



Minutes of a Town Business Committee Meeting held on Tuesday 5th May 2026 at 7pm at the Stonehouse Town Hall/Library, Queens Road, Stonehouse, GL10 2QA

Present: Councillors John Callinan, Carol Kambites, John Parker, Val Randell, Keith Terry, Carol Trim and Theresa Watt (Chair of Committee).

In Attendance: Deputy Clerk; representative of Stonehouse School Trustees

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.

B/1005 To receive apologies

Apologies were received from Cllr Keren Capeling

B/1006 To receive Declarations of Interest

Councillor John Parker declared an interest in Agenda Item **B/1011**, as he has a personal interest in the trees referenced within the Stonehouse School Trustees grant application, having previously been consulted on this matter.

B/1007 To approve the minutes of the Business Committee meeting held on Tuesday 7th April 2026

Councillor Callinan said that he was intending to vote against the acceptance of the minutes and requested that his vote be recorded. Councillor Parker expressed he had questions regarding the minutes and therefore requested to abstain from voting. One additional councillor also requested to abstain, having been absent from the previous meeting. As a result, the Committee **DEFERRED** approval of the minutes to the next Business Meeting.

By agreement of the Committee, the Chair brought forward agenda item **B/1011** due to the attendance of the Stonehouse School Trustees' representative.

B/1011 To approve the following grant application:

- Stonehouse School Trustees

The representative of the Stonehouse School Trustees began by thanking the Council for the grant previously received. He explained that, following the Council's advice to seek further expert guidance, he had returned to request an additional grant to support remedial works to one of the London Plane Trees on Elm Road. The works are required to maintain the health of the tree and to address health and safety concerns due to its proximity to the road.

The Council **RESOLVED** to approve a grant of £398 for the necessary tree works.

Chair resumed the agenda.

B/1008 Matters arising

Committee noted the matters arising as detailed in the supporting papers:

- Recipients of council grants have been notified of the awards
- Market stallholders to be notified of the need to sign the old market licence.
- Officers are making enquiries with the Competition Markets Authority with regards to recent statements made in relation stallholder restrictions
- Much needed repair works to the Pod building have now been successfully completed

Councillor Parker asked whether the market stallholders had signed the old market licenses yet - officers to investigate.

B/1009 To receive the latest budget position

The Committee received the 2025/26 budget. Councillor Callinan stated that he required clarification on certain points and would arrange a meeting with the RFO.

Committee received the latest budget position for 2026/27 and **NOTED** total 'Actual Net' Expenditure of £41,046.18; total 'Actual Net' Income of £0 and total Reserve movement of £0.

B/1010 To approve the latest BACS payment list and provide retrospective approval for Debit Card Payments

Committee **APPROVED** BACS payment totalling £17,264.07.

Committee also **RETROSPECTIVELY APPROVED** Debit card payments totalling £776.82

B/1011 To approve the following grant applications:

1. Citizens Advice

The Committee considered a grant application for £1,595 and agreed that Citizens Advice is a very worthwhile organisation. It was proposed and **APPROVED** that the grant be increased to £2,000.

2. Stonehouse School Trustees

This item was brought forward - see notes of discussion above

3. Stonehouse Canal Festival

The Committee discussed the grant application at length, particularly the legal issues regarding councils being unable to provide funds directly to churches. The Committee **AGREED IN PRINCIPLE** to support the Canal Festival, subject to identifying a legally compliant means of doing so.

B/1012 To approve additional payment for recent cladding works to the Youth Pod

Committee discussed the very good work that has been completed on the Pod building and agreed that it was much improved.

Committee **APPROVED** the additional payment of £554.80 to Marlyn Homes.

B/1013 To consider recommending to Council the early renewal of the council's electricity supply contract from 1st April 2027

The Committee fully considered this item and agreed that electricity prices are unlikely to decrease. The Committee **RECOMMENDED** that officers research energy companies directly, rather than using brokers, and report back to the Business Committee at a later date.

B/1014 To consider recommending to Council the 2026/27 Financial Risk Assessment

Committee considered the Financial Risk Assessment and **RECOMMENDED** that Councillors John Callinan, Carol Kambites, John Parker and Theresa Watt meet with the Town Clerk to discuss the Financial Risk Assessment and any potential amendments, as they felt it needed more detailed consideration.

B/1015 To consider recommending to Council the renewal of the council's Public Liability and Employee Liability insurance cover for 1st June 2026 to 31st May 2027

Committee **RECOMMEND** council approve the renewal of the council's Public Liability and Employee Liability insurance cover for 1st June 2026 to 31st May 2027 at a cost of £9,533.78.

B/1016 To consider for recommendation to Council the following updated HR policies:

- **Training Policy**
- **Induction Policy**
- **Staff Supervision and Development Policy**

The Committee reviewed the policies and identified several amendments. It was therefore proposed that the policies be referred to Peninsula, the

Council's HR advisors, for review before returning to the HR Working Group for further consideration.

B/1017 To approve the annual Subscriptions for the 2026/27 financial year
Committee **APPROVED** the annual Subscriptions for the 2026/27 financial year, with the exception of Survey Monkey, as it was considered unnecessary.

B/1018 To receive updates from the following working groups:

1. **Climate Change Action Forum**
The working group had not met.
2. **Communications**
The working group had not met
3. **Oldends Lane Development**
The Working Group has met, and the minutes will be included in the next meeting
4. **Support Stonehouse**
The working group has met with and resolved to meet in September to prepare an inclusion into Stonehouse News in the autumn.
5. **Youth**
The Working Group has met, and the minutes will be included in the next meeting
6. **Policy**
The working group had not met.
7. **Internal Control Checks (ICC)**
The Internal Control Checks have been undertaken, and the report will be included in the next meeting.
8. **Local Government Review**
9. The working group had not met.

B/1019 To note the date of the next meeting - Monday 1st June 2026.
Committee **NOTED** the date of the next meeting.