

**Minutes of the Cinderford Town Council Meeting
The Council Chamber, Cinderford
Tuesday 10th February 2026, 6pm**

Present:

Cllr Graham Morgan (Chair)
Cllr Chris Brown
Cllr Jeremy Charlton-Wright
Cllr Darren Flower
Cllr Tim Holder
Cllr Carol Marsh
Cllr Di Martin
Cllr Alison Pflug
Cllr Roger Sterry
Cllr Mark Turner
Cllr Emma Walker

In attendance:

Emma Bennett, Clerk
Les Love, Estates Manager
0 members of the public
Steve Moore, Community Development Officer, GRCC

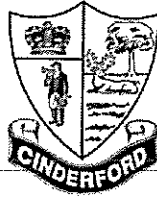
Apologies received:

Cllr Lynn Sterry
Cllr Karen Turner
Cllr Piers Camp, County Councillor
Cllr Ray Donaghue, County Councillor

Absent:

Cllr Jacob Sanders
Cllr Louise Bent

- 1. To receive apologies for absence**
Apologies for absence were received and accepted as detailed above.
- 2. Declarations of Interest and dispensations**
 - a) To receive declarations of interest from councillors on items on the agenda**
None.
 - b) To receive written requests for dispensations for declarable interests (if any);**
None.
 - c) To grant any requests for dispensation as appropriate**
None.
- 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.

None.

4. Chairman's Urgent Business (for information only items)

Flooding - An update on flood prevention work planned and agency contact was provided.

5. To confirm the Minutes of the Meeting held on 13th January 2026

The Minutes were accepted and signed as a true record.

Proposed: Cllr M Turner, Seconded Cllr Brown. All in favour.

6. Matters Arising from Minutes (for information only)

None.

7. Police Update:

a) To receive and note the written monthly report

Report received and noted.

b) To discuss any additional issues

None.

8. To make a presentation to the Town Crier

A knitted replica was presented:



The Town Crier gave an update.

9. To receive a presentation from the Community Development Officer, Gloucestershire Rural Community Council (GRCC)

The Officer gave a presentation on his role, organisation and areas GRCC can help.

GM



10. Reports/Minutes (N) - to receive reports from:

- a) Gloucestershire County Councillor
 - b) Forest of Dean District Councillors
 - c) Committee Updates – Events 27th January 2026
 - d) Town Centre Audit Review Meeting – 16th January 2026
 - e) GCC Highways Meeting – 19th January 2026
 - f) Chewing Gum Taskforce Meeting – 21st January 2026
 - g) Community Payback Team Meeting – 27th January 2026
- Verbal and written reports received.

11. Estates (A/N/D) - To receive an update from the Estates Manager and note and approve any associated actions:

- a) **The Wesley (LUF/ACE funded)** - update on finances, window and flooring works provided.
- b) **Clock works 6 Market Street (LUF funded)** - case work due.
- c) **Rheola House (LUF funded)** - update on flooring provided.
- d) **Other Properties** – works at St Annals House required due to water ingress. Quotation received from RMS Construction to undertake repairs at a cost of £6840 plus CTC organised cherry picker. Proposed to accept the quotation based on past external works and contractor availability by Cllr R Sterry, Seconded Cllr Flower. All in favour.

12. Correspondence (A/N/D)

- a) **To receive the FODDC Market Towns Officer Update, Town Centre Monitoring Reports and receive details of the UK Town of Culture 2028 Expression of Interest: Guidance for bidders and agree way forward**
Update received. Agreed not to consider submitting for 2028 but consider with arts partners for future years.
- b) **To receive and approve the Cinderford Active Travel routes detailed in the District Strategy**
Details received. Proposed to approve the Travel routes detailed in the District Strategy by Cllr Charlton-Wright, Seconded Cllr Flower. All in favour.
- c) **To receive and approve the flag flying and light up dates for 2026**
Proposed to approve by Cllr Martin, Seconded Cllr M Turner. All in favour.
- d) **To note CTC are finalists in the APSE Energy Awards 2026 and approve staff attendance as recommended by Personnel Committee**
Attendance proposed by Cllr Martin, Seconded Cllr Holder. All in favour.
- e) **To receive and note the President Cinderford RFC letter of support for the Cinderford Town FC's pitch proposal**
Noted. Some agency comments on the application were disappointing.
- f) **To receive details of Forest Health Care concerns and agree way forward**
Issues with the telephone service were discussed. Proposed by Cllr Charlton-Wright, Seconded by Cllr R Sterry to write to the Practice Manager regarding concerns. All in favour.



