



2nd July 2024

To Members of Environment Committee

You are hereby summoned to a MEETING OF THE ENVIRONMENT COMMITTEE **to be held on** Tuesday, 9th July 2024 at 7.30pm at **Thanet House, 58 London Road, Stroud**, to conduct the following business.

Helen Bojaniwska
Town Clerk

AGENDA

1. To receive apologies
2. To receive declarations of interest or requests for dispensations
3. To receive questions from members of the public
4. To approve the minutes of the meeting of 21st May 2024 previously circulated
5. To receive the Green Spaces Manager's report
6. To receive the budget monitoring report to end May 2024
7. To note a report about Environment Agency water run off charges
8. To approve an update to hire of public spaces policy
9. To note a report regarding wall repairs
10. To approve the sale of a welfare facility
11. To note the remaining funds in the Carbon Reduction Fund

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual orientation, faith, marital status and disability); Crime and Disorder (Section 17); Health and Safety; and Human Rights.

Green Spaces Manager Report

July 2024

AUTHOR

Green Spaces Manager

CONSULTEES

Green Spaces Team

FOR MEETING

Environment Committee 9th July 2024

RECOMMENDATION

For information

REPORT

Biodiversity/Habitats

- 60+ bee and 50+ pyramidal orchids were in flower at Uplands playing field. Pyramidal orchids have also been recorded at the new cemetery.
- 150+ Pyramidal orchids were recorded at Swifts Hill View.
- A student carrying a biodiversity survey at the old cemetery started surveying for small mammals on Wednesday 19th June. The GSM went out on the first day of surveying to advise and assist on the trapping procedure.
- Brambles and other vegetation has been cut back along the entrance track to Uplands playing field.



A bee orchid (*Ophrys apifera*) and Bank vole (*Myodes glareolus*) caught as part of the survey.

Burials

There have been 3 burials and 1 crem burial since the last report.

Health and Safety

- PPE has been purchased for Jake Peck our new maintenance ranger.
- The new maintenance ranger went on a one day brushcutter/trimmer course.
- The maintenance ranger also went on a half day training course on checking playground equipment held by Cainscross Parish Council.
- The maintenance ranger attended a trimmer/brushcutter training course.
- All staff attended a training session on personal safety and de-escalation.

Maintenance and Buildings

- Jake Peck joined the team as our new maintenance ranger.
- The water fountain in Bank Garden was vandalised resulting in a permanent leak. Culligan, who took over from MIW who the council purchased the fountain from have been contacted and a quote requested to repair it.
- Stroud Alarms carried out the emergency lighting inspection and installed a spike suppressor to stop false alarms at the depot.
- The GST trimmed part of the bottom section of new cemetery while the problems with the contractor continues. The team have also trimmed around graves and or paths to graves following complaints/request. The CEO and GSM subsequently met UK Landscapes Southwest Regional Manager to discuss the issues.
- It is hoped that once the GST move to Locking Hill Surgery the fuel store at Libby's Drive will be moved to the compound at the new cemetery. With this in mind Photographs and information about moving the store have been sent to Severnside Relocatable Services.
- The architect commissioned to help the the move to Locking Hill Surgery visited the depot to discuss the needs of the GST.
- The padlocks and metal grill were removed from the Long Ground to allow access to the Painswick Stream.
- New dog litter bins have been installed at the Leazes and Daisy Bank to replace the old broken ones. Two more have been ordered for the old cemetery and Uplands playing field.
- A fence post was replaced on Fennels View boundary.

Horticultural

- 180 planters have been put out around Stroud. The planters came from Yard House Plants based near Tewkesbury.
- The horticultural ranger has put together a proposal for a plant nursery at the new cemetery.
- The GSM and horticultural ranger visited the plant nursery at Slimbridge WWT to discuss various issues regarding managing a plant nursery.
- Weeding and watering has been carried out across a number of sites.



Community Engagement

- Another fourteen 8 x 4 sheets of plywood have been put up around the old Market Tavern pub in preparation for the Stroud Paint Festival on Sunday 7th July.
- The GSM attended the Stratford Park stakeholder meeting on Thursday 6th June.
- The GSM and maintenance ranger installed a new cabinet for the defibrillator at the Coop on Slad Road.
- The goal posts at Uplands playing fields have been taken down and stored at the depot. A Minchinhampton Football Club youth team will be playing there again next season.
- Pride picnic took place at Bank Gardens. Wheelie bins and the Council's gazebo were used for the event.
- A meeting was held to discuss how people could get involved with Butterfly Conservation's Big Butterfly Count which begins on Thursday 11th July and run until Sunday 4th August.
- The GSM led 2 walks with councillors to a number of green spaces.

