



Minutes of a Town Business Committee Meeting held on Monday 8th September 2025 at 7pm at the Stonehouse Town Hall/Library, Queens Road, Stonehouse, GL10 2QA

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

In Attendance: Town Clerk; Glos County Cllr Dean Botterhill, representatives from 'Stonehouse in Bloom', 'Sunflower Suicide Support' and 'Insight' and, Cllr Keith Terry as Chair of Stonehouse Community Centre

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.

The owner of Harper Field Auctioneers spoke about his wish to develop the remaining area (1 - 3 acres) of land purchased for his new business in a way that would compliment the town and its needs. Retailers are now approaching the owner to purchase this land and so he is providing the town council with an opportunity to establish the kinds of use that might specifically benefit the community ie electric vehicle charging for local trades, care home, national retailing unit etc. The owner explained that he would benefit from further exploratory discussions with the town council. This was well received by the committee who would be willing to have those discussions. The Chair thanked the representative for talking to the council.

B/886 To receive apologies

There were no apologies

B/887 To receive Declarations of Interest

Cllrs Keith Terry and Keren Capeling declared an interest in agenda item B/899 in light of their positions on the Board of Trustees of Stonehouse Community Association

B/888 To approve the minutes of the Business Committee meeting held on 7th July '25

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

Following agreement, the Chair brought forward agenda item B/895

B/895 To approve the following grant applications:

- **Stonehouse in Bloom**

The grant is to pay for the plants within the hanging baskets and planters. SIB have reduced the council's total cost for maintaining its planters significantly over the years through volunteer work. There was a question in relation to the type of plants (more sustainable) used in the baskets and planters to reduce the need to water to the current level. The water used is a mix of mains water and grey water. It was suggested that the council should consider the benefits offered by SIB in the widest context. There was a question in relation to whether there was an official mechanism for discussing issues SIB and the council - whilst not necessarily official, Officers commented that discussions were being had with SIB. There is to be a report coming to council that will consider the impact of SIB's work on council's staffing and other aspects of its day to day operations. Committee **APPROVED** a three revenue grant of £3,000 per annum for the financial years 2025, 2026 and 2027 from the long term grants budget

- **Transition Stroud**

Committee **APPROVED** a funding grant of £390 to fund the purchase of litter picking equipment and education resources in support of raising awareness of litter amongst young people.

- **Sunflower Suicide Support**

Committee welcomed the work carried and the support provided by the organisation.

Committee **APPROVED** the funding grant of £1,000 to deliver suicide awareness training to the community

- **Insight Gloucestershire**

The Organisation has just opened its first charity shop in Stroud; they are using the shop to demonstrate their equipment for visually impaired people. It was thought that Stonehouse had a high percentage of parishioners that had some form of visual impairment and so could take advantage of 'Insights' support

Committee **APPROVED** a funding grant of £1,000 to provide face to face support for the blind and visually impaired people within the county.

B/889 To receive the latest budget position

Committee **NOTED** the latest budget position with the total 'Actual Net' Expenditure of £192,219.04; total 'Actual Net Income of £218,013.73 and a total reserve movement of £9,396.52.

B/890 To approve the latest BACS payment list and provide retrospective approval for Debit Card Payments
Committee **APPROVED** BACS payments totalling £11,419.46. Committee also **RETROSPECTIVELY APPROVED** Debit Card payments totalling £696.19.

B/891 To receive an update on a refund from Lloyds bank in relation to an RBL payment
Committee **NOTED** the refund of £500 through Lloyds Bank from the Royal British Legion (Poppy Appeal)

B/892 To receive an update on the By-election recharge from Stroud District Council
Committee **NOTED** the total cost of the By-election recharge by SDC totalling £8,301.08 plus vat

B/893 To receive an update on a change of contractor to provide sanitary services
Committee **NOTED** the reason for the change in contractor and the cost of the service over the next three financial years totalling £76.44 plus vat per year.

B/894 To receive a recommendation from the Climate Change Working Group to approve attendance of a town councillor on a 'Train the trainer' course provided by Lighthouse Sustainability
Committee saw the benefits to the community of the recommended training. The budget allocated for Councillor training currently stands at £500 but the training budget as a whole can accommodate the additional cost.
Committee **APPROVED** the 'Train the Trainer' training course at a cost of £750 plus vat

B/895 To approve the following grant applications:

- Stonehouse in Bloom
- Transition Stroud
- Sunflower Suicide Support
- Insight Gloucestershire

This agenda item was brought forward - see above for details

B/896 To consider the purchase of land owned by Stroud District Council at Juniper way
Committee appreciated the advanced notice of the land being sold and thanked the District council for informing the council. However Committee could not see a benefit to owning the land. Officers to notify the District Council.

B/897 To recommend for council approval the purchase of a new ride on skid steer mower

Committee to **RECOMMEND** the purchase of a new skid steer ride on mower to support the council's grounds maintenance efforts at a total cost of £4,199 plus vat.

B/898 To recommend for council approval the council's revised Standing Orders

The Policy working group felt that it was better to return to NALC's model SOs as there was a clear re write of the document by NALC. Officers to send the Model SOs from NALC and the current version of the council's SOs to all Cllrs to consider.

Committee has DEFERRED the decision to the next meeting.

B/899 To receive an update on the latest position on Stonehouse Community Centre

Cllr Keith Terry provided an overview of the work undertaken since agreeing to be Chair of the Association.

B/900 To recommend to full council the disposal of the Youth Pod shipping container

Committee to **RECOMMEND** the disposal of the metal container and invest any proceeds from its sale into improving the facilities around the Youth Pod.

B/901 To receive updates from the following working groups:

- 1. Climate Change Action Forum**
Update provided following a recent meeting
- 2. Communications**
No update
- 3. Oldends Lane Development**
The WG has not met
- 4. Support Stonehouse**
The WG has not met
- 5. Youth**
Quarterly meeting to be held on 17th September
- 6. Policy**
Ongoing
- 7. Internal Audit Panel**
A report is due on a recent audit
- 8. Local Government Review**
Recent GAPTC meeting this matter was discussed very usefully

Committee voted on excluding Members of the public from the meeting (there were none) due to the sensitive nature of the information being discussed.

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.

B/902 To receive an update from HR Sub Committee and approve its recommendations.

1. To recommend to full town council increment rises for the Project Officer, Deputy Clerk and the Town Clerk
Committee **APPROVED** the recommendation
2. To note the NJC agreed National pay rise for 2025/26 and its application to all staff from 1st April '25
Committee **NOTED** the National pay rise and its application from 1st April 2025
3. To recommend to Full Town Council to increase the Council's current salaries budget by £2,500 to reflect the revised cost to the authority of the combined increment rise and National Pay rise
Committee to **RECOMMEND** an increase in the council's current salaries budget by £2,500 to reflect the revised cost to the authority of the combined increment rises and National pay rise for 2025/26
4. To approve an increase to the phone allowance for three staff members to £12.50 per month and to have this backdated to April '25
Business Committee **APPROVED** the increase in monthly phone allowance to £12.50 for staff authorised to use their personal phones for council business
5. To approve the closure of the town hall on Monday 29th December 2025 and Friday 2nd January 2026.
Committee **APPROVED** the closure of the town hall on Monday 29th December 2025 and Friday 2nd January 2026

B/903 To note the date of the next meeting - Monday 6th October 2025
Committee **NOTED** the date of the next meeting