- g) To receive details of the FODDC Revised Draft Local Plan 2025 - 2045 Regulation 18 consultation, agree way forward including Councillor(s) response lead to meet deadline**

The Consultation was discussed.

A meeting with the Local Plan team to discuss the policies and proposals and provide feedback was planned.

- h) To receive information from GAPTC on the Ministry of Housing, Communities and Local Government consultation on how to reduce the prevalence of private estate management arrangements on new housing developments and agree way forward**

Issues relating to amenities not being adopted by local authorities were discussed. It was agreed that Cllr Flower & Cllr Charlton-Wright would draft the response on behalf of Council.

- i) To receive the request from FODDC for a call for sites 2026 - Strategic Housing and Economic Land Availability Assessment (SHELAA) and consider any response**

Council discussed the request to identify sites.

Councillors believe there is a limited site opportunities in Cinderford due to the statutory Forest and request prioritising redevelopment on the Engelhard and Listers site in Cinderford at the first opportunity.

Proposed by Cllr Charlton-Wright, Seconded Cllr Holder that the response be submitted. All in favour.

- j) To receive information on the Grassroots Neighbourhood Fund for the Steam Mills area and agree submitting an application**

An area of land for improvements was discussed. An application for clearance, picnic tables, bins, BBQ area and educational interactive board would be submitted.

Proposed Cllr R Sterry, Seconded Cllr Charlton-Wright. All in favour.

- k) To receive the invitation to the Mayor of Gloucester's Annual Civic Service on 15.03.2026 and agree attendance**

Proposed by Cllr Flower that Cllr Roger Sterry (Ceremonial Mayor) and Cllr L Sterry would attend, Seconded by Cllr Charlton-Wright. All in favour.

- l) To receive a request for a Town and District Councillor to undertake outreach activities with an Explorer Scout unit and agree way forward**

An update on youth work and materials was provided.

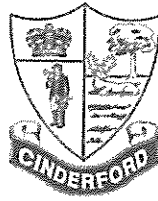
Proposed by Cllr Marsh, Seconded Cllr Martin that Cllr Walker engage with the unit. All in favour.

- m) To receive and note information on the Public Office (Accountability) Bill (Hillsborough Law)**

Received and noted. Further information awaited.

13. Finance (N/A)

- a) To receive and approve the Accounts for Payment as per the list circulated prior to the meeting and urgent payments already made for ratification including debit card payments**



Members were circulated with the reports. Accounts and wages totalling the following were noted as paid:

Payments made since 10th January 2026 meeting to 8th February 2026 - £66,122.47 (Payroll January 2026 - £13,790.02).

Expenditure approved at the meeting to be paid £13,013.94.

Council noted and approved the payments.

Proposed: Cllr M Turner, Seconded Cllr R Sterry. All in favour.

- b) To receive, discuss and approve the latest financial reports – cash & investment balance, income & expenditure, income receipts, budget vs spend, earmarked reserves, account balance sheets, bank statements, budget review, virements, bank reconciliation, Bank Cash & Investment Reconciliation Report to 31.01.2026 (mth10)**

Received, discussed and reports noted.

Proposed reports approved Cllr Holder, Seconded Cllr M Turner. All in favour.

- c) To approve virements**

None.

- d) To receive and note the monthly Internal Control Checklist & Clerk/RFO Update**

Report received and noted.

- e) To receive and consider the funding request to sponsor seats at the Palace Cinema and agree way forward**

Proposed by Cllr Martin, Seconded by Cllr Holder to support the double seat funding in support of the local independent cinema recognising it is one of the oldest in the country. All in favour.

- f) To receive and consider the Ceremonial Mayor's and guest attendance at the FODDC Civic Event 17.04.2026 and authorise ticket purchase from the Mayor's Allowance fund**

Details of the fund-raising event were received.

Proposed attendance by Cllr Flower, Seconded by Cllr Marsh. All in favour.

- g) To receive the funding request for a financial contribution for a resident attending the World Scout Jamboree in 2027 in Poland**

Letter from young resident received.

Proposed to award £250 by Cllr R Sterry, Seconded Cllr M Turner. All in favour.

- h) To receive and approve the quotation from KJS Accounting for Year End Services 2025/2026**

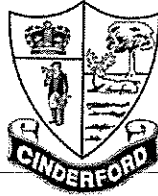
Two quotes considered.

Proposed to approve the quotation from KJS Accounting based on cost and prior works by Cllr R Sterry, Seconded Cllr M Turner. All in favour.

14. Documentation & Policies (A)- To receive and approve the following:

- a) Investment Policy**

Proposed approved by Cllr M Turner, Seconded Cllr Flower. All in favour.



It was agreed that ethical investments would be considered at a future Estates & Finance Committee.

