

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

Present:

Cllr Graham Morgan (Chair)
Cllr Jeremy Charlton-Wright
Cllr Darren Flower
Cllr Tim Holder
Cllr Carol Marsh
Cllr Alison Pflug
Cllr Lynn Sterry
Cllr Mark Turner
Cllr Emma Walker

In attendance:

Emma Bennett, Clerk
Les Love, Estates Manager
Catherine Lines, Market Towns Officer, FODDC
1 member of the public (A Blake, Commoners Association)
Cllr Piers Camp, County Councillor
Cllr Ray Donaghue, County Councillor
Cllr Stuart Graham, District Councillor

Apologies received:

Cllr Jacob Sanders
Cllr Di Martin
Cllr Chris Brown
Cllr Karen Turner
Cllr Roger Sterry

Absent:

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.**
FODDC Biosphere application – a representative from the Commoners Association raised concerns over the application. Further information would be sought.
4. **Chairman's Urgent Business (for information only items)**
Flooding issues at Valley Road – phase 1 works underway.
5. **To confirm the Minutes of the Meeting held on 10th February 2026**
The Minutes were accepted and signed as a true record.
Proposed: Cllr M Turner, Seconded Cllr Flower. 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 Cinderford issues**
None.
8. **Market Towns Officer**
 - a. **To receive a presentation from the Market Towns Officer and agree way forward**
A presentation was given.
 - b. **To receive request from contractor to turn around 2 x High Street benches to face The Triangle**
Discussed.
Proposed not to turn the two benches by Cllr M Turner, Seconded Cllr Charlton-Wright. Majority agreed.
 - c. **To receive resident correspondence on the Town Centre**
Discussed. The Market Towns Officer had replied.

6.59pm C Lines, FODDC Market Towns Officer, left the meeting.
9. **Reports/Minutes (N) - to receive reports from:**
 - a. **Gloucestershire County Councillor**
 - b. **Forest of Dean District Councillors**
7.04pm Cllr Donaghue left the meeting.



- c. **Committee Updates**
- d. **R&R Events – 17th February 2026**
- e. **Skatepark Meeting – 26th February 2026**
Verbal and written reports received.

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

Finance update on projects provided.

- a. **The Wesley (LUF/ACE funded)** - update on final works planned.
- b. **Clock works 6 Market Street (LUF funded)** - on site meeting arranged.
- c. **Rheola House (LUF funded)** - update on final works planned.
- d. **Other Properties** – update on annual H&S audits and inspections provided. Update on statutory building checks provided.

11. Correspondence (A/N/D)

- a. **To receive the request to respond to the Forestry England's visitor strategy for the Forest of Dean, agree response and respondent**
Discussed. Response to be submitted.
- b. **To receive from GCC the notice expressing the intention to temporarily close roads for resurfacing Q1 26-27**
Works noted.
- c. **To note the consultation on Gloucestershire's Local Government Reorganisation proposals, discuss a council response and agree the Devolution Working Group submitting the response by 13th March 2026**
Discussed. Response to be submitted.
- d. **To receive information on British Telecom PLC consultation with FODDC on the permanent removal of payphone at the Junction of Market St/High St, Cinderford and agree response**
Discussed.
Proposed by Cllr Turner, Seconded Cllr Holder that the phone box to be retained and for CTC to take ownership for use as a heritage/information point. All in favour.
- e. **To receive a request for the reduction in speed limit on Belle Vue Road from 30mph to 20mph**
Discussed.
Proposed by Cllr Holder, Seconded by Cllr Flower that a Vehicle Advisory Sign or camera would be explored with GCC Highways.

7.33pm Cllr Walker left the meeting

12. 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 February 2026 meeting to 9th March 2026 - £62,929.43 (Payroll February 2026 - £10,873.87).

Expenditure approved at the meeting to be paid £4240.13.

Council noted and approved the payments.

Proposed: Cllr M Turner, Seconded Cllr Charlton-Wright. 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 28.02.2026 (mth11)

Received, discussed and reports noted.

Proposed reports approved Cllr Charlton-Wright, Seconded Cllr Flower. All in favour.

c. To approve virements

To discuss and approve at Estates & Finance Committee.

d. To approve the Clerk and Accountant moving 2025/26 underspends to Earmarked Reserves after Year End

To discuss transfers at Estates & Finance Committee.

e. To receive and note the monthly Internal Control Checklist & Clerk/RFO Update

Report received and noted.

f. To approve the transfer of £200k into the CCLA Public Sector Deposit Fund

Proposed to close and withdraw all funds from Lloyds 32 Day Account to maximise interest return and reduced notice period and take remaining sum from Lloyds Business Account by Cllr M Turner, Seconded Cllr Flower. All in favour.

g. To receive the grant funding request for a financial contribution for Cinderford Town Youth Football Club for footballs goals
Requested £1395.

