



STONEHOUSE

TOWN COUNCIL

**MINUTES (subject to agreement at the next Town Council meeting)
of the ANNUAL GENERAL MEETING of the TOWN COUNCIL to be held at 7pm on 21 May 2018
in the Town Hall:**

Present: Councillors John Aldis, Becky Amor, Gwen Atkinson, Leigh Binns, John Callinan, Deborah Curtis, Neil Gibbs, Tim Jackson, Gary Powell, Pam Swain, David Thorpe, Theresa Watt

Also Present: Town Clerk/RFO, County Councillor Lesley Williams

TC2010 To Receive Apologies for Absence

Apologies were accepted from Cllr Kambites (holiday). It was assumed that ward councillors were arriving late.

TC2011 The Appointment of a Chair/Town Mayor

Councillors will be asked for nominations. The nominated candidates will require a proposer and seconder and majority vote. The vote will be taken for nominated candidates in alphabetical order.

Cllr Watt was proposed by Cllr Callinan, seconded by Cllr Powell, all in favour

TC2012 The Appointment of a Vice Chair/Deputy Town Mayor

Councillors will be asked for nominations. The nominated candidates will require a proposer and seconder and majority vote. The vote will be taken for nominated candidates in alphabetical order.

Cllr Gibbs was proposed by Cllr Powell, seconded by Cllr Curtis

Cllr Powell was proposed by Cllr Watt but declined appointment

Cllr Gibbs was voted in by unanimous vote

TC2013 Declarations of Interest

There were no declarations of interest

TC2014 To agree the Minutes of the Town Council meeting of 9th April 2018

Cllr Callinan proposed the Minutes for agreement, seconded by Cllr Powell, all in favour

TC2015 To receive the Minutes of the Annual Town Meeting of the 23 April 2018 and consider any action required

Cllr Callinan proposed the Minutes for agreement, seconded by Cllr Gibbs, all in favour

TC2016 Accept the Minutes of the Development Control Panel Meeting of 30th April 2018

Cllr Swain proposed the Minutes for acceptance, seconded by Cllr Atkinson, all in favour

A vote of thanks was extended to the Committee Clerk for her skilful handling of the meeting

TC2017 Accept the Minutes of the Amenities, Recreation & Tourism Committee Meeting of 8th May 2018 and to consider their recommendation for resolution that the Council proceeds

to purchase the Athletics Field at a cost of £40,000 subject to terms.

Cllr Callinan proposed that the matter of the new footpath fencing and future maintenance of the bridge was confirmed before proceeding, seconded by Cllr Gibbs, all in favour

TC2018 Accept the Minutes of the Finance & Strategy Meeting of 14th May 2018 and to consider their recommendations for new policies for adoption, insurance renewal in respect of all insured risks and increase in salary rates for all staff

Cllr Callinan proposed, Cllr Binns seconded that the minutes be accepted, all in favour

The following resolutions were passed:

Cllr Jackson proposed, Cllr Swain seconded that the Privacy Policies were adopted, all in favour

Cllr Jackson proposed, David Thorpe seconded that the Investment Strategy was adopted, all in favour

Cllr Swain proposed, Cllr Callinan seconded that the Council proceeds with insurance provided by Inspire at £5630

Cllr Gibbs proposed, Cllr Powell seconded that the Council adopts NALC 2018 pay scales with effect from 1st April 2018.

TC2019 To confirm that all other governing policies are up to date and effective.

The Clerk confirmed that policies are effective with Health & Safety & Disciplinary Policies, Standing Orders and Financial Regulations currently under review. This confirmation was accepted by unanimous vote.

TC2020 To confirm that a review of land, premises and investments has been carried out and current values are included in the Statement of Accounts

Land & premises have been reviewed during the year by Amenities Committee. Finance and Strategy Committee have reviewed investments. The values of each were included in the Statement of Accounts. This confirmation was accepted by unanimous vote.

TC2021 To confirm that the council has reviewed its internal controls

During the year the Council had reviewed risks, internal audit regime, and premises risk and was putting GDPR into practice. This confirmation was accepted by unanimous vote.

TC2022 Consideration of the Internal Auditor's Report for 2017-18

The written report was not to hand but the Auditor had confirmed that the Council had achieved its control objectives.

