



**Minutes of a Town Council Business Committee meeting held on Monday 24<sup>th</sup> June 2019 at 7pm in the Town Hall, High Street, Stonehouse**

**Present:** Councillors: Neil Gibbs Chairman, Leigh Binns, John Parker, Sally Pickering, Pam Swain, Theresa Watt

**In Attendance:** 1 Member of the Public

**B/21 To receive apologies**

The Committee accepted apologies from Cllrs Carol Kambites and Mike Davis.

**B/22 To appoint a Committee convenor**

In Accordance with the Committee Terms of Reference the Chairman of the Council will Chair the Business Committee and in his / her absence the Vice Chairman.

**B/23 Declarations of Interest**

There were no declarations of interests.

**B/24 To approve the minutes of the Business Committee meeting held on 13<sup>th</sup> May 2019**

The Minutes were approved as a true and accurate record and duly signed by the Chairman.

**B/25 To consider and agree costs of Transport Statement to support Oldends Lane redevelopment planning application**

The Committee agreed to the costs of contracting a Transport Statement of up to £3k, subject to confirmation from the Planning Officer that the planning application will remain determinable within the timescale required to commission and lodge the report.

**B/26 To note ROSPA play equipment report and recommended actions**

The Committee noted the report.

**B/27 To consider agree a costed proposal for the border of the Rest Garden**

The Committee agreed to costed proposal of £962.19 (ex VAT).

**B/28 To agree for recommendation to the Town Council the following template and policies.**

- Council Employment contract template
- Staff Handbook
- Induction Policy
- Training and Development Policy
- Staff Supervision and Appraisal Policy

The Committee agreed to recommend the policies as presented for adoption and publication on the Council's website.

**B/29 To receive notes from the Climate Change Action group meetings of 7<sup>th</sup> May and 3<sup>rd</sup> June 2019 and to agree to research:**

- **Switching electricity supplier to renewable energy tariff**
- **Purchasing display for solar pv panel energy generation.**

The Committee accepted the notes from the Climate Change Action Group meeting and agreed to pursue renewable electricity supply for its infrastructure when the current contracts are due for review, the Committee also agreed to pursue the costs of purchasing a display for the solar pv panel energy in the Town Hall.

In addition the Committee agreed to make public its commitment towards climate conservation via social media and local press releases. Finally, the Committee agreed to look at the potential to set aside conservation areas on its land.

**B30 To receive RFO's report and agree payments in accordance with the budget as listed in the attached report.**

The Committee unanimously agreed to authorise the payments as listed on the report.

**B31 To receive notes of meetings of Working Groups:**

- **Communication Working Group 10 June 2019**
- **Events Working Group 17 June 2019**
- **Youth working group**

The Committee noted the reports from the above meetings.

**B32 Date of next meeting: 22nd July 2019**

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7.41 PM**