

Stonehouse Town Council Working Groups and Terms of Reference 4 February 2022

Updated 4 February 2022, R Russell. Officers JB-Facilities and Communications, CN-Town Clerk, RR-Deputy Clerk.

Working Group	Terms of Reference (ToR)	Date ToR last agreed	Reports to: Business Com –BC Env Committee – EC	Membership August 2021	Officer
Business Networking Group	Communicating with businesses to ensure town centre vitality and stakeholder inclusion.	Town Council 17 December 2018	BC	Cllrs. Parsons, Terry, Thorpe	JB
Canal rejuvenation group	<p>Objectives:</p> <ul style="list-style-type: none"> To ensure that the opportunities provided by Phase 1b of the Canal Restoration project connecting the Stroudwater Navigation with the national waterways network at Saul Junction provide maximum benefit, both economically and socially, to Stonehouse and the surrounding area. For the Canal Rejuvenation WG, with the help of TC officers to work with all local stakeholders to promote Stonehouse as a canal town. To support the creation of a canal-side hub and wharf so that canal users are able to access and use local facilities <p>Click here for full Terms of Reference</p>	Business Committee 30 November 2020	EC	Cllrs. Powell, Swain (Convenor), Thorpe Ward Cllrs. Brine, Housden, Ross Marcus Dixon (ShiPS), Debbie Curtis	RR
Climate Change Action Forum	<ul style="list-style-type: none"> The Working Group will support the Council to examine environmental implications regarding CO2 emissions alongside legal and financial implications in all the decisions it makes. 	Town Council 4 March 2019	BC	Cllrs. Armstrong, Davis, Gibbons, Kambites	CN

Stonehouse Town Council Working Groups and Terms of Reference 4 February 2022

	<ul style="list-style-type: none"> The Working Group will seek ways to facilitate our community to reduce CO2 emissions and create resilience to climate change. The Working Group will research funding available and make recommendations for budget provision for grant schemes from 2020-2021 onwards which will enable carbon-reduction activities in Stonehouse and provide guidance on grant criteria. The Working Group will provide reports to the Council's Business Committee to aid decision making. 				
Communications	To edit and produce the Stonehouse Newsletter, review communication methods and standards ensuring that the website/social media is fit for purpose and conforms with legislation	Finance and Strategy Committee 27 June 2017	BC	Cllrs. Davis, Kambites, Terry	JB
Events Working Group	To devise cultural events with community participation	Finance and Strategy Committee 27 June 2017	EC	Cllrs. Kambites, Swain, Ms Bailey Churcher	JB
Internal Audit Panel	To review internal controls at the end of each quarter as required by Financial Regulations	TC 20 May 2019	BC	Cllrs. Callinan, Terry	CN
Oldends Lane development Working Group	1. To work on proposals to develop a new community hall facility with bar and parking at Oldends Lane recreation ground.	TC 27 April 2021 TC2596	BC	Cllrs. Callinan, Gibbs, Parsons.	RR

Stonehouse Town Council Working Groups and Terms of Reference 4 February 2022

	<p>2. To work with all stakeholders including Magpies Sports and Social Club and Stonehouse Town Football Club to develop a scheme that meets both theirs and the wider community needs in addition to meeting the council's commitment to be carbon neutral by 2030.</p> <p>3. Building on the work already done, the working group will consider:</p> <ul style="list-style-type: none"> • Location and design of new facility • Governance, management and income generation in relation to new facility including licencing arrangements • Accessibility of design • Parking and improvements to current parking area. • Costs of proposals and funding options • Public consultation • Environmental impact of proposals <p>4. Working group will report to Town Environment Committee.</p>				
Policy Working Group	To review and create Council policies as per review programme	Finance and Strategy Committee 27 June 2017	BC	Cllrs. Armstrong, Callinan, Davis	CN

Stonehouse Town Council Working Groups and Terms of Reference 4 February 2022

Public Rights of Way	To investigate rights of way to be recorded by 2026.	TEC 22 March 2021	EC	Cllrs. Armstrong (Convenor), Callinan, Davis, Gibbons, Joe Gallagher	RR
Recreation	To review recreation facilities to ensure they are sustainable, accessible, functional and where necessary seek funding for improvements	Amenities & Recreation meeting 19 June 2017	EC	Cllrs. Gibbs (Convenor), Gibbons, Parsons, Powell, Swain	RR
Stroudwater Bristol Road Station	To promote the re-opening of Stroudwater Bristol Road station as a new station on the existing Gloucester to Bristol line to provide a direct link to the regional centre, Bristol, from the Stroud Valleys.	22 June 2020	EC	Cllrs. Kambites, Thorpe, R Crockford (Rail Future), T Watt	RR
Support Stonehouse	Set up March 2020 in response to the onset of the COVID-19 crisis, initially with the aim of addressing food security in Stonehouse. Since then, the remit of the group has grown to encompass supporting the town with a view to helping with all of the physical, mental and emotional support that our community needs. Works closely with a range of local stakeholders such as All Pulling Together, Churches Together, The Long Table, The Door, Stonehouse Community Centre, Stroud District Council, Gloucestershire County Council and local businesses.	March 2020	BC	Cllrs. Powell, Swain.	CN
Transport and Highways	1. To look at traffic issues, particularly safety issues, across the parish. 2. To look at parking in relation to safety.	Regen and Environment Committee	EC	Cllrs Gibbs, Parsons, Terry (Convenor)	RR

Stonehouse Town Council Working Groups and Terms of Reference 4 February 2022

	<p>3. To bring proposals for solutions to identified problems for consideration by the Regeneration and Environment Committee.</p> <p>4. To look at sources of funding and advice regarding measures to improve safety.</p>	meeting, 7 June 2016			
Youth Working Group	To liaise with youth workers and young people ensuring a worthwhile service is provided and to review the building condition, staff requirements, health and safety	Finance and Strategy Committee 27 June 2017	BC	Cllrs. Callinan, Gibbons, Parsons, Swain, Theresa Watt	CN