TC2023 The Council are required to approve the Annual Governance Statement April 17 - March 18

Proposed by Cllr Jackson, seconded by Cllr Thorpe that the Council approves the Annual Governance Statement in the affirmative, all in favour

TC2024 The Council are required to check and agree the Year End Accounts April 17 - March 18

The Council checked the accounts which were proposed for approval by Cllr Atkinson, seconded by Cllr Curtis, all in favour. The Accounts were signed by the Chairman and RFO.

TC2025 The Council are required to approve the Accounting Statements for the year end March 2018

Proposed for approval by Cllr Powell, seconded by Cllr Amor, all in favour
The RFO was thanked for her work in putting the accounts together

TC2026 Appointment of 4 members to existing Committees in addition to Chair/Vice Chair:

The following appointments were made:

Development Control Panel - Cllr Jackson, Cllr Kambites, Cllr Atkinson, Cllr Thorpe

Regeneration & Environment - Cllr Jackson, Cllr Atkinson, Cllr Thorpe, Cllr Kambites

Amenities & Recreation - Cllr Powell, Cllr Curtis, Cllr Amor, (one vacancy)

Finance & Strategy - Cllr Binns, Cllr Callinan, Cllr Aldis, Cllr Swain

Staffing Committee (Chair of each Committee plus Chair/Vice Chair of Town Council)

TC2027 Appoint Members to Council Working Groups and confirm the remit of those Groups:

Town Council Auditors (to conduct a quarterly audit of council finances & financial management

NOTE: these appointments cannot be cheque signatories)

Cllrs Callinan, Amor, Thorpe were appointed

Neighbourhood Plan Group (to conduct a review)

Cllrs Powell, Kambites, Atkinson were appointed

(Working Groups which work under a Committee will be reviewed at the next Committee meeting)

TC2028 Appoint Members to external groups as representatives:

Stonehouse Allotment Tenants Association - Cllr Gibbs & Cllr Atkinson

Citizens Advice Bureau - Cllr Kambites (if invited to send representative)

Cotswold Canals Western Executive Committee - Cllr Powell

Stonehouse Community Partnership - Cllr Amor & Cllr Binns (if required under constitution)

Stonehouse School Trustees - Cllr Swain

Doverow Hill Trust - Cllr Watt

Chartered Parishes - Cllr Jackson

Standish Partnership - Cllr Aldis

Parish Cluster Group - Cllr Gibbs & Cllr Atkinson

Councillors were requested to provide minutes of any meetings attended to the Clerk for circulation.

TC2029 To determine the time and place of ordinary meetings of the full Council up to and including the next Annual Meeting of full Council.

The 2019 list circulated was agreed.

Ordinary Business Session

TC2030 Adjournment for Public Participation

Cllr Williams advised that she had reported flytipped mattresses at the end of Midland Road some weeks ago. More rubbish was accumulating. Cllr Powell would refer to Stroud DC

TC2031 To receive reports from the Chair of Town Council/town councillors

Cllr Watt reported that £800K in grant funding has been received by Stroud DC to employ staff

on the canal project with a view to achieving further funding. Councillors were urged to oppose the Ship Inn site development by making their own comments on the application.

Cllr Powell reported that Stonehouse in Bloom had finished their planting and he anticipated a winning display this year.

TC2032 To receive and request Reports from County/District councillors

County Councillor Williams congratulated the Chair and Vice Chair on their appointments. She has put a motion before her council for the provision of broadband in new developments and for a letter to be sent to the Secretary of State for new legislation requiring this. It was particularly vital in rural communities. Cllr Thorpe agreed that in his experience of the ambulance service they had difficulties in accessing computer records in rural areas. Councillor Williams would like to receive photos and locations of potholes as she is compiling a report.

She has £30K Growing Our Community funding over 3 years and £20k highways funding reducing to £10k pa if the council wanted to make a bid. Current expenditure from the highway budget includes footpath works at the Horsetrough roundabout.

She will try to progress the provision of bollards in Elm Road.

Cllr Atkinson requested that the District Councillors think about holding a flea market on the underused town centre carpark at weekends.

Cllr Powell reported his appointment as Chair of the District Council upon which he was congratulated.

TC2033 Agree accounts for payment to date

Payments totalling £21739.44 were proposed by Cllr Powell, seconded by Cllr Binns, all in favour.

TC2034 Date of Next Meeting

9th July 2018

The meeting closed at 8.30pm
