

## Stonehouse Town Council Working Groups and Terms of Reference 22<sup>nd</sup> May 2023

Updated 22<sup>nd</sup> May 2023, C Novoth. Officers – CS Business Support, CN - Town Clerk, JS - Deputy Clerk, GW – Project Officer

Working Group	Terms of Reference (ToR)	Date ToR last agreed	Reports to: Business Com –BC Env Committee – EC	Membership May '23	Officer
<b>Business Networking Group</b>	Communicating with businesses to ensure town centre vitality and stakeholder inclusion.	22 <sup>nd</sup> May 2023	BC	Cllr Terry	CS
<b>Canal rejuvenation group</b>	<p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>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.</li> <li>For the Canal Rejuvenation WG, with the help of TC officers to work with all local stakeholders to promote Stonehouse as a canal town.</li> <li>To support the creation of a canal-side hub and wharf so that canal users are able to access and use local facilities</li> </ul> <p><a href="#">Click here</a> for full Terms of Reference</p>	Feb 2023	EC	<p>Cllrs. Powell, Marcus Dixon, <b>Debbie Curtis (Convenor)</b>, Theresa Watt</p> <p>Ward Cllrs. Brine, Housden, Ross</p>	JS
<b>Climate Change Action Forum</b>	<ul style="list-style-type: none"> <li>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.</li> </ul>	22 <sup>nd</sup> May 2023	BC	Cllrs. Rachel Armstrong, Mike Davis, <b>Carol Kambites (Convenor)</b>	CN

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	<ul style="list-style-type: none"> <li>The Working Group will seek ways to facilitate our community to reduce CO2 emissions and create resilience to climate change.</li> <li>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.</li> <li>The Working Group will provide reports to the Council's Business Committee to aid decision making.</li> </ul>				
<b>Communications</b>	To oversee the editing and production of the Stonehouse Newsletter, review communication methods and standards ensuring that the website/social media is fit for purpose and conforms with legislation and, is proactive in the publicizing the council's work	22 <sup>nd</sup> May 2023	BC	Cllrs. Mike Davis, <b>Carol Kambites (Convenor)</b> , Mark Edwards and Keith Terry	JS and CS
<b>Events Working Group</b>	To devise cultural events with community participation	Feb 2023	EC	Cllrs. Carol Kambites, Debbie Curtis, Val Randell, Mark Edwards, Keith Creighton, Gary Powell, Marcus Dixon and Theresa Watt	JS and CS
<b>Internal Audit Panel</b>	To review internal controls at the end of each quarter as required by Financial Regulations	22 <sup>nd</sup> May 2023	BC	Cllrs. Callinan, Terry (no Convener necessary)	CN

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<p><b>Oldends Lane development Working Group</b></p>	<p>1. To agree the long term aims of Stonehouse Town Council (STC) in the</p>	<p>22<sup>nd</sup> May 2023</p>	<p>BC</p>	<p>Cllrs. Callinan, Gibbs, <b>Mark Edwards (Convenor)</b>, Gary Powell and Keith Creighton</p>	<p>LS and GW</p>
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	<p>1. provision of a joint use facility at the Oldends Lane Recreational Ground site.</p> <p>2. To work with all stakeholders, including Stonehouse Town Football Club (STFC) along with the Magpies Sports and Social Club to develop a scheme that meets both their and the wider community needs, in addition to meeting STC’s commitment to be carbon neutral by 2030.</p> <p>3. Building on the work already done, the working group will consider:</p> <p>Carpark resurfacing and installation of electric charging point system.</p> <p>Overall future power distribution for the site.</p> <p>Environmental impact of proposals</p> <p>Consider the present use of the existing pavilion and possible use in the future.</p> <p>Installation of toilets within the Council’s Workshop.</p> <p>Transfer of existing Pavilion’s septic tank</p>				
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	<p>sewage system to the standard sewage system being installed in the coming summer months by STFC.</p> <p>Location and design of new facility.</p> <p>Costs of proposals and funding options.</p> <p>Public consultation.</p> <p>Demolition of the building that once housed the Old football Changing Rooms</p> <p>4. The work carried out by the OLDWG will be line with the STC 's Policy document titled The Role of Working Groups.</p> <p>5. The OLDWG will report to the instructing Committee (Business)</p>				
<p><b>Policy Working Group</b></p>	<p>To review and create Council policies as per review program</p>	<p>22<sup>nd</sup> May 2023</p>	<p>BC</p>	<p>Cllrs. <b>John Callinan (Convener)</b> and Mike Davis</p>	<p>CN</p>

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<b>Public Rights of Way</b>	To investigate rights of way to be recorded by 2026.	Feb 2023	EC	Cllrs. Rachel Armstrong (Convenor), John Callinan, Mike Davis, Joe Gallagher ?	JS
<b>Recreation</b>	To review recreation facilities to ensure they are sustainable, accessible, functional and where necessary seek funding for improvements	Feb 2023	EC	Cllrs. Neil Gibbs (Convenor), Gary Powell, Theresa Watt	JS and GW
<b>Stroudwater Bristol Road Station</b>	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.	Feb 2023	EC	Cllrs. Carlo Kambites, Theresa Watt (Convenor???) R Crockford (Rail Future)	JS
<b>Support Stonehouse</b>	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.	22 <sup>nd</sup> May 2023	BC	Cllrs. Carol Kambites, Val Randell, <b>Theresa Watt (Convenor)</b> , Keith Creighton	CN and CS
<b>Transport and Highways</b>	1. To look at traffic issues, particularly safety issues, across the parish. 2. To look at parking in relation to safety.	Feb 2023	EC	Cllrs Neil Gibbs and Keith Terry (Convenor)	JS

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	<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>				
<b>Youth Working Group</b>	To liaise with youth workers, young people, other involved in youth provision and outside agencies ensuring a worthwhile service is provided and to review the building condition, staff requirements, health and safety	Feb 2023	BC	Cllrs. John Callinan, Mark Edwards and <b>Theresa Watt (Convenor)</b>	CN