



**DRAFT**  
**Minutes of a (Virtual) meeting of the Town Council**  
**held on Monday 8<sup>th</sup> June 2020 at 7.00pm using**  
**‘Microsoft Teams’**

**Present:**

Councillors: Carol Kambites (Vice Chair acting as Chair), Gwen Atkinson, Debbie Curtis, Michael Davis, Tim Jackson, John Parker, Kevin Parsons, Sally Pickering, Pam Swain, David Thorpe and Theresa Watt

In Attendance: One resident, Carlos Novoth, Town Clerk; County Cllr Lesley Williams. The Deputy Clerk Rachel Russell provided Officer support at the meeting.

---

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

---

A resident raised a list of concerns (which were presented to the council in written form) in relation to the safety of cyclists using the new road layout around the Horsetrough roundabout. Cllr Williams acknowledged the concerns and said that she would provide a response once she has had a look at the problem; a site meeting was agreed between Cllr Williams, the resident and the Town Council.

**AGENDA**

- TC2419 To receive apologies**  
Apologies were received from Cllrs Neil Gibbs, Jennie Smith and Leigh Binns and Ward Cllr Mattie Ross also gave apologies in case she would not be able to attend.
- TC2420 To receive declarations of interest**  
There were no declarations of interest
- TC2421 To confirm that current Chair will continue as Chair and the Vice Chair as Vice Chair until the Annual Meeting of 2021**

Council **NOTED** the confirmation

**TC2422 To approve the minutes of the Town Council held on 18<sup>th</sup> May 2020**  
Council **ACCEPTED** the minutes as a true and accurate record of the meeting; the minutes to be duly signed by the Chairman at a later date.

**TC2423 To receive reports from Chair of Town Council and town councillors**  
There were no reports

**TC2424 To receive reports from County and District Councillors**  
County Councillor Lesley Williams was thanked for written report. She was asked whether 'Glos' was implementing a 'track and trace' process for any new Covid 19 infections and if not, whether pressure could be put to bear on the County Council to do so. Cllr Williams commented that she was aware of this being done nationally as 'pilots' but there was nothing happening specifically in 'Glos'; she agreed that some pressure could be put on GCC. Cllr Williams confirmed that she had no update on the Local Transport Plan.

Appreciation was also noted for both Ward Cllrs Mattie Ross and Chris Brine for their written updates.

**TC2425 To resolve that the Council meets the eligibility conditions required for it to use the General Power of Competence**  
Council **NOTED** the Clerk's statement that, following discussion with GAPTIC, the Council continues to meet the conditions required for it to use the General Power of Competence.

**TC2426 To confirm continuation with the Council's current bank signatories**  
Following agreement by the four individual Cllrs concerned, Council **AGREED** to continue with the current signatories, Cllr. Debbie Curtis, Carol Kambites, Pam Swain and Theresa Watt.

**TC2427 To receive RFO's budget report including the bank reconciliation for May 2020**  
The Clerk presented the budget report and bank reconciliation for May 2020 (Closing balance as of 28<sup>th</sup> May 2020 - (£268,415.76)). He confirmed that there were a small number of minor errors within the new finance system that would be rectified and presented to Town Council at its next meeting in July 2020.

Council **NOTED** the budget reports and Bank reconciliation for May 2020

**TC2428 To approve payments in accordance with the budget to date as listed**

Council **APPROVED** gross payments totalling £25,030.29 as presented by the RFO

**TC2429 To confirm Terms of Reference for Town Council and Committees**

Council **APPROVED** the Council's current Terms of References for Town Council, Business and Environment Committees without change.

**TC2430 To confirm continuation of current membership of the following committees:**

- **Town Business Committee**
- **Town Environment Committee**
- **Human Resources Sub Committee**

Council **AGREED** to the following changes: Cllr David Thorpe to be co-opted to Business Committee from Environment Committee and Cllr Sally Pickering to step down from the HR Sub Committee. Committee membership agreed as:

