



Dear Councillor,

I hereby give notice of the Town Council Meeting that will be held at The Council Chamber, Cinderford, on Tuesday 8th September 2026, commencing at 6pm. 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: 1st September 2026

E Bennett, Clerk to Council

1. Vacancy Cinderford West Ward:

- a) To note the resignation of Cllr Lynn Sterry and thank for past service
- b) To note FODDC Elections have not received requests for a by-election and CTC can co-opt
- c) To hear from applicants, consider written applications and eligibility
- d) To co-opt a candidate as a new Councillor to fill the vacancy
- e) The successful co-opted Councillor to complete the Declaration of Acceptance of Office to join the rest of the meeting

2. To receive apologies for absence

3. 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

- 4. 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.

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

6. To confirm the Minutes of the Meeting held on 14th July 2026

7. Matters Arising from Minutes (for information only)

8. Police Update:



- a) To receive and note the written monthly report
- b) To discuss any Cinderford policing issues
- c) To receive and note the SARA meeting minutes 11.08.2026

9. To receive a presentation from the Gloucestershire Fire Service Fire Brigade Union on plans for a proposed Day Crew at Cinderford Fire Station and note resulting impact on Cheltenham West Station

10. To welcome the FODDC CEO, receive information and ask questions on any FODDC matters

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

- a) Gloucestershire County Councillor
- b) Forest of Dean District Councillors
- c) Cinderford Transport Hub Meeting 29.07.2026
- d) GCC Highways Meeting 01.09.2026
- e) GCC DFE Meeting 12.08.2026
- f) FODDC Climate Meeting 13.08.2026

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

- a) The Wesley - Arts Council England funded works
- b) Ow Bist, Dockham Road:
 - i. to note request to give agreement in principle for FVAF to explore funding towards the Forest Community Energy scheme.
 - ii. To give Formal Landlord Consent for the installation of the solar array at Ow Bist
 - iii. Approve in accordance with the Contract Side Letter that FVAF formally commence the work to develop the roof replacement strategy.
 - iv. To agree roof repairs to reduce water ingress into property
- c) Triangle:
 - i. To give consent to the Estates Manager to explore funding for the installation of solar and give permission for installation if successful
 - ii. To approve the installation of bicycle hoops and a water dispenser in the Triangle following FODDC funding
 - iii. To agree Clock Tower repairs to reduce water ingress into business properties
- d) St Annals House:
 - i. To approve the replacement of three basement windows recognising poor condition at an approximate cost of £900

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



- a) To note the request to comment on the proposal for SGS Forest High School (URN 138496), Gloucestershire, to transfer from South Gloucestershire and Stroud Academy Trust to Greenshaw Learning Trust and note CTC's written response to meet deadline date
- b) Archive Room
 - i. To note current space constraints in Rheola House archive room
 - ii. To agree to selling of duplicate dated newspapers only
 - iii. To agree to creation of Ebay account for selling of duplicate newspapers and other items
 - iv. To agree monies raised can be used to purchase future heritage items and monies put into a newly created EMR
- c) To note Assertion 10 Digital and Data compliance requirements and discuss way forward
- d) To agree to Cllr Morgan attending the BBC radio 4 who are presenting their programme "Question Time" and discuss any questions to be potentially asked
- e) To note due to A40 road works resident request for bus shelter seating in the High Street due to increased wait times and the subsequent ordering of seating to fit [budget code 4215/200]
- f) To receive and note the GCC paper on the management and promotion of town and city centres in Gloucestershire
- g) To receive the GCC Application to Cultivate form and letter, discuss whether we wish to submit, agree possible locations and agree Councillor to take forward
- h) To approve the Snow Warden and Cinderford Winter Action Plan 2026/2027 and identify need for any additional grit bins and locations and submit to GCC
- i) To receive an update on Emergency Planning and approve the Emergency Plan
- j) To receive an update on the final designs for the Heritage Slabs funded by the GCC County Councillor
- k) To receive and discuss the Cinderford Action Plan and agree way forward
- l) To receive an update on the FODDC Market Towns Officer Role recruitment
- m) To note FODDC Parish and Town Council Cluster group membership of Central 2 and note dates of meetings 12.11.2026, 25.02.27 and 10.06.27.
- n) To receive update on FODDC Parish & Town Council Elections for May 2027 and ward costs
- o) To receive and note FODDC Grant Agreement for:
 - i. town centre noticeboard and Grails order with 50% match funding from CTC
 - ii. Wall mounted outdoor bottle filling station and order from Water Refill Group
 - iii. Bikehanger "Hoopir" from Cyclehoop



- p) To receive and note OPCC Grant Agreement for skatepark bowl CCT and subsequent Redhand order (existing CCTV supplier) with 50% match funding from CTC
- q) To receive correspondence with residents from MF Freeman relating to the skatepark drainage connection, note work commencement and costs being held at 2023 prices
- r) To receive and note resident correspondence relating to P0129/25/FUL application
- s) To note the September public engagement sessions on Cannop Ponds and agree attendance
- t) To receive an update on Youth Council activities
- u) To note Councillor Training undertaken and agree any additional training
- v) To receive proposed Statutory Consultation information on a Traffic Regulation Order Scheme to implement Waiting and Stopping Restrictions on Various Roads, Cinderford and note CTC's written response to meet deadline date
- w) To discuss ways to increase Market traders and agree way forward
- x) To receive and note road closure information

14. Finance (A/N/D)

- 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 31.07.2026 (month 4) and 31.08.2026 (month 5)
- c) To receive and note the monthly Internal Control Checklist & Clerk/RFO Update
- d) Financial compliance – to note petty cash is not used and agree the continued use of Town Council debit card for ad hoc purchases
- e) To appoint the Estates Manager as 'Full Access (Delegate) User' to create payments only and enable access to the bank accounts in Clerk/RFO absence
- f) To receive and note the Estates & Finance Committee Quarterly Internal Audit Check Report dated July 2026
- g) To note the LGA has announced the 2026 Local Government Pay Settlement providing for a 3.3% increase in pay rates and allowances from 1 April 2026 and to approve its adoption
- h) To discuss running a shop local competition, consider scheme details, budget impact and agree way forward

15. Audit (N/D)

To note the conclusion of the Annual Audit for the year ending 31st March 2026 and receive the External Audit Report and Notice of Conclusion



16. Planning Applications(A/N/D):

- a) To consider and make recommendations on the following applications/correspondence received from FODDC:
- The Bungalow Steam Mills Cinderford [P0703/26/LD1]
 - Land Adjacent To 13 Steam Mills Road Cinderford [P0954/26/OUT]
- b) **To note any late planning applications/correspondence received since the agenda was posted**
Clerk to advise at meeting.
- c) **To note planning applications received during Council Recess and addressed under Delegated Powers and CTC response submitted:**
- 21 Steam Mills Road Cinderford [P0706/26/FUL]
 - 9 Church Road Cinderford [P0804/26/FUL]
 - 23 High Street Cinderford [P0850/26/ADV]
 - Land South of Parragate Road Cinderford [P0818/26/FUL]

17. Policies – to approve (A):

- a) Policy and Criteria for the Names of the Fallen to be added to the Cinderford War Memorial
- b) Unauthorised Traveller Encampment Action Procedure

18. Date of next Meetings (N):

13th October 2026, 6pm

19. 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.

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

21. To receive an update on tenant changes and issuing of documentation

“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