



## Minutes of a (Virtual) meeting of the Town Council held on Monday 15th March 2021 at 7.00pm using 'Microsoft Teams'

### Present:

Councillors: (Chair) Cllrs Neil Gibbs, (Vice Chair) Carol Kambites, Leigh Binns, Debbie Curtis, Michael Davis, Tim Jackson, John Parker, Sally Pickering, Jennie Smith, Pam Swain and Theresa Watt

In Attendance: District Councillor Mattie Ross, three members of the public, Rachel Russell - Deputy Clerk (minutes)

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

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### Public participation

A member of the public asked that Stagholt field was mowed more frequently. The field is used by dog walker, for play, Touch Rugby and football. Less grass cutting resulted in longer grass which made all these activities more difficult. It was also harder to locate dog waste for disposal. For current regime, an additional mower had to be transported to the field. The member of the public also raised the issue of flooding at the new houses at Stagholt and ditch collapse and suggested that the new development at Standish Gate had increased the problem by reducing soakaway land. Cllr. Watt advised that work to reinstate the ditch was due to be carried out shortly and a Town Council working group was looking at long term solutions along with the District and County Councils, the latter being the flood authority.

TC2569 To receive apologies  
Apologies were given by Cllrs. Kevin Parsons and David Thorpe

TC2570 To receive declarations of interest  
There were no declarations of interests.

- TC2581**      **To consider the award of the Council’s grounds maintenance contract for the 2021/22 grass cutting season.**  
The Chair moved this item forward in consideration of the resident attending. Three tenders had been received.  
It was **AGREED** to award the grounds maintenance grass cutting contract to Cotswold Turfcare Ltd and that further details of the cutting regime at Stagholt Field be agreed with the contractor taking into account feedback on the impact of the current regime from residents and users. All in favour.
- TC2571**      **To approve the minutes of the Town Council held on 15<sup>th</sup> February 2021**  
Council **ACCEPTED** the minutes as a true and accurate record of the meeting; the minutes to be duly signed by the Chair at a later date.
- TC2572**      **To consider the co-option of a resident to the town council until forthcoming elections**  
Rachel Armstrong gave an overview of her interests and experience, highlighting her interest in the natural environment and involvement in the Stonehouse walking festival.  
It was **AGREED** to co-opt Rachel Armstrong to the Town Council. All in favour.
- TC2573**      **To receive reports from Chair of Town Council and Town Councillors**  
There were no reports from external meetings.
- TC2574**      **To receive reports from County and District Councillors**  
District Councillor Mattie Ross advised she would provide a written report.
- TC2575**      **To receive RFO’s budget report including the bank reconciliation for February 2021**  
Council **NOTED** the budget report showing Actual Income £418,217.70 and Actual Expenditure £294,627.49 and the bank reconciliation up to 28 February 2021, closing balance £289,669.77.
- TC2576**      **To approve payments in accordance with the budget to date as listed**  
Council **APPROVED** the payments list with a total value of £6,917.26. All in favour.
- TC2577**      **To agree revised Terms of Reference for committees in line with budget agreed at TC2541.**  
The revised Terms of Reference transfer responsibility for the upkeep and improvement of council premises/playing fields to the Town Environment Committee in line with budget allocations for 2021/22 already agreed by Council.  
The revised Terms of Reference were **ADOPTED** by Council. All in favour.

