£3,444.87	£9,300.00	£9,300.00	Budget for 'Goodwill' to be discussed
2080	Neighbourhood Plan Review	£0.00	£0.00	£0.00	£0.00	
2090	Planning Specialist Advice	£0.00	£234.00	£0.00	£0.00	
Town Environment Committee Expenditure Total		£67,301.54	£37,168.66	£69,600.00	£68,100.00	

Total Expenditure	£433,735.67	£415,980.00	£443,080.00
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Net Expenditure	£37,481.93	£17,819.79	£0.00
Funding			<del>£0.00</del>
Recovery			<del>£0.00</del>

<del>£410,890.57</del>
£32,187.00
£443,077.57
-£2.43

01/04/23	Tax Base	Band D	01/04/24	New Tax Base	%age increase	Current year precept
	2399.71	155.84		2299.71	14.65	£373,970.81
						extra cost per band D
						New band D
						178.67
						22.83
						410890.5700
						Current precept + New additional = Proposed precept
						£373,970.81 + £36,919.76 = £410,890.57

Doc 3 Budget/Precepting based on a reduction in Tax base by 100 properties.  
 + £20,000 funded by Reserves.

# Precept Calculator

Start of year 01/04/23

Heading	Last year's net	2023/2024	2024/2025
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## Town Business Committee Income

100	Precept	£357,130.00	£373,973.00	£373,973.21	£390,893.00
105	Newsletter Advertising	£230.00	£0.00	£100.00	£100.00
120	Feed-in Tariff from Town Hall	£810.38	£588.51	£800.00	£800.00
125	Stonehouse Town FC lease	£580.25	£0.00	£600.00	£600.00 Covers insurance
126	STFC Water Recharge	£0.00	£0.00	£0.00	£200.00 New charge - separately metered
127	STFC Electric Recharge	£0.00	£1,125.65	£0.00	£1,500.00 New charge - separately metered
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135	Phone Mast on Land	£5,998.12	£0.00	£7,000.00	£1,000.00 Government is releasing company from current payment regime
140	Building Lease at OEL	£0.00	£0.00	£637.00	£637.00
145	Magpies Social Club	£3,150.00	£1,837.50	£3,150.00	£3,150.00
150	Community Centre Lease	£500.00	£0.00	£500.00	£500.00
155	OEL Pitch Hire	£350.00	£100.00	£2,000.00	£2,000.00
160	Misc Income	£1,005.44	£671.58	£500.00	£500.00
170	Investments Interest	£705.73	£0.00	£0.00	£0.00
171	Bank Interest - Lloyds Bank	£107.16	£0.00	£200.00	£1,000.00 Now earning interest - but org will not provide mid year updates
172	Bank Interest - Charity A/C	£891.93	£0.00	£200.00	£1,000.00 Now earning interest - but org will not provide mid year updates
173	Bank Interest - Natwest	£631.31	£375.98	£200.00	£1,000.00 Now earning interest
174	Bank interest - Cambridge BS	£578.23	£0.00	£200.00	£1,000.00 Now earning interest - but org will not provide mid year updates
175	Town Hall/Library Recharges	£3,355.06	£698.25	£3,700.00	£3,400.00 Budget reduction of £300
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177	Bank Interest - Melton Building Society	£127.50	£0.00	£0.00	£1,000.00 Now earning interest - but org will not provide mid year updates



