

STROUD TOWN COUNCIL
Minutes of the meeting of COUNCIL
25th April 2022 at 7.30pm
St Laurence Church Hall, The Shambles, Stroud

Present

Cllrs Liz Child, Kevin Cranston (Chair), Tony Davey, Mick Fealty, Sue Fenton, Mark Graham, Rob Green, Camilla Hale, Adrian Oldman, Stella Parkes, Lucas Schoemaker, Naomi Seffar and Megan Sheer

In attendance

Helen Bojaniwska (Town Clerk), Kate Montgomery (Deputy Clerk) Marianne Sweet (STC Communications), County Councillor David Drew and one member of the public

Absent

Cllrs Geoffrey Andrews, Kate Crews and Rachel Smith

1. Apologies for absence

Apologies were received from Cllr Laurie Davies (personal).

2. Declarations of interest or requests for dispensations

No interests were declared. There were no requests for dispensations.

3. Minutes of the meeting of 7th March 2021

The minutes of the council meeting on 7th March 2021 were **approved** by the members present and were signed by the Chair.

4. Mayor's remarks

The Mayor had attended the annual service at Gloucester Cathedral for the installation of the new High Sheriff for Gloucestershire.

Cllr Cranston announced that as he would not be standing for re-election as Mayor at the Annual Council meeting in May, this would be his last Council meeting as Chair. He reflected that he had been Mayor for a number of years and felt that it was time for a change.

5. Questions from members of the public

None received

6. Reports from District and County Councillors

Cllr Drew expressed concern that the County Council parking review might be overambitious and recommended that the Town Council should discuss it formally.

He noted that Children's Services had received a better report, but felt that there was still much more improvement needed. He reported that Southfield House was being discussed as a potential home for young care leavers. On Highways, he noted that there are lots of streetworks currently in progress and a resurfacing programme would follow. Finally, Cllr

Drew reported a concern about the likely impact on GARAS (Gloucestershire Action for Refugees and Asylum Seekers) arising from a coming need to support Ukrainian refugees.

Cllr Schoemaker echoed Cllr Drew's concerns about the need to support refugees and suggested that the Town Council might be able to offer financial support. He identified an issue relating to planning applications for much-needed new housing being refused where they impact on the AONB and was concerned about growing demand for the District Council's low income support scheme.

Cllr Shoemaker had been pleased to see two new solar farms approved, but noted that others were being held up by an inability to connect to high voltage lines. He reported that the District Council's social housing retrofit programme had begun and felt it had the potential to be an exemplar scheme for other areas.

7. Clerk's Report

The Clerk's report was noted. The Clerk additionally reported on further Levelling Up Fund meetings.

8. Approval of payments from February and March 2022

Payments from February and March 2022 were **approved**. See Appendices A and B.

The Clerk explained that the bunting purchased under the Welcome Back Fund was currently being used in the town centre, but would in future be made available for loan to local community groups for events.

9. Bank reconciliation at 31/3/2022

The reconciliation was noted and signed by the Mayor.

10. Council's inventory of land and assets

Some councillors had not been able to access the inventory, so it was **agreed** to defer this item to the next meeting.

11. Year-end reserves movements

Movements to and from earmarked reserves were **approved**. See Appendix C.

12. Internal audit report and action plan

The Clerk presented the report and explained actions to be taken in response to recommendations made.

13. Approval of the annual Governance Statement

The Governance Statement was reviewed, **approved** and signed.

14. Approval of Accounting Statements

The accounting statements were reviewed, **approved** and signed.

15. Dates of the Notice of Public Rights

The dates for the notice of public rights were noted to be 13th June 2022 to 22nd July 2022.

16. Proposals for a new Town Square at the Stroud Subscription Rooms

An update report on consultations relating to proposals for a new town square at the Stroud Subscription Rooms from the Green Spaces Manager was noted.

Actions: The Clerk was asked to provide more information on how the consultation results would be evaluated and the methodology for the risk ratings in the report, and to consider how to engage with key stakeholders on future projects.

17. Annual General Meeting of the Gloucestershire Association of Parish and Town Councils

The Council had been asked to consider submitting a resolution for debate at the Annual General Meeting of the Gloucestershire Association of Parish and Town Councils, but no proposals were put forward.

Action: Clerk to distribute list of National Association of Local Policies which had not been accessible before the meeting.