Projects

1. Accessibility Audit
No further progress.
2. Signage and Interpretation
No further progress has been made due to the move to Locking Hill. It is anticipated that the team will be able to report into the September committee meeting regarding a project timeline and plan for delivery.

Vehicles and Machinery

- A new tail light unit was fitted to the Renault van.

LEGAL IMPLICATIONS FINANCIAL AND STAFFING IMPLICATIONS

Financial implications

N/A

Staffing implications

- The GST are back up to full strength with Jake Peck joining as the Maintenance Ranger.

EQUALITY AND HUMAN RIGHTS IMPLICATIONS

There are no equalities or human rights issues to report

CO2 AND BIODIVERSITY IMPLICATIONS

There are no additional CO2 or biodiversity issues to report

PB

07/2024

Annual Budget - By Centre (Actual YTD Month 2)

Note: 316 Environment Cost Centre Report 31 May 2024

		<u>2023/24</u>		<u>2024/25</u>						<u>2025/26</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
316	<u>DEPOT & OVERHEADS</u>											
1002	WAYLEAVES	0	41	0	0	0	0	0	0	0	0	0
1095	MISCELLANEOUS INCOME	0	1	0	0	0	0	0	0	0	0	0
1101	CEMETERY INCOME	35,000	40,719	0	0	25,000	0	25,000	9,468	0	0	0
	Total Income	35,000	40,761	0	0	25,000	0	25,000	9,468	0	0	0
4001	STAFF COSTS	140,807	127,740	0	0	139,042	0	139,042	20,994	0	0	0
4008	STAFF TRAINING	2,500	4,887	0	0	2,910	0	2,910	0	0	0	0
4009	TRAVEL EXPENSES	350	0	0	0	350	0	350	0	0	0	0
4011	RATES	9,149	10,838	0	0	10,679	0	10,679	2,238	0	0	0
4013	RENT	11,000	11,500	0	0	11,500	0	11,500	2,875	0	0	0
4017	HEALTH,SAFETY,SECURITY	3,300	6,302	0	0	4,000	0	4,000	2,020	0	0	0
4018	UTILITIES	3,000	2,674	0	0	3,000	0	3,000	490	0	0	0
4019	CONSUMABLES	825	143	0	0	500	0	500	18	0	0	0
4021	TEL/POST/COMMUNICATIONS	0	-257	0	0	1,500	0	1,500	0	0	0	0
4026	INSURANCE	2,200	2,239	0	0	4,000	0	4,000	2,382	0	0	0
4030	RECRUITMENT ADVT'G	0	0	0	0	0	0	0	249	0	0	0
4037	SITE MATERIALS	2,500	3,506	0	0	4,000	0	4,000	190	0	0	0
4039	SMALL TOOLS & EQUIP.	1,200	1,649	0	0	1,200	0	1,200	55	0	0	0
4041	EQUIPMENT HIRE	500	363	0	0	500	0	500	0	0	0	0
4042	EQUIPMENT MAINTENANCE	1,650	392	0	0	1,750	0	1,750	0	0	0	0
4043	FUEL & OIL	1,650	1,843	0	0	2,000	0	2,000	170	0	0	0
4045	VEHICLE LEASE	330	0	0	0	330	0	330	0	0	0	0
4046	VEHICLE MAINT/MOT/TAX	3,850	4,408	0	0	4,000	0	4,000	335	0	0	0
4047	PLANTING	11,000	10,658	0	0	12,000	0	12,000	69	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 2)

