



STONEHOUSE TOWN COUNCIL

To Members of the Town Council

You are hereby summoned to attend a Town Council Meeting to be held on Monday 21st July 2025 at 7.00pm at the Town Hall, 1 Queens Road, Stonehouse

Council Members:

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

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
Tuesday 15th July '25

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

A G E N D A

- | | |
|--------|---|
| TC3458 | To receive apologies |
| TC3459 | To receive declarations of interest |
| TC3460 | To approve the minutes of the Town Council meeting of 23 rd June '25 |
| TC3461 | To receive reports from Chair of Town Council and town councillors |
| TC3462 | To receive reports from County and District Councillors |
| TC3463 | To receive RFO's budget report and bank reconciliation June '25 |
| TC3464 | To approve the latest payment lists |
| TC3465 | To note changes to CCLA |
| TC3466 | To note changes within the Board of Trustees of Stonehouse Community Association: <ul style="list-style-type: none">• Cllr Keith Terry's resignation as a council representative on the Board of Trustees to become Chair of Stonehouse Community Association |

- Cllr Keren Capeling becoming a Trustee on the Board of Trustees but not as a representative of the town council

and,

- approve a new council representative to SCA's Board of Trustees

- TC3467 To note the external auditor's findings following their audit of the Town Council's financial accounts for 2024/25
- TC3468 To approve the installation of a pontoon on the canal-side of the Ship Inn site.
- TC3469 To receive the draft minutes of Business Committee meeting of 7th July '25
- TC3470 To receive draft minutes of Environment Committee meeting of 30th June '25 and approve its recommendation:
- A. To seek permission from Gloucester Highways to install a pedestrian entrance to the Ship Inn site at the junction of Bristol road /Downton
 - B. To use the council's Earmarked Reserves for the installation works
 - C. To award the installation contract to 'Contract Surfacing Company'
- TC3471 To consider the concerns shared by 'Dawn Homes' in relation to the naming of the new housing development at land adjoining Station road
- TC3472 To approve festive lighting purchases and works
- TC3473 To note the date of the next town council meeting Monday 22nd September '25

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.

- TC3474 To receive an update from HR Sub Committee and approve its recommendations

Notes on Agenda items, Full Town Council Monday 21st July 2025

TC3460 - Minutes	See attached minutes
TC3462 – Reports	Updates to follow
TC3463 – Budget and Reconciliation	See attached budget report and reconciliation (including the relevant Lloyds Bank Statement) for March 2025
TC3464 – Payment list	Payment lists and additional report for Standing order and Direct Debit payments to follow
TC3465 - CCLA	See attached emails
TC3466 - SCA	Cllrs may wish to consider whether to appoint a new council representative to the board of Trustees
TC3467 - Ext Audit	See email from external auditor
TC3468 – Ship Inn site	See attached Paper
TC3469 – Bus Com	See attached draft minutes
TC3470 – Env Com	<p>See attached draft minutes</p> <p>Discussions have taken place with Glos Highways and they have advised of a low cost authorisation process to progress with the path installation. To make the application, the town council was required to determine its preferred contractor.</p> <p>Two quotes were received for the installation work - £1,850 plus vat and the other £1,995 plus vat (this does not include installing a gate way in the existing fenceline) It is recommended that Cotswold Surfacing Company be awarded the contract for £1,995 plus vat on the basis that they attended site before providing their quotation and are therefore fully aware of the constraints of the work area. Council has an Earmarked Reserve for all works to the Ship Inn site – there is currently adequate budget to cater for this work. We have now reached the application stage which it is understood will cost less than £150. If given the go ahead early enough, the works can be scheduled for August this year.</p> <p>Recommendations are listed on the Agenda</p>
TC3471 – New Development	<p>At its meeting on 14th April '25 (agenda item TC3418), Council resolved to recommend to Stroud District Council to name the new development 'John Vick Close'. The decision was made having considered three recommended options. Council felt that 'John Vick Close' was an apt name for the development by virtue of the fact that residents could relate to the name of the site's previous owner.</p> <p>The developer has written to the District Council with reasons as to why the development should not be named 'John Vick Close' – please see attachment of the relevant emails and the developers argument for choosing one of their recommended names.</p>
TC3472 – HR	Details to be provided at the meeting



**Minutes of a meeting of the Town Council
held Monday 23rd June 2025 at the Town Hall**

Present:

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

In Attendance: Jacqui Sanders - Deputy Clerk
One member of the public.

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

- TC3443 To receive apologies**
Apologies were received from Cllrs Debbie Curtis.
- TC3444 To receive declarations of interest**
There were no declarations of interest.
- TC3445 To approve the minutes of the Town Council meeting of 19th May '25**
Council **APPROVED** the minutes as a true and accurate record of the meeting.
- TC3446 To receive reports from Chair of Town Council and town councillors**
There were no reports/updates from the Chair.
Councillor Terry reported that he, and a number of other councillors, had attended Stonehouse Community Association's AGM in which Councillor Terry had been appointed as Chair and Councillor Capeling as a Trustee.
Councillor Callinan, who also attended the AGM, suggested to Stonehouse Community Association that a feasibility study be undertaken which could potentially be funded by Stonehouse Town Council.
- TC3447 To receive reports from County and District Councillors**
Ward Cllr Carol Kambites provided a written report on the District Council's activities. Ward Cllrs John Parker and John Callinan supported the report.
- TC3448 To receive RFO's budget report and bank reconciliation May '25**

Council **NOTED** the latest budget report showing total 'Actual Net' Income of £209,545.62; total 'Actual Net' Expenditure of £102,785.38 and total Reserve movements of £3,566.80
Council also **NOTED** the bank reconciliation for May 2025 with a closing balance of £42,801.78

**TC3449 To approve the latest payment lists
Council**

Council **APPROVED** the BACS payment list totalling £9,833.59
Council **RETROSPECTIVELY APPROVED** Debit Card payments totalling £120.37
Council **NOTED** Standing order payments totalling £11,312.10 and Direct Debits £4,569.15

Councillor Watt joined the meeting at 7.13pm.

TC3450 To approve the subscriptions for 2025/26

Council **APPROVED** the recommended list of Annual Subscriptions for 2025/26 as detailed below:

- ICO - £47
- GRCC - £25
- GAPTC - £2,321.45
- Parish Online - £300
- GPFA - £100
- Open Spaces Society - £45
- MRG Systems - £200
- Cotswold Canals Trust - £40
- Survey Monkey - £320.00

**TC3451 To receive recent correspondence relating to changes to the
Nationwide Building Society account and consider transferring money
held within the account.**

Council **DEFERRED** this item to the next Town Council meeting, to allow the RFO to produce a detailed report.

**TC3452 To consider supporting the motion to the GALC AGM in support of the
Fossil Fuel Non-proliferation Treaty.**

Council **AGREE** to support the motion to the GALC AGM in support of the Fossil Fuel Non-proliferation Treaty. Councillor Kambites will inform Stroud Town Council that this council agree to second their motion.

**TC3453 To receive the draft minutes of Business Committee meeting of 9th
June'25 and approve the following recommendations:**

Council received the draft minutes

B/871 that the town council recommends the adoption of a limited 9 hour stay in the long stay section of the High Street

car park with car park users being able to secure tickets when they arrive to enable the parking enforcement team to determine whether they are within the time limit.

Council APPROVE B/871, with a slight amendment, to read:
The town council recommends the adoption of a limited 9 hour stay in the long stay section of the High Street car park. This may be easier to monitor if car park users are able to secure tickets when they arrive to enable the parking enforcement team to determine whether they are within the time limit.

B/869 to adopt the revised Standing Orders

Council DEFERRED this item to the Policy Working Group to enable discussion as councillors feel they need further information and clarity to be able to adopt the revised Standing Orders.

TC3454 To receive the draft minutes of Environment Committee meeting of 27th May '25.

Council RECEIVED and NOTED the draft minutes.

TC3455 To receive a report from the Local Government Reorganisation Working Group.

The Local Government Reorganisation Group met recently and would like councillors to consider what they would like the role of this council to be and what would they like this council to take on in the future. Councillors were asked to feedback their thoughts to the members of the working group.

TC3456 To approve a Council representative to liaise with the Park Federation school

Councillor Parker currently acts as a governor at Park Federation and put out a request to the councillors for a volunteer to join him to represent Stonehouse Town Council. Councillor Trim volunteered to be considered for the role.

TC3457 To note the date of the next town council meeting Monday 21st July 2025.

Council NOTED the date of the next meeting

Financial Budget Comparison

Comparison between 01/04/25 and 16/07/25 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/25

	2025/2026	Reserve Movements	Actual Net	Balance	Bal %age
INCOME					
Town Business Committee					
100 Precept	£410,143.00	£0.00	£205,066.50	£-205,076.50	-50.00%
105 Newsletter Advertising	£100.00	£0.00	£0.00	£-100.00	-100.00%
120 Feed-in Tariff from Town Hall	£800.00	£0.00	£350.21	£-449.79	-56.22%
125 Stonehouse Town FC lease	£600.00	£0.00	£0.00	£-600.00	-100.00%
126 STFC Water Recharge	£200.00	£0.00	£0.00	£-200.00	-100.00%
127 STFC Electric Recharge	£2,000.00	£0.00	£550.06	£-1,449.94	-72.50%
130 Athletics Field Lease	£0.00	£0.00	£0.00	£0.00	0.00%
135 Phone Mast on Land	£6,000.00	£0.00	£0.00	£-6,000.00	-100.00%
140 Building Lease at OEL	£637.00	£0.00	£0.00	£-637.00	-100.00%
145 Magpies Social Club	£2,000.00	£0.00	£525.00	£-1,475.00	-73.75%
150 Community Centre Lease	£500.00	£0.00	£0.00	£-500.00	-100.00%
155 OEL Pitch Hire	£3,000.00	£0.00	£115.00	£-2,885.00	-96.17%
160 Misc Income	£500.00	£0.00	£2,350.00	£1,850.00	370.00%
170 Investments Interest	£0.00	£0.00	£0.00	£0.00	0.00%
171 Bank Interest - Lloyds Bank	£0.00	£0.00	£0.00	£0.00	0.00%
172 Bank Interest - Charity A/C	£2,000.00	£0.00	£0.00	£-2,000.00	-100.00%
173 Bank Interest - Natwest	£0.00	£0.00	£0.00	£0.00	0.00%
174 Bank interest - Cambridge BS	£2,000.00	£0.00	£0.00	£-2,000.00	-100.00%
175 Town Hall/Library Recharges	£3,000.00	£0.00	£1,286.96	£-1,713.04	-57.10%
176 Bank Interest - Nationwide	£2,000.00	£0.00	£0.00	£-2,000.00	-100.00%
177 Bank Interest - Melton Building Society	£2,000.00	£0.00	£0.00	£-2,000.00	-100.00%

Financial Budget Comparison

Comparison between 01/04/25 and 16/07/25 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/25

	2025/2026	Reserve Movements	Actual Net	Balance	Bal %age
178 CCLA Interest	£21,000.00	£0.00	£4,855.55	-£16,144.45	-76.88%
Total Town Business Committee	£2458,480.00	£0.00	£215,099.28	-£2243,380.72	-53.08%
Town Environment Committee					
200 Stonehouse in Bloom	£0.00	£0.00	£0.00	£0.00	0.00%
205 Event Income/Donations	£1,200.00	£0.00	£640.00	-£560.00	-46.67%
210 Planting Sponsorship	£0.00	£0.00	£0.00	£0.00	0.00%
215 Grants	£0.00	£0.00	£0.00	£0.00	0.00%
Total Town Environment Committee	£1,200.00	£0.00	£640.00	-£560.00	-46.67%
Total Income	£2459,680.00	£0.00	£215,739.28	-£2243,940.72	-53.07%

EXPENDITURE

Town Business Committee					
1000 Salaries	£223,800.00	£0.00	£51,428.15	£172,371.85	-77.02%
1010 Training & Recruitment	£3,000.00	£0.00	£1,332.98	£1,667.02	-55.57%
1020 Health & Safety	£2,500.00	£0.00	£809.17	£1,690.83	-67.63%
1030 Professional Fees	£8,000.00	£0.00	£1,353.39	£6,646.61	-83.08%
1040 IT support	£9,550.00	£0.00	£2,246.74	£7,303.26	-76.47%
1050 Office Equipment Renewals	£500.00	£0.00	£0.00	£500.00	-100.00%
1060 Grants	£17,400.00	£2,200.00	£7,900.00	£11,700.00	-67.24%
1070 Town Hall/Library Shared Costs	£12,000.00	£0.00	£6,760.25	£5,239.75	-43.66%
1080 Town Hall/Library STC costs	£2,200.00	£0.00	£638.15	£1,561.85	-70.99%
1090 Admin Expenses	£9,250.00	£0.00	£2,480.78	£6,769.22	-73.18%
1100 Mayor's Charity & Expenses	£300.00	£0.00	£0.00	£300.00	-100.00%
1110 Travel Costs/Staff & Councillors	£400.00	£0.00	£0.00	£400.00	-100.00%

Financial Budget Comparison

Comparison between 01/04/25 and 16/07/25 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/25