18. Early day motion tabled by Dr Julian Lewis, MP, regarding sanctions for local councillors found guilty of bullying and harassment

The Council considered a call from the Society of Local Council Clerks to support an Early Day Motion tabled by Dr Julian Lewis, MP, which calls on government to establish an appropriate and effective sanctions mechanism to deal with local councillors who have been found guilty of bullying and harassment following an independent investigation.

Action: It was **resolved** to write to Siobhan Baillie MP asking her back this motion and have it discussed in parliament.

19. Anti-Social Behaviour Pledge

The Deputy Clerk presented a request from Gloucestershire's Police and Crime Commissioner for the Council to sign an Anti-Social Behaviour Pledge. There was general support for the sentiment behind the pledge, but also concern about the level of support and resources available from the police for tackling anti-social behaviour.

It was **resolved** to sign the pledge detailed below and when responding to the Police and Crime Commissioner to make known the Council's concerns.

Safer Gloucestershire Anti-social Behaviour pledge

As signatories of the Safer Gloucestershire Anti-social behaviour pledge, we recognise that residents have a broad definition of anti-social behaviour, which ranges from dog-fouling and graffiti, to drug dealing, arson and neighbourhood crime.

We will continue to work together to understand the impact that anti-social behaviour has on communities and put victims first when considering responses to reported incidents. We will promote awareness, make reporting easier and set out who we are, what we do and the service those affected by anti-social behaviour can expect. We will make this clearly visible on our websites.

We will seek to support the early intervention to prevent issues from escalating and promote Asset Based Community Development solutions to build resilience in communities. We will promote mediation to solve problems and ensure we actively

promote the Community Trigger process to residents if they feel they have not received a suitable resolution to their complaints.

As partners we will share intelligence, promote joint working and maximise the impact we can have collectively on community safety within Gloucestershire.”

20. Masonry repairs at the Subscription Rooms

The Clerk’s update on masonry repairs was noted.

Action: Clerk to request that before and after photos of any repairs are taken.

21. Working Group reports

The following reports, previously circulated, were received.

Consultations & Highways:	14 th March 2022 and 11 th April 2022
Environment:	29 th March 2022
Health and Safety:	7 th April

22. Exclusion of press and public

It was **resolved** in view of the confidential nature of the business to be transacted, that the press and public be excluded from the remainder of the meeting

23. Approval of expenditure on legal advice regarding a contractual matter

It was **agreed** to commission a solicitor to provide legal advice on a contractual matter at a fixed fee of £3,000.

Action: Clerk to research additional routes towards resolution of the issue and report back.

The meeting ended at 9.20pm.

Chair.....

Date.....

Appendix 1 Payments February 2022

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
01/02/2022	Water Plus Ltd.	825	33.56	Water charges Libbys Drive
01/02/2022	SDC	DD	374.00	Council tax 58a and 58b
04/02/2022	12-reg Ltd	749	19.19	Domain renewal stroudtowncan
07/02/2022	Allstar Business Solutions Ltd	7186	252.66	Fuel charges Jan
08/02/2022	Mr A.S. Clayton T/As Alpha Loc	5840	96.35	Euro cylinder lock and keys
08/02/2022	A&P Facilities Ltd	1561	420.00	Alarm call outs
08/02/2022	A&P Facilities Ltd	1572	360.00	Annual charge Thanet House
08/02/2022	BAILEY PARTNERSHIP	6925	594.00	Project management
08/02/2022	GlosJobs	3040	56.40	Admin and projects job
08/02/2022	HHGL Limited	49	22.95	Site materials
08/02/2022	ITEC Support Ltd	3742	526.03	IT services
08/02/2022	JAMES & OWEN LTD	8077	158.41	Stationery
08/02/2022	Morelock Signs Ltd	9667	75.24	RA1 ZIN signs
08/02/2022	Nailsworth Garden Machinery	4021	148.00	Clothing
08/02/2022	Novadura Ltd	5779	505.98	Logo panels for welcome signs
08/02/2022	SLCC Enterprises Ltd	4762	54.00	Climate change summit
08/02/2022	Somerset County Council	1747	63.60	Nox tubes analysis
08/02/2022	Stroud Electrical Services (UK)	6645	1766.40	Electrical works Thanet House
08/02/2022	Thirsty Work Ltd.	3137	4.80	Rental charges
08/02/2022	Travis Perkins Trading Co Ltd.	B556	184.35	Site materials
08/02/2022	Travis Perkins Trading Co Ltd.	B915	149.40	Multi purpose concrete
08/02/2022	Transition Stroud	BACS	3000.00	Grant payment
08/02/2022	Top of Town Toddlers	BACS	3069.28	Return of funds held
08/02/2022	TOWN CLERK IMPREST	Top up	1500.00	Top up Clerk's Account
09/02/2022	One Stop Promotions	139	377.46	Bunting
09/02/2022	Polybags Ltd	7792	357.94	Compact sacks and dustbin bags