Note: 316 Environment Cost Centre Report 31 May 2024

		<u>2023/24</u>		<u>2024/25</u>						<u>2025/26</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4056	LEGAL EXPENSES	0	683	0	0	0	0	0	0	0	0	0
4069	CONTRACTED GRASS MAINTENANC	12,500	7,985	0	0	8,000	0	8,000	0	0	0	0
4071	CONTRACTED INFRAS. REPAIRS	15,000	8,026	0	0	15,000	0	15,000	769	0	0	0
4072	CONTRACTED GRAVE DIGGING	16,500	21,560	0	0	15,000	0	15,000	3,080	0	0	0
4073	CONTRACTED WASTE MANAGEMENI	10,120	7,281	0	0	11,000	0	11,000	6,279	0	0	0
4074	CONTRACTED PLAY EQUIP WORKS	31,087	44,275	0	0	40,000	0	40,000	410	0	0	0
4076	CONTRACTED TREE WORKS/REPO	6,500	7,638	0	0	5,000	0	5,000	1,300	0	0	0
4078	ENVIRONMENT PROJECTS	74,820	28,442	0	0	64,000	0	64,000	0	0	0	0
4085	LARGE TOOLS AND EQUIPMENT	0	0	0	0	3,000	0	3,000	0	0	0	0
4089	STROUD VALLEYS PROJECT PROJE	500	0	0	0	500	0	500	0	0	0	0
4091	STROUD NATURE SLA	2,000	2,000	0	0	0	0	0	0	0	0	0
4094	COMMUNITY ENGAGEMENT	1,800	278	0	0	1,000	0	1,000	0	0	0	0
4164	CLIMATE CHANGE GRANTS	10,000	3,000	0	0	5,000	0	5,000	0	0	0	0
4167	LOAN REPAYMENTS - WALLS PROJ	15,484	15,485	0	0	15,485	0	15,485	0	0	0	0
4201	GRAFFITTI REMOVAL/VANDALISM	500	727	0	0	500	0	500	0	0	0	0
4202	Contingencies/liabilities (ENV	4,000	0	0	0	4,000	0	4,000	0	0	0	0
4998	TF FROM OTHER FUNDS	0	0	0	0	-35,000	0	-35,000	0	0	0	0
4999	TF TO OTHER FUNDS	0	10,690	0	0	5,000	0	5,000	0	0	0	0
	Overhead Expenditure	396,622	346,955	0	0	360,746	0	360,746	43,923	0	0	0
	Movement to/(from) Gen Reserve	<u>(361,622)</u>	<u>(306,194)</u>			<u>(335,746)</u>		<u>(335,746)</u>	<u>(34,455)</u>	<u>0</u>		
	Total Budget Income	35,000	40,761	0	0	25,000	0	25,000	9,468	0	0	0
	Expenditure	396,622	346,955	0	0	360,746	0	360,746	43,923	0	0	0
	Movement to/(from) Gen Reserve	<u>(361,622)</u>	<u>(306,194)</u>			<u>(335,746)</u>		<u>(335,746)</u>	<u>(34,455)</u>	<u>0</u>		

Environment Agency Water Charges

AUTHOR

Deputy CEO (Deputy Clerk)

CONSULTEES

Institute of Cemetery and Crematorium Management (ICCM)

Green Spaces Manager

CEO (Clerk)

FOR MEETING

Environment Committee – 9th July 2024

RECOMMENDATION

For information

REPORT

The Environment Agency held a public consultation on proposed changes to the charges applied to water quality permits, issued under the Environmental Permitting (England and Wales) Regulations 2016 (EPR) for 6 weeks from 29 January 2024 to 11 March 2024.

The outcomes of this consultation have now been published.

The Environment Agency have recommended a charging scheme for cemeteries where there is a risk to the public water supply from pollution resulting from burials.

The ICCM have advised that most operators of existing cemeteries do not need to apply for an environmental permit to operate. Permits are required if:

- the cemetery needs active mitigation measures to prevent pollution
- the cemetery is causing pollution or has very high pollution risks, and voluntary action to resolve these problems has not been successful – if so, the Environment Agency will advise if a permit is required

The Council's cemetery does not fall into either of these categories.

LEGAL IMPLICATIONS

The Council may exercise the General Power of Competence in regard to expenditure and actions relating to this report.

FINANCIAL AND STAFFING IMPLICATIONS

Financial implications

N/A

Staffing implications

N/A

CRIME AND DISORDER

There are no crime and disorder issues.

EQUALITY AND HUMAN RIGHTS IMPLICATIONS

There are no equalities or human rights issues.

CO2 AND BIODIVERSITY IMPLICATIONS

There are no CO2 or biodiversity issues.

KM

19/06/2024

Hire of Public Spaces

AUTHOR

Deputy CEO

CONSULTEES

CEO (Clerk)

Mayor

SDC Corporate Communications Officer

FOR MEETING

Environment Committee 9th July 2024

RECOMMENDATION

To approve the updated wording to the Hire of Public Spaces Policy and Booking Form (Appendix A and B)

REPORT

The Regeneration working group has asked the committee to consider the following changes to try combat some of the anti-social behaviour around fly-posting in the town.

