

Minutes of the Cinderford Town Council Meeting
The Council Chamber, Cinderford
Tuesday 14th April 2026, 6pm

Present:

Cllr Graham Morgan (Chair)
Cllr Chris Brown
Cllr Darren Flower
Cllr Carol Marsh
Cllr Di Martin
Cllr Alison Pflug
Cllr Roger Sterry
Cllr Mark Turner

In attendance:

Emma Bennett, Clerk
Les Love, Estates Manager
1 member of the public
Cllr Ray Donaghue, County Councillor
Cllr Stuart Graham, District Councillor

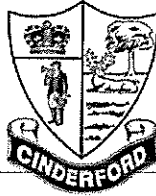
Apologies received:

Cllr Louise Bent
Cllr Jeremy Charlton-Wright
Cllr Tim Holder
Cllr Jacob Sanders
Cllr Lynn Sterry
Cllr Karen Turner
Cllr Emma Walker
Cllr Piers Camp, County Councillor

Absent:

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1. **To receive apologies for absence**
Apologies for absence were received 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.

Letter from Cinderford businesses presented regarding escalating levels of Anti-Social Behaviour within the Town Centre. It was agreed a meeting with Traders, Police and external agencies would be arranged to discuss the issues raised.

4. **Chairman's Urgent Business (for information only items)**
Dilke Hospital NHS Press Release - The former Dilke Hospital site has been sold to an education provider.

5. **To confirm the Minutes of the Meeting held on 10th March 2026**

The Minutes were accepted and signed as a true record.

Proposed: Cllr 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**

Received and noted.

- b) **To discuss any Cinderford policing issues**

Issues at Rowandean – discussed. Resident reporting of issues needs to increase.

Police Rave Statement – discussed. The impact on the community was discussed.

- c) **To discuss Youth Engagement**

Covered above.

Arrangements for a half term event were being developed.

8. **FODDC**

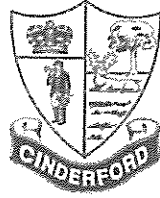
- a) **To receive a presentation from the FODDC Sustainable Economy Manager, Market Towns Officer & Arts, Culture & Heritage Officer and agree way forward**

To attend May 2026 meeting.

- b) **To receive an update on the Hiyacar Car Club vehicle and agree the Clerk progressing with FODDC**

Information received.

Proposed to progress by Cllr Martin, Seconded Cllr Brown. All in favour.



- c) **To approve the Clerk progressing with FODDC OPCC grant funding for 6 additional CCTV cameras and approve addition to current CCTV system and agree installation with Redhand (existing supplier)**
Proposed Approved by Cllr Morgan. All in favour.
- d) **To receive information and note correspondence on the FODDC Biosphere**
FAQs and presentation slides received. Details of the next FODDC Community grants/SLA Biosphere briefing and questions session noted. Information on Forestry England charges would be circulated.
- e) **To receive details of the Natural Flood Management (NFM) Project Opportunity and agree exploration by CTC Flood Wardens (GM, DF, CM)**
Received. Flood Wardens would attend the webinar and progress. Areas of flooding concern were discussed.
- f) **To receive the FODDC Nature & Climate Emergency Strategy - Town and Parish Council Response Pack and agree submission of a response by the Climate Adaption Working Group**
Councillors will attend the Emergency Strategy Session. Climate Adaption Working Group Councillors would submit a response.
- g) **To receive the application to address 49 properties at the Former Engelhard Complex, Valley Road, Cinderford (P0685/25/APP) and consider and comment on the developer proposal for street names:**
 - i. Founders Field
 - ii. Founders Place
 - iii. Golden Crumb RowProposed proceeding with the developer proposed street names by Cllr Turner, Seconded Cllr Martin. All in favour.

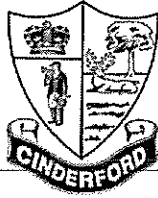
9. Reports/Minutes (N) - to receive reports from:

- a) Gloucestershire County Councillor
 - b) Forest of Dean District Councillors
 - c) Committee Updates - Estates & Finance Committee 17.03.2026 & Playing Fields Committee 17.03.2026
 - d) GCC Highways & CTC meeting 23.03.2026
 - e) Clerks & FODDC meeting 27.03.2026
 - f) FODDC Biosphere meeting 25.03.2026
 - g) Market Towns Officer and Town Councils 25.03.2026
 - h) Ellwood Youth Football Club meeting 02.04.2026
- Verbal and written reports received and noted.

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

- a) The Wesley (LUF/ACE funded) - update on hearing loop installation, seating and recarpeting provided.
- b) Clock works 6 Market Street (LUF funded) - case works scheduled.