**Town Business Committee:** Cllrs. Binns, Davis, Gibbs, Kambites, Parker, Pickering, Swain, Watt, Thorpe

**Town Environment Committee:** Cllrs. Atkinson, Curtis, Gibbs, Kambites, Jackson, Kambites, Parsons, Smith,

**Human Resources Sub Committee:** Cllrs. Gibbs, Kambites, Jackson and Parsons

**TC2431 To confirm continuation of the current working groups and their membership:**

- |                                |                                    |
|--------------------------------|------------------------------------|
| a) <b>Business Networking</b>  | b) <b>Canal rejuvenation group</b> |
| b) <b>Climate Action Group</b> | d) <b>Communications</b>           |
| e) <b>Events</b>               | f) <b>Policy</b>                   |
| f) <b>Recreation</b>           | h) <b>Transport and Highways</b>   |
| i) <b>Youth</b>                |                                    |

Council **AGREED** the following changes: Co-opt Cllr Theresa Watt to the Canal Rejuvenation Group and Leigh Binns to the Communications Group (providing the Comms group can meet early mornings) Discussion took place with regards the naming of the 'Climate Action Group' and its ToR should the name change. It was agreed to discuss this at a later date but in the meantime to continue with the 'Climate Action Group'. Working Group membership agreed as:

**Business Networking:**

Cllrs. Kambites, Parsons (Current Lead), Thorpe and Watt.

**Canal rejuvenation group:**

Cllrs. Curtis, Gibbs, Smith (Chair), Parker, Watt; Marcus Dixon (SHiPs Inn site representative), Hannah McDonnell (Cotswold Canals Connect)

**Climate Action Group:**

Cllrs. Kambites, Parker(Chair), Pickering, Smith

**Communications:**

Cllrs. Binns, Curtis, Kambites, Smith

**Events:**

Cllrs. Binns, Davis, Kambites, Swain, Watt

**Policy:**

Cllrs Kambites, Swain and Watt

**Recreation:**

Cllrs. Atkinson, Binns, Curtis, Gibbs, Swain

**Transport and Highways:**

Cllrs. Atkinson, Parker, Smith, Parsons, Watt

**Youth:**

Cllrs. Binns, Smith, Swain, Watt

**TC2432 To appoint councillors to an Internal Audit panel to review internal controls at the end of each quarter**

The Clerk recommended a replacement to Cllr Mike Davis to the Audit Panel in light of his direct contribution over the past year.

Council AGREED that due to the limited involvement from Cllrs Thorpe and Pickering during 2019/20 in the auditing of the council's payments, they could remain as part of the Panel for the financial year 2020/21 and Cllr Gwen Atkinson be co-opted.

**TC2433 To confirm adoption of the policy review programme**

Council NOTED the programme for the Policy Review Group to implement

**TC2434 To confirm continuation of current Council Membership to external groups as representatives:**

**Stonehouse Allotment Tenants Association** (Cllr Neil Gibbs)

**Stroud and Cotswolds Citizen's Advice** (A Town Council representative was not required by SCCA for this group)

**Cotswold Canals Western Executive Committee** (Cllr Theresa Watt)

**Stonehouse Community Partnership** (Cllr Sally Pickering)

**Stonehouse School Trustees** (Cllr Pam Swain)

**Doverow Hill Trust** (Cllrs Neil Gibbs and Theresa Watt)

**Chartered Parishes** (Cllr Tim Jackson)

**Standish Partnership** (Cllr Debbie Curtis)

**Parish Cluster Group** (Cllrs Neil Gibbs and Gwen Atkinson)

Cllr Debbie Curtis highlighted that whilst she would be willing to continue as a representative of the Standish Partnership, she had not received any communication for the past year. It was agreed that the Clerk would write to Standish Parish Council and enquire about the status of the Partnership and, if not continued, ask for regular progress updates on the Standish Hospital site development.

In light of his particular expertise and interest in Doverow Woods, it was agreed that Cllr John Parker would be co-opted onto the Doverow Hill Trust.

- TC2435**      **To consider recommended action to make safe a brick wall in the Old Chapel Garden**  
The Clerk presented a short report on the state of the wall along with his enquiries to date.  
Council **AGREED** for the Clerk to arrange to remove the top nine courses of brick from the boundary wall to improve its safety.
- TC2436**      **To comment on schemes put forward by Stroud DC for walking and cycling social distancing funding from Gloucestershire County Council**  
Council **AGREED** to contact Glos County Council in support of Stroud District Council's submission and to enquire about GCC's progress on the cycle route from Stonehouse to Quedgeley
- TC2437**      **To note the date of the next Town Council Meeting - Monday 6<sup>th</sup> July 2020**