Policy for the hire of public spaces.

Additional paragraph:

3.28 The Council reserves the right to cancel or refuse bookings for events if the organisers are responsible for illegal flyposting anywhere in Stroud District.

Booking form

Additional extra line to the box regarding Licensing.

I note that the Council may cancel this event and/or refuse future bookings if the organisers are responsible for illegal flyposting anywhere in Stroud District.

Once approved, the CEO (Town Clerk) will be communicating the changes alongside Stroud District Council (SDC) regarding this.

LEGAL IMPLICATIONS

The Council may exercise the General Power of Competence in regard to expenditure and actions relating to this report.

FINANCIAL AND STAFFING IMPLICATIONS

Financial implications

N/A

Staffing implications

N/A

CRIME AND DISORDER

The Council has a duty to consider the impact of all its functions and decisions on crime and disorder in the local area, under Section 17 of the Crime and Disorder Act 1998 which includes supporting statutory agencies to combat anti-social behaviour.

EQUALITY AND HUMAN RIGHTS IMPLICATIONS

There are no equalities or human rights issues.

CO2 AND BIODIVERSITY IMPLICATIONS

There are no CO2 or biodiversity issues.

KM

24/06/2024



Policy for Use of Land in the Ownership of Stroud Town Council by a Third Party

Parks and playgrounds are important community facilities, and are provided for the free enjoyment of residents and visitors. We are very supportive of activities that help promote the health of our residents and build a strong community.

Access to park facilities shouldn't be unduly restricted to members of the public because of organised commercial activities, and we therefore require all such activities to be pre-approved with the Council.

We also believe that those making financial gain from the park facilities should contribute to their upkeep and improvement, so we can provide the best possible facilities for our residents.

1.0 Types of Request

Requests to use Council owned land for a variety of activities and events are regularly received from: members of the public, private organisations, charitable bodies and others. These requests include:

- a) Permission for use of land for supervised sporting events
- b) Permission for use of land for entertainment, fun days and funfairs
- c) Permission for the temporary siting of builder and contractor compounds for cabins and materials
- d) Car parking, car boot or table top sales
- e) Fitness and Personal Trainers

The above list is not exhaustive.

A formal request by a third party may be made by completing an application form and emailing it to: council@stroutdown.gov.uk

2.0 Requests that will not be granted

- 2.1 Requests for permission to use land for bonfires and firework displays will not be granted under any circumstances because of the risk and associated dangers to both the public and the land itself, however fire-bowls and barbecues may be permitted and will be decided on a case by case basis.
- 2.2 Requests from organisations which promote or use any form of hate speech in the undertaking of its activities, events, materials or ethos will not be considered.
- 2.3 Requests for permission to use drones on Council land will not be granted. For further information please refer to the Council's [Drone Policy](#).

3.0 Requests that will be considered

3.1 **Applications for permission** that fall within the categories noted in 1.0 a) - e) above will be considered when supported by the following information:

3.1.1 The hirer shall provide the Council with a copy of their **Public Liability Insurance** which must provide cover for a minimum of **£5m**.

3.1.2 A **Risk Assessment** shall be provided giving the following information:

- Details of the event/activity including the expected number of participants
- contact details of the hirer (both daytime and emergency out of hours)
- First aid provision
- Actions required to ensure the Health & Safety of those in attendance and the general public
- A method statement which should include some or all of the following:
 - Date of commencement, date of completion & start and finish times
 - Plan showing vehicular/pedestrian access and egress, location of facilities (e.g. first aid tent, toilets etc.)
 - Marshalling of parking/ general parking issues
 - Fencing/containment/security
 - Hazardous materials on site/COSHH assessment
 - Access requirements for deliveries
 - Operator licence (e.g. fun fair, plant operator)
 - Control of noise
 - Other anticipated risks
 - Connection to/or temporary use of Gas, Electricity, Water, Telecom, Sewer services.
 - Welfare facilities, e.g. portable toilets etc.
 - Reinstatement & litter picking to return the land to its original condition prior to the event or activity
 - Line of communication between hirer and Stroud Town Council

3.1.3 For other events and regular activities, the Council will determine the need for a Risk Assessment and the information required to be covered therein.

