



**Minutes of a Town Business Committee
held on Monday 16th January 2023 at 7.00pm
at the Town Hall**

Present: Councillors Mike Davis (Committee Chair), John Callinan (Committee Vice Chair), Gary Powell, Theresa Watt, Keith Creighton, Carol Kambites, Mark Edwards, Val Randell, Keith Terry

In Attendance: Jacqui Sanders (Deputy Clerk)

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

There were no members of the public in attendance at the meeting.

B/462 To receive apologies

Letter of resignation received by Councillor Chris Brine on Monday 16th January 2023.

B/463 To receive Declarations of Interest

No declarations of interest received.

B/464 To approve the minutes of the Business Committee meeting held on 28th November 2022.

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

B/465 To receive the latest budget position

Members requested clarification of two points:

- Where did the Income for Budget Heading 160 come from?
A contribution from Ecotricity to go towards the Railway Feasibility Study.
- When will the fees for Oldends Lane pitch hire be paid?
The fees will be paid by the end of the financial year.

These questions were asked during the meeting, but not answered. They have now been addressed.

Committee NOTED the budget report with total expenditure of £266,561.02 (Actual Net) and Income of £361,974.52 (Actual Net)

B/466 To approve the latest payments list

Committee APPROVED the payment list totalling £7978.32.

B/467 To approve a Support Stonehouse grant applications from

- 'Sportily'
- St Josephs RC Church
- Bethel Church

Committee APPROVED the Support Stonehouse grant application from Sportily.

Committee did not receive complete applications from St Josephs RC Church or Bethel Church so were UNABLE to approve them.

B/468 To consider and recommend for town council approval 'The Door's' funding proposal for additional services in 2023/24

Committee considered 'The Door's' proposal for additional funding of up to £15,000 to be made available for the organisation to provide additional support and services to the youth of Stonehouse and, for requests to draw down funding to be made through the 'Youth Working Group', and RECOMMENDED this item go to Town Council for approval.

B/469 To consider and recommend for town council approval the use of reserves for additional projects during 2023/24

Committee considered and RECOMMENDED to Town Council for approval, new earmarked reserves for two additional projects:

- £5,000 - Canal Spring Festival
- £5,000 - Additional Youth Support

B/470 To consider and recommend for town council approval the town council's budget for the 2023/24 financial year

Committee considered the town council's budget and whilst the draft details showed an increase of 10%, it was recommended that the Precept did not exceed 5% in light of the difficulties presently experienced by local residents. It was recognised that this could be shown in the final calculations on the council's EDGE finance system in different ways but in principle Committee RECOMMENDED that the budget as presented to Business Committee should be approved but that the Precept should be capped at 5% with the remainder of the budget to be funded through the use of general reserves.

B/471 To review and agree the scope of the town council's contracted grounds maintenance service for 2023/24 and recommend to town council for approval.

The contract for grounds maintenance service for 2023/24 was AGREED by Environment Committee and Business Committee, with a minor amendment. The matter is not to be presented for a Town Council decision.

B/472 To review the council's arrangements for the use of the town greens by the Town Market CIC and to make a recommendation to Town Council

Committee RECOMMENDS to Town Council a Short Term Contract be prepared to formalise all points in the proposal brought to meeting to include the following conditions:

- Pitch Hire Charge per day or whole Town Green hire. (Refer to Stonehouse Town Council Scale of Charges).
- Positions and max. No. of pitches on Town Green.
- Start and finish time including erection and dismantling.
- Restricted availability dates due to Stonehouse Town Council use (Goodwill, Willow Haircut Day, Summer Fete! etc.).
- Ground protection including ground recovery period.
- Public Liability Insurance and any other insurances required.
- Compliance with Stroud District Council's Public Trading Licensing Regulations.
- Termination of Contract by either party.

B/473 To receive updates from the following working groups:

- **Climate Change Action Forum**
SCCAF held an informal meeting which was well attended. It was suggested to change the status from a Working Group of the Town Council, to an independent group with Town Council representatives. This will be raised at the next SCAAF meeting.
There is a meeting by Big Solar Co-op on Thursday 19th January in Stonehouse Library - all welcome.
- **Oldends Lane Development**
The working group has not met recently but a meeting is to be arranged once the Terms of Reference for the group were revised, to discuss the resurfacing of the OEL car park, electric charging points and the existing sewage system.
- **Support Stonehouse**
Meetings are fortnightly. Support Stonehouse leaflets have been produced and distributed, although they now need to be revised as more places are offering warm spaces. There is not a huge take up of warm spaces yet. Funding is to be applied for, to produce revised leaflets.
- **Youth**
Cllrs John Callinan and Theresa Watt attended the 3rd quarter meeting with the Door, a report is to be sent. Gloucestershire Young Carers would like to use the POD for a weekly session, subject to Council agreement. A building risk assessment is to be undertaken by Cllrs Mark Edwards and Theresa Watt.
- **Policy**
An updated schedule has been produced to show when policies are due for renewal. Code of Conduct, Investment Strategy, Reserves Policy and Risk Management are to be reviewed annually and will be presented to Council to adopt at next Town Council meeting, with minor amendments.
- **Internal Audit Panel**
The Internal Control Check took place in January 2023. A thorough and comprehensive check was undertaken by GAPTC.

B/474 To note the date of the next meeting - Monday 6th February 2023
Committee NOTED the next meeting date.