- TC2578**      **To consider the report from external audit for the council's financial year 2019/20**  
The external audit report 2019/20 was **NOTED**.
- TC2579**      **To consider the 'Reserves' allocation for financial year 2021/22**  
The allocation of Reserves for 2021/22 and 2020/21 as presented in the Clerk's report was **APPROVED**. Council's financial records to be adjusted accordingly. All in favour.
- TC2580**      **To note the outcome of internal control checks for the 3<sup>rd</sup> and 4<sup>th</sup> quarters**  
The internal control checks were **NOTED**. No issues of concern were raised during the checks.
- TC2582**      **To receive the minutes of the Council's Business Committee meeting on 1<sup>st</sup> March 2021 and consider the following recommendations:-**
- **To approve the discontinuation of Petty Cash**  
The discontinuation of Petty Cash from 1<sup>st</sup> April 2021 was **APPROVED**. All in favour.
  - **To approve a change to the timing of NEST Pension payments**  
A change in the timing of pension (employer's contribution) payments to fall with the month they apply with immediate effect was **APPROVED**. All in favour.
  - **To approve the following Council policies**
    - **Complaints**
    - **Community Engagement**
    - **Risk Management**The revised Complaints, Community Engagement and Risk management policies were **APPROVED**. All in favour.
  - **To approve the Council's revised 'Scheme of Delegations'**  
The revised Scheme of Delegations to officers was **APPROVED**. All in favour.
  - **To approve the Council's Annual Risk Assessment for 2021/22**  
The Annual Risk Assessment for 2021/22 was **APPROVED**.
  - **To consider the Council's 'Scale of Charges' for financial year 2021/22**  
The Scale of Charges for 2021/22 with no increase from previous year was **APPROVED**. All in favour.
  - **To approve a contribution of £5,000 towards a new one year Tourism Officer post to support the development of the Canal**

A contribution of £5,000 towards the first year's salary for a new shared Tourism Officer post to be managed by Creative Sustainability was **APPROVED**. All in favour.

**and to note**

- **the award of the council's electricity supply contract for 2021/22**  
The award of the electricity supply contract 2021/22 to Good Energy was **NOTED**.

**TC2583** To receive the minutes of the Council's Environment Committee on 22<sup>nd</sup> February 2021 and consider the following recommendation:-

- **E/265 Consider any additions to response to pre-application planning consultation on Land North West of Stonehouse**

No additions were required to the response agreed by the Environment Committee.

**TC2584** To consider the following subscriptions for financial year 2021/22

- **GAPTC**
- **SLCC**
- **GRCC**
- **Fields in Trust**

Subscriptions as follows were **APPROVED**. All in favour.

GAPTC - £1967.44

SLCC - £309 (£20 Subscription and £289 Full Membership)

GRCC - £25

Fields in Trust - £100

**TC2585** To note changes to the Doverow Hill Trust list of Trustees

The following changes to Trustees of Doverow Hill Trust were **NOTED**:

- The previous Town Clerk has been removed as Trustee
- Mr Featherstone Godley has resigned as Trustee
- The current Town Clerk and Cllr John Parker have been added as Trustees

Trustees are now: Town Clerk, Carlos Novoth, Chair of Council, Cllr. Gibbs, Cllrs. Parker and Watt.

**TC2586** To consider sponsorship of a local Kingfisher sculpture

Sculpture to be hosted on Town Green and be unfenced; Trail organisers had advised that sculptures can be protected by fencing if required. Cllr. Binns and other councillors advised fencing was not necessary; consideration will be given to using planters to give space around the sculpture. Cotswold Natural Landscapes to be asked to confirm that Stonehouse pupils and young people would directly benefit from the educational schemes the Trail is fundraising for.

Council **AGREED** to take part in Cotswold National Landscape's Kingfisher Trail 2021 by sponsoring a large sculpture for £1,200.

Wording for plinth to be agreed by Environment Committee with opportunity for all councillors to comment. Ten in favour, one abstention.

**TC2587 To receive the Clerk's latest update**

The Clerk's report was **NOTED** along with additional updates from Deputy Clerk:

- High Street Working Group meeting re Welcome Back to High St campaign,
- PROW working group to be set up,
- second bid to Department for Transport Restoring Your Railway's Fund re Stroudwater Bristol Road station sponsored and submitted by Stroud District Council, Deputy Clerk thanked for work on bid.
- Air Quality monitoring to start shortly

**TC2588 Date of the next Town Council meeting: 12<sup>th</sup> April 2021**