15. Planning Applications

Erection of single-storey rear conservatory and extension to detached garage

19A Parragate Road Cinderford (Ref. No: P1545/25/FUL)
Support.

Demolition of garage and erection of a two-storey garage/residential annexe

12 Littledean Hill Road Cinderford (Ref. No: P0094/26/FUL)
No objections.

16. **Date of next Meetings (N):** 10th March 2026, 6pm

17. 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.

Reason: Staffing and Internal Review

It was proposed by Cllr Flower, Seconded by Cllr M Turner and agreed to enter confidential session.

18. To receive Personnel Committee Minutes 28th January 2026

Received and noted.

19. Letter of Complaint

Council discussed and agreed the response to be sent.

Proposed response sent by Cllr Flower, Seconded Cllr Charlton-Wright. All in favour.

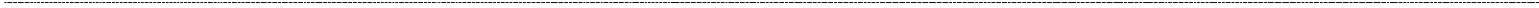
The meeting closed at 19.42pm.

Signed: *G. Morgan* Date: *10/3/2026*

10.02.2026. Item 13A - Payments made since January meeting & Debit Card Use

Transaction Date	Transaction	Transaction Description	Debit Amount	
05/02/2026	DEB	POST OFFICE COUNTER - Postage to Land Registry	£	5.50
04/02/2026	DD	ALLSTAR-fuel card	£	1.80
03/02/2026	DEB	B&Q LTD - spray paint black	£	7.00
02/02/2026	DD	BRITISH GAS BGL0068277	£	667.36
02/02/2026	FPO	PJ & JD ADAMS LTD - Town Centre Xmas tree removal	£	206.40
02/02/2026	FPO	VINCENT WHITFIELD - Expenses - FASTENERS 6XM6	£	2.16
02/02/2026	FPO	RMS Constructon - ROOF LEISURE CENTRE	£	651.00
02/02/2026	FPO	DJB CLEANING SUPPLIES - MATERIALS	£	257.53
02/02/2026	DEB	LAND REGISTRY - SEARCH LAND TITLE NUMBER gr325815	£	7.00
30/01/2026	DD	BRITISH GAS BGL0068274-0061667	£	476.96
30/01/2026	DD	BRITISH GAS BGL0068278-0061671	£	256.64
30/01/2026	DD	BRITISH GAS BGL0068273-0061666	£	180.35
29/01/2026	DEB	vidaXL UK - 2 x planters Steam Mills	£	106.18
29/01/2026	FPO	EMMA BENNETT - EXPENSE VINYL STICKERS	£	6.21
29/01/2026	FPO	ABBAY TREE & HEDGE - ST ANNALS HOUSE TREE WORKS RE FLAG POLE	£	280.00
29/01/2026	FPO	LESLEY FENNELL - EXPENSES XMAS WOOL TOWN DECORATIONS	£	18.92
29/01/2026	FPO	RHM TELECOMMUNICATIONS - CALL CHARGES	£	153.41
29/01/2026	FPO	ENOVERT MANAGEMENT - PROJECT 2031 10% CONTRIBUTION STEAM MILLS GRANT FENCE	£	4,531.90
29/01/2026	FPO	STAFF SALARIES MTH10- SEE CONFIDENTIAL REPORT FOR BREAKDOWN		£13,790.02
28/01/2026	DEB	X2 CONNECT LIMITED - VALLEY ROAD PHONEBOX RESTORATION (REPLACEMENT PERSPEX)	£	175.26
28/01/2026	PAY	LLOYDS BANK - SERVICE CHARGES	£	8.50
28/01/2026	DD	ALLSTAR -FUEL	£	51.24
27/01/2026	DEB	SP LITTERBINS - ST JOHNS AREA NEW BIN	£	208.74
27/01/2026	DD	BRITISH GAS BGL0271957-0260863	£	872.16
26/01/2026	DD	WATER PLUS 0385051855	£	117.69
23/01/2026	DD	HMRC	£	6,041.03
22/01/2026	DEB	PBSL GROUP LTD - DOWNPIPES (RHEOLA HOUSE)	£	73.30
22/01/2026	DD	EDF ENERGY A-D2BE9325-001	£	1,562.26
22/01/2026	DD	BRITISH GAS BGL0068275-0061668	£	179.29
21/01/2026	DEB	SMITHS OF THE FOREST - WATER BUTT	£	21.00
21/01/2026	DEB	POST OFFICE COUNTER - Postage to Enovert	£	10.25
21/01/2026	FPO	ROSPA PLAY SAFELY - INSPECTION REPORTS	£	597.60
21/01/2026	FPO	SAMURAI SIGNS - SIGNAGE	£	47.00
21/01/2026	FPO	OAKEY & SON LTD - XMAS LIGHTS	£	13,068.00
21/01/2026	FPO	NFP WORKSHOPS - CLLR TRAINING (DF/JCW)	£	190.00
21/01/2026	FPO	GAPTC - CLLR TRAINING JCW	£	25.00
21/01/2026	FPO	GAPTC - CLLR TRAINING (JCW)	£	70.00
21/01/2026	FPO	ARC THERMAL PRODUCTS - THERMAL HEAT INSTALL CHAMBER/ROYSTON ROOM SAH	£	9,648.51
21/01/2026	FPO	ANNE WEYMAN - EXPENSES XMAS DECORATIONS	£	8.50
21/01/2026	DD	ALLSTAR - FUEL CARD	£	1.80
20/01/2026	DD	EDF ENERGY A-5D247A0E-001	£	1,619.24
20/01/2026	DD	NPOWER A0009238284001	£	122.42
19/01/2026	DD	GLOS PENSION FUND 116782	£	5,515.77
19/01/2026	DD	BRITISH GAS BGL0422793-0404858	£	1,930.87
19/01/2026	DD	BRITISH GAS BGL0540425-0523486	£	295.89
19/01/2026	DD	INFORMATION COMMISSIONER OFFICE - ANNUAL DATA PROTECTION RENEWAL	£	47.00
16/01/2026	DD	BRITISH GAS BGL0271168-0259942	£	1,052.41
16/01/2026	DD	CF CORPORATE FINANCE - PHOTOCOPIER LEASE	£	282.00
15/01/2026	DEB	SCREWFIX DIRECT LTD - MATERIALS	£	499.70
15/01/2026	DD	XCS UK LIMITED - PHOTOCOPIER CHARGES	£	89.64
14/01/2026	FPO	VINCENT WHITFIELD - EXPENSES - PADLOCK + DE-ICER	£	9.97
14/01/2026	FPO	VALLEYOAKS GARAGE - MOT VX64JRZ	£	77.80
14/01/2026	FPO	TOOLSTATION LTD - MATERIALS	£	16.68
14/01/2026	FPO	LESLEY FENNELL - EXPENSES WOOL	£	8.00
14/01/2026	FPO	EMMA BENNETT - EXPENSE CARDS	£	3.28
14/01/2026	FPO	DJB CLEANING SUPPLIES - MATERIALS	£	352.05
14/01/2026	FPO	CITY ELECTRICAL - MATERIALS	£	5.70
14/01/2026	FPO	PJ & JD ADAMS LTD - MOWING CHARGES	£	735.60
14/01/2026	FPO	ANNE WEYMAN - EXPENSES DIARY + WALL CALENDAR OFFICE	£	8.00
14/01/2026	FPO	AMW LANDSCAPES - RURAL ENGLAND PROSPERITY FUND WORKS (foddc grant)	£	12,655.20
14/01/2026	DD	ALLSTAR - FUEL CARD	£	1.80
			£	66,122.47
			£	13,790.02