# Precept Calculator

Start of year 01/04/23

Heading	Last year's net		2023/2024	2024/2025	
178 CCLA Interest	£907.49	£9,944.07	£0.00	£10,000.00	Now earning interest - sizeable investment generating high interest - budget increase of £10k
Town Business Committee Income Total					
Town Environment Committee Income					
200 Stonehouse in Bloom	£250.00	£0.00	£1,500.00	£0.00	Remove budget - budget line duplicated
205 Event Income/Donations	£934.00	£860.00	£1,200.00	£1,200.00	
210 Planting Sponsorship	£1,538.24	£550.00	£1,500.00	£600.00	Unrealistic budget - Budget reduced by £900
215 Grants	£15,027.40	£0.00	£0.00	£0.00	Not aware that there will be any on offer
Town Environment Committee Income Total					
Total Income	£396,253.74	£1,410.00	£4,200.00	£1,800.00	
Town Business Committee Expenditure					
1000 Salaries	£142,160.67	£97,659.25	£180,000.00	£205,000.00	Includes nat pay rise, Increment rise and recent grounds increases
1010 Training & Recruitment	£5,830.00	£614.00	£5,000.00	£4,000.00	Budget reduced by £1,000
1020 Health & Safety	£3,632.20	£116.04	£2,500.00	£2,500.00	Move £2000 to training and recruitment to reflect diff between training and H&S
1030 Professional Fees	£15,815.93	£2,211.72	£8,000.00	£8,000.00	Number of planning and legal costs are on their way (Stagholt, STFC lease, Wessex lease etc
1040 IT support	£11,628.52	£5,142.75	£9,250.00	£9,550.00	Increased website costs - new contract - delete newsletter sub heading
1050 Office Equipment Renewals	£0.00	£0.00	£500.00	£500.00	Ok
1060 Grants	£43,609.86	£20,136.00	£15,000.00	£15,000.00	
1070 Town Hall/Library Shared Costs	£14,178.06	£2,940.77	£14,500.00	£13,700.00	Reduce Gas by £1,000 and increase security by £200
1080 Town Hall/Library STC costs	£1,583.39	£1,370.91	£2,500.00	£2,700.00	Increase budget £1,200 for interior

# Precept Calculator

Start of year 01/04/23

Heading		Last year's net	2023/2024	2024/2025	
1090	Admin Expenses	£5,818.93	£3,334.48	£3,750.00	cleaning
1100	Mayor's Charity & Expenses	£0.00	£31.48	£300.00	Decrease 'Other' budget by £1,000 and increase 'Newsletter' budget by £3,000
1110	Travel Costs/Staff & Councillors	£0.00	£0.00	£400.00	Use on awards and remembrance
1120	Election Costs	£9,096.95	£8,924.35	£0.00	OK - Need to keep in place in case
1130	Civic/Remembrance Parades	£0.00	£0.00	£180.00	OK - election costs can be taken from reserves
1140	Pavilion Overheads	£10,827.67	£6,848.68	£15,700.00	OK
1150	Workshop Overheads	£3,368.02	£1,220.61	£4,600.00	Water plus £600; Electric minus £2,000; Maintenance reactive minus £1,000 and Waste collection minus £400
1160	Equipment & Vehicle Costs	£20,369.08	£1,647.60	£3,800.00	New toilet not currently considered - Programmed maintenance minus £1,000; Security plus £200
1170	Youth Centre Workers	£46,850.84	£30,526.74	£54,000.00	Increase budget by £7000 to ensure service continuity at times of high inflation
1180	Youth Centre Overheads	£7,180.78	£2,369.75	£10,900.00	Electric budget minus £500; IT increase budget £200
1200	Subscriptions	£2,511.00	£540.96	£3,500.00	To be looked at
1210	Insurances	£6,806.23	£0.00	£7,000.00	Delete subheadings - Buildings and Vehicle
1220	Project Planning & Delivery	£15,000.00	£299.00	£0.00	
1230	Climate Change	£166.00	£4,690.00	£5,000.00	Home energy project
Town Business Committee Expenditure Total		£366,434.13	£196,864.27	£346,380.00	
Town Environment Committee Expenditure					
1190	Amenity Areas	£53,082.51	£28,309.40	£48,800.00	Grounds contract inflation - plus £2,500 - tree budget to be reduced by £2,000



Doc 3

# Precept Calculator

Start of year 01/04/23

Heading	Last year's net	Actual net	2023/2024	2024/2025	
2000 Christmas Lights	£4,644.63	£0.00	£5,000.00	£5,000.00	Can be used for lights on street trees??????
2005 Climate Change	£1,480.00	£0.00	£2,000.00	£2,000.00	
2010 In Bloom	-£914.06	£5,180.39	£7,000.00	£3,000.00	Non contract planting minus £500; Watering services minus £3000; 'Other' minus £500
2050 Cultural Events & Studies	£9,008.46	£3,444.87	£9,300.00	£9,300.00	Budget for 'Goodwill' to be discussed
2080 Neighbourhood Plan Review	£0.00	£0.00	£0.00	£0.00	
2090 Planning Specialist Advice	£0.00	£234.00	£0.00	£0.00	
Town Environment Committee Expenditure	£67,301.54	£37,168.66	£69,600.00	£68,100.00	
Total					
Total Expenditure	£433,735.67		£415,980.00	£443,080.00	
Net Expenditure	£37,481.93		£17,819.79	£20,000.00	
Funding Reserves				£20,000.00	
S106 / CIL					
Loans					
Proposed Precept					
Other Income					
Total Funding					
Balance					
01/04/23 Tax Base					
Band D	01/04/24				
2399.71	155.84				
2299.71					
%age increase					
9.07					
New Tax Base					
2299.71					
Current year precept					
£373,970.81					
extra cost per band D					
14.13					
New band D					
169.97					
New Precept					
390892.5200					
Current precept					
£373,970.81					
+ New additional					
£16,921.71					
= Proposed precept					
£390,892.52					

