



**Minutes of a Town Business Committee
held on Monday 1st February 2021 at 7.00pm
Virtual meeting held on Microsoft Teams**

Present: Councillors: Mike Davis, Neil Gibbs (Chair) Carol Kambites (Vice Chair), Sally Pickering, Pam Swain and Theresa Watt

In Attendance: Carlos Novoth, Town Clerk; County Councillor Lesley Williams and a Member of the Public

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

A representative of Stonehouse Town Football Club attended the meeting in support of the club's request for the council to waive its charges for use of the pavilion and football pitches for the current financial year (Agenda Item B/188).

The representative provided Committee with an overview of the club's work in recent years and its aspirations to build on its footballing success and enhance the facilities for the footballing and wider community.

Alongside many organisations, the Football club has in the past year gone through a difficult time and have unfortunately been unable to secure Gov't funding, until recently, thanks to the town council's involvement. Further support was requested however due to the loss of revenue for the season and the need to maintain the ground.

The Chair thanked the representative for attending and by agreement brought forward agenda item B/188 for discussion after the Declarations of Interest

B/182 To receive apologies

Apologies were received from Cllrs Leigh Binns

B/183 To receive Declarations of Interest

There were no declarations of interest

B/188 To consider Stonehouse Town Football Club's request to waive outstanding charges for the use of the Pavilion and pitch use for the 2020/21 financial year

Cllrs acknowledged the efforts made by the club in recent times and were impressed by its achievements; Cllrs expressed their thanks for making the club very welcoming to visitors.

Committee **APPROVED** the Officer's recommendation to waive the 2020/21 charges totalling £1,700 for the use of the pavilion and associated football pitches.

B/184 To approve the minutes of the Business Committee meeting held on 11th January 2021

The Minutes were **APPROVED** as a true and accurate record; they are to be signed by the Chairman at the earliest opportunity.

B/185 To consider the latest budget position up to and including December 2020

Owing to the time of year, Cllrs were presented with the budget position up to 28th January '21. Most items of note had been covered by full council at its meeting on the 25th January. The anticipated income and expenditure levels at year end based on current expenditure have not changed.

Cllrs raised an issue with the balance percentage column of the budget report - it was agreed that the proportion of income and expenditure did not provide an easy to reference guide on the latest position. Officers agreed to look into providing a more useful guide.

Committee NOTED the report showing the committees income and expenditure up to 28th January 2021 (Actual Net Income £375,292.56 and Actual Net Expenditure £255,920.67)

B/186 To approve payments in accordance with the budget to date as listed

Officers highlighted much needed work to the fire alarm lighting in the pavilion and Pod

Committee **APPROVED** the payment's list totalling £26,464.56

B/187 To approve the revised list of Standing Order, Direct Debit and annualised payments

Officers highlighted an amended version to the document that was originally distributed; this included the removal of Lister communication and the inclusion of Voipfone. Officers wished to draw attention to streamlining payment of its council tax. Comment was made on whether the arrangements included all staff; this was confirmed.

Committee **APPROVED** the revised list of Standing Orders, Direct Debits and Annual payments.

**B/188 To consider Stonehouse Town Football Club's request to waive outstanding charges for the use of the Pavilion and pitch use for the 2020/21 financial year
Item brought forward for discussion**

B/189 To consider a proposal from 'Creative Sustainability' to match fund a Tourism Officer post across the district's market towns

Cllrs considered the proposal and had raised a number of questions comments:

- The proposal was considered to be Stroud-centric and, due to its location perhaps did not reflect the importance of Stonehouse adequately

- How would Stonehouse benefit
- Who would employ the new officer

Committee AGREED to request a representative of Creative Sustainability attend a future meeting to discuss these matters.

B/190 To consider amendments to the following council policies for recommendation to Town Council:

- **Financial Regulations**
Committee RECOMMEND to Full Town Council for approval, the revised Financial Regulations
- **Equal Opportunities**
Committee agreed that the revised policy was acceptable but that NALC's policy should be considered before a decision is made
- **Health and Safety**
Committee APPROVED the revised Health and Safety Policy
- **Environment**
Committee APPROVED the revised Environment Policy
- **Code of Conduct**
The Policy working group felt that as the District Council had recently conducted a thorough review of its Code of Conduct, the Town Council would adopt the same policy.
Committee APPROVED the revised Code of Conduct Policy
- **Grants**
Committee APPROVED the revised Grants Policy with one amendment - to remove the term Bureau when referring to 'Citizen's Advice'

B/191 To receive an update from the 'Support Stonehouse' Working Group and consider its recommendations

Cllrs Pam Swain confirmed the numbers of laptops that the town council had secured through various funding streams for school children in Stonehouse with the children at Park Infant soon to receive 7 laptops. She also commented on the number of adults and children that had received meals through APT.

APT have identified a continuing need for toiletry items as their stock is nearing depletion.

Committee APPROVED a maximum budget of £1,000 for the purchase of these items for distribution by APT. Cllr Swain to organise their purchase through local outlets and delivery to APT.

B/192 To receive an update from the SCCAF

Discussion highlighted the need to promote the free Online Event as much as possible by putting up the posters, raising the profile through Facebook etc; there was a need to spread the message as wide as possible. The action plan needed updating along with the main Climate change page on the website. Cllr Kambites will be arranging this.

Cllrs felt a need for admin support. Officers will look at officer availability in the coming months once the end of year tasks have been completed.

B/193 Date of next meeting: 1st March 2021