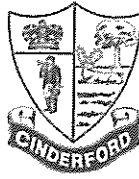
Proposed Cllr Turner, Seconded Cllr Flower to award £1190 (budget code 4560/500). All in favour.

h. To receive the grant funding request for a financial contribution for FOD Swimming Club for transportation costs

Requested £350

Proposed Cllr Turner, Seconded Cllr Flower to award £350 (budget code 4560/500 and 4500/500). All in favour.

i. To approve the renovation of the Mapledean/Valley Road phone box and installation of defibrillator providing 24/7 access



Proposed by Cllr L Sterry, Seconded Cllr Turner to approve renovation and purchase of defibrillator. All in favour

19.38pm Cllr Graham left the meeting. Cllr Donaghue rejoined the meeting

j. To approve year 2 renovation works (of 3 year plan) to the Cinderford War Memorial

Proposed to approve year 2 renovation works by Ursells by Cllr L Sterry, Seconded Cllr Flower. All in favour.

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

- a. Relationships at Work Policy
- b. Safeguarding Policy /NALC DBS Advice Note
- c. Councillor Email Policy
- d. Office Access and Security Policy

Proposed approved by Cllr M Turner, Seconded Cllr Charlton-Wright. All in favour.

14. Planning Applications - see list attached (D)

P0224/26/NONMAT | - Non-material amendment to planning permission P1175/18/FUL to allow for creation of 3 additional clinical rooms with the installation of 3 windows to the first floor.

Cinderford Medical Centre Valley Road Cinderford

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

15. Date of next Meetings (N): 7th April 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.

Reason: Staffing and Awards.

It was proposed by Cllr Flower, Seconded by Cllr Charlton-Wright and agreed to enter confidential session. All in favour.

17. To receive and note Personnel Committee Minutes – 19th February 2026 and 2nd March 2026



Received and noted.

18. To receive and approve the recommendation from the Personnel Committee to appoint Mr Liam Worsley as Grounds & Maintenance Technician, confirm the contract details, pension provision, training and mentoring programme

Proposed by Cllr L Sterry, Seconded Cllr Flower to appoint Mr Liam Worsley in range LC2 (18-23) at point SCP18 for 37 hours a week with LGPS pension starting on 24.03.2026. All in favour.

19. To discuss any applications for the Cinderford Awards and agree category winners

Discussed. Agreed to extend closure date.

The meeting closed at 7.51pm.