Handwritten signature of G Morgan in black ink.



- c) Rheola House (LUF funded) - water ingress repairs needed. Options being investigated.
- d) Other Properties –
 - i. Pavillion, SMRT - demolition works complete and insurers advised.
 - ii. SAH - rear wall and chimney works underway. Hearing loop installed in Council Chamber and Royston Room.

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

- a) **To receive GCC initial information on the Safer Roads and Community 20s programme**
Details received. Cinderford were in phase 2 with initial engagement beginning in 2027/28.
- b) **To receive the donation of book "The Complete Works of Catherine Drew" to the archives and formally thank Dr Jason Griffiths**
Received and thanked.
- c) **To receive an update from the Cinderford Community Emergency Plan Working Group on plan progress**
Draft remains with FODDC for review.
- d) **To receive an update on the skatepark drainage project**
Housing Association chased for agreement to works commencing.
- e) **To receive the GALC (formerly GAPTC) subscription information and Service Level Agreement and approve membership for 2026/2027**
Proposed approved the 2026/2027 membership by Cllr Turner, Seconded Cllr Flower. All in favour.
- f) **To approve R&R Events running a Continental Market 25-28th June 2026 and consider resident feedback on the road closure and agree road closure submission**
Feedback received and considered. Proposed by Cllr Turner, Seconded Cllr Sterry to proceed with event and submit relevant information to FODDC. All in favour.
- g) **To receive a dog waste bin request and suggested locations list and agree way forward**
Proposed to install one bin at an exact location to be confirmed by Cllr Turner, Seconded Cllr Brown. All in favour.
- h) **To receive an invitation from the FOD Swimming Club to view a session and meet the coach trained from CTC grant funding**
Agreed to attend.
Meeting with Freedom Leisure to be arranged.
- i) **To receive and note the LGR response submitted**
Received and noted.
- j) **To receive the PROW Update noting work on DCF10 and DCF15**
Update on new waymark and new steel framed pedestrian footbridge received.

19.42 Cllr Brown and District Cllr Graham left the meeting.

A handwritten signature in black ink, appearing to read 'G Morgan', is written over the printed text 'Chair:.....'.



k) To receive road closure information

See Roadworks | Highways

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 March 2026 meeting to 13th April 2026 - £99,243.40 (Payroll March 2026 - £13,159.00).

Expenditure approved at the meeting to be paid £3411.13.

Council noted and approved the payments.

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

b) To note due to finalising Year End 2025/2026 the financial reports to 31.03.2026 (mth12) would be provided and discussed at the May 2026 meeting.

Noted.

c) To note the Year End virements and Earmarked Reserves Creation

Clerk and Accountant report provided. New EMR creations were proposed:

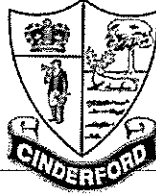
359	TRO	0			4215	7500
360	Town Clock	0			4216	750
361	Climate	0			361	500
362	National Event Fund	0			4316	500

The following EMR Transfers were proposed:

	Account	Proposed Movements in from Unused Budget OR Specific funds	Year End EMR adj
320	EMR - Skate Park	1250	
323	EMR - Election	3000	
336	EMR - Steam Mills Rec Trust		4000
344	EMR - Accessible <u>Playground Equipment</u>	2000	
348	EMR - Changing Places	500	
351	EMR - Play Areas	2000	
354	Flatbed Truck VX64 JRZ	1000	
355	EMR -Rank outsiders Donation	762.74	
356	Van Fund Repairs - DY69 YYH	1000	

Proposed to proceed as detailed by Cllr Martin, Seconded Cllr Flower. All in favour.

Council noted the unused contingency budget in 2025/26 (code 4250/200). It accepted that by releasing this £5k into the general reserve would help



counter the impact on the General Reserve resulting from significant unforeseen costs of Cindyfest (code 4315/140).

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

Next check to be completed once month finalised. The Internal Committee check date was confirmed.

e) To receive the annual subscriptions list and approve renewals

Members received, reviewed and approved the subscriptions for 2026/2027: GAPTC, SLCC, Gloucestershire Playing Fields Association, CPRE, FOD & Wye Valley, Rialtas, BrightSAFE/BrightHR, Parish Online mapping, Rural Market Towns, Ancient & Honourable Guild of Town Criers, ROSPA Playsafely, Proactive and Nextbase.

Proposed to approve by Cllr Turner, Seconded Cllr Flower. All in favour.

f) To receive the Direct Debit and Standing Orders list and approve

List approved.