# Reserve Movements

Start of year 01/04/23

## General Fund

	-£54,018.82	Start of year value	
12/06/23	-£5,000.00	: To Cotswold Canal Trust Grant, Decision of FTC 16/5/22 TC2824 and 12/6/2	
18/10/23	-£17,000.00	: To Stagholt Allotments, Decision of FTC 16/10/23 Agenda Item 3124	
	£15,455.58	Value as at 31/03/24	This value is calculated and not just a sum of reserve movements plus starting balance.

## General Reserve (Contingency)

	£128,898.96	Start of year value	
29/08/23	-£3,924.35	: Expenditure transaction 3286,	
	£124,974.61	Current value	

## Replacement Recreation Land

	£53,056.00	Start of year value	
	£53,056.00	Current value	

## Asset Renewal Reserve

	£22,000.00	Start of year value	
	£22,000.00	Current value	

## Elections

	£5,000.00	Start of year value	
29/08/23	-£5,000.00	: Expenditure transaction 3286,	
	£0.00	Current value	

## Oldends Lane New Community Facilities

	£411,378.00	Start of year value	
16/08/23	-£299.00	: Expenditure transaction 3281, TBC 26th June 2023 B/556	
	£411,079.00	Current value	

## Land Acquisition

	£0.00	Start of year value	
	£0.00	Current value	

## Street Furniture

	£5,000.00	Start of year value	
	£5,000.00	Current value	

## Oldends Lane Seage Development

	£70,000.00	Start of year value	
	£70,000.00	Current value	

## Replacement vehicle

	£3,522.00	Start of year value	
	£3,522.00	Current value	



Town Hall Security & Improvements		
	£0.00	Start of year value
	£0.00	Current value
Mowers & Equipment		
	£17,657.50	Start of year value
	£17,657.50	Current value
Feasibility Studies		
	£0.00	Start of year value
	£0.00	Current value
Neighbourhood Plan Review		
	£13,000.00	Start of year value
	£13,000.00	Current value
Stroud DC LRSG Business COVID Support Grant for Stonehou		
	£0.00	Start of year value
	£0.00	Current value
Stroud DC Tourism Grants 2019		
	£651.27	Start of year value
	£651.27	Current value
Stroud District Council Market Towns Initiative Funding		
	£43,325.00	Start of year value
	£43,325.00	Current value
GWR Community Cohesion Fund 20/21 (Station Tree scheme)		
	£0.00	Start of year value
	£0.00	Current value
CIL		
	£8,792.16	Start of year value
	£8,792.16	Current value
Bus shelter replacement & repairs		
	£16,000.00	Start of year value
	£16,000.00	Current value
Meadow Road Play area refurbishment		
	£16,000.00	Start of year value
	£16,000.00	Current value
Gloucestershire Wildlife Trust Wild Towns Project		
	£0.00	Start of year value
	£0.00	Current value
Stagholt Brook Repairs		
	£0.00	Start of year value

	£0.00	Current value
Trees 2021/2022		
	£0.00	Start of year value
	£0.00	Current value
Plantinum Jubilee 2023		
	£0.00	Start of year value
	£0.00	Current value
Underwrite Rev Budget 22/23		
	£0.00	Start of year value
	£0.00	Current value
Laburnum Recreation Field Trees and Wildflower seeds Memor		
	£1,608.34	Start of year value
	£1,608.34	Current value
GCC Build Back Better Fund		
	£1,250.00	Start of year value
	£1,250.00	Current value
Welcome Back Funding		
	£1,115.00	Start of year value
	£1,115.00	Current value
Stagholt Allotments		
	£8,000.00	Start of year value
01/09/23	-£1,582.80	: Expenditure transaction 3311,
18/10/23	£17,000.00	: From General Fund, Decision of FTC 16/10/23 Agenda Item 3124
	£23,417.20	Current value
Court View		
	£10,000.00	Start of year value
	£10,000.00	Current value
Major Projects Support		
	£5,000.00	Start of year value
	£5,000.00	Current value
Tourism Market Towns		
	£10.00	Start of year value
	£10.00	Current value
Stroudwater Railway station feasibility survey		
	£0.00	Start of year value
	£0.00	Current value
Cotswold Canal Trust Grant		
	£0.00	Start of year value



