



Dear Councillor,

I hereby give notice of the Annual Parish Council Meeting that will be held at The Council Chamber, Cinderford, on Tuesday 12th May 2026, commencing at 6.45pm. 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: 5th May 2026

E Bennett, Clerk to Council

- 1. Election of Chairman/Mayor of the Council for 2026/27, noting external advice and completion of Declaration of Acceptance of Office Form**
- 2. Election of Vice-Chairman for 2026/27 and completion of Declaration of Acceptance of Office Form**
- 3. Election of Ceremonial Mayor (*if Chairman not appointed Mayor*) for 2026/27 and completion of Declaration of Acceptance of Office Form**
- 4. To receive apologies for absence**
- 5. Declarations of Interest and dispensations**
 - a) To receive declarations of interest from councillors on items on the agenda
 - b) To receive written requests for dispensations for declarable interests (if any);
 - c) To grant any requests for dispensation as appropriate
- 6. 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.
- 7. Chairman's Urgent Business (for information only items)**
- 8. To confirm the Minutes of the Meeting held on 14th April 2026**
- 9. Matters Arising from Minutes (for information only)**
- 10. Police Update:**



- a) To receive and note the written monthly report
- b) To discuss any Cinderford policing issues
- c) To discuss ASB and Youth Engagement

11. To present Cinderford 2026 Awards

12. Committee Remits & Appointments

- a) To approve the establishment of Standing Committees/Working Groups/External Organisations and approve their Terms of Reference
- b) To appoint members of Council to Standing Committees/Working Groups/External Organisations
- c) To agree Committees & Working Groups appointing Chairs & Vice Chairs

13. To consider the Council's eligibility for renewing the General Power of Competence

14. Review and Adoption of Formal Documentation:

- a) Standing Orders
- b) Financial Regulations
- c) Code of Conduct for Members

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

- a) Gloucestershire County Councillor
- b) Forest of Dean District Councillors
- c) Committee Updates - Events Committee 14.04.2026
- d) ASB Meeting –22.04.2026
- e) Transport Hub Meeting 22.04.2026
- f) Youth Meeting 05.05.2026

16. 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)
- b) Clock works 6 Market Street (LUF funded)
- c) Rheola House (LUF funded)
- d) Other Properties

17. Correspondence/Community (A/N/D)

- a) To note Biosphere correspondence from West Dean Parish Council
- b) To receive the invitation from Brody's Trust to see Hub progress made
- c) To receive the GCC update on the new care home development at the former GIS site
- d) To receive and note the Forest Health Care response regarding surgery call handling
- e) To approve use of the Miners Welfare Playing Field on 27th May 2026 for a youth event



- f) To receive and note GCC documentation regarding PTRO:(50 Mph Speed Limit) (B4226, Speech House Road)
- g) To receive and note the NALC Local Councils Explained Booklet
- h) To receive and note road closure information

18. 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
- b) To receive and discuss the latest financial reports - income & expenditure, income receipts, budget vs spend, earmarked reserves, balance sheets, bank statements, budget review, earmarked reserves, virements, bank reconciliation to 31.03.2026 (mth12) & 30.04.2026 (mth1)
- c) To receive and note the monthly Internal Control Checklist & Clerk/RFO Update
- d) To receive and note the PWLB Loan statement 31.03.2026 noting balance
- e) To note and approve the employer contribution rate for the Gloucestershire Local Govt. Pension Scheme will reduce to 18.1% from 1st April 2026
- f) To receive the Internal Committee, Check Report 15.04.2026
- g) To note the Internal Auditor attendance on 19.05.2026
- h) To approve the Clerk and Insurance broker reviewing insurance to ensure fit for purpose for 2026/27
- i) To receive and note Income & Expenditure Reports 2025/26 for The Steam Mills Recreation Trust, Forest Fitness Centre Trust & The Children's Playground noting grants from Cinderford Town Council to cover expenditure and agree to cover expenditure in 2026/27
- j) To note and approve Write Offs from 2025/26

19. Documentation & Policies (A)- To receive, review and approve the following:

- a) Asset Register to 31.03.2026 and note all assets have been visually checked during the year by staff and contractors
- b) Risk Management Policy
- c) Financial & Council Risk Assessment
- d) Scheme of Delegation
- e) Internal Controls Policy
- f) Model Publication Scheme
- g) Freedom of Information Policy Statement

20. Planning Applications:

- a) **To consider and make recommendations on the following applications/correspondence received from FODDC**
 - **Change of use from commercial shop to residential**
St Whites Shop 65 St Whites Road Cinderford (P0416/26/COU)



- **Application under section 192 to establish whether the erection of a single storey rear extension requires planning permission**
9 Forest Road Cinderford (P0475/26/LD2)
 - **Erection of a two-storey rear extension**
24 Heywood Road Cinderford (P0345/26/FUL)
- b) **To note late applications/correspondence received since the agenda was posted**
21. **Date of next Meetings (N):**
9th June 2026, 6pm
22. **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.
23. **To receive an update from the Clerk on any Staffing Matters**
24. **To discuss an application for the Cinderford Awards and agree way forward**

“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