Proposed Cllr Martin, Seconded Cllr Turner. All in favour

g) To agree use of contractors for emergency and small maintenance projects/works on Council and Town property

List approved.

Proposed Cllr Turner, Seconded Cllr Martin. All in favour.

h) To note grant applications submitted/awarded and agree Clerk progressing with contractors identified in grant applications to meet funding deadlines

List of grant submissions and details received. The proposed suppliers, if grants were successful, was noted.

Proposed if successful to proceed with detailed suppliers to meet funding deadlines by Cllr Martin, Seconded Cllr Flower. All in favour.

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

a) Bad Debtors Policy

b) Investment Policy

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

14. Planning Applications

Prior approval for the installation of roof mounted solar panels

The Community Church Foxes Bridge Road Cinderford (P0295/26/PJ14PA)

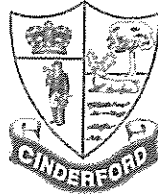
Proposed Support by Cllr Turner, Seconded Cllr Flower. All in favour.

Erection of a two storey extension to rear elevation and single story extension to front elevation

72 Dockham Road Cinderford (P0318/26/FUL)

Proposed No objections by Cllr Martin, Seconded Cllr Flower. All in favour.

Change of Use of Shop (Class E) to hot food takeaway (sui generis) and installation of extraction equipment.



23 High Street Cinderford (P0331/26/FUL)

Proposed by Cllr Martin No Objection as CTC had no planning objections but recognised resident concerns to number of food outlets, Seconded Cllr Flower. All in favour.

Erection of one dwelling and associated works

Land At 114 Valley Road Cinderford (P0349/26/FUL)

Proposed by Cllr Turner No objections, Seconded Cllr Martin. All in favour.

Erection of single storey rear and two storey side extensions, installation of front sliding gate and hit-and-miss fence above existing boundary wall, and associated works

2 Edge Hills Close Cinderford (P0366/26/FUL)

Proposed No objections by Cllr Martin, Seconded Cllr Flower. All in favour.

15. Date of next Meetings (N):

a) Annual Parish/Community Open Meeting 12th May 2026, 6pm

b) Annual Meeting of the Town Council: 12th May 2026, 6.45pm

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.

Proposed to continue in Closed Session by Cllr Turner, Seconded Cllr Martin. All in favour.

17. To receive an update from the Clerk on any Staffing Matters

Probation Review – Update received.

Staff Absence – update received.

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

Applications considered and awards agreed.

There being no further business the meeting closed at 20.05.

Signed:.....*G Morgan*..... Date:.....*12/5/2026*.....

