



Dear Councillor

I hereby give notice of the Town Council Meeting that will be held at The Council Chamber, Cinderford, on Tuesday 9th December 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: 2nd December 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 11th November 2025
6. Matters Arising from Minutes (for information only)
7. Police Update:
 - a) To receive and note the written monthly report
 - b) To discuss any additional issues
8. Storm Claudia 14/11/2025:
 - a) To receive Emergency Response Councillors update
 - b) To receive Flood Warden update
 - c) To receive update from Estates Manager on property damage and update on insurance
 - d) To note multi-agency meeting scheduled to discuss flooding concerns
 - e) To note order of additional Floodsaxs to replace items used and agree any further items expenditure to aid future responses
9. Reports/Minutes (N) - to receive reports from:
 - a) Gloucestershire County Councillor
 - b) Forest of Dean District Councillors
 - c) Committee Updates



10. 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
11. Correspondence (A/N/D)
 - a) To receive, note and discuss the FODDC Cinderford Annual Town Centre Monitoring Report July 2024 – June 2025 and agree attendee to discuss at FODDC meeting
 - b) To receive an update on Councillor training
 - c) To receive the Cinderford Foodbank tinned/packet food list and note Councillor/Staff donations
 - d) To receive the agenda for the GAPTC EGM on 11.12.2025 and agree attendee
 - e) To receive and consider the request from Coleford Area Partnership for delivering a programme for Heritage Open Days in the Forest of Dean
 - f) To receive details of the RBL Councillor network scheme and agree nominated representatives
 - g) To receive an update from GCC and Forestry England regarding the Parragate pavement issue noting works are scheduled
 - h) To receive from FODDC past history and quotation for replacement signage for footpath “Foxes Way” as the wording is illegible and agree way forward
 - i) To receive the FODDC Parish Council Town and Village settlements facilities/services questionnaire and agree Councillor to complete and return
 - j) To receive and approve GAPTC membership for 2026/2027 and note training dates
 - k) To agree the SLCC membership for the Clerk for 2026/2027
 - l) To receive the external tree assessment inspection report and agree any works to be undertaken by the Tree Surgeon where required
 - m) To receive a written update from the Markets Town Officer
 - n) To receive information from Victoria Street landowner noting marketing of land and past correspondence with FODDC and agree way forward
12. 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 30.11.2025 (mth8)
 - d) To approve virements
 - e) To receive and note the monthly Internal Control Checklist & Clerk/RFO Update
 - f) To receive FODDC correspondence regarding taxbase & Precept and note key dates
 - g) To review and consider the draft budget 2026/2027 and agree any further changes for approval at January 2026 meeting
 - h) To receive Gloucestershire Pension Fund 2025 LGPS Valuation Results and agree response confirming acknowledgement of contribution rates in payment from 01.04.2026



- i) To approve the bank signatories for 2025/2026
- j) To agree the Clerk, Accountant and Estates & Finance Committee representatives attending a meeting to review banking and investments and any changes to the Investment Policy
- k) To receive the Rialtas Fees 2026-2027 and agree continued use of software package
- l) To receive the draft 2025/26 budget as reviewed and presented by the Estates & Finance Committee and consider any further items to be added or changes to enable final approval at the January 2026 meeting
- m) To receive and note the Gifts & Hospitality Register 2025
- n) To note the earlier December 2025 pay date (18.12.2025)
- o) To approve the renewal of the Commercial Vehicle Insurance

13. Documentation & Policies - To receive and approve the following:

- a) Reserves Policy
- b) Equality & Diversity Policy
- c) Records Management Policy
- d) Managing Requests for Information
- e) Data Protection Policy & Privacy Notice
- f) Civic Award Policy, Information and Nomination Form

14. Planning Applications - see list attached (D)

15. Date of next Meetings (N): 13th January 2026, 6pm

16. 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.

17. 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