12/06/23	-£5,000.00	: Expenditure transaction 3153, Decision of FTC 16/5/23 TC2824 and 12/6/23
12/06/23	£5,000.00	: From General Fund, Decision of FTC 16/5/22 TC2824 and 12/6/23 TC3071
	£0.00	Current value
<b>Homestart Grant</b>		
	£0.00	Start of year value
	£0.00	Current value
<b>Support Stonehouse - Warm spaces fund</b>		
	£10,000.00	Start of year value
	£10,000.00	Current value
<b>In Bloom Planting display</b>		
	£10,000.00	Start of year value
13/04/23	-£2,677.98	: Expenditure transaction 3041, Decision by FTC
	£7,322.02	Current value
<b>Canal Spring Festival</b>		
	£2,000.00	Start of year value
	£2,000.00	Current value
<b>Youth Support</b>		
	£50,000.00	Start of year value
	£50,000.00	Current value
<b>Kings Coronation</b>		
	£1,357.05	Start of year value
21/04/23	-£124.00	: Expenditure transaction 3063,
24/04/23	-£350.00	: Expenditure transaction 2996,
25/04/23	-£125.00	: Expenditure transaction 3066,
12/05/23	-£160.00	: Expenditure transaction 3103,
17/05/23	-£450.00	: Expenditure transaction 3100,
05/10/23	-£39.23	: Expenditure transaction 3087,
05/10/23	-£32.69	: Expenditure transaction 3087,
	£76.13	Current value
	£916,856.23	Current Reserves total excluding the General Fund
	£932,311.81	Current Reserves total including the General Fund





**STONEHOUSE  
TOWN COUNCIL**

**Minutes of a Town Business Committee  
held on Monday 30th October '23 at 7.00pm  
at the Town Hall**

**Present:** Councillors, John Callinan (Committee Vice Chair), Keith Creighton, Carol Kambites and Wendy Thomson

**In Attendance:** Carlos Novoth (Clerk); Jacqui Sanders (Deputy Clerk); Town Councillors Debbie Curtis and Marcus Dixon

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

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**B/614 To receive apologies**

Apologies were received from Cllrs Theresa Watt and Gary Powell

**B/615 To receive Declarations of Interest**

There was a declaration of interest raised by Cllr Carol Kambites in relation to agenda item B/618

**B/616 To approve the minutes of the Business Committee meeting on 2<sup>nd</sup> Oct '23**

Subject to the addition of the following - 'Committee APPROVED the minutes as a true and accurate record of the meeting

**B/617 To receive the latest budget position**

Committee NOTED the latest budget position totaling 'Net Actual Expenditure' of £191,834.66; 'Net Actual Income' of £383,340.57; Reserve movements of £14,223.35

Cllr Kambites left the meeting at 7.10pm in light of her declared interest in agenda item B/618

**B/618 To approve the latest payments list**

Committee APPROVED the latest payment list totaling expenditure of £19,380.13

Cllr Kambites returned to the meeting at 7.12pm

**B/619 To discuss budgetary concerns/issues in relation to the 2024/25 proposed Budget**

The following ideas/issues/concerns were raised in support of the budget setting process:



- The purchase of stalls for the Goodwill event. This was considered in past years and it was established that whilst it may save money in the long run, the setting up and breaking down processes would necessitate a lot of resource on a day that was already very labour intensive.
- Allocate funding to encourage and support 'Sport of Girls' - it was found nationally that girls generally ventured away from sports. Cllr Wendy Thomson to seek guidance and experience from other organisations
- Allocate funding to support the 'Ship Inn' site working group for the period considered as 'Meanwhile Use' - A budget proposal was put forward totaling £22,500 - this includes the setting up of an on site café with toilets, picnic benches and the provision of a small jetty - general working capital was also proposed. It was felt that the town council wished to demonstrate its willingness and drive into making the site a success to support it being used as a community space.  
Committee **RECOMMENDS** town council approve a new earmarked reserve for the site headed 'Ship Inn site - Meanwhile Use' with a budget of £20,000.
- Increase the Youth work budget to accommodate increased costs

**B/620 To recommend for town council approval a new three year IT support contract**

The Deputy Clerk provided a detailed analysis of the quotations received by four IT providers. It was found that some IT contractors either would not provide quotations based on the council's requirements or had quoted differently to others making the analysis more difficult. The fore runner for the contract was in the incumbent contractor albeit, it was acknowledged that Cllrs had experienced problems with their service prompting unease at awarding a longer-term contract to them. One Cllr felt that the options were limited to just one contractor and asked whether Officers had researched the contractors used by other local authorities.