3.2 In producing the information set out above the hirer should be mindful of the following:

3.2.1 Submission of application, insurance and risk assessment information does not constitute permission from Stroud Town Council. The Council will, after assessing the information, provide a written response giving approval or refusing the application. Where approval is given the third party shall sign a written agreement and pay the requested fee before they are allowed in occupation of the land.

3.2.2 Any permission for use of Council land by Fitness and Personal Trainers shall include the following provisions:

- No trainer will be allowed to run sessions totalling more than **six hours** per week on any Council owned site.
- That the trainers undertake responsibility, through their insurance, to pay for the repair or replacement of any Council-owned property damaged during the course of any training sessions

3.2.3 Returning the land to its original condition shall be done to the satisfaction of Stroud Town Council. To this end the land will be jointly inspected by the hirer and Stroud Town Council before and after its occupation.

3.2.4 The permission agreement states that the Council will not be responsible for the death or injury of anyone taking part in the event, nor other injury, loss or damage to property of whatsoever nature, however caused.

3.2.5 The hirer and all other parties taking part in the activity/event are bound not to damage, cause any loss or injury to anything upon the property or land which is the subject of the permission agreement.

3.2.6 Requests to erect marquees, water storage and the like, will be considered and where permitted will be itemised in the permission agreement and included in the indemnity clause, so as not to constitute a risk to the Council.

3.2.7 Where requests are received for purposes other than those outlined above, these will be considered individually on their merits and where considered appropriate will follow the procedures set out in 3.1 & 3.2 above.

3.2.8 The Council reserves the right to cancel or refuse bookings for events if the organisers are responsible for illegal flyposting anywhere in Stroud District.

4.0 Fee

4.1 The Council reserves the right to set fees for the use of its land. The fee charged will be assessed on the event concerned. (See [Fees and Charges.](#))

- 4.2 The fees set by the Council are subject to periodic review.
- 4.3 The Council may waive the fee at its discretion. Waiver is likely only in the case of charitable events.
- 4.4 Charges are not applicable for professional dog walkers or personal trainers. However, carrying out the activities will be at your own risk. We ask you to respect other park users, and request that you do not monopolise any park facilities or inconvenience other park users.

Fees and charges

Hire of public and green spaces



Type of event	Day Charge	Hourly Charge
Non-commercial community / charity event	*	*
Commercial small event (100 people or fewer)	£155	£20
Commercial large event (between 101-499 people)	£350	N/A
Commercial event for more than 500 people	£500	N/A
Additional fees (litter picking after event, use of water/electricity to be decided on an ad hoc basis)	N/A	N/A

*Charges to be set upon discussion with the CEO

A day charge is for seven hours

In May 2024 the Council suspended charges for use of Council land for Personal Training.

Personal Trainers are required to notify the council of use and submit relevant documentation as per the policy.



Application for the Hire of Council Land by Third Parties

Event Details

Name of event	
Type of event	
Date of event <i>(Please note; at least two weeks' notice is required)</i>	
Nature of event	
Description of event activity	
Anticipated numbers	
Event start/finish times	
Is there a charge to the public? (If yes, please provide details)	
Has the event been held before? (If yes please confirm when)	

Event Organiser

Name of event organiser/manager	
Name of organisation	

Address	
Email	
Telephone (Daytime and emergency/out of hours)	
Has your organisation and/or event manager ever been convicted or found negligent in the planning or staging of an event?	

Location

Location of event (include map if possible)	
Other relevant location details (highways, additional public space)	

Licensing

Does your event require a licence from Stroud District Council?	(Licences are required if you are providing alcohol and for some regulated entertainment – see https://www.stroud.gov.uk/business/licensing-permits for more info)
If yes please provide details:	
I note that the Council may cancel this event and/or refuse future bookings if the organisers are responsible for illegal flyposting anywhere in Stroud District.	Check box to confirm <input type="checkbox"/>

Health and safety

Have you provided a risk assessment?	Please see the 'Hire of Public Spaces Document' for detail about what to include in your risk assessment
Have you provided a method statement?	Please see the 'Hire of Public Spaces Document' for detail about what to include in your method statement
Have you provided a copy of your public liability insurance certificate?	Please note that the minimum requirement for public liability insurance is £5million

Supporting information

Please ensure you have submitted the following:

Public Liability Insurance

Risk Assessment

Method Statement

DECLARATION

I confirm that the information contained in this document is accurate and correct to the best of my knowledge. I understand that Stroud Town Council cannot accept any responsibility for any aspect of my/our event. I understand that the responsibility for safety at my/our event remains solely with the event organiser

