



To Members of the Town Council

You are hereby summoned to attend the Annual General Meeting of the Town Council to be held on Monday 19<sup>th</sup> May '25 at 7.00pm at the Town Hall, 1 Queens Street, Stonehouse

**Council Members:**

Councillors: John Callinan, Keren Capeling, Keith Creighton, Debbie Curtis, Marcus Dixon, Stephen Hunter, Carol Kambites, Simon MacGregor, Neil Gibbs (Chair of Council), John Parker, Val Randell, Keith Terry, Carol Trim and Theresa Watt (Vice Chair of Council)

*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  
13<sup>th</sup> May 2025

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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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| TC3420 | To appoint the Chair of Council/Town Mayor   |
| TC3421 | To appoint the Vice Chair of Council/Deputy Town Mayor   |
| TC3422 | To receive apologies   |
| TC3423 | To receive declarations of interest  |
| TC3424 | To approve the minutes of the Town Council meeting of 14 <sup>th</sup> April 2025  |
| TC3425 | To receive an update on the Annual Town Meeting held 17 <sup>th</sup> April 2025   |
| TC3426 | To resolve to approve or review Standing Orders and Financial Regulations  |
| TC3427 | To approve the appointment of Councillors to Committees, Working Groups and as representatives to external Organisations |
| TC3428 | To receive and note confirmation that Stonehouse Town Council retains the General Power of Competence                    |
| TC3429 | To approve account signatories for the following bank and building society accounts:                                     |

- Lloyds Bank (Council's Operating Account)
- CCLA (Churches, Charities and Local Authorities)
- Charity Bank
- Nationwide Building Society
- Melton Building Society
- Cambridge Building Society

TC3430	To receive the 2024/25 internal audit from GAPTC (now GALC) and note its recommendations
TC3431	To approve the 2024/25 Year End Accounts, Balance Sheet and Bank Reconciliation
TC3432	To approve the Annual Governance Statement for the 2024/25 financial year
TC3433	To approve the 2024/25 Accounting Statements by Resolution and for the meeting's Presiding Officer to sign the Accounting Statements
TC3434	To approve dates for the 'Exercise of Public Rights'
TC3435	<p>To receive the draft Minutes of Business Committee meeting 6<sup>th</sup> May 2025 and approve the following recommendations:</p> <ul style="list-style-type: none"> <li>• B/853 - to approve the award of a contract to install a new toilet in the workshop building to SSDB at a total cost of £5,912.41 plus vat</li> <li>• B/855 - to approve the payment of provisional sums to The Door in four equal instalments during the 2025/26 financial year prior to each quarter</li> <li>• B/587 - to approve the council's latest annual Financial Risk Assessment</li> <li>• B/858 - to approve the council's updated insurance cover premium</li> </ul>
TC3436	<p>To receive the Minutes of Environment Committee meeting of 29<sup>th</sup> April 2024 and approve the following recommendations:</p> <ul style="list-style-type: none"> <li>• <u>E/907</u> To approve the design and purchase of 5 new Stonehouse Town Entry signs and accompanying Stonehouse in Bloom signs at an approximate cost of £1,000 plus vat.</li> <li>• <u>E/911</u> To approve securing the services of Fields in Trust to secure the future protection of Doverow Hill Wood.</li> </ul>
TC3437	To receive reports from Chair of Town Council and town councillors
TC3438	To receive and request reports from County and District Councillors
TC3439	To receive RFO's budget report and bank reconciliation for April '25
TC3440	To approve the latest payment list
TC3441	To approve the latest Council Reserves
TC3442	Date of next meeting - Monday 23 <sup>rd</sup> June 2025