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
10/02/2022	Petty Cash	TRANSFE R	248.20	Top up petty cash
15/02/2022	Payroll	DD	19370.11	Payroll Feb
17/02/2022	Meadowmania - MAS Seeds Ltd	8724	287.00	Planting
18/02/2022	The Ambassador Theatre Group	9609	75.00	Gift voucher
18/02/2022	David Austin Rose Ltd	9634	62.45	Planting
21/02/2022	Renault Finance	FEB	30.00	Battery hire for Renault
21/02/2022	SGW Payroll Ltd.	3494	67.26	Payroll month 11
21/02/2022	One4all	6945	75.00	Gift voucher
22/02/2022	Alan Price	1128	2680.00	Grave diggings fees
22/02/2022	CONSORTIUM	6001	112.79	Laminator
22/02/2022	CONSORTIUM	7941	41.99	Stationery
22/02/2022	HAWKINS WATTON LTD	346	600.00	Valuation report Thanet House
22/02/2022	HHGL Limited	89	6.00	9v battery
22/02/2022	HHGL Limited	104	9.95	Rat bait
22/02/2022	ITEC Support Ltd	9034	912.00	WiFi upgrade and cabling
22/02/2022	JAMES & OWEN LTD	8153	25.27	Stationery items
22/02/2022	Nadja Gajadharsingh	128	560.00	Fundraising services Jan
22/02/2022	NALC	5567	77.86	Training youth first
22/02/2022	NALC	2949	38.93	Training strategic planning
22/02/2022	NALC	3915	38.93	Training future of high street
22/02/2022	Precision	601	58.50	Winding servicing Sims Clock
22/02/2022	SLCC Enterprises Ltd	5014	454.20	Conference
22/02/2022	SLCC Enterprises Ltd	5123	54.00	Community Engagement summit
22/02/2022	SLCC Enterprises Ltd	5124	54.00	Community Engagement summit
22/02/2022	Smiths (Gloucester) Ltd	4722	39.06	Recycling
22/02/2022	STL Gloucester Ltd	FEB22	5315.00	Christmas lights installation
22/02/2022	Travis Perkins Trading Co Ltd.	D058	189.98	Site materials
22/02/2022	Travis Perkins Trading Co Ltd.	D173	171.41	Site materials

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
22/02/2022	Travis Perkins Trading Co Ltd.	D199	81.44	Site materials
22/02/2022	LGPS	BACS	6362.80	Pensions February
22/02/2022	HMRC	BACS	5795.22	PAYE/NIC February
22/02/2022	Dale Camps	BACS	10.78	Travel expenses
22/02/2022	WSP Solicitors	153	1100.00	Purchase of land at the Leazes
22/02/2022	Nationwide	BACS	50000.00	Transfer of funds
22/02/2022	SDC	DD	624.00	Rates Thanet House
22/02/2022	DVLA	BACS	170.00	Vehicle tax WX12 EBM
23/02/2022	Lister Unified Communications	33	99.64	Mobile phone charges Jan
23/02/2022	Amazon EU	7546	94.94	Geology festival geodes
23/02/2022	Amazon EU	7546b	0.03	Geology festival geodes
25/02/2022	Ecotricity	4576	450.55	Electricity Libbys Drive
25/02/2022	Ecotricity	4573	73.28	Electricity Thanet House
25/02/2022	Ecotricity	4593	82.27	Electricity charges Thanet Hous
25/02/2022	Konica Minolta Business Soluti	9803	66.07	Photocopier charges
28/02/2022	EE Ltd	4816	35.80	Mobile phone charges
28/02/2022	TeamGantt	j2mq	23.19	Subscription

