



Dear Councillor

I hereby give notice of the Town Council Meeting that will be held at The Council Chamber, Cinderford, on Tuesday 14<sup>th</sup> October 2025, commencing at 6.00pm. All Residents of the Parish are welcome to attend, and Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters as set out below.

Public Questions: a period of no more than 15 minutes will be set aside for public questions.

Dated: 7<sup>th</sup> October 2025  
E Bennett, Clerk to Council

- 1) To receive apologies for absence
- 2) Declarations of Interest – to receive any declarations of interest in any matter to be discussed at the meeting. Members and Officers are requested to identify the nature of the interest.
- 3) Public Participation Session – A period not exceeding fifteen minutes for members of the public to make statements and ask questions of the Council. (i) Each person will be allowed no more than three minutes plus a brief follow-up to any answers given by the Council. (ii) Questions may be answered but not debated by the Council. (iii) Any issues which the Council deem require consideration will be referred to the appropriate committee or deferred to the next Council Meeting.
- 4) Chairman's Urgent Business (for information only items)
- 5) To confirm the Minutes of the Meeting held on 9<sup>th</sup> September 2025
- 6) Matters Arising from Minutes (for information only)
- 7) Police Update
  - a) To receive and note the written monthly report
  - b) To discuss requested CCTV location
  - c) To discuss any additional issues
- 8) Reports/Minutes (N) - to receive reports from:
  - a) Gloucestershire County Councillor
  - b) Forest of Dean District Councillors
  - c) Committee Updates

- d) GCC Highways Meeting – 15.09.2025
  - e) Forest of Dean Parish and Town Council Workshop 29.09.2025
  - f) Community Speedwatch Training – 30.09.2025
  - g) MusicWorks Forest Hub – 8.10.2025
  - h) GAPTC Precept Setting for the Future – 6.10.2025
- 9) To receive an update from the Estates Manager on Estates works and note and agree any associated actions:
- a) The Wesley (LUF/ACE funded)
  - b) Clock works 6 Market Street (LUF funded)
  - c) Rheola House (LUF funded)
  - d) Other Properties
  - e) Ow Bist Community Kitchen
  - f) To approve works contractors for The Wesley secondary glazing and stage lighting servicing
  - g) To approve works contractors for St Annals House for external wall rendering and chimney repairs
  - h) To receive an update on LUF finances and marketing
  - i) To approve Gloucestershire College Construction students volunteer work programme at St Annals House and authorise materials expenditure
- 10) Correspondence (A/N/D)
- a) To receive six designs for the Cinderford Rugby Club Advertising Board and approve final design
  - b) To discuss an additional Youth Club session proposal and agree way forward
  - c) To receive quotations for a GOBO Projector and agree purchasing
  - d) To review quotations for the REPF and agree works and contractor
  - e) To receive information on the creation of the Council's Cinderford Community Award Scheme and agree way forward
  - f) To receive and note the FOD Half Yearly community Speedwatch Scheme
  - g) To receive details of the Gloucestershire Local Nature Recovery Strategy Consultation and agree the response being submitted by CTC Climate Adaption Councillors
  - h) To agree the purchase of a Velocity Speed Point device
  - i) To agree the purchase of an office mobile to meet requirements for app use and recovery numbers for work accounts
- 11) Finance (N/A)
- a) To agree the Accounts for Payment as per the list circulated prior to the meeting
  - b) To note any urgent payments already made for ratification including debit card payments
  - c) To receive and discuss the latest financial reports - income & expenditure, income receipts, budget vs spend, earmarked reserves, balance sheets, bank statements, budget review, virements, bank reconciliation 30.09.2025 (mth6)
  - d) To receive and note the monthly Internal Control Checklist & Clerk/RFO Update
  - e) To receive, note and discuss the Estates & Finance Committee Quarterly Internal Audit Check October 2025 report

f) To appoint an Internal Auditor for 2025/26

12) Planning Applications - see list attached (D)

13) Date of next Meetings (N): 11<sup>th</sup> November 2025, 6pm

14) CONFIDENTIAL AGENDA ITEMS

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. To resolve to continue in 'Closed Session' under the provisions of The Public Bodies (Admissions to Meetings) Act 1960 as the following business to be discussed is considered to be of a confidential nature.

15) Staffing

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

(N) - for noting, (D) - for discussion, (A)-for approval