Signed: G. Morgan

Date: 14/4/2026

Transaction Date	Transaction	Transaction Description	Debit Amount	Debit Amount
09/03/2026	FPO	ROBERT M SMITH - WESLEY HALL LEAK	£192.25	
09/03/2026	FPO	EMMA BENNETT - Expenses Personnel Committee & Staff Meeting	£15.68	
09/03/2026	FPO	CITY ELECTRICAL - materials	£23.90	
09/03/2026	FPO	DBC SOLUTIONS LTD - fire services	£600.00	
04/03/2026	FPO	HALE & CO - materials	£152.55	
04/03/2026	DEB	TESCO STORES - materials	£13.50	
04/03/2026	FPO	TH HASKETT & SON - SAH WATER HEATER	£559.20	
04/03/2026	FPO	TAURUS HR SOLUTION - HR support	£99.00	
04/03/2026	FPO	SECURITY 1 LTD - FIRE ALARM BATTERY SERVICING	£48.00	
04/03/2026	FPO	SAMURAI SIGNS - FOXES WAY SIGN	£12.00	
04/03/2026	FPO	NFP WORKSHOPS - CLLR TRAINING DF/JCW	£190.00	
04/03/2026	FPO	HIGHLIGHTS FLOODLING - SKATEPARK LIGHTS	£1,152.00	
04/03/2026	FPO	ANNE WEYMAN - PHOTOCOPIER PAPER + STATIONERY	£126.91	
04/03/2026	DD	H3G - MOBILE PHONES	£25.42	
03/03/2026	DD	BRITISH GAS BGL0068277	£697.54	
03/03/2026	DD	BRITISH GAS BGL0068274	£496.60	
03/03/2026	DD	DVLA-VX64JRZ VEHICLE TAX	£345.00	
03/03/2026	DD	BRITISH GAS BGL0068278	£245.64	
03/03/2026	DD	BRITISH GAS BGL0068273	£204.88	
27/02/2026	PAY	LLOYDS BANK - SERVICE CHARGES	£8.50	
27/02/2026	DD	BRITISH GAS BGL0271957	£850.92	
26/02/2026	FPO	CCLA INVESTMENT - TRANSFER TO CCLA ACCOUNT	£25,000.00	
26/02/2026	FPO	ASSOC PUBLIC SERVICES - ENERGY EVENT	£72.00	
26/02/2026	FPO	SLCC - LEGIONELLA TRAINING COURSE	£210.60	
26/02/2026	FPO	DJB CLEANING SUPPLIES - MATERIALS	£48.00	
26/02/2026	FPO	STAFF WAGES - MTH 11 (see separate sheet for breakdown)	£	10,873.87
26/02/2026	FPO	ANNE WEYMAN 600000001721677565 SHELVEING TOGGLE 15 309529 10 26FEB26 07:30	£18.99	
25/02/2026	DEB	LAND REGISTRY - LAND SEARCH FEES	£7.00	
25/02/2026	DD	HMRC	£4,750.98	
23/02/2026	DD	PUBLIC WORKS LOANS - SKATEPARK	£12,237.60	
23/02/2026	DD	BRITISH GAS BGL0068275	£172.50	
23/02/2026	DD	WATER PLUS	£117.69	
20/02/2026	DEB	HMRC - VAT	£1,160.70	
20/02/2026	DEB	TESCO STORES - MATERIALS	£7.50	
19/02/2026	DEB	TRAINLINE - TRAIN TRAVEL TO ASSOC PUBLIC SERVICES ENERGY AWARDS EVENT (EB/LL)	£71.86	
19/02/2026	DEB	LAND REGISTRY - LAND SEARCH FEES	£7.00	
19/02/2026	DEB	LAND REGISTRY - LAND SEARCH FEES	£7.00	
19/02/2026	DD	GLOS PENSION FUND	£4,648.20	
18/02/2026	DD	BRITISH GAS BGL0422793	£1,945.79	
18/02/2026	DD	BRITISH GAS BGL0540425	£305.94	
18/02/2026	DD	ALLSTAR - FUEL	£3.60	
17/02/2026	DD	EDF ENERGY	£2,109.18	
17/02/2026	DD	EDF ENERGY	£576.58	
16/02/2026	FPO	VINCENT WHITFIELD - 2026 WALL PLANNER	£6.99	
16/02/2026	FPO	JEREMY HOLLAND - TOWN CRIER TROPHY ENGRAVING	£32.00	
16/02/2026	FPO	CITY ELECTRICAL - MATERIALS	£8.63	
16/02/2026	FPO	TOOLSTATION LTD - MATERIALS	£59.69	
16/02/2026	FPO	WYE SECURITY SOLUTIONS - ALARM CALL OUT BUILDING CHECK	£66.60	
16/02/2026	FPO	DBC SOLUTIONS LTD - FIRE MARSHALL TRAINING	£90.00	
16/02/2026	FPO	TRAVIS PERKINS - MATERIALS	£79.31	
16/02/2026	FPO	MICHELLE WILLIAMS - WORLD SCOUT JAMBOREE DONATION	£250.00	
16/02/2026	FPO	TAURUS HR SOLUTION- HR ADVICE	£181.50	
16/02/2026	FPO	HALE & CO DRYBROOK - MATERIALS	£176.82	
16/02/2026	FPO	FOREST OF DEAN COUNCIL - MAYOR & CONSORT EVENT ATTENDANCE	£90.00	
16/02/2026	FPO	REFLECTIONS WINDOWS - WINDOW CLEANING	£500.00	
16/02/2026	FPO	ANNE WEYMAN - WILD FLOWER SEEDS	£39.98	
13/02/2026	DEB	TESCO STORES - MATERIALS	£3.25	
12/02/2026	CHQ	LAND REGISTRY - REGISTRATION FEES FOR UNREGISTERED LAND	£60.00	
11/02/2026	DD	BRITISH GAS BGL0271168	£1,672.42	
11/02/2026	DD	ALLSTAR - FUELS	£51.07	
10/02/2026	DEB	SCREWFIX DIRECT - MATERIALS	£22.97	
			£62,929.43	£10,873.87

G Morgan



12A – Accounts for Payment

Review and authorise payments

Cinderford Town Council



three to authorise ¹

✓ UK	International
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Payments you can authorise	Payments you can't authorise	Authorisation history
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Below is a list of payments which you can view or reject. You can't authorise these payments as you have already authorised them

Previous Next

Recipients	Type	Payment date ¹	Amount ¹	
DBC SOLUTIONS LTD	Payment New	ASAP	GBP468.00	View
DJB CLEANING SUPPL	Payment New	ASAP	GBP493.13	View
ELAN CITY	Payment New	ASAP	GBP2880.00	View
LEAP AUDIO LTD	Payment New	ASAP	GBP300.00	View
PRINTWASTE	Payment New	ASAP	GBP99.00	View

Previous Next

Total for authorisation - £4240.13