	2025/2026	Reserve Movements	Actual Net	Balance	Bal %age
1120 Election Costs	£0.00	£0.00	£0.00	£0.00	0.00%
1130 Civic/Remembrance Parades	£180.00	£0.00	£0.00	£180.00	-100.00%
1140 Pavilion Overheads	£12,900.00	£0.00	£2,831.92	£10,068.08	-78.05%
1150 Workshop Overheads	£3,300.00	£0.00	£924.18	£2,375.82	-71.99%
1160 Equipment & Vehicle Costs	£3,000.00	£550.00	£842.14	£2,707.86	-90.26%
1170 Youth Centre Workers	£66,000.00	£0.00	£32,500.50	£33,499.50	-50.76%
1180 Youth Centre Overheads	£8,800.00	£0.00	£2,996.03	£5,803.97	-65.95%
1200 Subscriptions	£3,500.00	£0.00	£2,646.45	£853.55	-24.39%
1210 Insurances	£8,000.00	£0.00	£8,988.70	£-988.70	12.36%
1220 Project Planning & Delivery	£0.00	£4,439.52	£4,439.52	£0.00	0.00%
1230 Climate Change	£5,000.00	£0.00	£0.00	£5,000.00	-100.00%
Total Town Business Committee	£399,580.00	£7,189.52	£131,119.05	£275,650.47	-68.99%
Town Environment Committee					
1190 Amenity Areas	£48,800.00	£0.00	£9,110.92	£39,689.08	-81.33%
2000 Christmas Lights	£2,000.00	£0.00	£2,110.00	£-110.00	5.50%
2005 Climate Change	£0.00	£0.00	£0.00	£0.00	0.00%
2010 In Bloom	£0.00	£0.00	£0.00	£0.00	0.00%
2050 Cultural Events & Studies	£9,300.00	£0.00	£617.07	£8,682.93	-93.36%
2080 Neighbourhood Plan Review	£0.00	£0.00	£0.00	£0.00	0.00%
2090 Planning Specialist Advice	£0.00	£0.00	£0.00	£0.00	0.00%
Total Town Environment Committee	£60,100.00	£0.00	£11,837.99	£48,262.01	-80.30%
Total Expenditure	£459,680.00	£7,189.52	£142,957.04	£323,912.48	-70.46%

Financial Budget Comparison

Comparison between 01/04/25 and 16/07/25 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/25

	2025/2026	Reserve Movements	Actual Net	Balance	Bal %age
Total Income	£459,680.00	£0.00	£215,739.28	-£243,940.72	53.07%
Total Expenditure	£459,680.00	£7,189.52	£142,957.04	£323,912.48	-70.46%
Total Net Balance	£0.00		£72,782.24	-£567,853.20	

Bank Account Reconciled Statement

Stonehouse Town Council

01651837

30-98-29

Statement Number	63	Bank Statement No.	63
Statement Opening Balance	£42,801.78	Opening Date	01/06/25
Statement Closing Balance	£35,209.03	Closing Date	30/06/25
True/ Cashbook Closing Balance	£35,209.03		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
02/06/25	DD020625NEST	NEST	2,929.93	0.00	39,871.85
02/06/25	FPI020625CAPELIN G	Keren Capeling	0.00	25.00	39,896.85
02/06/25	FPI020625FORSYT H	James Forsyth - Paganhill Plants	0.00	20.00	39,916.85
02/06/25	FPI020625INIE	Atinuke Fowokan	0.00	10.00	39,926.85
02/06/25	FPI020625KCRICK	Ken Crick	0.00	5.00	39,931.85
04/06/25	June '25 transfer		0.00	40,000.00	79,931.85
05/06/25	DEB050625VIKING	Viking	-29.28	0.00	79,961.13
06/06/25	FPI060625SJCAKE S	S J Cakes - Sarah Keen	0.00	5.00	79,966.13
09/06/25	DD090625YUENER GY	YU Energy	741.97	0.00	79,224.16
09/06/25	FPI090625CHARRI S	Caitlin Harris	0.00	5.00	79,229.16
09/06/25	FPI090625MAGPIE S	Magpies Social Club	0.00	262.50	79,491.66
10/06/25	DD100625YUENER GY	YU Energy	84.05	0.00	79,407.61
10/06/25	DEB100625VOIPFO NE	Voipfone	20.00	0.00	79,387.61
11/06/25	FPI110625AROGES	Alan Rogers Fruit & Veg	0.00	20.00	79,407.61
12/06/25	DD120625WATERP LUS	WaterPlus	179.95	0.00	79,227.66
12/06/25	FPI120625MUMMA	Naina Gohil	0.00	20.00	79,247.66
13/06/25	DEB130625ARGOS	Argos	15.45	0.00	79,232.21
13/06/25	DEB130625NETWO RLD	Net World Sports	78.78	0.00	79,153.43
13/06/25	DEB130625VIKING	Viking	21.59	0.00	79,131.84
13/06/25	FPI130625SJKEEN	S J Cakes - Sarah Keen	0.00	20.00	79,151.84
16/06/25	BGC160625EDF	EDF	0.00	359.38	79,511.22
16/06/25	DEB160625VOIPFO NE	Voipfone	8.40	0.00	79,502.82
16/06/25	FPI160625LLOYDS	Lloyds Bank	0.00	50.00	79,552.82
16/06/25	FPO160625	T W Hawkins & Sons	2,952.60	0.00	76,600.22
16/06/25	FPO160625ABBAY LOOS	Abbey Loos	442.32	0.00	76,157.90
16/06/25	FPO160625EASYW IN	Easy Window Cleaning	43.20	0.00	76,114.70

Bank Account Reconciled Statement

16/06/25	FPO160625GAYLA RD	Anthony Gaylard	25.20	0.00	76,089.50
16/06/25	FPO160625GCC	Gloucestershire County Council	174.00	0.00	75,915.50
16/06/25	FPO160625HISCOX	Hiscox Insurance Company Limited	8,851.28	0.00	67,064.22
16/06/25	FPO160625HMRC	HMRC	4,445.71	0.00	62,618.51
16/06/25	FPO160625JIREH	Jireh Solutions Ltd	329.95	0.00	62,288.56
16/06/25	FPO160625JOMEW	Jo Mew Creative	100.00	0.00	62,188.56
16/06/25	FPO160625KELLA WAY	Kellaway Building Supplies Ltd	197.32	0.00	61,991.24
16/06/25	FPO160625MARKE T	Market Street Markets - Nailsworth	368.16	0.00	61,623.08
16/06/25	FPO160625MDLEL ECTRIC	M D Electrical Contracting	562.03	0.00	61,061.05
16/06/25	FPO160625MDLKE LEX	MDL Kelex	1,060.00	0.00	60,001.05
16/06/25	FPO160625METHO DIST	Stonehouse Methodist Church	150.00	0.00	59,851.05
16/06/25	FPO160625PARISH	Parish Online	0.00	0.00	59,851.05
16/06/25	FPO160625PROLIFI C	Prolific Solutions (South West) Ltd	109.60	0.00	59,741.45
16/06/25	FPO160625SANCT US	Sanctus Training	132.00	0.00	59,609.45
16/06/25	FPO160625SHARE &	Share & Repair	35.00	0.00	59,574.45
16/06/25	FPO160625SVC	Stroud Valleys Canal Company	350.00	0.00	59,224.45
17/06/25	FPO170625PARISH ON	Parish Online	360.00	0.00	58,864.45
17/06/25	PAY170625LLOYDS	Lloyds Bank	8.50	0.00	58,855.95
18/06/25	DD180625SKY	Sky Mobile	10.00	0.00	58,845.95
18/06/25	DEB180625UKOFFI CE	UK Office Direct	36.53	0.00	58,809.42
23/06/25	DD230625WATERP LUS	WaterPlus	60.68	0.00	58,748.74
24/06/25	DD240625BT	BT	193.64	0.00	58,555.10
24/06/25	DD240625JSTAYTE	John Stayte Services Ltd	89.00	0.00	58,466.10
24/06/25	FPI240625WHEATL EY	Rebecca Wheatley	0.00	20.00	58,486.10
24/06/25	SO240625STAFF	Staff Salaries	10,493.33	0.00	47,992.77
25/06/25	DD250625NEST	NEST	2,539.45	0.00	45,453.32
25/06/25	DEB250625TOOLS TATION	Toolstation	14.56	0.00	45,438.76
26/06/25	DEB260625DELTA9	Delta Nine Ltd	32.00	0.00	45,406.76
27/06/25	FPO270625ALLDO NE	All Done and Dusted	219.60	0.00	45,187.16
27/06/25	FPO270625CRISTO M	Cristom Construction Ltd	930.00	0.00	44,257.16
27/06/25	FPO270625FIVEVA LLEY	Five Valleys Signs	1,080.00	0.00	43,177.16

Bank Account Reconciled Statement

27/06/25	FPO270625GBSPO RT	GB Sport & Leisure	906.00	0.00	42,271.16
27/06/25	FPO270625GCC	Gloucestershire County Council	201.48	0.00	42,069.68
27/06/25	FPO270625GLOUC ESTERV	Gloucester Vehicle Solutions	660.00	0.00	41,409.68
27/06/25	FPO270625GRUND ON	Grundon Waste Management Ltd	94.27	0.00	41,315.41
27/06/25	FPO270625JIREH	Jireh Solutions Ltd	102.00	0.00	41,213.41
27/06/25	FPO270625JOMEW	Jo Mew Creative	100.00	0.00	41,113.41
27/06/25	FPO270625POPPY APPEAL	Stonehouse Royal British Legion	500.00	0.00	40,613.41
27/06/25	FPO270625READW ITH	Read With Me CIC	200.00	0.00	40,413.41
27/06/25	FPO270625SEVER NSIDE	Severnside Safety Supplies Ltd	27.24	0.00	40,386.17
27/06/25	FPO270625THEDO OR	The Door	4,813.00	0.00	35,573.17
30/06/25	DD300625PENINSU LA	Peninsula	451.36	0.00	35,121.81
30/06/25	DD300625WATERP LUS	WaterPlus	13.88	0.00	35,107.93
30/06/25	FPI300625KCRICK	Ken Crick	0.00	10.00	35,117.93
30/06/25	FPI300625SJKEEN	S J Cakes - Sarah Keen	0.00	10.00	35,127.93
30/06/25	FPI300625STFC	Stonehouse Town Football Club	0.00	171.58	35,299.51
30/06/25	SO300625PATA	PATA Payroll	90.48	0.00	35,209.03

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	48606.21	41013.46

Reconciled by Carla Swindells

Signed _____

Clerk / Responsible Financial Officer

Chair

Date _____

Stonehouse Town Council
Townhall
1 Queens Road
Stonehouse
United Kingdom
GL10 2QA

Your Account

Sort Code 30-98-29
Account Number 01651837

BUSINESS ACCOUNT

01 June 2025 to 30 June 2025

Money In	£41,402.74	Balance on 01 June 2025	£42,801.78
Money Out	£48,995.49	Balance on 30 June 2025	£35,209.03

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Jun 25	NEST IT000001272861	DD		2,929.93	39,871.85
02 Jun 25	KEREN CAPELING SATURDAY STALLS 57501715575406289	FPI	25.00		39,896.85
02 Jun 25	JAMES FORSYTH PAGANHILL PLANTS	FPI	20.00		39,916.85
02 Jun 25	INIE LIMITED STALL P8Q7WF7MA2MFWPN8RZ	FPI	10.00		39,926.85
02 Jun 25	CRICK KJ & A KENS BIRD BOXES 763068546202206001	FPI	5.00		39,931.85
05 Jun 25	VIKING CD 1929	DEB	29.28		39,961.13
06 Jun 25	SARAH KEEN SJ CAKES MARKET 30601677633714174	FPI	5.00		39,966.13
09 Jun 25	YU ENERGY 2000103903001	DD		47.93	39,918.20
09 Jun 25	YU ENERGY 2000103905001	DD		98.82	39,819.38
09 Jun 25	YU ENERGY 2000103902001	DD		185.54	39,633.84
09 Jun 25	YU ENERGY 2000103904002	DD		409.68	39,224.16
09 Jun 25	MAGPIES S C MAGPIES RENT 077243416531906001 404342	FPI	262.50		39,486.66
09 Jun 25	CAITLIN HARRIS COOKIES BY CAIT P3C033OD9ES32VKPW0	FPI	5.00		39,491.66
10 Jun 25	YU ENERGY 2000101348003	DD		84.05	39,407.61
10 Jun 25	VOIPFONE CD 1929	DEB		20.00	39,387.61
11 Jun 25	ALAN ROGERS PETER ROGERS 59341125530851834	FPI	20.00		39,407.61

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-98-29
Account Number 01651837

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
11 Jun 25	CCLA INVESTMENT MA PS3078935, STONEHO	FPI	40,000.00		79,407.61
12 Jun 25	WATER PLUS 0152032908	DD		179.95	79,227.66
12 Jun 25	MUMMA'S MEALS MUMMAS MEALS 26181257753952000N	FPI	20.00		79,247.66
13 Jun 25	SARAH KEEN SJ CAKES MARKET 21898370589650822	FPI	20.00		79,267.66
13 Jun 25	Argos CD 1929	DEB		15.45	79,252.21
13 Jun 25	VIKING CD 1929	DEB		21.59	79,230.62
13 Jun 25	NET WORLD SPORTS CD 1929	DEB		78.78	79,151.84
16 Jun 25	VOIPFONE CD 1929 14JUN25	DEB		8.40	79,143.44
16 Jun 25	EDF ENERGY FIT 820387DA216F4D02DA	BGC	359.38		79,502.82
16 Jun 25	077529899010395 COMPLAINT 12911727 RP00000007859920000	FPI	50.00		79,552.82
16 Jun 25	HMRC 300000001581706502 STCMAY25 083210 10	FPO		4,445.71	75,107.11
16 Jun 25	T W HAWKINS 100000001569145064 14049	FPO		2,952.60	72,154.51
16 Jun 25	STROUD VALLEYS CAN 500000001578291168 GRANT	FPO		350.00	71,804.51
16 Jun 25	STONEHOUSE METHOD 100000001569145092 YOUTH	FPO		150.00	71,654.51
16 Jun 25	SHARE & REPAIR STO 200000001574293427 KEYS	FPO		35.00	71,619.51
16 Jun 25	SANCTUS TRAINING L 400000001583147419 652025	FPO		132.00	71,487.51
16 Jun 25	PROLIFIC 400000001583147433 11775 556138 10 16JUN25	FPO		109.60	71,377.91
16 Jun 25	PARISH UK 500000001578291220 23UFO44-	FPO		360.00	71,017.91
16 Jun 25	PARISH UK 500000001578291220 23UFO44-	COR	360.00		71,377.91
16 Jun 25	MDL KELEX 300000001581706607 24303	FPO		1,060.00	70,317.91
16 Jun 25	MARKET STREET MARK 600000001578040816 STC24	FPO		368.16	69,949.75
16 Jun 25	M D ELECTRICAL CON 500000001578291263 2338/2324	FPO		562.03	69,387.72