14.04.2026 ITEM 12A - PAYMENTS MADE SINCE MARCH 2026 COUNCIL MEETING

Transaction Date	Transaction Description	Debit Amount
13/04/2026 DD	BRITISH GAS BGL0271168	£ 1,069.57
10/04/2026 FPO	RURAL MARKET TOWN SUBSCRIPTION	£ 156.12
10/04/2026 FPO	LES LOVE - EXPENSE EASTER COLOURING COMPETITION PRIZE (EASTER EGG)	£ 3.50
10/04/2026 FPO	MRS K TURNER - TRINAGLE KEY CUTTING	£ 8.50
10/04/2026 FPO	KIS ACCOUNTANTS - CLOSEDOWN+26/27 SUPPORT	£ 7,600.00
10/04/2026 FPO	GEOXPHERE LTD - PARISH ONLINE MAPPING SOFTWARE	£ 378.00
10/04/2026 FPO	FOREST PRODUCTS - STEAM MILLS FENCE MATERIALS	£ 49.18
10/04/2026 FPO	EMMA BENNETT EXPENSES - 10 X FLAGS	£ 62.16
08/04/2026 DEB	WWW.PHS.CO.UK CD 2816 - HYGIENE WASTE COLLECTION SERVICES	£ 1,112.38
07/04/2026 FPO	GRAIL ENGINEERING - RAMP EXTENSION WORKS	£ 457.82
07/04/2026 FPO	MERLIN WASTE LTD - DOG WASTE COLLECTION SERVICES	£ 195.00
07/04/2026 FPO	METTA MEDIA LTD - ACCIA Q1 SUPPORT	£ 3,240.00
07/04/2026 FPO	NETWORK CONNECTION - CCTV ANNUAL MAINTENANCE	£ 4,500.28
07/04/2026 FPO	WYE SECURITY SOLUTIONS - KEY HOLDER OUT OF HOURS SERVICE SAH+RH BUILDINGS	£ 1,095.00
01/04/2026 DD	H3G - MOBILE PHONES	£ 25.42
31/03/2026 FPO	HALE & CO DRYBROOK - MATERIALS	£ 119.66
31/03/2026 FPO	SCREWFIX DIRECT - MATERIALS	£ 10.48
31/03/2026 FPO	VINCENT WHITFIELD - EXPENSES RETIREMENT	£ 3.50
31/03/2026 FPO	EMMA BENNETT - EXPENSES RETIREMENT AW	£ 53.28
31/03/2026 DEB	THE FAIRVIEW GARDENER - STONE ORNAMENT	£ 99.99
31/03/2026 DEB	ETI LTD - LEGIONELLA TESTING EQUIPMENT	£ 79.20
31/03/2026 DEB	LAND REGISTRY - LAND OWNER SEARCH	£ 7.00
31/03/2026 DEB	TESCO STORES	£ 3.43
31/03/2026 DD	BRITISH GAS BGL0068277	£ 500.14
31/03/2026 DD	BRITISH GAS BGL0068274	£ 406.15
31/03/2026 DD	BRITISH GAS BGL0068278	£ 162.14
31/03/2026 DD	BRITISH GAS BGL0068273	£ 157.08
30/03/2026 FPO	RHM TELECOMMUNICATIONS - TELEPHONES	£ 305.54
30/03/2026 FPO	SCREWFIX DIRECT - MATERIALS	£ 158.91
30/03/2026 FPO	POLICE & CRIME COMMISSIONER - SPEEDWATCH COSTS	£ 2.80
30/03/2026 FPO	PALACE CINEMA CINDERFORD - DOUBLE SEAT CONTRIBUTION	£ 120.00
30/03/2026 FPO	JEMOBA PRESSURE WASHING - GCC PATHWAY CLEANING (GRANT RECEIVED)	£ 5,966.85
30/03/2026 FPO	J & P BYETT - EXPENSES FOR VOLUNTEER FOR LABELS FOR ARCHIVE ROOM	£ 5.50
30/03/2026 FPO	BLUEBOY LTD - CARPET RHEOLA HOUSE	£ 1,465.00
27/03/2026 PAY	LLOYDS BANK - SERVICE CHARGES	£ 9.35
27/03/2026 DD	BRITISH GAS BGL0271957	£ 561.88
26/03/2026 DEB	HARTPURY UNIVERSITY - STAFF TRAINING (LWJ) - SPRAYING COURSE	£ 230.00
26/03/2026 DEB	GDR SOLUTIONS - STAFF TRAINING (LWJ) FIRST AID COURSE	£ 99.95
26/03/2026 FPO	HALE & CO - MATERIALS	£ 114.75
26/03/2026 FPO	STAFF WAGES - SEE SEPARATE REPORT FOR BREAKDOWN	£ 13,159.00
26/03/2026 FPO	MOGO DIRECT LTD - WESLEY FURNITURE	£ 4,659.02
26/03/2026 DD	WATERLOGIC GB LTD - SAH & RH WATER DISPENSERS	£ 1,410.04
25/03/2026 DEB	GDR SOLUTIONS - DEFIBRILATOR	£ 600.00
25/03/2026 FPO	LIAM C WORSLEY - EXPENSES PPE WORK BOOTS	£ 82.89
25/03/2026 FPO	BWP CREATIVE LIMITED - CTC WEBSITE	£ 403.20
25/03/2026 FPO	LESLEY FENNEL - EXPENSE ADDIS CLOTH MOP	£ 3.49
25/03/2026 FPO	TH HASKETT & SON - BOILER WORKS SAH VIA	£ 1,089.00
25/03/2026 DD	HMRC SDDS	£ 3,920.46
25/03/2026 DD	ALLSTAR VEHICLE FUEL	£ 101.90
23/03/2026 FPO	THREE MOBILE - 2 X MONTHLY PAYMENTS FOR DDS NOT TAKEN BY THREE	£ 50.84
23/03/2026 FPO	GRAIL ENGINEERING - WESLEY STAGE DOOR FLOORING	£ 18.00
23/03/2026 FPO	FOREST OF DEAN COUNCIL - RATES	£ 60.78
23/03/2026 FPO	VALLEYOAKS GARAGE - VEHICLE SERVICE DY69YYH	£ 198.18
23/03/2026 FPO	FOREST OF DEAN COUNCIL - RATES	£ 247.52
23/03/2026 FPO	METTA MEDIA LTD - ACCIA SET UP COSTS	£ 600.00
23/03/2026 FPO	FOREST OF DEAN COUNCIL - RATES	£ 476.79
23/03/2026 FPO	DJB CLEANING SUPPLIES - MATERIALS	£ 14.68
23/03/2026 FPO	GAPTC/GALC - SUBSCRIPTION 26-27	£ 2,639.79
23/03/2026 FPO	FOREST OF DEAN COUNCIL - RATES	£ 5,782.00
23/03/2026 FPO	FOREST OF DEAN COUNCIL - RATES	£ 1,790.10
23/03/2026 FPO	ARC THERMAL PRODUCTIONS - WESLEY HEATING THERMAL	£ 8,783.04
23/03/2026 DD	BIFFA WASTE SERVICE	£ 1,417.99
23/03/2026 DD	WATER PLUS	£ 171.79
23/03/2026 DEB	Argos - WOODEN FLOOR MOP & CLEANING SOLUTION FOR WESLEY THEATRE HALL FLOOR	£ 69.49
19/03/2026 DEB	AMAZON UK	£ 8.49
19/03/2026 FPO	ROBERT M SMITH - SAH FLAT ROOF LEAK REPAIR	£ 2,238.00
19/03/2026 FPO	DEAN ELECTRICAL - MATERIALS	£ 27.00
19/03/2026 DD	GLOS PENSION FUND 116782	£ 3,675.31
19/03/2026 DD	WATER PLUS	£ 718.36
18/03/2026 DEB	NATIONAL GRID - ELECTRIC	£ 1,086.22
18/03/2026 DEB	SCREWFIX DIRECT - MATERIALS	£ 66.44
18/03/2026 DEB	TOOLSTATION CD - MATERIALS	£ 51.10
18/03/2026 DD	BRITISH GAS BGL0422793	£ 1,545.29
18/03/2026 DD	ALLSTAR - FUEL CARD	£ 1.80
17/03/2026 DD	EDF ENERGY A-S0247A0E-001	£ 1,545.98
17/03/2026 DD	EDF ENERGY A-O28E9325-001	£ 831.19
17/03/2026 DD	BRITISH GAS BGL0540425-0523485	£ 275.15
16/03/2026 DD	BRITISH GAS BGL0668275-0061668	£ 79.59
12/03/2026 DEB	WWW.CAFEREAITY - WESLEY FURNITURE TABLES AND CHAIRS	£ 1,846.80
12/03/2026 DEB	DEFIBSHOP.CO.UK REPLACEMENT DEFIBRILATOR PADS	£ 280.80
12/03/2026 FPO	PRINTWASTE - PAPER WASTE COLLECTION	£ 99.00
12/03/2026 FPO	LEAP AUDIO LTD - WESLEY THEATRE LIGHTING TESTING4	£ 300.00
12/03/2026 FPO	INSIDE OUT CLEANING - WESLEY FLOOR THEATRE ROOM WORKS	£ 8,125.80
12/03/2026 FPO	GRANADA GLAZING LTD - WESLEY WINDOWS	£ 4,074.55
12/03/2026 FPO	FOD SWIMMING CLUB - GRANT SWIM CLUB	£ 350.00
12/03/2026 FPO	ELAN CITY - STEAM MILLS VEHICLE ADVISORY SIGN	£ 2,880.00
12/03/2026 FPO	DJB CLEANING SUPPLIES - MATERIALS	£ 493.13
12/03/2026 FPO	DBC SOLUTIONS LTD - FIRE EXTINGUISHER SERVICING	£ 468.00
12/03/2026 FPO	CUMBRIA CLOCK COMPANY - CLOCK WORKS	£ 510.00
12/03/2026 FPO	CINDERFORD TOWN YOUTH FOOTBALL CLUB - GRANT FOR FOOTBALL GOALS	£ 1,150.00
11/03/2026 DD	BRITISH GAS BGL0271168-0259942	£ 1,155.59
11/03/2026 DD	ALLSTAR - FUEL	£ 29.40
10/03/2026 DEB	SCREWFIX DIRECT LT CD 2816	£ 103.89
		£ 99,243.40
		£ 13,159.00

G Morgan



14.04.2026 item 12A – Accounts for approval at April 2026 Council meeting:

Cinderford Town Council

Your accounts

Back to: Your accounts

Review and authorise payments

Cinderford Town Council

three to authorise

UK International

Payments you can authorise Payments you can't authorise Authorisation history

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	
EMMA BENNETT	Payment New	ASAP	GBP5.95	View
FOREST PRODUCTS	Payment New	ASAP	GBP75.26	View
LEAP AUDIO LTD	Payment New	ASAP	GBP2276.40	View
RHM TELECOMMUNICAT	Payment New	ASAP	GBP153.76	View
SJS BOOKKEEPING &	Payment New	ASAP	GBP899.76	View

Total expenditure to be authorised: £3411.13

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