Following discussion, a proposal was made and seconded for the matter to be put to a vote. The Clerk asked to be heard and explained that whilst it has taken some considerable time for Officers to reach the current outcome, in light of the concerns shown at the meeting, he was prepared to seek further quotations with a view to incorporating those contractors used by other authorities. On request by the proposer and seconder, the proposal was withdrawn.

Committee voted to DEFER the matter to the next Business Committee meeting

**B/621 To receive updates from the following working groups:**

**1. Climate Change Action Forum**

The group is currently looking at a 'Bike Drop' (electric bike hire) initiative and are looking for space to house them and support volunteers

The SWEA project is entering its third year of the current project - details of which are to be determined

**2. Oldends Lane Development**

There has not been a recent meeting

Old changing rooms building - disconnection of utilities to be confirmed prior to work starting



New sewer line - yet to hear back from Hitchins

**3. Support Stonehouse**

Meeting took place recently and a further one planned

Restarting 'warm spaces' but need to consider potentially opening only one or two site - Bridge café being one potential - John Callinan to ask James Thomson - need to find out why there was a low take up last year. New leaflets planned

**4. Youth**

No recent meetings - The Door Annual event held in November - invitation from the Door forwarded to town councillors

**5. Policy**

H&S policy and council strategy being brought to committee and council soon. Also looking to bring forward next year's planned reviews to help support the administration, post-election.

**6. Internal Audit Panel**

Nothing to report

**B/622 To note the date of the next meeting - Monday 27<sup>th</sup> November 2023**

Date of the next meeting noted







## **STONEHOUSE TOWN COUNCIL**

Minutes (subject to agreement at the next Committee meeting) of a meeting of the Town Environment Committee on Monday 6<sup>th</sup> November, 7pm at Stonehouse Library, High Street, Stonehouse, GL10 2NG.

**Present:**

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.

**Also present:** Jacqui Sanders (Deputy Town Clerk), one member of the public.

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

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One member of the public asked to speak concerning the parking of vehicles on the main High Street, making visibility poor when emerging from junctions.

The member of the public thanked the committee for listening, then left the meeting.

**E/693** To receive apologies.

Apologies were received from Cllr Curtis.

**E/694** Declarations of Interest

No declarations of interest were declared.

**E/695** To approve the minutes of the Town Environment Committee meeting held on Monday 9<sup>th</sup> October.

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

**E/696** To receive the latest updated Environment Budget.

Committee **RECEIVED** and **NOTED** the latest Budget position.

Total Actual Net Income £1,300.00

Total Actual Net Expenditure £36,256.50

Total Reserve £5,191.70





## **STONEHOUSE TOWN COUNCIL**

**E/697** To agree arrangements for the 2024/25 budget setting process.

Committee **AGREED** with the Officers recommendation for amending the budget for 2024/5 as follows:

**Income:**

Stonehouse in Bloom - remove £1500 from budget code 200.

Planting Sponsorship - remove £900 from budget code 210.

**Expenditure:**

Non contract planting - remove £500.00 from budget code 2010/2

Watering services - remove £3000 from budget code 2010/3.

Grounds Maintenance (contract) increase budget by £2,500.00

**E/698** To note the ongoing flooding at the bottom of Horsemarling Lane and determine next steps.

Committee **RECOMMENDED** Officers arrange a meeting with the local SuDS officer.

**E/699** To comment on the proposed 20mph zone in Stonehouse.

Committee **SUPPORTED** the proposed 20mph zone in Stonehouse but requested

**E/686** T





## **STONEHOUSE**

### **TOWN COUNCIL**

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

The main area of concern was in relation to the wildflower/hayfield areas in Laburnum. These need to be cut and collected once per year. It was felt that any increase in contracting should only be done as a last resort.