G Merged



Meeting 10.02.2026

Item 13A – APPROVE ACCOUNTS FOR PAYMENT

Payments you can't authorise

Below is a list of payments which you can view or reject. You can't authorise these payments as you have already authorised them.

Recipients	Type	Payment date	Amount	View
CITY ELECTRICAL FA	Payment New	ASAP	GBP8.63	View
DBC SOLUTIONS LTD	Payment New	ASAP	GBP90.00	View
HALE & CO DRYBROOK	Payment New	ASAP	GBP176.82	View
JEMOBA PRESSURE WA	Payment New	ASAP	GBP7307.60	View
JEREMY HOLLAND	Payment New	ASAP	GBP32.00	View
REFLECTIONS WINDOW	Payment New	ASAP	GBP500.00	View
TAURUS HR SOLUTION	Payment New	ASAP	GBP181.50	View
TOOLSTATION LTD	Payment New	ASAP	GBP59.69	View
TRAVIS PERKINS	Payment New	ASAP	GBP79.31	View
VINCENT WHITFIELD	Payment New	ASAP	GBP6.99	View
WESTCOTEC LIMITED	Payment New	ASAP	GBP4504.80	View
WYE SECURITY SOLUT	Payment New	ASAP	GBP66.60	View

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TOTAL TO BE AUTHORISED AT MEETING: £13,013.94

~~W~~ WESTCOTEC LIMITED AND JEMOBA PRESSURE WASHING = GCC COUNTY COUNCILLOR EXPENDITURE –CTC TO INVOICE GCC

SIGNED.....  Chairman