Appendix 2 Payments March 2022

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
01/03/2022	SDC	BACS	£374.00	Council tax 58a and 58b
07/03/2022	Chagos Consulting Ltd	122	£15.00	Parish online training AR
07/03/2022	Kim's Kitchen	2802	£30.00	Celebration cake
07/03/2022	Thirsty Work Ltd.	7014	£40.80	Water Thanet House
07/03/2022	Lansdown Road Motors Ltd	4321	£45.00	MOT WX12 EMB
07/03/2022	GAPTC	7220	£50.00	Better Cllr training
07/03/2022	SLCC Enterprises Ltd	5158	£54.00	Community engagement summit
07/03/2022	SLCC Enterprises Ltd	5159	£54.00	Community engagement summit
07/03/2022	SLCC Enterprises Ltd	5160	£54.00	Community engagement summit
07/03/2022	SLCC Enterprises Ltd	5161	£54.00	Community engagement summit
07/03/2022	Travis Perkins Trading Co Ltd.	F026	£61.14	Scruffs scarfell
07/03/2022	Somerset County Council	1809	£63.60	Nox tubes analysis
07/03/2022	Allstar Business Solutions Ltd	6011	£89.03	Fuel feb 22
07/03/2022	Stroud Subscription Rooms Trus	463	£108.00	Hall hire geology festival
07/03/2022	Royal Mail Group Ltd.	3788	£119.64	Freepost licence
07/03/2022	Nailsworth Garden Machinery	4312	£137.23	Tools
07/03/2022	Stroud Subscription Rooms Trus	464	£300.00	Staff Christmas lunch
07/03/2022	Patrick Lorenzen	8175	£339.30	Flail hedgecutting
07/03/2022	GLASDON UK LTD	3785	£351.96	Dog bins
07/03/2022	Stroud Alarms Fire and Securit	8075	£354.73	Annual alarm contract libby's
07/03/2022	Stroud Alarms Fire and Securit	7823	£396.00	Fit fire zone plan
07/03/2022	Stroud Alarms Fire and Securit	8028	£509.29	Annual alarm and lighting
07/03/2022	Stroud District Council	8581	£1,768.81	Election recharges
07/03/2022	Alan Price	1109	£2,160.00	Grave digging fees Dec

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
07/03/2022	Childs and Sulzmann Ltd.	3324	£4,065.00	Sub Rooms forecourt
07/03/2022	Sunbelt Rentals Ltd	6941	£4,427.13	Lond Road closure
07/03/2022	PWLB	BACS	£7,742.53	Loan repayment
08/03/2022	Payroll	BACS	£22,151.53	Payroll March
09/03/2022	NALC	8079	£38.93	Working together to make commun
11/03/2022	The Plastic Card Factory	5092	£19.19	ID cards
17/03/2022	Otter Products EMEA	3276	£25.49	Mobile phone case
21/03/2022	Renault Finance	MAR	£30.00	Hire of battery for Renault
22/03/2022	Thirsty Work Ltd.	716	£3.71	Rental charges Mar/Apr 21
22/03/2022	Dale Camps	BACS	£10.13	Travel expenses
22/03/2022	CONSORTIUM	9413	£13.80	Pocket env C5
22/03/2022	Smiths (Gloucester) Ltd	78050	£16.80	Recycling container rental
22/03/2022	SLCC Glos	BACS	£25.00	Branch meeting KM
22/03/2022	John Stayte Services	9501	£25.40	Bird food
22/03/2022	CONSORTIUM	8050	£29.99	Tork centrefeed roll
22/03/2022	Aqueous Cleaning Solutions	739	£50.00	Window cleaning flats
22/03/2022	Stroud Parish Churches	637B	£85.00	Hire of St Laurence hall
22/03/2022	Stroud Electrical Services (UK	6784	£86.40	Labour
22/03/2022	The Community Heartbeat Trust	8226	£143.83	Annual support o/s bal
22/03/2022	JAMES & OWEN LTD	8220	£215.87	Stationary
22/03/2022	Stroud Valleys Project	Nov19-4	£250.00	Volunteer work Nov 19
22/03/2022	Hughes&Salvidge Holdings Ltd T	3182	£264.00	Muck away on grab lorry
22/03/2022	Stroud Film Festival	BACS	£500.00	Grant
22/03/2022	Proclene Ltd	3852	£508.80	Carpet cleaning flats
22/03/2022	ITEC Support Ltd	6842	£529.27	It services March
22/03/2022	Nadja Gajadharsingh	130	£540.00	Fundraising services Feb
22/03/2022	SDC	BACS	£624.00	Rates Thanet House
22/03/2022	John Kerry & Sons Ltd	5950	£649.00	Fridge top of town comm hub