The following Officer recommendations were **RECOMMENDED** for approval by full council subject to possible revision to the service recommendation:

1. Use of the Tender process in line with clause 11b of the council's Financial Regulations and Public Procurement Regulations
2. Increase the length of contract to a period of five years with a break clause on year three
3. Apply indexation to the contract price ensuring inflation is accommodated throughout the period of the contract - this is usually through the application of the RPI or successor index
4. Minor changes to the current service specification to allow for the cut and removal of grass in the wildflower/hayfield areas.
5. Add provisional items to the contract to allow for new elements to be added to the contracted works - Provisional items covering three key areas namely, Play areas, Town Greens and Court View within the contract would allow the town council to agree on an annual basis with the successful grounds maintenance contractor whether to add or remove one or more of the provisional items at a price agreed at the tendering stage. Any changes would need to be agreed on an annual basis prior to the commencement of the financial year. Committee to note that the town's play areas and town greens are currently maintained by its 'In House' team - provisional items would only be used as a fall-back measure in cases of urgent need.
6. The application of weightings to Tenders to support their evaluation.
  - 50% Cost and 50% Quality.
  - The quality element is further broken down to the following weightings:
    - Environment - 40%
    - Health and Safety - 30%
    - Resource and maintenance support arrangements - 30%

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

**S.23/1988/FUL** ABB Ltd, Oldends Lane, Stonehouse  
Proposed ground mounted Solar Array.

**Comment:** Committee support this application.





## **STONEHOUSE**

### **TOWN COUNCIL**

**S.23/1985/DISCON** Unit 2, Parcel E4, Land West of Stonehouse, Great Oldbury Drive, Great Oldbury. Discharge of condition 3 (noise mitigation) of planning permission S.21/2759/REM - Reserved Matters application for a proposed employment development (Class E(g), B2/B8) pursuant to outline planning permission S.14/0810/OUT including details of landscaping, design, scale, and appearance. (description updated 13/04 to reflect outline permission).

**Comment:**

**S.23/1693/VAR** Land adjoining Station Road, Bristol Road, Stonehouse  
Variation of condition 15 of permitted application S.21/1712/VAR - various alterations to house types (change 2 house types from 2 - 2.5 storey) and design. Changes to fenestration, materials, footprint, elevations, frontages and additional formers. Small changes to the ridge heights and to regularise the building form to flat block and balconettes to flats.

**Comment: No comment.**

**APPEAL REF: S.23/035/APPREF PLANNING REF: S.23/0480/FUL**

Land at 24 Oldends Lane, Stonehouse

Demolition of existing outbuilding/canopy and erection of single bungalow.

**Comment:**

**S.23/2099/LBC** Stonehouse Court Hotel, Bristol Road, Stonehouse  
Re-roofing of the Caroline Suite and the addition of PV Panels to this roof.

**Comment:**

**S.23/2098/FUL** Stonehouse Court Hotel, Bristol Road, Stonehouse  
Re-roofing of the Caroline Suite and the addition of PV Panels to this roof.

**Comment: Committee support this application.**

**S.23/2108/HHOLD** 37 Rosedale Avenue, Stonehouse  
Erection of a single storey rear extension and garage conversion.

**Comment: No objections as long as none from neighbours.**

**S.23/2150/TPO** Unit 1200, Stonehouse Park, Sperry Way, Stonehouse  
Decayed Lime Tree - fell.

**Comment:** 'No objections as long as the tree has been inspected by a qualified tree surveyor and that any tree felled is replaced by another somewhere suitable.'

**S.23/2070/CPL** 3 Melbourne Drive, Stonehouse





## STONEHOUSE TOWN COUNCIL

Removal of existing garage and erection of a replacement detached garage and extended access drive.

Comment: No objections as long as none from neighbours

S.23/2113/NEWTPO Land known as Verney Fields, Stonehouse  
DCC 14<sup>th</sup> November.

Comment:

### E/689

E/690 To receive Working Groups updates. Members may wish to note any reports from the following:

**Comms** - Not met, meeting to be arranged.

**Stroudwater (Bristol Road) Station** - As discussed in the meeting, a meeting is to be arranged with Siobhan Baille.

**Canal Rejuvenation** - Following the news that Stroud District Council's Strategy & Resources Committee gave a green light to the people of Stonehouse to enable the former Ship Inn site to become a community space, the working group are trying to arrange a meeting with Cotswold Canals Connected.

**Transport and Highways** - Not met, meeting to be arranged.

**Public Rights of Way** - Following reports that the stile is being demolished on MST28, a report has been made to the GCC PROW to inform them.

**Recreation** - Not met, a meeting to be arranged.

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

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

Coppice trees within 2m of property boundary wall, crown lift over garage by 3m and fell 2 maples to rear.

NO OBJECTION.

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

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