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-98-29
Account Number 01651837

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
16 Jun 25	KELLAWAY 100000001569145197 INV X 3	FPO		197.32	69,190.40
16 Jun 25	JO MEW CREATIVE 100000001569145206 1106	FPO		100.00	69,090.40
16 Jun 25	JIREH SOLUTIONS 100000001569145218 32941	FPO		329.95	68,760.45
16 Jun 25	HISCOX INSURANCE C 300000001581706665	FPO		8,851.28	59,909.17
16 Jun 25	GLOUCESTERSHIRE CO 200000001574293551	FPO		174.00	59,735.17
16 Jun 25	EASY WINDOW CLEANI 600000001578040883	FPO		43.20	59,691.97
16 Jun 25	TONY GAYLARD 300000001581706702	FPO		25.20	59,666.77
16 Jun 25	ABBEY LOOS 300000001581706726 80239	FPO		442.32	59,224.45
17 Jun 25	GEOXPHERE LTD 400000001583633111 23UF044-	FPO		360.00	58,864.45
17 Jun 25	SERVICE CHARGES REF : 457938613	PAY		8.50	58,855.95
18 Jun 25	SKY MOBILE 00624994227004	DD		10.00	58,845.95
18 Jun 25	UKOFFICEDIRECT.CO. CD 1929	DEB		36.53	58,809.42
23 Jun 25	WATER PLUS 0510081519	DD		60.68	58,748.74
24 Jun 25	[REDACTED]	SO		2,312.46	56,436.28
24 Jun 25	[REDACTED]	SO		1,704.32	54,731.96
24 Jun 25	[REDACTED]	SO		1,831.29	52,900.67
24 Jun 25	[REDACTED]	SO		838.17	52,062.50
24 Jun 25	[REDACTED]	SO		974.86	51,087.64
24 Jun 25	[REDACTED]	SO		1,279.28	49,808.36
24 Jun 25	[REDACTED]	SO		1,552.95	48,255.41
24 Jun 25	T/AS J STAYTE JOHN STAYTES	DD		89.00	48,166.41
24 Jun 25	BT GROUP PLC WM38346573- 000042	DD		193.64	47,972.77

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-98-29
Account Number 01651837

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
24 Jun 25	WHEATL WHIPP LTD WHEATLEYS WHIPPY	FPI	20.00		47,992.77
25 Jun 25	NEST IT000001272861	DD		2,539.45	45,453.32
25 Jun 25	TOOLSTATION UK CD 1929	DEB		14.56	45,438.76
26 Jun 25	THE COMPUTER SHOP CD 1929	DEB		32.00	45,406.76
27 Jun 25	THE DOOR 300000001587738781 1439	FPO		4,813.00	40,593.76
27 Jun 25	SEVERNSIDE SAFETY 300000001587738817 479996	FPO		27.24	40,566.52
27 Jun 25	STONEHOUSE ROYAL B 500000001584324661 STC	FPO		500.00	40,066.52
27 Jun 25	READ WITH ME CIC 100000001575182119 STC	FPO		200.00	39,866.52
27 Jun 25	JO MEW CREATIVE 300000001587738888 1111	FPO		100.00	39,766.52
27 Jun 25	JIREH SOLUTIONS 400000001589178384 33094	FPO		102.00	39,664.52
27 Jun 25	GRUNDON 300000001587738932 PSI-	FPO		94.27	39,570.25
27 Jun 25	GLOUCESTERSHIRE CO 100000001575182210	FPO		201.48	39,368.77
27 Jun 25	GLOUCESTER VEHICLE 500000001584324786 7303	FPO		660.00	38,708.77
27 Jun 25	GB SPORT & LEISURE 600000001584074577 35053	FPO		906.00	37,802.77
27 Jun 25	FIVE VALLEYS SIGNS 200000001580328503 53668	FPO		1,080.00	36,722.77
27 Jun 25	CRISTOM CONSTRUCTI 400000001589178495 5960	FPO		930.00	35,792.77
27 Jun 25	ALL DONE AND DUSTE 300000001587739047 453	FPO		219.60	35,573.17
30 Jun 25	PATA	SO		90.48	35,482.69
30 Jun 25	WATER PLUS 0611010313	DD		13.88	35,468.81
30 Jun 25	PENINSULA BUSINESS 000STO809	DD		451.36	35,017.45
30 Jun 25	CRICK KJ & A KENS BIRD BOXES 662100632211036001	FPI	10.00		35,027.45
30 Jun 25	STONEHOUSE TOWN FO ELECTRIC JUN 25	FPI	171.58		35,199.03

(Continued on next page)

BUSINESS ACCOUNT

Sort Code 30-98-29
Account Number 01651837

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
30 Jun 25	SARAH KEEN SJ CAKES MARKET 28456830894382571	FPI	10.00		35,209.03

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/25

Supplier totals will include confidential items

BACS Approval List

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
4497		£2,000.00	1060/1	10/07/25	Allsorts - Grant approved at BC 7th July - B/881	
		£2,000.00			Allsorts - Total	
4495		£276.00	1190/4	08/07/25	Broxap - 90 Litre Round Litter Bin - Old Ends Lane	334966
		£276.00			Broxap - Total	
4493		£120.00		09/07/25	Clarian Property Services -	
	1	£60.00	1190/4		Drill holes for bike rack outside Medical Centre	
	2	£60.00	1070/5		Install blind in Town Hall Toilet	
		£120.00			Clarian Property Services - Total	
4482		£201.48	1080/2	26/06/25	Gloucestershire County Council - Jun '25 TH Cleaning	1800828030
		£201.48			Gloucestershire County Council - Total	
4500		£25.00	1200	14/07/25	GRCC - Membership 25/26	
		£25.00			GRCC - Total	
4483		£65.16	1150/5	30/06/25	Grundon Waste Management Ltd - Jun '25 - Waste - Workshop	1312384
		£65.16			Grundon Waste Management Ltd - Total	
4503		£250.00		09/07/25	Jo Mew Creative - Jun '25 - Website management, SIB and 'Welcome to Stonehouse' signage and draft food festival banner	1117
	1	£100.00	1040/2		Web management June '25	
	2	£100.00	1190/4		SIB Signage & Welcome to Stonehouse signage	
	3	£50.00	2050/3		Food Festival Banner Design	
		£250.00			Jo Mew Creative - Total	
4498		£289.00	1180/5	10/07/25	John Kerry - Dishwasher for the Pod	
		£289.00			John Kerry - Total	
4487		£14.99	1220/3	04/07/25	Kellaway Building Supplies Ltd - Ship Inn Site - Concreting sand x 2 & 1 bag of cement	003141293
4491		£33.42	1150/3	07/07/25	Kellaway Building Supplies Ltd - Trade Post Fix & Cloth Tape	3143363
4504		£81.69	1190/2	09/07/25	Kellaway Building Supplies Ltd - OEL - topsoil, pea shingle, mixing paddle	003146322
		£130.10			Kellaway Building Supplies Ltd - Total	
4499		£396.00	1090/3	10/07/25	Leaflet Distribution - Darren - Delivery of Newsletter - Issue 57	

Signature

Signature

Date

Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/25

Supplier totals will include confidential items

BACS Approval List

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
		£396.00			Leaflet Distribution - Darren - Total	
4496		£2,000.00	1060/1	10/07/25	Longfield Hospice Care - Grant approved at BC 7th July 2025 - B/881	
		£2,000.00			Longfield Hospice Care - Total	
4489		£154.73	1220/3	07/07/25	Marcus Dixon - Ship Inn Expenses - Fuel x 2, Hay bales (canal fest)	
4490		£64.87	1220/3	07/07/25	Marcus Dixon - Ship Inn Expenses - 2 x 6kg powder fire extinguisher	
		£219.60			Marcus Dixon - Total	
4501		£45.00	1090/3	14/07/25	MDL Kelex - SIB Brochures 2025 x 45	25009
		£45.00			MDL Kelex - Total	
4508		£16,250.00	1170	15/07/25	The Door - Quarter 2 - Youthwork	1457
		£16,250.00			The Door - Total	
Total		£22,267.34				

Signature

Signature

Date

Stonehouse Town Council

Expenditure transactions - approval list

Start of year 01/04/25

Supplier totals will include confidential items

Debit Card Approval List

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
4481		£125.02	1090/2	03/07/25	Adobe Systems Software - Adobe PDF Pack Subscription 2025/26	
		£125.02			Adobe Systems Software - Total	
4494		£2.55	1090/2	10/07/25	Co-Operative - Bottled Water for Litter Pick	
		£2.55			Co-Operative - Total	
4502		£18.98	1040/2	14/07/25	Fasthosts - Domain renewal - stonehousetowncouncil.com	81425408
		£18.98			Fasthosts - Total	
4486		£72.00	1160/1	03/07/25	Gordon Ellis & Co - Pagoda basket brackets x 10	220652
		£72.00			Gordon Ellis & Co - Total	
4485		£19.98	1160/1	03/07/25	Screwfix - Watering can - Workshop	2219769183
		£19.98			Screwfix - Total	
4480		£91.35	1220/3	03/07/25	Ultra Secure Direct - Security Post with top mounted eyelet	
		£91.35			Ultra Secure Direct - Total	
4506		£8.40	1040/4	15/07/25	Voipfone - July '25 - Renewal of number & PBX	1014775360
		£8.40			Voipfone - Total	
Total		£338.28				

Signature

Date

Signature

Purchase Day Book

Purchase Day Book

Showing only

Account type All

Supplier

Type

All

Ledger Date before

Paid date after

Payment type

Direct Debit

Reference

No.	Date	Invoice no.	Supplier	Details	Heading	Net	Vat type	Vat	Gross Due	Payment Reference	Paid
4484	10/06/25	061	BT	Internet - Pod - 1st Quarter	1180/9	£161.37	20% Standard	£32.27	£193.64	10/07/25	DD240625BT
4450	19/06/25		NEST	June 25	1000/1	£2,539.45	Outside the S	£0.00	£2,539.45	19/07/25	DD250625NES
4453	20/06/25		Lloyds Bank	Jun '25 Bank Charges	1090/2	£8.50	Zero Rated	£0.00	£8.50	20/07/25	PAY170625LLO YDS
4454	20/06/25		Sky Mobile	Jun '25 CCTV Sim Card Ship Inn Site	1220/3	£10.00	Outside the S	£0.00	£10.00	20/07/25	DD180625SKY
4505	29/06/25	09617195	WaterPlus	Jun '25 - Water - Pavilion	1140/2	£163.15	Zero Rated	£0.00	£163.15	29/07/25	
4484	30/06/25	9002641	John Stayte Services Ltd	Jun '25 Fuel - Diesel	1160/3	£54.66	20% Standard	£10.93	£65.59	30/07/25	
4465	02/07/25	9525955	WaterPlus	June '25 - Water - Pod	1180/2	£13.88	Zero Rated	£0.00	£13.88	01/08/25	DD300625WAT ERPLUS
4472	02/07/25		Peninsula	July '25 - Monthly Contract	1030	£376.13	20% Standard	£75.23	£451.36	01/08/25	DD300625PENI NSULA
4473	02/07/25	2776305	YU Energy	Jun '25 - Electric - Library	1070/3	£39.55	5%	£1.98	£41.53	01/08/25	
4474	02/07/25	2776306	YU Energy	Jun '25 - Electric - Pavilion	1140/3	£297.04	5%	£14.85	£311.89	01/08/25	
4475	02/07/25	2776307	YU Energy	Jun '25 - Electric - Pod	1180/3	£78.31	5%	£3.92	£82.23	01/08/25	
4476	02/07/25	2776304	YU Energy	Jun '25 - Electric - TH	1070/3	£170.28	5%	£8.51	£178.79	01/08/25	
4488	03/07/25	02837766	YU Energy	Jun '25 - Gas - TH	1070/4	£9.75	5%	£0.49	£10.24	02/08/25	
4492	09/07/25	9728096	WaterPlus	June '25 - Water - TH	1070/2	£46.57	Zero Rated	£0.00	£46.57	08/08/25	
14	Transactions			Total		£3,968.64		£148.18	£4,116.82		

Purchase Day Book

Showing only Account type All

Supplier

Type All

Ledger Date before
Paid date before
Payment type

Ledger Date after
Paid date after
Reference

Standing Order

No.	Date	Invoice no.	Supplier	Details	Heading	Net	Vat type	Vat	Gross Due	Payment Reference	Paid
4448	19/06/25		Staff Salaries	June 25	1000/1	£10,493.33	Outside the S	£0.00	£10,493.33	SO240625STA FF	
4447	16/06/25	24/1188/PP	PATA Payroll	June 2025 Payroll with Pension Service	1000/1	£90.48	Outside the S	£0.00	£90.48	SO300625PAT A	
2 Transactions						Total	£10,583.81	£0.00	£10,583.81		

2 July 2025

Dear investor,

The Public Sector Deposit Fund, a sub-fund of CCLA Public Sector Investment Fund

This letter is for your information. There is no need to take any action.

We are writing to notify you of changes that we are making to the Public Sector Deposit Fund (the fund). These changes will take effect on 1 September 2025.

Changes to charges

After careful consideration, we are making changes to the fees and charges following a review of the fund against similar funds available and money market rates. We believe that once these changes are implemented, the resulting fees and charges remain competitive.

You are invested in share class 4 of the fund which has an annual management charge (AMC) of 0.10%. This had been temporarily reduced to 0.08%. CCLA currently pays other charges, which covers the operating expenses of the fund, from the AMC it receives.

With effect from 1 September, the temporary AMC reduction will be removed and the other charges will be borne by the fund.

The table below shows the updated charges and the impact on the fund's ongoing charges figure (OCF). The OCF includes the AMC and other charges and is deducted from income before declaring the fund's yield. An administrative change to the share class name to denote investor eligibility is also shown.

	Share class name	AMC	Other charges	OCF
Before 1 Sep 25	Class 4 Shares	0.08%	0.00%	0.08%
From 1 Sep 25	SC 4 – Public Sector	0.10%	0.01%	0.11%

The prospectus currently includes a statement whereby if the fund's size reached £3 billion the AMC would be reduced by 10%, with a further 10% reduction if it reached £4.5 billion. Following a review of the fund and the AMC of other similar funds, we are removing these potential reductions in the AMC of the fund. Please note, as at 31 May 2025, the fund has yet to achieve this level and the fund's size is £1.84bn.

Change to minimum initial investment/holding

The minimum initial investment and holding requirement for share class 4 was originally set at £15 million, but has generally been waived. We are revising this minimum to £1 million. As an existing investor in this share class, this minimum will not apply to you, as long as you continue to be an investor in the fund.

Removal of the advisory board

In recent years, the fund has received interest from a range of organisations that fall outside of the public sector definition. To help the fund continue to grow, we are opening separate share classes for investors outside of the public sector.

The fund currently has an advisory board (the Local Authorities' Mutual Investment Trust) made up of public sector professionals to represent the sector and monitor certain aspects of the fund's operation. As the fund is opening to a wider group of investors, including those outside of the public sector, the decision has been made to remove the advisory board from the fund with effect from 1 September. The fund will continue to be regulated by the FCA, and subject to oversight from its depositary, HSBC.

We are also removing the reference to the Local Authorities' Mutual Investment Trust's contribution to the expenses of the fund. There have been no contributions made and no intention to do so in the future.

Other changes


- We have added text to the prospectus to explain that if investors do not maintain the minimum investment requirements for the share class in which they are invested that we will have the ability to redeem investors or move them to a different share class.
- To ensure investors do not lose any distributions that are unclaimed, we are introducing the ability to reinvest distributions that are unclaimed after a period of three years following the financial accounting period (1 April to 31 March) in which the distribution was initially paid.

Do I need to take any action?

No action is required. All of the changes detailed in this letter will be effective on 1 September 2025.

Should you have any queries or require further assistance, please contact our Client Services team at clientservices@ccla.co.uk or 0800 022 3505 between the hours of 8:30am-5:30pm Monday to Friday.

Yours sincerely



Alison Jermey

Head of Client Services

www.ccla.co.uk
CCLA, One Angel Lane, London EC4R 3AB

Town Clerk

From: Lee Jagger <Lee.Jagger@ccla.co.uk>
Sent: 10 July 2025 11:43
To: Town Clerk
Subject: Re: CCLA News

Hi Carlos,

No worries, thanks for your email.

In a very quick summary, nothing will really change. CCLA will still be CCLA, same staff, same people managing the funds. The big positives are that Jupiter will give us a wider range of products for local authorities to use (fixed term cash etc & well as others). They also give us a wider scope geographically & buying power to attract better rates.

The recent return to the original pricing for existing PSDF clients (0.10% + additional 0.01%) wasn't in relation to this. It was already happening, just unfortunately bad timing. The increase is just to ensure costs are covered (to an extent) to manage the fund, even though at 0.11% that still doesn't cover the full costs, which are supplemented via other investments we manage!

I'm working with NALC to get a simplified statement out to members/clients.

All the best,

Lee

Lee Jagger
Relationship Manager, Local Government



One Angel Lane | London | EC4R 3AB | +44 20 7489 6077

From: Town Clerk <townclerk@stonehousetowncouncil.gov.uk>
Sent: Thursday, July 10, 2025 11:24
To: Lee Jagger <Lee.Jagger@ccla.co.uk>
Subject: RE: CCLA News

Dear Lee

Thanks for your follow up email.

Please do send this council an invitation to the Webinar in September – we will look forward to attending the event. In the meantime, I will make my councillors aware of the change. Thanks

PS! Does the change to your company's charges to investors have a connection with the change you have just announced?

Carlos Novoth
Clerk to Stonehouse Town Council
01453 822070

From: Lee Jagger <Lee.Jagger@ccla.co.uk>
Sent: 10 July 2025 08:59
To: Town Clerk <townclerk@stonehousetowncouncil.gov.uk>
Subject: CCLA News

Dear Mr Novoth

I hope you are keeping well.

You will have received an email this morning from CCLA's Chief Executive, Peter Hugh Smith, regarding a change to our corporate ownership. If you haven't received the email, please check your junk mail folder. For ease, I have also copied Peter's email below along with some questions we anticipate clients may ask clients initially.

This is the conclusion of a process that has taken many months and has been undertaken to position CCLA for the future so that as a company we can continue to offer our clients the best possible investment products, services and support.

It is incredibly important to all at CCLA that it remains business as usual and we do not expect this news to affect our clients or staff in a negative way. Quite to the contrary, we believe this will be a very positive move forward for the business.

I appreciate that this is a significant change to CCLA and that you may have some questions. If you would like to discuss this news further, please contact either myself or Jamie.

Kind regards

Lee Jagger
Relationship Manager
CCLA
One Angel Lane, London EC4R 3AB
+44 (0)207489 6077
www.ccla.co.uk

Jamie Charters
Relationship Manager
CCLA
One Angel Lane, London EC4R 3AB
+44 (0)207489 6147
www.ccla.co.uk

Against the backdrop of greater regulation, CCLA has for some time been considering the governance implications of its shares being majority-owned by the funds it manages and how we can continue to best serve our clients.

Having reviewed the full range of possibilities and options available to us, that process is now concluded. We are very pleased to share with you that, subject to regulatory approval, CCLA is being acquired by Jupiter Investment Management Group Limited (Jupiter), a leading European investment manager.

We believe that this partnership delivers the best outcome for CCLA's clients. CCLA will become part of Jupiter, retaining the CCLA branding, investment, and client service approach. CCLA's teams will continue to focus on delivering investment returns and outstanding client service to all CCLA clients regardless of their size. CCLA also retains its mission, its stewardship activities, and its drive to build a better world.

At the same time, we stand to benefit from Jupiter's strength and resources. Its market-leading investment capabilities, including its 100-plus investment professionals, will add support to CCLA's existing investment team and product range. Jupiter's extensive distribution capacity both within the UK and abroad will help to facilitate CCLA's future growth, paving the way for us to expand into new markets.

We are excited about becoming a part of Jupiter as it secures our ability to serve the sectors we were established to support and to extend the reach of CCLA's responsible investment approach to a wider audience both in the UK and overseas. We are also pleased to be joining a company that shares our culture and puts the wellbeing of its staff at the centre of its business.

We recognise that many of our clients and supporters will have questions about what this means for their investments and for CCLA. To help address these queries, we would like to invite you to a webinar we plan to hold in September where Peter Hugh Smith, CCLA's CEO, and Matt Beesley, Jupiter's CEO, will discuss the new partnership and what this means for our clients, our staff and the sectors we serve. An invitation will be sent to you in due course.

At CCLA, we have always been proud of our origins in serving churches, charities and local authorities. Serving those who serve others is both humbling and rewarding. We cherish the trust our clients have placed in us and while we look back with gratitude at the last six decades, we look forward with heightened ambition and renewed confidence to all that we will help our clients achieve in the years to come.

Peter Hugh Smith
Chief Executive

Q&A

We have anticipated some immediate questions from our clients and provided answers to these below:

1. What is the effect for clients? Will there be changes for clients?

You should expect no change. Behind the scenes there will be more resources and support to better serve you. CCLA's teams will continue to focus on delivering investment returns and outstanding client service to all of our clients regardless of their size.

2. Do I need to do anything differently? Will I see any changes to my reporting?

You do not need to do anything differently. There will be no changes to your reporting.

3. Will CCLA's structure change?

Yes, this will change CCLA's ownership structure. Once FCA approval is granted, CCLA's shares will be acquired by Jupiter Asset management.

4. Will my account number change?

No, there will be no change to account numbers.

5. Will there be any change to how my funds are managed?

No, these will be managed by the same team that currently manages them.

6. Will CCLA change its name?

No, CCLA will retain its identity.

7. Does the change in ownership change the investment style?

No, there will be no change to our investment team, approach or philosophy. Your fund will be managed by the same team as currently.

8. Will there be any change to the fees I pay?

No. Your fees will remain the same.

9. Will there be any changes to the service I have access to currently? E.g. Client Services team available by phone and email?

There will be no change to your client services.

10. Will there be any changes to the senior management at CCLA?

There are no plans for change in the senior management.

11. Is CCLA still taking on new clients?

Yes! CCLA continues to grow, and we remain excited about the future growth of the business.

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Town Clerk

From: Vishni Giga <vgiga@pkf-l.com>
Sent: 03 July 2025 15:34
To: Town Clerk
Subject: Stonehouse Town Council: GL2016

Dear Mr Novoth

Thank you for submitting your AGAR Form 3 and supporting documentation for our review. I am in the process of completing the file, and this email is to inform you that I will be raising the following 'except for' matters (qualifications) on your AGAR Form 3, subject to sign off by an engagement lead:

- The AGAR was not accurately completed before submission for review. Section 2, Box 1 for the prior year is incorrect due to a transposition error and should read £860,602

If you have any queries regarding this email, please let me know.

Vishni Giga | SBA Team
PKF
vgiga@pkf-l.com

For and on behalf of



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United Kingdom
+44 (0)20 7516 2200
pkf-l.com



PKF Littlejohn LLP, Chartered Accountants

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Ship Inn Canalside Community Space mooring.

STC Impacts

Type	Description	Cost
Ecologist	Site visit during vegetation strimming, to be undertaken by SpICE volunteers.	£400+VAT
	Site visit during destructive search 5-10 days later	£400+VAT
	Brief monitoring visit to check area for water voles in 2026	£250+VAT
Construction-SVCC	Materials only – Construction by SVCC Volunteers (details in enc. doc)	Approx £3000+VAT
Total		£4050+VAT

Pre-amble

This council has identified the Ship Inn Site as the only meaningful canal side access point for the community to enjoy. Over the last 8 months the site has been transformed by volunteers from 0.6 acres of thick bramble to what we see today, a partially grassed accessible site being used by the public for leisure and enjoyment.

The SpICE Anchor group were advised by SDC planning (in early 2024) that the canal side has been given the status of a "Key Wildlife Site" (KWS) and therefore was advised that no work should be carried out by the group for a distance of 5M from the canal bank. This has been maintained by the group by retaining the repaired reptile barrier.

Stroud Valleys Canal Company (SVCC) have been going through the process of retrospectively seeking permission for the existing moorings along the Stroudwater Canal and have now received advice from SDC planning that these could be allowed under Permitted Development.

"It is officers view that the provision of new moorings along the canal if carried out by Stroud Valleys Canal Trust would constitute permitted development as it relates to development required for the purposes of the movement of traffic as well as embarking and disembarking. The moorings would require little infrastructure to be added outside of the canal, besides mooring rings and no services such as water and electricity will be plumbed in to the mooring sites." -SDC Ref 2025/0142/PREAPP (copy enclosed)

This advice further goes on to state:

"Formal submission of the details would still be required before work begins. Any project would need to address the constraints of the site like the biodiversity and heritage impacts."

Proposal

SVCC have propose that a 20M mooring pontoon be sited on the western end of the canal side before the Downton Road bridge abutment at the Ship Inn. This siting allows existing trees to be maintained and a gentle incline to access the mooring from the site (to be future graded by volunteers).

Enc; **SDC Ref 2025/0142/PREAPP, Example Mooring construction_BMP 2024-09**

Installation of 2 piled wide beam boat moorings (total 46m long) just west of Bagpath bridge,
Thrupp - Issue 1 13-07-2024

This note describes the basic method to be used to install wide beam boat moorings just west of Bagpath bridge, Thrupp and is submitted to support signoff for PCG project control Gate 2 – Approval to Proceed to Construction.

Reasoning for these moorings

SVCC have received a number of requests from boat owners to moor boats in the Stroud brewery area. At least one of these boats is a new-build wide beam Dutch barge 65 feet long. The short section of canal far bank between Bagpath bridge and the Deichen-owned land appears suitably wide to build wide beam boat moorings against the far bank. The canal at that section has yet to be dredged to full depth and the Deichen land will be used to deposit the ensuing silt. At a recent meeting on site with SVCC, it was stated that it would be sensible to have dedicated, earmarked mooring lengths only for narrow beam boats or for wide beam boats. Moorings east of Bagpath bridge could be earmarked for narrow beam boats and just west of the bridge, for wide beam boats, leaving a full boat's length unused adjacent to the bridge entrance for safe bridge access.

Ecology considerations

This section of canal is quite heavily wooded and less likely to encourage voles. The towpath bank opposite does have significant reed growth and could presumably support voles. There are two large trees on the proposed bank edge. Care will be taken not to sever roots at the bank edge during inserting mooring vertical edge support steels, with these cut short or staggered along the length if necessary to avoid this. Ecology checks along this bank and land section will have to be redone anyway prior to signoff to start construction.