PRINT NAME:

ROLE WITHIN EVENT:

SIGNED: DATE:

Please send completed forms and supporting information to council@stroudtown.gov.uk

Office Use:

Insurance checked: Y N/A

RA checked: Y N/A

MS checked: Y N/A

Invoice issued: Y N/A

Report on the wall survey at STC sites

AUTHOR

Green Spaces Manager

CONSULTEES

Green Spaces Team
Independent Surveyor

FOR MEETING

Environment Committee 9th July 2024

REPORT

Introduction

A wall survey was carried out at STC sites where drystone, cemented stone, brick or block walls are present by MDHP Consulting Civil & Structural Engineers in November 2022. A total of 16 sites were surveyed including Sims Clock.

Wall condition and Recommendations

The report indicated that none of the walls were in need of any major works. However, some minor work is recommended at some sites such as small areas of pointing on the southern boundary at Daisy Bank. Work such as this could be carried out by the GST.

Removal of vegetation from the walls is recommended to allow for further surveys every 2 years.

One recommendation was to remove the railings on the northern wall of the old cemetery due to small patches of broken stone caused by expanding metal. This is not causing any structural damage to the wall and the cost of removing them is prohibitive.

Patching up of any broken stone could be carried out by the GST if deemed necessary.

A further recommendation was to remove/control growth of some mature trees. As the trees are mature and therefore have completed the “growing” stage the risk to any wall is minimal. Removal of trees is against the Council’s policy of promoting and enhancing biodiversity and is unlikely to cause any structural damage to the walls.

It would also be cost prohibitive.

LEGAL IMPLICATIONS

The Council may exercise the General Power of Competence in regard to expenditure and actions relating to this report.

FINANCIAL AND STAFFING IMPLICATIONS

Financial implications

None

Staffing implications

Any removal of vegetation before further inspections would be incorporated into the GST's normal work schedule. Therefore, no other work would be impacted.

CRIME AND DISORDER

There are no crime and disorder issues.

EQUALITY AND HUMAN RIGHTS IMPLICATIONS

There are no equalities or human rights issues.

CO2 AND BIODIVERSITY IMPLICATIONS

The Council has a duty to conserve biodiversity under the Natural Environment and Rural Communities Act 2006.

Removal of trees unless for health and safety reasons would be considered counter to the Councils policy.

PB

28/06/2024

Disposals

AUTHOR

CEO

CONSULTEES

Deputy CEO (Clerk), Green Spaces Manager

FOR MEETING

Environment Committee 9th July 2024

RECOMMENDATION

To approve the sale of the welfare cabin at Libbys Drive, and any smaller tools or equipment that are surplus to requirements, prior to relocation to Locking Hill.

Authorise relocation of the fuel store from Libby's Drive to the compound at the cemetery.

REPORT

When the Green Spaces team relocate to Locking Hill the current welfare cabin will no longer be needed. There is the potential to sell it back to the original vendor, or failing that offer it for sale privately. The Committee's permission is required because the cabin is worth more than £250.

See Financial regulation 14.2:

No tangible moveable property shall be purchased or otherwise acquired, sold, leased or otherwise disposed of, without the authority of the council, together with any other consents required by law, save where the estimated value of any one item of tangible movable property does not exceed £250.

Relocation will also be a good opportunity to review the team's tools and equipment and potentially dispose of any no longer required.

It is recommended that any proceeds from the disposal of any tools or equipment are either used to purchase more energy efficient items or placed in the Earmarked Reserve: Vehicle replacement fund.

Any sales or disposals to be reported at the next meeting.

It is also proposed to relocate the fuel store from Libby's Drive to the compound at the cemetery, subject to suitable transport being available.

LEGAL IMPLICATIONS

The Council may exercise the General Power of Competence in regard to expenditure and actions relating to this report.

FINANCIAL AND STAFFING IMPLICATIONS

Financial implications

See above

Staffing implications

Some time to arrange disposal.

CRIME AND DISORDER

There are no crime and disorder issues

EQUALITY AND HUMAN RIGHTS IMPLICATIONS

There are no equalities or human rights issues.

CO2 AND BIODIVERSITY IMPLICATIONS

There are no CO2 or biodiversity issues.