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
22/03/2022	BAILEY PARTNERSHIP	7171	£693.00	Project mgmt pre-contract
22/03/2022	Stroud Electrical Services (UK	6738	£921.60	Electrical install condition
22/03/2022	STL Gloucester Ltd	2122	£1,625.00	Bunting in Stroud town
22/03/2022	Towergate Insurance Brokers	6745	£1,989.26	Motor fleet renewal/RAC breakdo
22/03/2022	Stroud Pride	BACS	£2,000.00	Grant
22/03/2022	Alan Price	1133	£2,010.00	Grave digging March
22/03/2022	ITEC Support Ltd	9044	£2,459.81	Dell optiplex, software, monit
22/03/2022	HMRC	BACS	£7,219.68	PAYE/NIC March
22/03/2022	LGPS	BACS	£7,488.58	Pensions March
23/03/2022	Lister Unified Communications	1105	£97.08	Mobile phone charges
24/03/2022	Ecotricity	482	£111.22	Electricity thanet to 1 mar 22
24/03/2022	Ecotricity	1033	£140.06	Electricity lls to 1 mar 22
24/03/2022	Ecotricity	459	£205.82	Electricity libbys to 1 mar 22
24/03/2022	Ecotricity	1038	£215.68	Electricity lls to 1 mar 22
24/03/2022	Ecotricity	1089	£348.97	Gas thanet to 1 mar 22
25/03/2022	Water Plus Ltd.	3646	£24.18	Water standtap cemetery
25/03/2022	Shutterstock Ireland Ltd	F180	£166.80	25 license downloads
25/03/2022	TOWN CLERK IMPREST	Top up KM	£1,000.00	Top up clerks account
28/03/2022	Swindon and Gos Mind	BACS	-£110.00	unpresented chq ref 13789
28/03/2022	Swindon and Gos Mind	BACS	-£110.00	unpresented chq ref 010670
28/03/2022	EE Ltd	8187	£38.58	Mobile phone charges
28/03/2022	Gloucestershire Go	BACS	£54.50	DBS check LB
28/03/2022	SGW Payroll Ltd.	5650	£65.28	Payroll month 12
28/03/2022	Majestic Wine Ltd	5546	£475.57	Wine for Mayor's event
31/03/2022	Wilko	424	£15.75	Consumables for Thanet House
31/03/2022	TeamGantt	r96y	£23.38	Subscription
31/03/2022	Master Cobblers	9417	£150.00	Keys for Thanet House

Appendix 3 Reserves movements 31/3/2022

Notes to the Accounts 31st March 2022

Schedule of Other Earmarked Reserves

<u>Code</u>	<u>Balance at 01/04/2021</u> £	<u>Contribution to reserve</u> £	<u>Contribution from reserve</u> £	<u>Balance at 31/03/2022</u> £	
<u>EARMARKED RESERVES</u>					
Equipment Renewal	321	3,005		3,005	
Opportunity Fund	324	5,000	5,000	10,000	
Cemetery	325	14,000		14,000	
New Cemetery Feasibility	326	-		-	
Wallbridge Project	328	4,994		4,994	
Vehicle Activated Sign	329	-		-	
Asset Transfer Dowry	330	-		-	
Xmas Lights	332	2,903		2,903	
Walkways and Transport	333	-		-	
Elections	334	7,326	(1,769)	5,557	
Neighbourhood Development Plan	335	-		-	
Brunel Goods Shed	336	-		-	
Ward Projects	337	-		-	
Canal	338	11,466		11,466	
Lansdown Hall	339	96,910	(6,452)	90,458	
Footpath Survey Work	340	-		-	
Community Support	341	-		-	
Thanet House Maintenance	342	954	6,825	7,779	
Chapel Works & Storage Bays	343	8,691		8,691	
Youth Voice Fund	344	-		-	
Daisy Bank Sand	345	-		-	
Footpaths Project	346	1,000	(1,000)	-	
Gardening Support Scheme	347	-		-	
Trinity Pocke Park Project	348	-		-	
Town Centre	349	9,000		9,000	
Planning Contingency Fund	350	9,000		9,000	
NDP Projects	351	100,086	(19,021)	81,065	
Defibrillator	352	2,295		2,295	
Wall Projects	353	-		-	
Community Dev Projects	354	-		-	
Road Safety	355		4,500	4,500	
Sub Room Masonry Repairs	356		50,000	50,000	
Covid19 Community Support	381	20,175	(1,446)	18,729	
Carbon Reduction Projects	382	13,361		13,361	
Play Equip Replacement	383	24,324		24,324	
Environment Projects Fund	384	28,386		28,386	
Community Safety Fund	385	10,000	(10,000)	-	
TOTAL EARMARKED RESERVES		372,876	66,325	(39,688)	399,513