Plan showing canal widths, bank positions & proposed moorings

Figure 1 shows a plan of the existing canal banks and Bagpath bridge, from measuring.

Figure 2 shows the proposed boater access path from the south side of Bagpath bridge. The land will be landscaped to reduce the current gradient of the main, rear through path up to the upper bridge level, to leave good future access for through vehicles or plant. A curved path from a new, lockable access gate by the bridge down to the canal edge at the eastern end of the boat mooring nearest the bridge will be constructed, using normal towpath-type construction method. This will then continue along the bank to the western end of the western-most boat (close to the stream entrance to the canal running across this land).

Figure 3 shows the construction detail of the mooring front faces and access path.

Figure 4 shows the position of all trees on the site over 150mm diameter, along with the approximate new access path positioning.

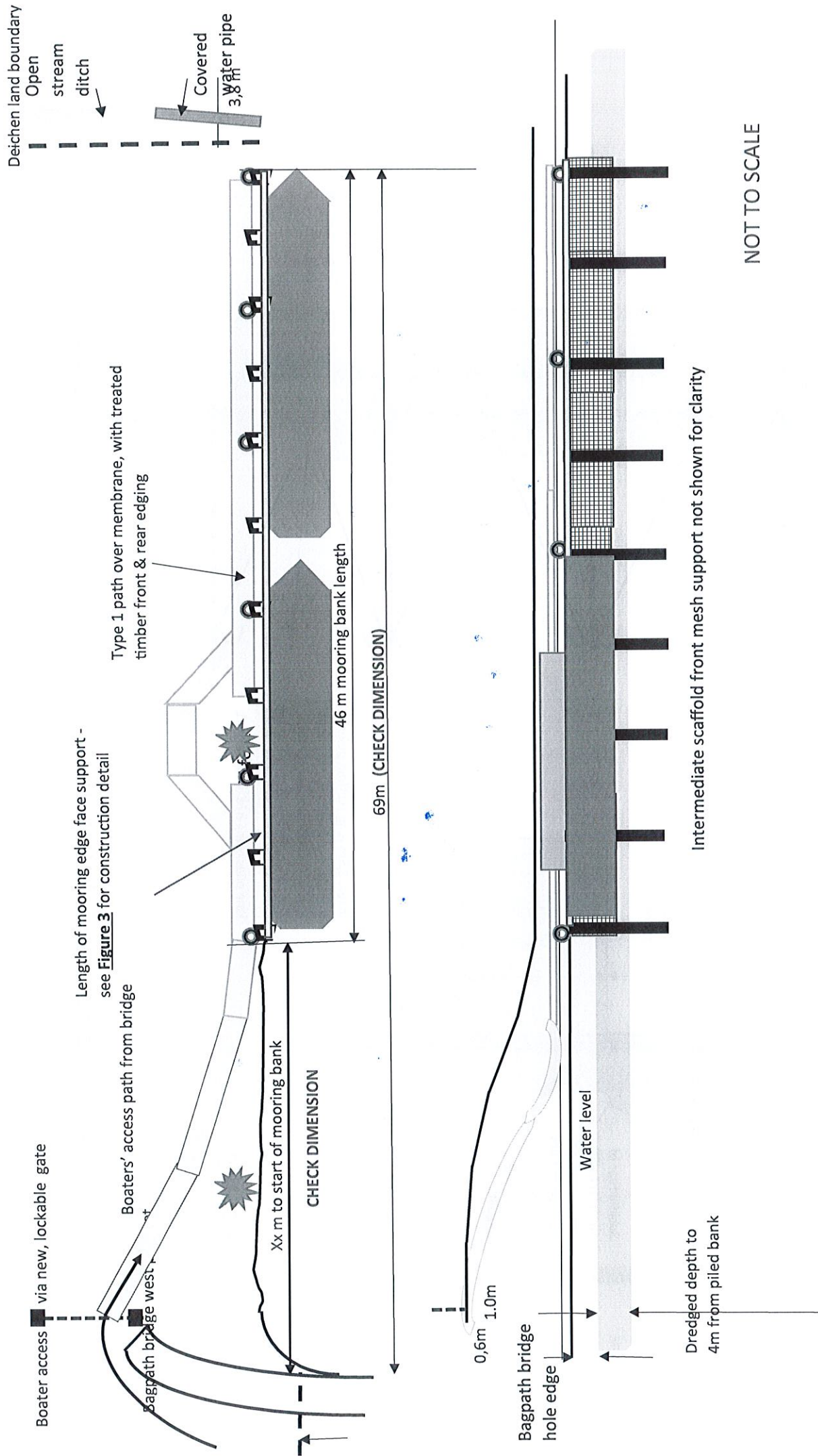


Figure 2 – Site Plan - 2 new wide-beam boat moorings just west of Bagpath bridge, Thrupp

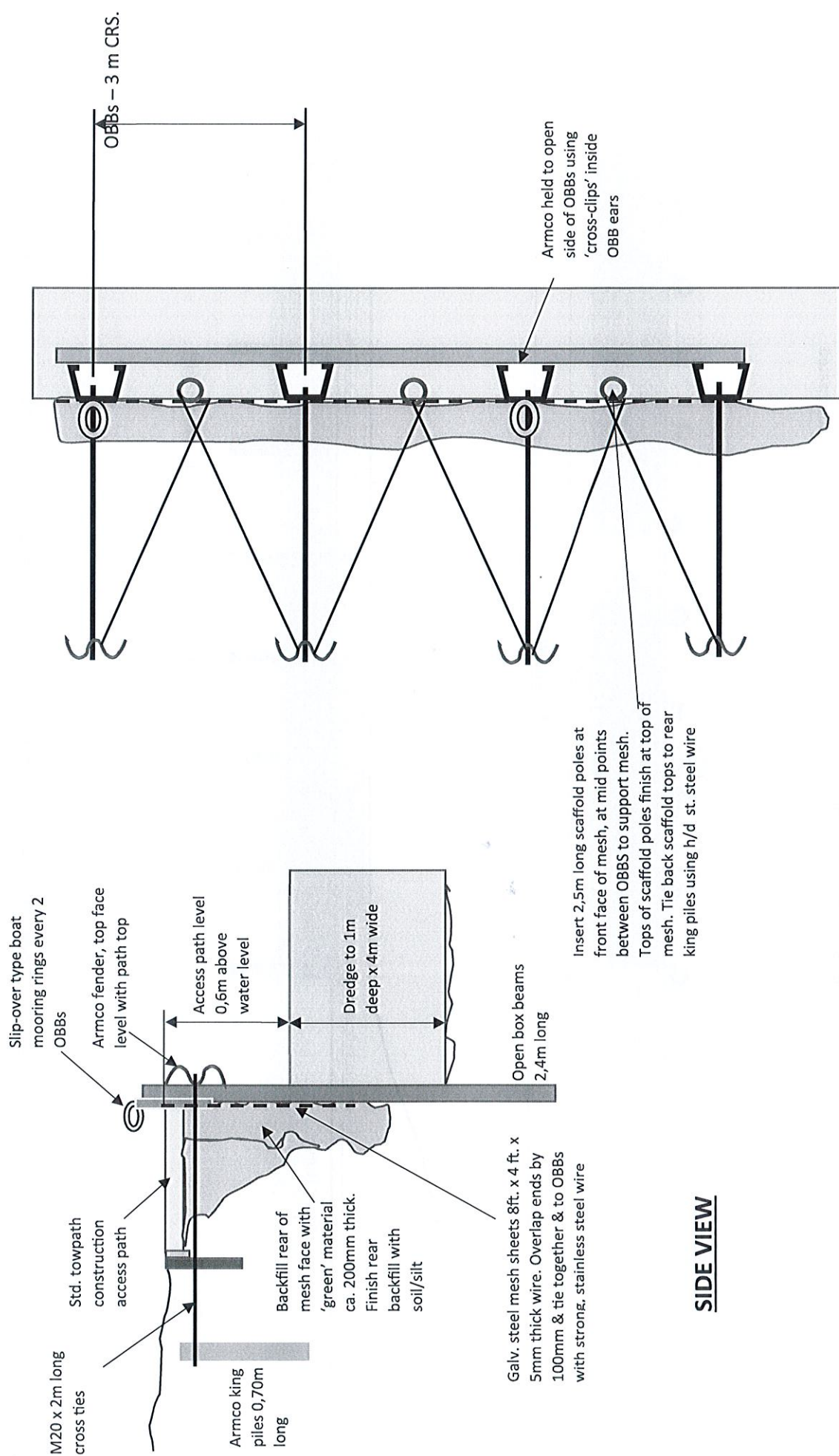


Figure 3 – Construction detail of moored edge bank support

Construction & Installation

This will follow the method detailed below. The new bank edge will run from a line xxm from the bridge curved parapet to a point near to the Deichen land boundary, just east of the incoming stream, a distance of xx metres. There is sufficient mooring length and canal width to moor two 12ft. wide, 70 ft. long boats.

The construction will comprise: (see **Figures 2 and 3** for plan and detail of moorings construction)

1. The canal edge will be formed using 8ft. x 4ft sheets of galvanised steel mesh set vertically behind and wired to steel open box beams (OBBs) and overlapped and wired together at their ends by 100mm. The OBBs will be tied back to Armco king piles set in the bank.
2. Mid-way between the OBBs (set at 3m centres), scaffold poles will be inserted in front of the mesh as extra mid supports, these tied back to the Armco king piles using stout stainless steel wire.
3. Standard Armco fender (boat rubbing strakes) will be fitted to the top, front edges of the OBBs.
4. Slip-over type boat mooring rings will be installed every two OBBs, attached to the tops of the protruding ones.
5. The rear of the piles will be back-filled with ca. 0,2m width of 'green' growth material against which the remaining gap will be filled with soil or silt.
6. Front and oblique boater access paths will be constructed following standard CCT towpath methods, running down from the far bridge side to the moorings and along the moorings.
7. Install new, lockable access gate across entrance to these moorings, near far bridge western parapet

The team's piling barge Dudley will be used to create the required water depth for the wide beam boats. The on-site mini- excavator will be used to carry out the bulk soil landscaping.

Logistics

All materials will be brought either to Kingfisher trading estate and moved to the bridge via the connecting path or offloaded by Ham Mill lock, craned to barge and floated up to the bridge.

Costing: to suit 45m length of bank (prices ex VAT) Does not include any boat services (water & electric supplies)

a) Moorings retaining bank

- | | |
|---|-----------------|
| 1. 10x Ultimate One 50x50x2440x1220 x 5mm wire galvanised wire mesh sheets | £77 each |
| | £770 |
| 2. 23 x Open Box beams 2,4m long (2 cut from each 4,8m long standard OBB). £50 each = | |
| | £1150 |
| 3. 23 x rear king piles (used Armco) 0,7m long, 5 cut from a 3.4m Armco length, 5 full lengths of Armco | £38 each (used) |
| | £190 |
| 3. Front waling - used Armco fender (3,2m effective length each) – 14pcs. £38 ea. | £820 |
| 4. 22x Scaffold poles (mesh front support) - 2m long ea; £2/metre (used), | £88 |
| 5. 22x M20 screwed rod 2m long , washers, nuts | £240 |
| 6. 70x M16mm galvanised bolts, washers, nuts – Armco fender to pile fronts & fender/fender | £ 70 |
| 8. 12x galvanised, slip-over mooring rings | £27 each |
| | £324 |
| 9. 130m Stainless steel wire 2,5 mm dia. | £100 |

Total cost: £3752 (£83.40 per metre run)

Hard top path:

Treated timber path board - 150m length 34 off 150 x 22mm x 3,6m £8,57 ea. £330

Treated edge boarding posts - 1per2m; 60 off 50mm x 50mm x 0,45m £1,08ea. £65

Path membrane 100 m, £23/m, £46

ECO Type 1 – Cullimore - 6 tonnes £200

Total cost: £741

Timing of the work Subject to PCG) agreement, this build will be fitted in after completing Bonds Mill piling, plastic piling at brewery and Painswick stream silt trap (hopefully late 2024).

Site-specific Risk Assessment, Methods Statement

Site-specific RA is shown below.

OBB insertion will use hydraulic, vibratory piling hammer powered off Dudley barge.

Drafted: A Jones, CCT Team Leader, Boat Moorings, Piling & Bank Renovation team

Dated: 13 July 2024 (Iss. 1)

Site- & task-specific Risk Assessment

	1 List of significant hazards.	2 Who may be at risk?	3 Mitigated Risk Rating (High Medium Low)		4 Overall Rating
			Likelihood	Severity	Risk
1	Ecology concerns. 1. Severing tree roots during piling (2 large trees on edge) Mitigation: hand-dig edge close to tree bole. Cut any pile or mesh sheet short if required. Tie back if necessary. Water voles & other burying aquatic fauna: recent survey suggests no w/v present but full check to take place with signoff, prior to work begin . Land reptiles etc – new path areas.– strim greenery to 100m of earth. Repeat cut in 2 days back to earth. Carry out check for reptiles etc & report.	Water and land-based fauna	Medium	High	Medium (with mitigations listed)
2	Inadequate central canal channel for wide beam boats. Risk: moored boats limit central channel for safe wide beam boat passage Mitigation: Accurate bank and bridge hole measurement carried out with subsequent recommendation on moorings possible (results included in this RAMS).	Boaters / volunteers	Low (with detail study carried out)	High	Medium
3	Working near to dredged, deeper water to tie in steel mesh sheets and over water to fix Armco to front face of bank steels Risks: drowning Mitigation. Use Dudley barge low gunnals to support cross-timbers from bank to barge for working off safely.	Volunteers	Low	High	Medium
4	Slips, trips or falls over uneven or wet ground. <u>Risk</u> – Injury <u>Mitigation</u> – Warn volunteers to take great care, and clear up cut material as work progresses. Take greater care over wet, slippery, clayey soil..	Volunteers	Low	Medium	Medium
5	Using excavator- or barge-held power-driven piling hammer. <u>Risk</u> : High noise <u>Mitigation</u> : Use vibratory hydraulic hammer . ALL operatives to wear good quality ear muff protection and gloves	Volunteers	Low	High	Medium
6	Sharps or animal droppings on ground/. <u>Risk</u> – Sharps and droppings can carry infection. <u>Mitigation</u> – Warn volunteers not to touch and notify Team Leader. See Weil's and Sharps info sheet.	Volunteers	Low	High	Medium
7	Poor Weather (wet, cold). <u>Risk</u> – Volunteers become less responsive /attentive in poor weather. <u>Mitigation</u> – Take extra care in wet weather. Rotate jobs more frequently. Call extra warm-up sessions within nearby barge welfare unit. Call job off if weather too cold or wet.	Volunteers	Low (Summer working)	Medium	Medium
8	Exposure of excavator operators & environment to fuel/oils, etc.(replenishments on hydraulic tank and engines) <u>Risk</u> – Health and enviro. spillage <u>Mitigation</u> – Stop engines before refuelling. Use correct	Volunteers	Low	Low	Low

	filling devices. Keep fuel containers well away from sources of heat. Keep fuel/oil containers well away from water courses.				
9	<p>Use of excavator and barge crane lifting equipment</p> <p><u>Risks:</u></p> <ol style="list-style-type: none"> 1. Failure of hydraulics (sudden drop of loads, split hoses) 2. Failure of lifting slings/strops/shackles (falling loads) 3. Failure of guiding / tethering ropes (loads out of control) <p><u>Mitigation:</u></p> <ol style="list-style-type: none"> 1. Excavator to be LOLER tested annually & checked at start of shift. Machine hired in here. 2. Slings, strops & shackles to be fully examined by qualified person every 6 months. Copy records to be kept in Site Control folder. 3. Other ropes to be checked for frays/other damage & replaced if damaged. <p>Hoses close to crane operators to be sheathed</p>	Volunteers	Low	Medium	Medium
Before all shifts: Check all risk mitigation controls are in place & effective before start of work					
<u>Final RAMS Assessment</u>	Safe	Unsafe	Remaining Risk	High	Medium
				Low	

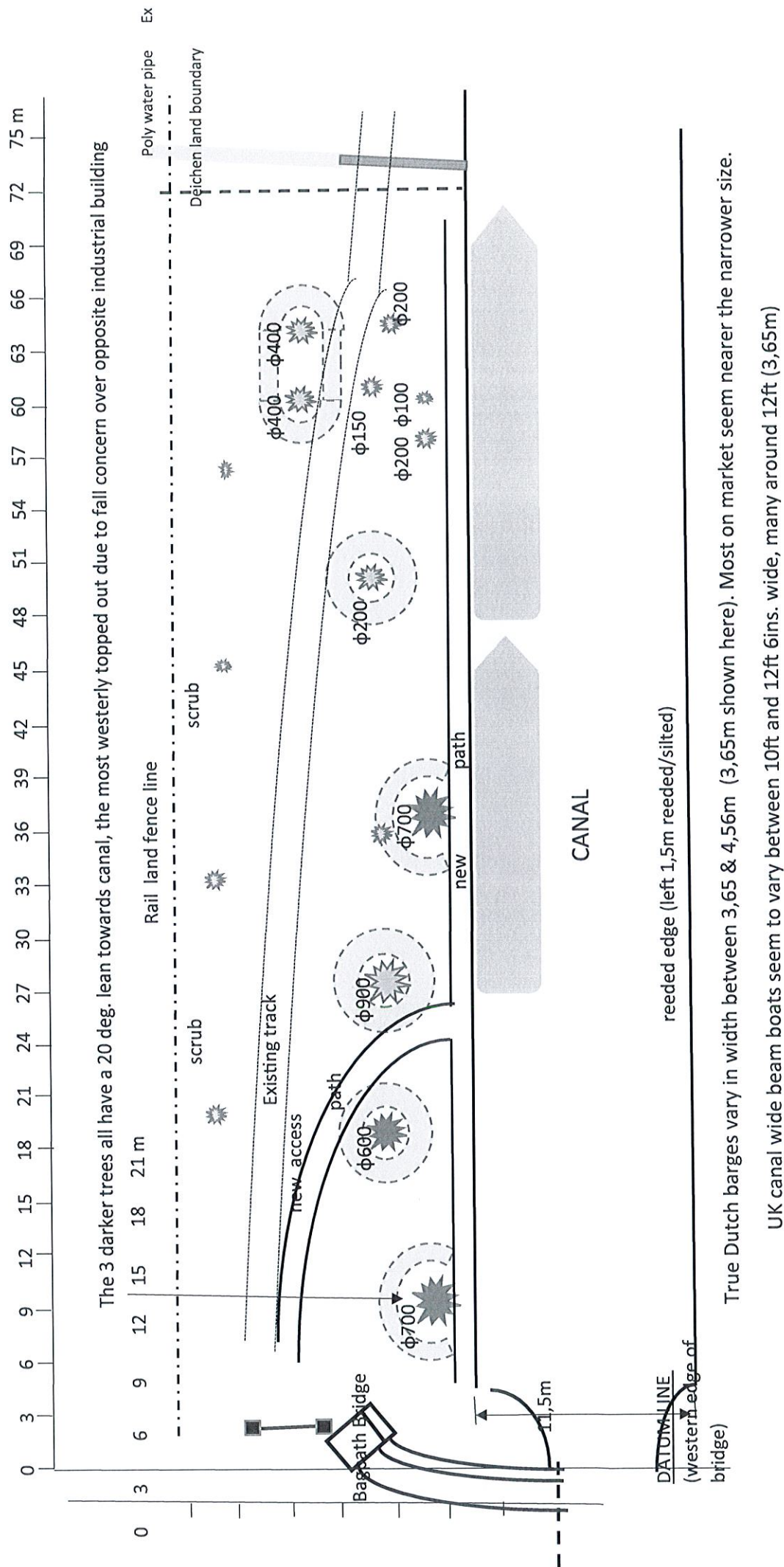
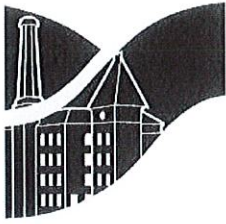


Figure 4 – Positions of all trees over 150mm diameter



STROUD DISTRICT COUNCIL

Ebley Mill • Ebley Wharf • Stroud • Gloucestershire • GL5 4UB
01453 766321
www.stroud.gov.uk

Email: planning@stroud.gov.uk

Stroud Valleys Canal Company
Bell House
Wallbridge Lock
Stroud
Gloucestershire
GL5 3JS

Contact: Tom Fearn
Email: tom.fearn@stroud.gov.uk
Our Ref: 2025/0142/PREAPP

5 June 2025

Dear Sir/Madam

Re: Stroudwater Navigation / Thames & Severn Canal, (between Stonehouse & Brimscombe), . .

Provide long term and visitor moorings on the restored sections of the Cotswold Canals for phase 1A as well as a winding hole.

I write subsequent to your recent pre-application discussions concerning the above. Having given the matter due consideration I can offer the following advice with regard to your proposals.

Relevant Planning Policy Guidance

Planning law requires that applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise. The adopted Stroud District Local Plan, November 2015 is the development plan for Stroud District. Due weight should be given to policies in this plan according to the degree of consistency with the National Planning Policy Framework (NPPF). The NPPF is a material consideration in planning decisions. The revised NPPF was published in December 2024.

Full details of the NPPF are available to view at
<https://assets.publishing.service.gov.uk/media/675abd214cbda57cacd3476e/NPPF-December-2024.pdf>

For the full content of the Stroud District Local Plan policies above together with the preamble text and associated supplementary planning documents are available to view on the Councils website
http://www.stroud.gov.uk/info/plan_strat/newlocalplan/PLAIN_TEXT_Local%20Plan_Adopted_November_2015.pdf

Local Plan policies which would be considered for this proposal include:

- CP1 - Presumption in favour of sustainable development.
- CP4 - Place Making.
- CP14 - High quality sustainable development.
- CP15 - A quality living and working countryside.
- EI10 - Provision of new tourism opportunities.
- EI11 - Promoting sport, leisure and recreation.
- EI12 - Promoting transport choice and accessibility.
- ES1 - Sustainable construction and design.
- ES2 - Renewable or low carbon energy generation.

Leading a community that is making Stroud district a better place to live, work and visit for everyone

Chief Executive: Kathy O'Leary

ES3 - Maintaining quality of life within our environmental limits.
ES4 - Water resources, quality and flood risk.
ES6 - Providing for biodiversity and geodiversity.
ES7 - Landscape character.
ES8 - Trees, hedgerows and woodlands.
ES10 - Valuing our historic environment and assets.
ES11 - Maintaining, restoring and regenerating the District's Canals.

Appraisal

Following our meeting at Ebley Mill on 15th May 2025, I offer the following advice relating to your pre application advice request relating to numerous new moorings along sections of Phase 1A of the Stroudwater Canal, as well as a new winding hole opposite Stroud Brewery.

The primary query relates to new permanent and visitor moorings as well as landing areas for boats along the length of the canal, in various locations. Under Schedule 2, Part 8, Class, B of the General Permitted Development Order, statutory undertakers or their lessees have certain permitted development rights to undertake works to canals on operational land. The permitted development right states the following:

Development on operational land by statutory undertakers or their lessees or agents of development (including the erection or alteration of an operational building) in respect of dock, pier, harbour, water transport, or canal or inland navigation undertakings, required -

- (a) for the purposes of shipping;
- (b) in connection with the embarking, disembarking, loading, discharging or transport of passengers, livestock or goods at a dock, pier or harbour, or with the movement of traffic by canal or inland navigation or by any railway forming part of the undertaking, or;
- (c) in connection with the provision of services and facilities.

It is officers view that the provision of new moorings along the canal if carried out by Stroud Valleys Canal Trust would constitute permitted development as it relates to development required for the purposes of the movement of traffic as well as embarking and disembarking. The moorings would require little infrastructure to be added outside of the canal, besides mooring rings and no services such as water and electricity will be plumbed in to the mooring sites.

It should be noted that permanent moorings should not be made available to house boats or permanent residents, as this would change the use of the land to residential. We discussed the fact that those with a mooring would need to demonstrate that they have a permanent address and that all boats on the canal will be monitored with a water bailiff. The use of the moorings would need ongoing compliance monitoring and I would also suggest that for any sites which are near a lot of residential properties, some local consultation is carried out with the residents.

We also discussed the provision of a new winding hole opposite the site of Stroud Brewery, which would allow boats to turn in the narrow section of the canal. It can also be argued that the winding hole complies with the criteria outlined in the permitted development rights outlined above, which allow for provisions for shipping and for the movement of traffic. Due to the proximity to the railway line, you would need to approach Network Rail directly to gain their approval as the excavation and removal of spoil could have an impact on the stability of the embankment.

Please note that you must inform the local planning authority of any works which will be carried out under your permitted development rights before they take place. This needs to be done formally and not just via our preapp service. It can be done via letter, but you should include drawings which are relevant to the works proposed to be done, for example the location of any moorings. For the winding hole, a drawing should be included showing the extent of the feature as well as a section to show the depth etc. This can then be stored on our system as a case file and we can issue a formal response confirming if the works are permitted development.

You requested some advice relating to the provision of new signage along the canal at the proposed moorings. I have read through the advertisement regulations and the most relevant section appears to be Schedule 2, part 1, class 2 of the document which reads as follows:

Miscellaneous advertisements relating to the premises on which they are displayed:

Description of signage: 2A. An advertisement displayed for the purpose of identification, direction or warning, with respect to the land or building on which it is displayed. Conditions: 1) No advertisement may exceed 0.3 square metre in area. 2) Illumination is not permitted. 3) No character or symbol on the advertisement may be more than 0.75 metre in height, or 0.3 metre in an area of special control. 4) No part of the advertisement may be more than 4.6 metres above ground level, or 3.6 metres in an area of special control. As such, if the signage was in compliance with the conditions and limitations listed above, it would not require planning permission. Please note that signs should be unified in appearance, in terms of size, design, colour etc so that there is a visual consistency along the canal, due much of its siting within the Industrial Heritage Conservation Area. There would probably be merit in using/referencing the headers/style of the interpretation boards to maintain the wider approach so people know which waterway they're on.

Conclusion

In summary, the proposed moorings along the canal and the winding hole are likely to fall under the permitted development rights for statutory undertakers, as long as they are not for full time residential use. This would require ongoing compliance checks. Formal submission of the details would still be required before work begins. Any project would need to address the constraints of the site like the biodiversity and heritage impacts.

As with all planning proposals, should an application be necessary or not it is important that you discuss your proposals openly with neighbours and those directly affected. It is also important that you involve your local town or parish council, many of whom would appreciate you briefing them of your proposals prior to submission.

In closing, may I confirm that the above is the independent opinion of an officer and is not binding on the council, nor does it constitute a formal determination under the Town and Country Planning Act 1990.

Yours sincerely,

Tom Fearn
Senior Planning Officer



STONEHOUSE
TOWN COUNCIL

Minutes of a Town Business Committee Meeting held on Monday 7th July 2025 at 7pm at the Stonehouse Town Hall/Library, Queens Road, Stonehouse, GL10 2QA

Present: Councillors John Callinan, Keren Capeling, Val Randall, Keith Terry, Carol Trim and Theresa Watt (Committee Chair).

In Attendance: Town Clerk; Glos County Cllr Dean Botterhill and representatives from 'Allsorts' and 'Longfield Hospice'.

All residents of the Parish are welcome to attend and 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.

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

Those present had no comments to make or questions to raise

B/875 To receive apologies

Apologies were received from Cllrs Carol Kambites and Neil Gibbs

B/876 To receive Declarations of Interest

There were no declarations of interest

B/877 To approve the minutes of the Business Committee meeting held on 9th June '25

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

With agreement of the committee, the Chair brought forward agenda item B/881

B/881 To approve the following grant applications:

- **'Allsorts'**

The representative provided answers to a number of queries raised by Committee members.

Committee **APPROVED** a revenue grant of £2,000 for financial year 2025/26 on the basis that the organisation may request a grant in future years.

- **‘Longfield Hospice’**

Funding requested to assist in providing an increased need for end of life care including support for family members.

Committee **APPROVED** a grant of £2,000 for financial year 2025/26

B/878 To receive the latest budget position

The Clerk confirmed that since distribution of the initial support papers, some detailed work was undertaken to the budget resulting in more clarity. The Clerk detailed the differences.

Committee **NOTED** the latest budget position with ‘Actual Net’ expenditure of £109,135.11; ‘Actual Net’ Income of £210,243.73 and Reserve movement of £4,402.43.

B/879 To approve the latest BACS payment list and provide retrospective approval for Debit Card Payments

Committee **APPROVED** the BACS payments totalling £11,557.04.

Committee **RETROSPECTIVELY APPROVED** Debit Card payments totalling £392.18.

B/880 To approve payments for legal services to establish the ownership and register various sections of the Town Green

Committee **APPROVED** authorisation for Officers to secure the services of ‘Tayntons solicitors’ for:

- The first tranche at a cost of £950 plus vat and disbursements - work to include an assessment of the Council’s position in securing registered ownership of all the town greens
- Upon agreement with the Chair and Vice Chair of Council, to authorise progression with the second tranche of legal work following a positive outcome of the first tranche

(The second tranche will cost in the region of £1,000 plus vat with disbursements and will involve legally securing all the town greens and have each registered with land registry).

B/881 To approve the following grant applications:

- **‘Allsorts’**
Agenda item brought forward - see above
- **‘Longfield Hospice’**
Agenda item brought forward - see above

B/882 To recommend for council approval the purchase/lease of new festive lighting

The matter has been deferred to the next meeting. Cllr John Callinan commented that the Project Officer had met with an electrical contractor to establish the suitability of the current electrical supplies. Rectification works will be necessary.

By agreement, the Chair delayed the agenda item B/883 until the end of the meeting

B/883 To receive an update on the latest position on Stonehouse Community Centre

Matter deferred to later in the meeting with the exclusion of the public

B/884 To receive updates from the following working groups:

1. **Climate Change Action Forum**
Meeting next week
2. **Communications**
No update
3. **Oldends Lane Development**
Meeting next week to establish where we are with utilities
4. **Support Stonehouse**
No update
5. **Youth**
Meeting due 17th September
6. **Policy**
Meeting on Tuesday 8th July to discuss Standing Orders
7. **Internal Audit Panel**
Meeting to be arranged for next audit
8. **Local Government Review**
Meeting due shortly

Due to confidential information, Cllrs agreed to discuss the item with the exclusion of the public.

Members of the public left the meeting (7.55pm)

B/885 To note the date of the next meeting - Monday 8th September 2025
Council NOTED the date of the next meeting

B/883 To receive an update on the latest position on Stonehouse Community Centre

Keith Terry has resigned as the town council's representative as Trustee of Stonehouse Community Association to avoid a conflict of interest with his new position as Chair of the association.
Cllr Capeling has joined as a Trustee but not as the council's representative.
A new representative of the council needs to be sought to sit as Trustee on the association.



STONEHOUSE
TOWN COUNCIL

Minutes (subject to agreement at the next Committee Meeting) of a meeting of the Town Environment Committee held on Tuesday 27th May, 7pm at Stonehouse Library, High Street, Stonehouse GL10 2NG

Present:

Councillors: Keren Capeling, Keith Creighton (Committee Vic-Chair), Debbie Curtis (Committee Chair), Marcus Dixon, Neil Gibbs, Stephen Hunter, Simon Macgregor

Also present:

Jacqui Sanders (Deputy Clerk), Cllr Carol Kambites

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

E/929 To receive apologies.

Apologies were received from Cllr John Parker.

E/930 Declarations of Interest

There were no declarations of interest.

E/931 To approve the minutes of the Town Environment Committee meeting held on Tuesday 27th May.

Committee APPROVED the Minutes as a true and accurate record of the meeting. Two abstentions were recorded due to being absent for the meeting.

E/932 To receive the latest updated Environment Budget.

Committee NOTED the updated report showing a total 'Actual Net' Income of £310.00; 'Actual Net' Expenditure of £8,717.97 and Reserve Expenditure of £0.

E/933 To propose writing a letter to Gloucestershire County Council to request an extension to the 20mph zone to cover the whole of Stonehouse, with the exception of the A419.

Committee AGREED to write a letter to Gloucestershire County Council to request an extension to the 20mph zone to cover the whole of Stonehouse, with the exception of the A419, and to also request the length of the A419 Bristol Road, from the Horsetrough roundabout to Boakes Drive, be reduced to 30mph.

E/934 To recommend to Full Council the award of a contract to install a pedestrian gateway to the Ship Inn site, then present to Gloucestershire County Council for approval.

Committee RECOMMEND to Full Council to award the contract to Cotswold Surfacing Co. to install a pedestrian gateway to the Ship Inn site and present to Gloucestershire County Council for approval.

E/935 To consider a response to the Stroud District Council's Consultation and Engagement Survey

Committee encouraged councillors to respond individually due to the short response time.

E/936 To approve Stonehouse in Bloom take over the empty phone box outside the Town Hall.

Committee APPROVED that Stonehouse in Bloom take over the empty phone box outside the Town Hall. One abstention was recorded.

E/937 To recommend that quotations be obtained to make the necessary repairs to the Boules Court playing surface.

Committee discussed the necessary repairs to the Boules Court playing surface and RECOMMENDED quotations be obtained.

E/938 To recommend that the Recreation Working Group undertake a local consultation in Arrowsmith Drive regarding the upper children's play area.
After discussion, committee RECOMMENDED that the Recreation Working Group undertake a local consultation in Arrowsmith Drive regarding the upper children's play area. One abstention was recorded.

E/939 To comment on recent Planning Applications

S.25/1145/P14J 26 High Street, Stonehouse
Installation of solar panels.

Comment: This council supports the installation of solar panels.

S.25/1124/HHOLD Lyndale, Grosvenor Road, Stonehouse
Erection of a single storey side and two storey rear extension.
Erection of a porch.

Comment: No objections as long as none from neighbours.

S.25/0994/HHOLD 11 Haven Avenue, Stonehouse
Loft conversion with alterations to roof.

Comment: No objections as long as none from neighbours.

S.25/1027/TCA Bonds Mill, Stonehouse
T0250 - Whitebeam - Pollard all crown limbs to main crown limb unions, at 1.8m, T0251 Whitebeam - Pollard all crown limbs to main crown limb unions, at 1.8m, T0252 - Whitebeam - Pollard all crown limbs to main crown limb unions, at 1.8m, T0324 - Crack Willow - Pollard all crown limbs to crown limb origins, at about 3m to 4m, T0248 - Crack Willow - Pollard all crown limbs to boles or previous cut points, T0249 - Crack Willow - Pollard all crown limbs to boles or previous cut points.

Comment: No objections providing the work is carried out at an appropriate time of year and by qualified contractors.

S.25/1041/TPO 35 Boakes Drive, Stonehouse

TPO/0352 - T1 Oak - 2 Metre Crown Reduction

Comment: No objections providing the work is carried out at an appropriate time of year and by qualified contractors.

S.25/1178/CPL Oldends Hall Oldends Stonehouse

Change of use from Class E (g)(iii) industrial process to Class E (d) indoor sport and recreation to be used as a children's soft play centre, along with padel courts.

Comments: In principle, this council supports the amenity value of the application, however we have the following concerns:

1. The site plan in the application appears to be out of date.
2. Will the building have illuminated signage?
3. How late will the building stay open, due to the close proximity to residential housing.
4. There may be a potential noise/traffic impact on neighbouring properties.

E/940 To receive a report on planning decisions received from Stroud District Council.

S.25/0291/FUL 54 Bath Road, Stonehouse

Convert rooms from hairdressing business (Class E) to residential use (Class C3)

PERMITTED

S.25/0740/HHOLD 5 Rosedale Avenue, Stonehouse

Erection of a single storey rear and side extension. Erection of a porch.

PERMITTED

S.25/0670/HHOLD 33 Bath Road, Stonehouse

Erection of single storey extension.

PERMITTED

S.25/0275/FUL Land at Verney Road, Stonehouse

Extension and conversion of garage to dwelling.

REFUSED

S.25/0410/HHOLD The Wheelwrights, Grosvenor Road, Stonehouse

Erection of a two-storey side extension with a single storey rear extension, driveway extended with an extended drop kerb.

PERMITTED

S.25/0557/HHOLD 6 Burdett Road, Stonehouse

Erection of a single storey front extension and a dormer extension.

PERMITTED

S.25/0722/FUL Bonds Mill Bristol Road Stonehouse

Replacement roof, alterations to fenestration, infilling of under croft of Unit 71.

PERMITTED

S.25/0561/LBC The Old Thatched Cottage 1 High Street Stonehouse

Repair and replace windows

CONSENT GIVEN

S.25/0797/HHOLD 70 Boakes Drive Stonehouse

Erection of single storey rear extension.

PERMITTED

S.25/1016/MINAM 8A Gloucester Road Stonehouse

Non-material amendment to S.24/2030/HHOLD - change finish of garage side wall.

APPROVED

E/941 To receive Working Groups updates.

- **Communications**
Not met.
- **Stroudwater (Bristol Road) Station**
Not met.
- **Transport and Highways**
Report attached to supporting papers.
- **Public Rights of Way**
Not met.
- **Recreation.**
Report attached to supporting papers.
- **Canal Rejuvenation**
Not met.
- **Court View**
Not met.
- **Community Arboretum and Open Spaces.**
A meeting was held, report to follow.

E/942 Date of next Environment Committee meeting: Monday 28th July 2025.
Committee NOTED the date of the next meeting.

Town Clerk

From: _WEB_LLPG <1625LLPG@stroud.gov.uk>
Sent: 07 July 2025 17:39
To: Town Clerk
Subject: FW: Street Naming Notice - Development at Land Adjoining Station Road, Bristol Road, Stonehouse

Hello Carlos,

New Dawn Homes are now objecting to the proposal to name the street JOHN VICK CLOSE. They were made aware of the intention to name it in this way in April but a response from them confirming their agreement was not received. Now the street naming notice has been issued, they have made their position clear.

Their reason for the objection is: *It is an awful name and we have suggested it to a few potential purchasers and they have said they do not want to live at that address. It will definitely prevent us from selling these 45 houses and one purchaser said it sounded like a murderer from TV, John Wicks. We are very shocked by the reaction of customers, and we cannot support this name.*

They have also asked: *What were the reasons for not using our suggested names?* (BOND COURT, BOND LANE, and BONDEND LANE). Also the option of STATION ROAD was suggested by myself which in my view was appropriate.

I look forward to hearing from you.

Thank you



Neil Marriott

Principal Address Management Officer
Stroud District Council

Ebley Mill, Ebley Wharf
Stroud, Gloucestershire. GL5 4UB

T 01453 766321

W www.stroud.gov.uk

Working together to make Stroud district a better place to live, work and visit

From: _WEB_LLPG
Sent: 04 July 2025 08:46
To: Town Clerk <townclerk@stonehousetowncouncil.gov.uk>
Subject: RE: Street Naming Notice - Development at Land Adjoining Station Road, Bristol Road, Stonehouse

Thanks Carlos.

Much appreciated.

Neil



Neil Marriott

Principal Address Management Officer
Stroud District Council

Ebley Mill, Ebley Wharf
Stroud, Gloucestershire. GL5 4UB

T 01453 766321

W www.stroud.gov.uk

Working together to make Stroud district a better place to live, work and visit

From: Town Clerk <townclerk@stonehousetowncouncil.gov.uk>

Sent: 03 July 2025 14:33

To: _WEB_LLPG <1625LLPG@stroud.gov.uk>

Cc: deputyclerk@stonehousetowncouncil.gov.uk; Contact Us <contactus@stonehousetowncouncil.gov.uk>

Subject: FW: Street Naming Notice - Development at Land Adjoining Station Road, Bristol Road, Stonehouse

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Thanks Neil – we will ofcourse add this to our website facebook page and have something posted more locally.

David can you please arrange the above. Thanks

Carlos Novoth

Clerk to Stonehouse Town Council

01453 822070

From: _WEB_LLPG <1625LLPG@stroud.gov.uk>

Sent: 02 July 2025 17:47

To: andrew@newdawnhomes.co.uk; Town Clerk <townclerk@stonehousetowncouncil.gov.uk>

Subject: Street Naming Notice - Development at Land Adjoining Station Road, Bristol Road, Stonehouse

Hello,

Attached is the street naming notice (dated 4th July 2025) for the Development at Land Adjoining Station Road, Bristol Road, Stonehouse.

The notice will be published on our website <https://www.stroud.gov.uk/environment/planning-and-building-control/address-management/street-naming-notice>

I would be grateful if Stonehouse Town Council could disseminate the notice by appropriate means to the community if possible (perhaps by providing the website link above). If the developer is able to print off and laminate the documents and display them on-site (tied to Heras Fencing with string or pinned to site boundary boards) that would be most helpful.

The legislation dictates that we must advertise the intentions and allows for any objections to the proposals to be submitted.

Thank you in anticipation of your assistance.

SDC Report to Stonehouse Town Council meeting on 21st July 2025

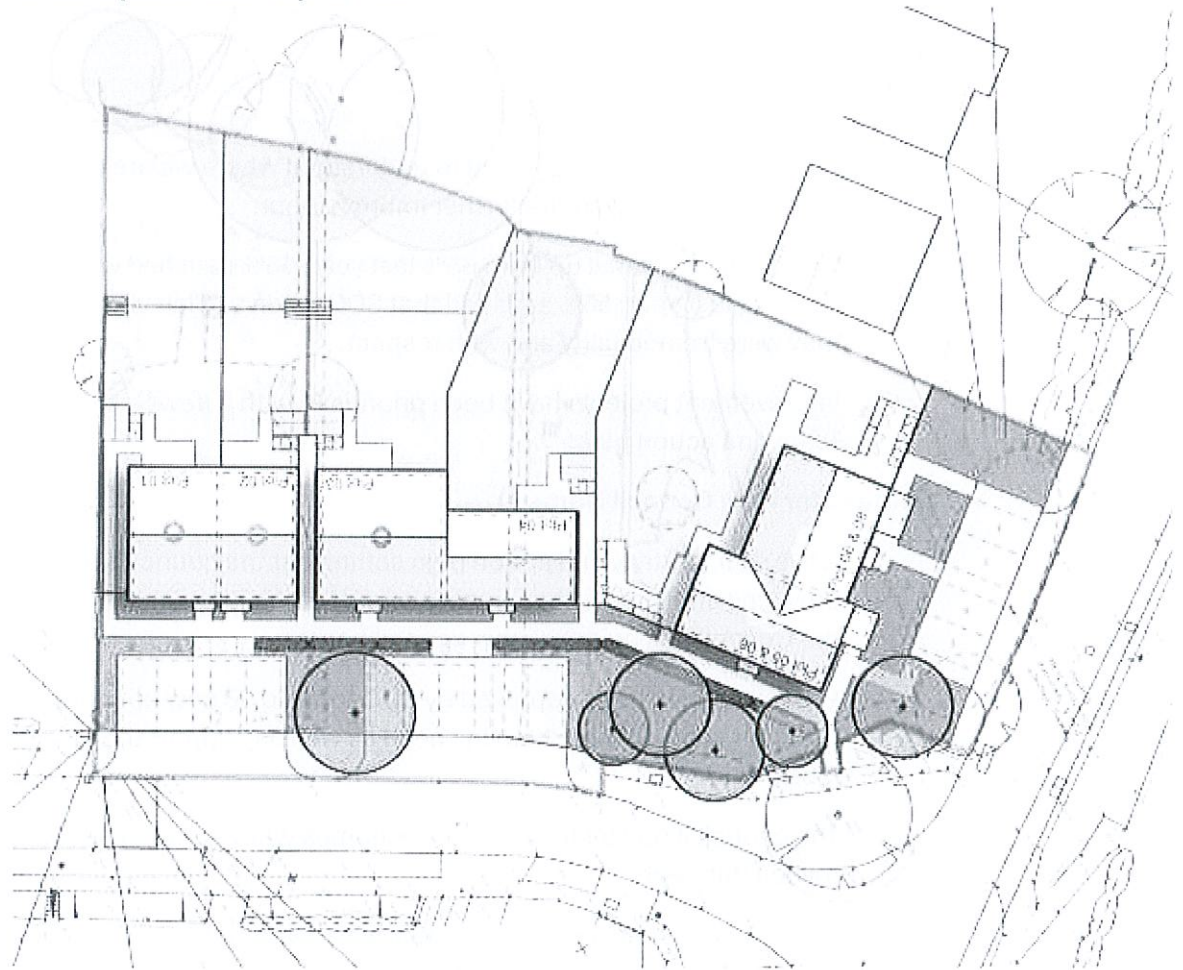
Council meetings

Link to meeting agenda and documents in the committee title.

Housing Committee - 10th June

- **Tenant Satisfaction Survey 24/25**
 - These results help the Council to understand where we are doing well and identify areas that require further improvement.
 - 67% satisfied overall up from 65% last year; 65% satisfied with repairs about the same as last year; 55% satisfied that SDC listen to their views; 80% satisfied they were treated fairly and with respect.
 - Improvement projects have been prioritised with a new Resident Engagement Team and action plan
- **Strategy for New Council Homes**
 - A five year strategy and action plan setting out the council's approach to providing affordable, good quality, energy efficient council homes. Since 2014 the Council has built 276 new council homes.
 - £35 million has been approved by SDC to build 96 new council homes over the next four years to meet housing need as well as support the local economy and jobs.
 - The council's budget to acquire new homes was agreed to be increased to £15 million this year.
 - Stroud district has a significant shortage of affordable homes and high average house prices compared to the Gloucestershire average. The local housing market is becoming increasingly polarised between those who were able to buy properties at a time of better wage to house price ratios, and those households who are struggling to access suitable properties, with the situation further exacerbated by the significant increase in private rents and smaller landlords selling properties.
 - There is a high need for affordable homes. In May 2025 there were over 2,700 households waiting for social housing on the district's housing register and a further 1300 pending validation.
- **Temporary Accommodation Placement Policy**
 - Local authorities have a statutory duty to provide temporary accommodation to qualifying homeless households. The new policy sets out how this temporary accommodation will be allocated fairly, based on need and vulnerability. Nationally and locally there is increasing demand on homelessness services and temporary accommodation.
- **Swedish Timber Houses - Mount Pleasant**

- Soon to embark on consultation with nearby residents & Town Council
- Bat and reptile surveys in train with full planning application to follow.
- See: **Proposed Site Layout Plan**



- **Video recording**

Environment Committee - 12th June

- James Brain has been appointed to replace Brendan Cleere, who recently retired, as the new Strategic Director of Place at SDC. James was previously Head of Strategic Planning and Economic Development at the Council. 🙌
- **Randwick Conservation Area Character Appraisal and Management Plan** - adopted
- **Consultation Plan for the Climate and Nature Strategy** - adopted
 - The council will consult for 8 weeks, from late July to late Sept on proposed changes to the headline targets, themes and strategic objectives of an updated climate and nature strategy for the district. The final strategy is due to be approved in Dec 2025.
 - A wider scope is proposed for the new strategy with four overarching objectives:
 - Emissions reduction at the council
 - Actions to reduce emissions in the district

- A new adaptation target
- A new nature recovery target
- The new strategy will also shift the ambition from 'carbon neutrality' to 'net zero', which is a more ambitious standard with higher levels of transparency and accountability.
- **Cotswolds National Landscape Management Plan 2025-2030** - adopted
 - This Plan puts increased emphasis on the climate and nature emergencies as well as access to nature and the countryside. The evidence in this plan will assist in council decision making and the preparation of policies and projects.
- **Walking and cycling update report**
 - Funding for local and strategic projects continues to be allocated. The Community E Bike Loan Scheme launched by Transition Stroud has proved very popular. People can book a bike online from £70 per month (£30 for job seekers) at www.pedal-power.bike
 - The free bike stand scheme, launched in partnership with LifeCycleUK, is also proving popular and a further 50 stands be made available.
 - Work on the detailed design of the Wotton Charfield and Kingswood Greenway continues.
- **Litter and Clean Environment report**
 - Update from Member Champion Cllr Gill Thomas on work to partner with local businesses, increase awareness of littering through education, working with local volunteers and stakeholders, and reporting mechanisms.
- **Video recording**

Development Control Committee - 17th June

- S.25/0713/VAR Land North East Of, Kingston Road, Slimbridge – Refused
 - Proposed variation of a previously approved application for 36MW battery storage facility. The applicant proposed to rotate the transformers by 180° with fewer batteries but the scale of the control room building was a concern.
 - Agreed that the application should be refused rather than deferred since the applicant's new plans arrived too late to be considered by the officer to enable timely decision making by the committee. The applicant will need to submit a new application.
- **Video recording**

Community Services & Licensing Committee- 19th June

Statement of Licensing Policy

- First Draft of the five year policy review for formal consultation later in the summer.

- No major changes to the policy are proposed but there is now additional information on about the council's expectations from applicants and licence holders about topical issues which include:-
 - **Spiking** of drink or food.
 - The national safety initiative **Ask for Angela**; help for people feeling vulnerable.
 - **Martyn's Law** about preparedness of venues for terrorist attacks.
- **Stratford Park Vision and Ambition Development Plan** - adopted
 - The new plan, developed in consultation with partners and stakeholders, will provide a framework to develop the park and ensure its continued community value into the future.
- **Household Support Fund 7** - approved
 - The Household Support Fund (HSF) aims to provide support to households, who would otherwise struggle to buy food, pay essential utility bills or meet other essential living costs or housing costs (in exceptional cases of genuine emergency) to help them with living costs.
 - Most of the funding for 2025/26 is to Gloucestershire County Council (£6.5m) but Stroud DC also receives a share (£267k) which will go to community-based support and money advice.
- Integrated Care Board Grant for **Data mapping** - approved
 - This £70k grant will be used to enhance the data analysis and mapping capability at the council. This will support joint work with other local councils to map rural health inequalities. The data will support targeted approaches to address health inequalities.
- **Video recording**

Strategy & Resources Committee- 26th June

- **Local Development Scheme** Update 2025
 - Agreed to approve this update of the Local Development Scheme so that SDC continues to have an up to date timetable for preparing Development Plan Documents which reflects current planning regulations and guidance.
 - Neighbourhood Plans. Committee noted that Government seems to have withdrawn funding for parishes to develop their own neighbourhood plans.
- Social value policy and measures
 - The revised policy was recommended to Council for approval. Social Value is the additional benefit to the community from a procurement process over and above the direct purchasing of goods, services, works and outcomes by the council. It can be measured in terms of economic, social and environmental activities and outcomes.

- The new policy requires not only large service contracts but also goods and works contracts to include social value.
- The policy will have simplified measures, easier for suppliers.
- Financial outturn report for 2025/25
 - positive end of year statement for the General Fund and housing account with detail of spend across all service areas. This reports allocates underspend to reserves to cover future costs and to fund priority works. This includes a small sum (£64k) allocated to the Gloucestershire Wildlife Trust's project for the development phase of a project to reintroduce beavers to the River Frome.
- Canal Project update and funding request
 - Agreed to allocate an additional £1.5m of funding from reserves towards completion of the project to connect the Stroudwater Canal to the national canal network at Saul Junction (Phase 1b of the project). Further funding from project partners is also being secured.
 - This allocation, and completion of the project, is dependent on a decision by the National Lottery Heritage Fund in late September as to whether they can provide **further funding** of £6.4m .
 - The project progress is also dependent on agreement for land access with Ecotricity with further discussions underway..
 - The canal restoration so far in Stroud and Stonehouse has resulted in major inward investment and housing, at more than £100m so far. Nature, community and heritage are key elements of the project, with an additional £10m in social value to be realised by the final stretch of the project.
 - <https://www.stroud.gov.uk/news/extra-15million-canal-investment-recommended-for-missing-mile>
- Canalside site on A419 (Former Ship Inn) in Stonehouse.
 - Noted the report and the work done so far for future community use of the site and work towards development of a **business case**.
 - <https://www.spicestonehouse.co.uk/>
- Video recording (Ship Inn item starts at 1 hour 22 mins)

July Meetings

Audit and Standards Committee - 8th July

Development Control Committee – 15th July

To consider three applications:

- 42 HIGH STREET, STONEHOUSE, GLOUCESTERSHIRE, S.25/0457/FUL Alterations to shop frontage and erection of single storey rear extension to existing premises (Use Class E(b) sale of food and drink).

- LAND WEST OF A4135, DRAYCOTT, CAM, GLOUCESTERSHIRE, S.21/1875/OUT Hybrid application for residential development up to 795 dwellings comprising of 226 dwellings of a full application and remaining balance of up to 569 dwellings as an outline planning application (with all matters reserved), with supporting infrastructure and enabling works including: new vehicular access off the A4135, public open space, landscaping and drainage infrastructure.
- LAND NORTH OF BATH ROAD, BATH ROAD, LEONARD STANLEY, GLOUCESTERSHIRE, S.24/1165/FUL (Pages 57 - 154) Erection of 34 low carbon dwellings including 35% affordable units, vehicular access off Bath Road, and associated public open space including a community orchard, landscaping and infrastructure.

Council – 17th July

Agenda and papers

Other news

- There was an appalling **racial assault** in Stroud last month. It has raised a number of important questions about race/hate crime. If you witness or experience any form of race/hate it is very important that it is reported either to the **constabulary** or a **third party**.
- **Stroud Funding returns**: new wave of community projects launches across the district
- New Cotswold Way trails launched on **free app** to boost local tourism
- Stroud business fined for illegal **burning of trade waste**
- **Brimscombe Port** – SDC confirms its commitment to the community-led vision following developer's withdrawal from the project
- **New guidance** for recycling food and drinks cartons
- Stroud District Council marks **Armed Forces Day**

Local Government Re-organisation (LGR)

I will bring in some information sheets produced by one of the groups set up jointly by the seven councils. There is an ongoing consultation at www.futuregloucestershire.org.uk. It's a bit vague and doesn't ask which of the 3 options for the county you prefer. But you might like to fill it in.

Other Meetings etc

As well as Housing and Development Control Committee, I've attended two consultations on the Climate and Nature Strategy, a Member Development Working Group meeting and a number of training and information sessions,

With thanks to Councillor Gareth Kitchen for most of this report,

Carol Kambites, 14th July 2025