HB

01/07/2024

Environment Grant Fund

AUTHOR

Deputy Clerk

CONSULTEES

N/A

FOR MEETING

Environment Committee 9th July 2024

RECOMMENDATION

For information

REPORT

The Council introduced a Carbon Reduction Grant fund in 2018. The fund for 2024-25 is **£10,000**. There have been no applications into the fund this financial year. The grant criteria can be found in Appendix C. The criteria was widened in March 2024 to include the improvement and preservation of biodiversity and was renamed the Environment Fund.

The Communications and Engagement Officer has promoted the fund via social media and will continue to do so.

LEGAL IMPLICATIONS

The Council may exercise the General Power of Competence in regard to expenditure and actions relating to this report.

FINANCIAL AND STAFFING IMPLICATIONS

Financial implications

N/A

Staffing implications

N/A

CRIME AND DISORDER

There are no crime and disorder issues.

EQUALITY AND HUMAN RIGHTS IMPLICATIONS

There are no equalities or human rights issues.

CO2 AND BIODIVERSITY IMPLICATIONS

In 2018 the Council declared a climate emergency and committed to becoming a carbon-neutral organisation by 2030 and to seeking ways to facilitate and encourage the community in reducing direct and indirect CO2 emissions and to become resilient to changes caused by the changing climate. This fund supports this commitment.

KM 28/06/2024

ENVIRONMENT FUND – GUIDANCE NOTES FOR APPLICANTS

(This fund replaces the former Carbon Reduction Fund with effect from 1/4/2024)

Aim of the fund

To provide funding towards projects in Stroud where a primary aim is to:

- reduce CO₂ emissions from households, organisations or individuals in Stroud.
- improve and preserve biodiversity

The fund is designed to support various activities such as (but not limited to); practical work, feasibility studies/research projects, awareness raising or training.

We anticipate projects which fit into one or more of the following themes to be eligible for this grant, though we also welcome innovative schemes which further the aims of this grant, but do not fit within these categories.

- Energy conservation and renewable energy
- Reduction in energy use in homes, agriculture, businesses and elsewhere
- Low carbon transport
- Farming and food, particularly the production, sale and consumption of locally grown and produced food
- Community involvement in reducing CO₂ emissions or biodiversity improvements
- Safeguarding rare and threatened species
- Protection and restoration of biodiversity
- Reducing the impact of climate change
- Creation of wildlife corridors
- Waste management and resource efficiency

The fund can endorse projects which enable applicants to leverage income from other sources or be the full and only sponsor of the project. Environment fund grants are intended to help facilitate projects based within Stroud parish, but we will consider applications for projects which also connect to the wider community.

Although not essential, applications which are able to provide a quantitative estimate of CO₂ savings or biodiversity improvements which result from their proposed activity will be favoured. (*See separate guidance on CO₂ reduction and our Biodiversity Action Plan.*)

Funding priorities

In addition to the primary aim of the fund, applications will be at an advantage if the project fulfils one or more of the following criteria:

- Is innovative in its approach
- Develops a stronger and more sustainable community
- Encourages community engagement around sustainability

How to use these guidance notes

These guidance notes accompany the grant application form and are provided to help you make the best possible case for an award from the fund. To make best use of the guidance notes, follow the steps below:

FIRST – check that your project meets the fund conditions. If it does not, you will not receive funding.

SECOND – if your project meets the conditions, it is important that you make this clear on the application form. Make sure that your answer to the question indicated after each condition clearly demonstrates that you meet that condition.

THIRD – the more of our **funding priorities** that your project fulfils, the better chance you have of receiving a grant. So, when you fill in the form, be clear as to which of the funding priorities your project addresses and how it does so. The questions where you can do this most easily are indicated after each funding priority below; you may find other opportunities. You do not have to address all the priorities and you could still be funded even if your project does not address them as long as it addresses the main **aim** of the fund (as above).

Fund Conditions

Funding will be awarded *only* if:

- There has been no successful application to Stroud Town Council for funding for the same project in the previous twelve months
- The project is designed primarily to focus on the Stroud parish, ultimately for the benefit of the global community
- The project does not financially benefit any private individual or private company (for example, the fund could not be used to fund solar panels on a person's roof).

Additional extras

It would also be beneficial to provide the following information to assist the Council with its decision making.

- List potential beneficial effects that extend beyond the period of the project itself
- Where the project is likely to be long-term or open-ended, the application includes a projection of how it will be funded after any grant awarded by the Town Council is spent.