



**Annual Meeting of Cinderford Town Council  
The Council Chamber, Cinderford,  
Tuesday 10th May 2022, 7.00 p.m**

**Present:**

Cllr Chris Witham (Chair)  
Cllr Mark Turner  
Cllr Tim Holder  
Cllr Chris Brown  
Cllr Tim Holder  
Cllr Roland Pritchard  
Cllr Roger Sterry  
Cllr Jeremy Charlton-Wright  
Cllr Graham Morgan  
Cllr Di Martin

**In attendance:**

Emma Bennett (Clerk, CTC)  
Les Love (Facilities & Estates Manager, CTC)  
Benjamin Farley (Police Constable)  
Amber Jenkins (Police Constable)  
Mike Barnsley (Vicar, St Stephens PCC)  
Zoe Buchanan (Project Youth Worker, CANDI Youth Space)  
9 Members of the public

**Apologies:**

Cllr Max Coborn  
Cllr Mason Coborn.  
Cllr Lousie Bent  
Cllr Chris Brown

**1. Election of Chairman for 2022/23**

The Chair called for nominations for the Chair for the forthcoming year and it was RESOLVED Cllr C Witham be re-elected as Chairman for the ensuing year.  
Approved: Cllr R Sterry, Seconded: Cllr M Turner. 7 in favour. 3 against.

**2. Election of Mayor for 2022/23**

The Chair called for nominations for the Mayor for the forthcoming year and it was RESOLVED Cllr R Sterry be re-elected as Chairman for the ensuing year.  
Approved: Cllr G Morgan, Seconded: Cllr D Martin. All in favour.

**3. Election of Deputy Chairman for 2022/23**

The Chair called for nominations for the Chair for the forthcoming year and it was RESOLVED Cllr G Morgan be re-elected as Deputy Chairman for the ensuing year.  
Approved: Cllr M Turner, Seconded: Cllr D Martin. All in favour.

**4. Appointment of Co-opted Councillor and completion of Declaration of Acceptance of Office**

A casual vacancy had occurred following the resignation of Lynn Sterry. A formal notice of vacancy had been advertised and the required notice displayed. FODDC had advised that the seat could be filled by co-option. One candidate had applied. It was RESOLVED that Mr Nigel Taylor be co-opted. Cllr Taylor completed his Declaration of Office form and the Clerk would arrange training. Proposed Cllr D Martin, Seconded Cllr R Sterry. All in favour.

**5. To receive apologies for absence**

Apologies for absence were received and accepted as recorded above.

**6. Declarations of Interest – to receive any declarations of interest in any matter to be discussed at the meeting. Members and Officers are requested to identify the nature of the interest.**

Bilson Misson - Cllr C Witham and Cllr D Martin declared their roles as trustees of The PCC of St Stephen's Cinderford which is the owner of Bilson Mission. Cllr C Witham and Cllr Martin would leave the meeting for the items and abstain from any feedback or discussion. The PCC of St Stephen's Cinderford are not the landowners.

**7. Public Participation Session – to provide the opportunity for Members of the Public to raise questions or comment on items on the Agenda (limited to 15 minutes, with a maximum 3 minutes per person)**

Meendhurst Road- two residents highlighted issues in the area and updated on contact with other organisations. Cllr Martin highlighted planning issues were being progressed by FODDC. Issues around highways and access were a police and GCC matter. Councillors agreed to meet with the residents to discuss issues and the Clerk would arrange a meeting.

A resident highlighted a rogue landlord issue which had been passed to FODDC. Issues had been reported for a number of years and no progress had been made. Crime reference numbers were available. The issues raised regarding rodents, noise and refuse needed to be referred to FODDC. The Clerk would arrange a meeting with Borough Councillor Sid Phelps, Environmental Health Cabinet Member. The process for making representation at FODDC Council meetings was also detailed for the resident.

A resident commented positively on the Council's purchase of the Wesley Hall.

**8. Chairman's Urgent Business**

None.

**9. To confirm the Minutes of the Meeting held on Tuesday 12th April 2022 (copy herewith)**

The minutes of the 8th March 2022 meeting, having been previously circulated, were confirmed and signed as a true record.

Proposed: Cllr R Sterry, Seconded Cllr S Reader. Remaining Councillors were in favour.

**10. Matters Arising from Minutes**

The following was discussed:

ACTION	UPDATE
FVAF lease to be drawn up	Solicitors contacted
Community Speedwatch Scheme - arrange a further session.	An update on attendance of the 20s plenty meetings was provided and developments at GCC regarding speeding.
Issue statement for compliance with WCAG	CW attending online session on compliance. To update after attending.
To update on road closures for jubilee	Closure notices received.
Miners Field – check with FODDC re lease for planting trees in wet corner of field	Okay in principle. To contact FODDC when at stage to progress.
Wildflower seeds - compare prices	Complete. Ordered.
Skatepark user group meeting to be arranged	User group met with Mavericks and Arcus.
Order Ukraine flags	Ordered.

**11. To receive the police update**

A detailed written report was received and noted. An update on resource allocation, recruitment and priorities was provided. The online reporting to Gloucestershire police was recommended for non emergencies rather than calling 101. Project work and communications with local residents was covered. The community engagement vehicle use was positive.

## **12. Appointment of Committees and Working Groups for 2022/23**

Membership was reviewed. Committee and Working Groups reported to Council. Members could not represent the Town Council on any organisation if they were a Trustee of that organisation, as this would be a conflict of interest.

Following discussions it was RESOLVED the following Members, represent the Town Council on various Boards/Committees as required:

Committees:

Events - CW, RS, JCW, CB, MC, MT, SR

Personnel - CW, DM, MT, TH, GM, JCW

Estates & Finance - CW, CB, JCW, MT, TH, GM, DM

Playing Fields - CW, CB, JCW, GM, RS, MT, TH, SR, MC

Planning - CW, JCW, DM, GM, RS, TH, NT

Working Groups;

Boar - JCW, MC, MC, GM

Climate Action - DM, CB, GM, SR, JCW

Dementia = CW, DM

Town & Traders - MT, JCW, RS (+ 3 x traders, 1 to be appointed by each Councillor)

## **13. To confirm Town Council Representatives on other organisations**

The following representatives were agreed:

Community Cohesion - CW, DM, JCW

Candi - MC

Forest Health Forum - DM, RS

Forest Enterprise - DM, RS

20s Plenty - JCW

Local Area Action Group = MC

Town & Parish Liaison - TH, RS

Glos Health Care Trust - CW

FODDC Keeping High Streets Open - GM, DM

Rural Market Town Group - JCW

## **14. To receive the Climate Action Update**

Cllr Reader updated on meetings with Cinderford Grows, a local gardening club. A proposal would be taken to the Playing Fields Committee for a community garden site. Some external support can be provided.

A number of Councillors had met at Steam Mills to discuss allotments and a community orchard. There is interest from residents for this. Land ownership would be explored.

The Estates Manager updated on plans for energy efficiency following the awarding of the tender to GSM. Energy Heat Pumps were currently not possible due to cost.

Cllrs C Witham and D Martin left the meeting.

## **15. To discuss building preservation options around the Bilson Mission Building and receive information from the Vicar Mike Barnsley**

The Vicar reported there had been a Health & Safety incident with the floor 4 years ago and the building has remained closed since. Councillors received an update on surveys, issues and ideas explored over the years. The land is owned by the Forestry Commission and the current building by St Stephens PCC. Permission to demolish the building is required from FODDC. Meetings have been held with FOD Preservation Society and English Heritage. The building is a wooden frame standing on soil without foundations. Information from surveys can be shared. There is community interest in saving the buildings. A decision is to be made on demolition or saving by September 2022. It was agreed that:

- Insurers will be chased so that an internal visit can be arranged (Church)
- Interest from Two Rivers will be explored (C Brown)
- Surveys and costings will be shared with the Council (Church)
- Community Interest will be explored and setting up a community interest group (M Turner)
- Contact with Forestry Commission will be made re lease options (M Turner)
- Contact details with CT Band will be obtained (Clerk)
- Potential grants would be explored (M Turner)
- Item to be discussed at next meeting.

Proposed to take forward as agreed above. Proposed Cllr Turner, seconded Cllr Mason Coborn. All in favour.

Cllrs C Witham and D Martin returned to the meeting.

**16. To receive an update on the Levelling Up Fund (N/A)**

- a. **The Wesley** - Launch event taken place. Solar panels contractor agreed. