



Members of the Town Environment Committee

You are hereby summoned to attend a meeting of the Town Environment Committee to be held on Monday 1st September, 7pm at Stonehouse Library, High Street, Stonehouse, GL10 2NG.

Committee Members:

Councillors: Keren Capeling, Keith Creighton (Committee Vice-Chair), Deborah Curtis (Committee Chair), Marcus Dixon, Neil Gibbs, Stephen Hunter, Simon Macgregor, John Parker

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

Carlos Novoth
Town Clerk
26th August 2025

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

A G E N D A

E/955 To receive apologies.

E/956 Declarations of Interest

E/957 To approve the minutes of the Town Environment Committee meeting held on Monday 28th July.

E/958 To receive the latest updated Environment Budget.

E/959 To approve the purchase and installation of new pedestrian gates to Oldends Lane play area.

E/960 To approve new signage for all play areas.

E/961 To consider a response to a review of Stroud District Council's Statement of Licensing Policy under Licensing Act 2003 consultation.

E/962 To approve recommendations from the Community Arboretum and Open Spaces Group:

1. Committee to recommend a representative from the Cotswold Voluntary Wardens be permitted to join the Community Arboretum and Open Spaces Working Group.
2. To discuss the future of the Sorbus tree on the Town Green.

E/963 To comment on recent Planning Applications (details in support papers)

E/964 To receive a report on planning decisions received from Stroud District Council.

E/965 To receive Working Groups updates from:

- Communications,
- Stroudwater (Bristol Road) Station,
- Transport and Highways,
- Public Rights of Way
- Recreation.
- Canal Rejuvenation
- Court View
- Community Arboretum and Open Spaces

E/966 Date of next Environment Committee meeting: Monday 29th September 2025.

Notes on Agenda items, Environment Committee, Monday 1st September

E/957 Minutes	Minutes attached
E/958 Budget report	Report attached
E/959 Oldends Lane entrance gates	<p>3 quotes were presented to EC on 28th July to replace the tired and worn gates at the entrance to Oldends Lane park. Committee approved the purchase of the gate but requested it was to be self closing.</p> <p>Due to the cost increase for self-closing gates, please see new quotes below:</p> <p>GB Leisure - £1,715.00 plus VAT AllOutPlay Ltd – £1,485.36 plus VAT Jacksons Fencing - £1,528.17 plus VAT (This is a budget quotation subject to a site visit by an Independent Approved Installer before a final price will be given)</p> <p>Please see supporting papers.</p> <p>Officers recommend securing the contractor All Out Play, to supply and fit the gate.</p>
E/960	<p>New signage for al play areas is needed. The ones in place are looking worn, are broken, and have incorrect contact details on them. Officers suggest having universal signage and keeping some spare signs to enable broken, damaged ones to be replace quickly.</p> <p>Three quotes have been sought for 12 signs: 9 for play areas and 3 spares.</p> <p>Five Valleys Signs – £840 plus VAT MDL Kelex - £840 plus VAT Severn Signs - £901.80</p> <p>Artwork by Jo Mews Creative - £100.00</p> <p>Please see supporting papers.</p> <p>Officers recommend securing the contractor Five Valleys Signs, to supply and signs and fixings.</p>
E/961 – SDC's Consultation	<p>Stroud District Council's Licensing Policy under the Licensing Act 2003 is a policy on how they deal with licences for sale of alcohol, regulated entertainment and late-night refreshment. Their current policy will expire in January 2026.</p> <p>SDC are currently consulting on a draft new Policy for the period January 2026 to January 2031 There are no significant changes from the current Policy, but they have added some new sections on Spiking, Ask Angela and Martyn's law</p> <p>You can see more information and the draft new Policy on the webpage Review of Stroud District Council's Statement of Licensing Policy under Licensing Act 2003</p>
E/963 Planning Applications	<p>S.25/1512/FUL Land At Verney Road, Verney Road, Stonehouse (Resubmission of S.25/0275/FUL Extension and conversion of garage into dwelling - self build. Respond by 6th September. Click here.</p> <p>S.25/1310/FUL Red Lodge Bonds Mill Bristol Road Stonehouse</p>

	<p>Demolition of existing/redundant units 8, 9 & 10 to allow for creation of new car parking area. Respond by 2nd September. Click here.</p> <p>S.25/1475/HHOLD 26 Severn Road Stonehouse Gloucestershire Erection of two storey side extension together with an entrance porch, single storey rear extension & the provision of two additional car parking space including dropping the existing kerbs. Respond by 2nd September. Click here.</p> <p>S.25/1478/CPL 19 Arrowsmith Drive Stonehouse Partial garage conversion.</p> <p>S.25/1498/LBC The Old Thatched Cottage 1 High Street Stonehouse Internal alterations - demolish existing en-suite shower room in bedroom 1, create new shared shower room in bedroom 2, replace chipboard floor in bedroom 2 & associated reparatory works Respond by 2nd September. Click here.</p> <p>S.25/1488/ADV First Floor Office Former Police Station 21 High Street Stonehouse Installation of a wall sign. Respond by 3rd September. Click here.</p>
E/964 Planning Decisions	<p>S.25/1375/DISCON Schreiber Foods UK Ltd Brunel Way Stonehouse Discharge of condition 5 (noise report) from S.22/0903/FUL PERMITTED</p> <p>S.25/0520/FUL 5 Regency Close Stonehouse Change of use from Use Class C3 to residential accommodation for people in need of care (Use Class C2). (Retrospective). APPLICATION WITHDRAWN</p> <p>S.25/1124/HHOLD Lyndale Grosvenor Road Stonehouse Erection of a single storey side and two storey rear extension. Erection of a porch. PERMITTED</p>
E/965 Reports Working Groups	<p>Community Arboretum and Open Spaces Working Group minutes attached.</p>



Minutes (subject to agreement at the next Committee Meeting) of a meeting of the Town Environment Committee held on Monday 28th July, 7pm at Stonehouse Library, High Street, Stonehouse GL10 2NG

Present:

Councillors: Keith Creighton (Committee Vic-Chair), Debbie Curtis (Committee Chair), Neil Gibbs, Stephen Hunter, Simon Macgregor, John Parker

Also present:

Jacqui Sanders (Deputy Clerk), Cllr John Callinan

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

Cllr Callinan wished to comment on item E/950. He stated that a decision had been made by council (Environment Meeting, 26th February 2024, item E/753) and it had already resolved to request for GCC to lift the covenant and on this basis, approval only needs to be sought for points (a) and (b).

E/943 To receive apologies.

Apologies were received from Cllrs Keren Capeling and Marcus Dixon.

E/944 Declarations of Interest

There were no declarations of interest.

E/945 To approve the minutes of the Town Environment Committee meeting held on Monday 30th June.

Committee APPROVED the Minutes as a true and accurate record of the meeting. One abstention was recorded due to being absent for the meeting.

E/946 To receive the latest updated Environment Budget.

Committee NOTED the updated report showing a total 'Actual Net' Income of £725.00; 'Actual Net' Expenditure of £14,402.49 and Reserve Expenditure of £0.

E/947 To approve the purchase of new pedestrian gates to Oldends Lane play area.

Committee APPROVED the purchase of new pedestrian gates to Oldends Lane play area, with the agreement that they are to be self-closing gates.

E/948 To approve the repairs to Oldends Lane play equipment.

Committee APPROVED the repairs to Oldends Lane play equipment to the contractor, All Out Play, for a total cost of £1,371.32 plus VAT.

E/949 To approve the continued servicing of one disabled toilet on the Ship Inn Community Space at a cost of no more than £50 per week, until October 6th 2025.

Committee APPROVED the continued servicing of one disabled toilet on the Ship Inn Community Space at a cost of no more than £50 per week, until October 6th, 2025.

E/950 To approve an application for Glos County Council to lift a covenant from Stagholt Fields and

- a) cover GCCs legal costs of approx £500 and
- b) to authorise the town council to engage with a solicitor if necessary

Committee APPROVED the application for Glos County Council to lift a covenant from Stagholt Field and

- a) to cover GCC'S legal costs of approximately £500
- b) to authorise the town council to engage with a solicitor if necessary.

E/951 To comment on recent Planning Applications

S.25/1325/HHOLD 2 Wharfdale Way, Bridgend, Stonehouse

Erection of a single storey and two storey rear extension.

Comment: No objections as long as none from neighbours.

S.25/1079/FUL Unit 1, 13 High Street, Stonehouse

Erection of single storey extension to the rear & first floor extension to create 3 no additional treatment rooms & staff amenities.

Comment: No objections as long as none from neighbours.

Cllr Gibbs abstained from voting.

S.25/1218/FUL Schlumberger (Building B), Brunel Way, Stonehouse

Construction of storage wall adjacent to storage container.

Comment: No objections

E/952 To receive a report on planning decisions received from Stroud District Council.

S.24/1054/DISCON Dairy Partners Ltd Oldends Lane Stonehouse

Discharge of condition 5 from S.23/0065/FUL (Erection of mechanical equipment and acoustic panels on the roof of the existing plant room)

PERMITTED

S.25/1027/TCA Bonds Mill Bristol Road 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.

CONSENT GIVEN

S.25/1041/TPO 35 Boakes Drive Stonehouse
TPO/0352 - T1 Oak - 2m crown reduction.
CONSENT GIVEN

S.25/0457/FUL 42 High Street Stonehouse
Alterations to shop frontage and erection of single storey rear extension to existing premises (Use Class E(b) sale of food and drink).
PERMITTED

E/953 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. Two recommendations were submitted to be included in the next Environment Agenda.

E/954 Date of next Environment Committee meeting: Monday 1st September 2025.
Committee NOTED the date of the next meeting.

Financial Budget Comparison

for Town Environment Committee

Comparison between 01/04/25 and 26/08/25 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/25

		2025/2026	Reserve	Actual Net	Balance	Bal %age
INCOME						
Town Environment Committee						
200	Stonehouse in Bloom	£0.00	£0.00	£0.00	£0.00	0.00%
205	Event Income/Donations					
205/1	Events	£1,200.00	£0.00	£805.00	-£395.00	-32.92%
205/2	Donations	£0.00	£0.00	£0.00	£0.00	0.00%
205/3	Markets	£0.00	£0.00	£430.00	£430.00	100.00%
205	Total	£1,200.00	£0.00	£1,235.00	£35.00	2.92%
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	£1,235.00	£35.00	2.92%
EXPENDITURE						
Town Environment Committee						
1190	Amenity Areas					
1190/1	Grounds Maintenance (contract)	£29,500.00	£0.00	£9,842.00	£19,658.00	-66.64%
1190/2	Grounds Maintenance (in-house)	£1,000.00	£0.00	£346.04	£653.96	-65.40%
1190/3	Play Equipment maint/repairs/insp	£3,800.00	£0.00	£236.25	£3,563.75	-93.78%
1190/4	Public Space Improvements	£6,000.00	£0.00	£1,450.00	£4,550.00	-75.83%
1190/5	Tree & Hedge/boundary maintenance	£4,500.00	£0.00	£59.90	£4,440.10	-98.67%
1190/6	Waste Collection	£4,000.00	£0.00	£0.00	£4,000.00	-100.00%
1190	Total	£48,800.00	£0.00	£11,934.19	£36,865.81	-75.54%
2000	Christmas Lights	£2,000.00	£0.00	£2,110.00	-£110.00	5.50%

Financial Budget Comparison

for Town Environment Committee

Comparison between 01/04/25 and 26/08/25 inclusive. Includes due and unpaid transactions. Includes commitments.
Excludes transactions with an invoice date prior to 01/04/25

	2025/2026	Reserve	Actual Net	Balance	Bal %age
2005 Climate Change	£0.00	£0.00	£0.00	£0.00	0.00%
2010 In Bloom					
2010/1 Contract Planting	£0.00	£0.00	£0.00	£0.00	0.00%
2010/2 Non-Contract Planting	£0.00	£0.00	£0.00	£0.00	0.00%
2010/3 Watering Services	£0.00	£0.00	£0.00	£0.00	0.00%
2010/4 Other	£0.00	£0.00	£0.00	£0.00	0.00%
2010 Total	£0.00	£0.00	£0.00	£0.00	0.00%
2050 Cultural Events & Studies					
2050/1 Goodwill	£6,000.00	£0.00	£393.16	£5,606.84	-93.45%
2050/2 Civic Awards	£300.00	£0.00	£24.91	£275.09	-91.70%
2050/3 Other	£3,000.00	£0.00	£224.00	£2,776.00	-92.53%
2050/4 Communications	£0.00	£0.00	£0.00	£0.00	0.00%
2050 Total	£9,300.00	£0.00	£642.07	£8,657.93	-93.10%
2080 Neighbourhood Plan Review	£0.00	£0.00	£0.00	£0.00	0.00%
2090 Planning Specialist Advice					
2090/1	£0.00	£0.00	£0.00	£0.00	0.00%
2090/2	£0.00	£0.00	£0.00	£0.00	0.00%
2090 Total	£0.00	£0.00	£0.00	£0.00	0.00%
Total Town Environment Committee	£60,100.00	£0.00	£14,686.26	£45,413.74	-75.56%
Total Town Environment Committe	£1,200.00	£0.00	£1,235.00	£35.00	
Total Town Environment Committe	£60,100.00	£0.00	£14,686.26	£45,413.74	
Total Net Balance	-£58,900.00		-£13,451.26		

Jacksons Fencing

QUOTATION**2460691**

Your sales advisor: **Chris Craddock** Rep: 12
Manager Bath Office
Direct dial No.: 01761 233353
E-mail: chris.craddock@jacksons-fencing.co.uk
Account No.: 442119

Stonehouse Town Council
Council Offices
Queens Road
STONEHOUSE
Gloucestershire
GL10 2QA

12 August 2025

Dear Mrs Sanders,

Ref: Stonehouse Town Council Council Offices Queens Road STONEHOUSE Gloucestershire GL10 2QA

Thank you for contacting Jacksons Fencing. I have summarised our quotation below as requested. A detailed breakdown of the quotation is enclosed.

**Budget Quotation for an Approved Installer to supply and install a
1.195m wide between posts (1355mm overall posts) x 1.0m high
single leaf self closing Metal Playtime gate.
Galvanised finish.
Posts set in concrete.**

Materials	1,003.17	
Installation Charge	525.00	
Total for supply and installation	£ 1,528.17 (exc VAT),	£ 1,833.80 (inc VAT)

**This is a budget quotation and subject to a site visit by an
independent Approved Installer before a final price will be given.**

Please contact me with further instructions, or alternatively if you have any queries, please contact me on my direct line displayed in the box above. I look forward to hearing from you.

Yours sincerely

Chris Craddock
Manager Bath Office

Metal products manufactured by Jacksons have a 25 year service life guarantee

Please register online @ www.jacksons-fencing.co.uk/register Terms & Conditions Apply

E. & O. E. Orders are subject to our terms and conditions, these are available on request

H. S. Jackson & Son (Fencing) Ltd

SOUTH EAST Head Office Stowting Common Ashford Kent TN25 6BN

SOUTH WEST New Rock Chilcompton Radstock Bath BA3 4GJ

NORTH WEST Dragon Hall Whitchurch Rd Tattenhall Chester CH3 9DU

E-mail: sales@jacksons-fencing.co.uk sales-bath@jacksons-fencing.co.uk sales-chester@jacksons-fencing.co.uk

International Tel 44 1233 750393 www.jacksons-fencing.co.uk or www.jacksons-security.co.uk

Registered Office: Stowting Common Ashford Kent TN25 6BN UK Registered in England No. 910291

VAT Reg.No. GB 201104842

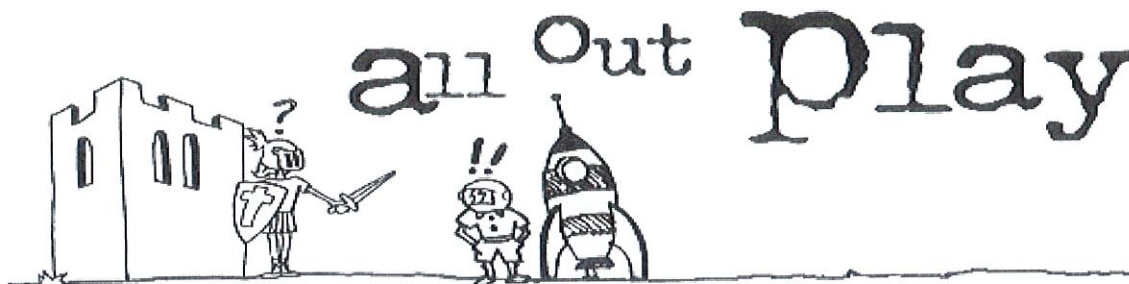
Tel 01233 750393 Fax 01233 750403

Tel 01761 232666

Tel 01829 770776



The mark of
responsible forestry
Only the products identified as such
on this document are FSC® certified



Stonehouse Town Council
Town Hall
Queens Road, Stonehouse
GLOS GL10 2QA

Quote 07082025-1
Date 7 Aug 25
Page 1 of 1

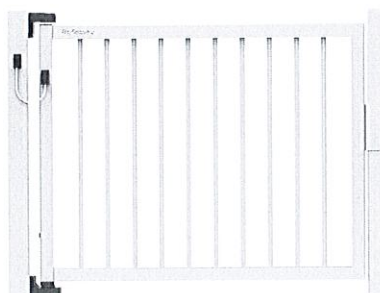
FAO: Clerk

Quant	Details	Unit Price	Net Amount	VAT Rate	VAT
-------	---------	------------	------------	----------	-----

Oldends Lane Playground

Replacement Entry Gate – Self closing

1	Remove & dispose of existing gate & timber posts	£0.00	£0.00	20.00%	£0.00
1	Supply & Fit 1.2m x 1.2m Single Leaf Steel Gate As per image below Inc post width 1.4m Powder coated – red or yellow Posts dug-in Inc self closing mechanism	£1,485.36	£1,485.36	20.00%	£297.07



TOTAL NET	£1,485.36
TOTAL VAT	£297.07
TOTAL	£1,782.43

Leadtime

4/5 weeks

Terms

100% on completion

All goods remain the property of AllOutPlay Ltd until payment received in full

AllOutPlay Ltd 19a Merretts Mill, Stroud, Glos 01453 755161 VAT 810 8527 43

G B Sport & Leisure UK Ltd

Unit 7
Oakwood Business Park
Oldmixon Crescent
Weston Super Mare
BS24 9AY
01934 628620
www.gbsportandleisure.co.uk
sales@gbsportandleisure.co.uk



QUOTE

Customer Name & Address	Delivery Address	FAO:	Jacqui Sanders
Jacqui Sanders	Stonehouse Town Council	Order Date:	01/08/2025
Stonehouse Town Council	Town Hall	Your Acc No:	STONEHOU
Town Hall	1 Queens Road	Your Order No:	
1 Queens Road	Stonehouse	Taken By:	Gary
Stonehouse	Gloucestershire	Our Ref	34999
GL10 2QA	GL10 2QA		
United Kingdom	01453 822070		

Oldends Lane Gate

Qty	Code	Description	Price Each	Line Total	Line VAT
1.00	ETS-NEW	1.2m high x 1.2m wide Premiersafe Gate c/w fencing side panel - BLACK	900.00	900.00	180.00
1.00	INSTALLATION	Remove existing gate to tip. Install new gate and dispose of arisings.	540.00	540.00	108.00

Delivery 275.00

Please check all order details including delivery address. Should the goods or order details be amended after despatch a re-stocking charge and/or a re-delivery charge maybe incurred.

Due to stipulations from our carriers any damaged or missing goods must be reported to us within 24 hours on receipt of delivery. Please check that the consignment has been received in good condition prior to the driver leaving. Please check the contents against the delivery note and advise us within 24 hours if goods are damaged or missing.

We reserve the right to pass on any fees and tariffs in respect of Brexit.

Please note, for any repair/installation works your "End User Status" is required prior to your order being processed.

Order Net:	1,715.00
VAT:	343.00
Total:	2,058.00
Pound sterling	

Quote Validity Period: 7 days
subject to confirmation

Registered Address: 96 Drove Road, Weston-super-Mare BS23 3NW

VAT Registration No: 634 5525 40
Company Reg No: 07524601

Printed: Friday, 01/08/2025 13:27
Page 1 of 2



STONEHOUSE
TOWN COUNCIL

Welcome to our

Play Area

No ball games



Children must be supervised
by an adult at all times



This is a no smoking area



No dogs



No glass



No alcohol

All persons using this facility do so at their own risk and Stonehouse Town Council
will not accept liability for injury, loss or damage to personal property.

Please report any accidents, unsafe equipment or surfacing to the Town Council on **01453 822070**
or email: contactus@stonehousetowncouncil.gov.uk - In case of emergency, dial 999.

Re: Play Area signs

From info@fivevalleylabels.co.uk <info@fivevalleylabels.co.uk>
Date Thu 21/08/2025 5:40 PM
To Deputy Clerk <deputyclerk@stonehousetowncouncil.gov.uk>

Hi Jacqui

Thank you for your enquiry
I think If I add 3 rails of channel to the back, one in middle one close to top and one close to the bottom, and radius the corners, it will help prevent damage

Quote Ref: 19,286

12 off Dibond Play Area signs 600 x 600 mm, with radius corners
3 x Channel rail to rear, 600 mm lengths
3 x Fixing bar, 600 mm lengths
6 x Nuts and bolts per sign
Anti graffitti laminate to face
@ £70.00 each + vat

Regards
Jason

Five Valley Signs & Labels, Unit 26B Upper Mills Trading Estate, Bristol
Road, Stonehouse, Gloucestershire, GL10 2BJ

Tel: 01453 82 84 53
www.fivevalleylabels.co.uk



From: Deputy Clerk <deputyclerk@stonehousetowncouncil.gov.uk>
Sent: 11 August 2025 16:35
To: info@fivevalleylabels.co.uk <info@fivevalleylabels.co.uk>
Subject: Play Area signs

Good afternoon,



CREATION | PRINT | ACCOUNTS | OFFICE | PROMOTION

AN EXTRAORDINARY WORLD OF BUSINESS SUPPLIES AND SERVICES



ESTIMATE

Jacqui Sanders
STONEHOUSE TOWN COUNCIL
TOWN HALL
HIGH STREET
STONEHOUSE
GLOS
GL10 2NG

Quote ref: 34804 / LR

Fax No:

Date: 12/08/2025

Dear Jacqui

Further to your recent enquiry, I have pleasure in submitting our estimate to meet your requirements as follows:

Title: Dibond Signs
Size: 600mm x 600mm
Pre-press: from artwork supplied
Proof: email PDF proof
Printing: printed in colour
Materials: 3mm Dibond
Finishing: with anti graffiti laminate applied
with supplied fixings and rails for the rear

Quantity	Price (£)
12	£840.00

Delivery: To one local address

Notes:

Terms: All prices exclude VAT (where applicable), are valid for 30 days, and are subject to sight of artwork or disk. Material prices may be subject to change at time of order placement. All orders are placed subject to our terms & conditions, available on request.

I trust our estimate meets with your approval, and look forward to receiving your instructions in due course. If I can be of any further assistance, please do not hesitate to contact me.

Assuring you of our best attention

Lucy Roberts



MDL KELEX LTD Unit 16, Stroudwater Business Park, Stonehouse, Gloucestershire. GL10 3SX

tel: 01453 791400

admin fax:

email: sales@mdlkelex.co.uk

Web: www.mdlkelex.co.uk



Severn Signs Ltd
Unit R2 Innsworth Technology Park
Innsworth Lane
Innsworth
Gloucester
Gloucestershire
GL3 1DL
United Kingdom
Tel : 01452 739156
Fax : 01452 739153

office@severnsigns.co.uk

www.severnsigns.co.uk

Jacqui Sanders
Stonehouse Town Council
1 Queens Road
Stonehouse
Gloucestershire
GL10 2QA
United Kingdom

QUOTATION

Ref No. 67792/2

Dated 12/08/2025

Contact Jacqui Sanders

Tel 01453 822070

Mob

Email deputyclerk@stonehousetowncouncil.gov.uk

Re : Play Area Signs

Item	Qty	Pack	Description	Unit Price	Total
A	12	Units	To supply full colour printed vinyl laminated in anti graffiti mounted onto 3mm dibond as per your supplied artwork. Complete with Fixing channel fitted to the rear and aluminium flat bar and suitable fixings supplied. Size: 600 x 600mm	£75.15	£901.80
				Sub Total	£901.80
				VAT	£180.36
				TOTAL	£1,082.16

Payment:

Payment is required in advance, Cash, Bacs or Credit Card before we are able to go into manufacture.

All Bacs payments please use our Invoice Number as payment reference.

Bacs Payment Sort 60-09-02 - Acc 36769711

ALL PRICES ARE SUBJECT TO VAT

This quotation is valid for 14 working days from the date of issue and are subject to our standard terms and conditions, a copy of which is available upon request.

All quotations are subject to finalised artwork and specifications. Alterations, amendments and additions may be charged for.

Once placed an order can not be cancelled unless agreed. All artwork must be approved and payment received before we are able to start manufacturing any product.

All prices are for manufacture only and do not include delivery or fitting unless specified in the quotation.

Yours sincerely ,

Abi Taylor

Community Arboretum and Open Spaces Working Group - NOTES

June 19th, 2025

1500-1600

Attendance: John Parker (JP, Convener), Stephen Hunter (SH), Neil Gibbs (NG), Theresa Watt (TW), John Callinan (JC).

1. Membership of the group

- It was confirmed that a working group can, with approval of the overseeing committee (in this case Environment), accept non-councillor members to the working group if they have particular skills and experience which will benefit the working group.
- Others who are interested should join the external group, the Friends of Stonehouse Community arboretum (FOSCA) once it is set up.
- *ACTION: Recommend to Environment Committee to invite Gill Sermon as a representative of the Cotswold Voluntary Wardens.*

2. Friends of Stonehouse Community Arboretum (FOSCA)

- It was agreed that this group could now be set up as a public-facing support group for the arboretum project, engaging the community to care for trees in the town.
- *ACTION: JP to review the existing Terms of Reference and set up FOSCA.*

3. Tree removal on Town Green

- JP has proposed to the Town Council that the ailing Sorbus on the town green, outside the Crown and Anchor, be removed and replaced with a new tree. A notification would need to go on the tree as per the Management Plan.
- *Post-meeting note: The Clerk has questioned whether or not the tree needs to be removed, because "although one or two of the branches might be dead, the rest of the tree is alive and kicking."*

4. Doverow Wood

- A Woodland Management Plan was written for Doverow in 2024 and sent to Council. It is attached to this email for the Working Group to consider. If they approve, pending any amendments it should be sent to Environment Committee for adoption.
- Work is needed in Doverow to address trees affected by ash dieback, particularly around the entrance gates on the Foxmoor side.
- A Fields in Trust application has been approved by Environment Committee but it is uncertain whether or not it has gone to Full Council. *ACTION: JP to follow up with the Clerk.*
- Some of the footpaths need attention in the woods – this is something for the group to discuss with Gill Sermon and the Cotswold Rangers.
- It was agreed that the concrete bench should be removed. This has been passed to the Clerk to action. The bench will be replaced with another bench which was purchased by a resident as a memorial bench. JP has expressed concerns because the new bench is out of keeping with the site and any other benches there, but the Clerk has decided it will be installed.

- *Post meeting note: The Victorian benches need to be reviewed by an appropriate person to determine whether any can be restored as usable benches. The Working Group needs to discuss at the next meeting what to do about the remaining benches and make a recommendation to Environment Committee.*

5. Individual landscape management plans for open spaces

- JP suggested that each open space under the management of the Town Council should have a brief landscape management plan to allow for strategic management of the sites.
- *ACTION: JP to draft an example landscape management plan and share with the Working Group.*

6. SCAMP update to publish in 2026

- One of the key purposes of this Working Group is to oversee the implementation of the Stonehouse Community Arboretum Management Plan (SCAMP).
- The SCAMP was published in 2021 and it is time for a review ahead of an updated version in 2026. The link to the document is below.
- <https://www.stonehousetowncouncil.gov.uk/wp-content/uploads/2021/10/SCAMP-Final-031021.pdf>
- *ACTION: JP to review the actions in the SCAMP and provide updates to the Working Group.*

7. AOB

- Stagholt Playing Fields. The Working Group needs to start thinking about tree planting, hedging and open space management for this exciting new project.
- Community Centre trees. The Community Centre has long been worried about their responsibilities for the oak trees by the car park. The Town Council has made provision for funding to care for these trees, and JP has tried to reassure the Community Centre that this funding is sufficient for what is required.

8. Next meeting

- September 3rd, 3pm at the Town Hall.
- *ACTION: JP to send out meeting invite.*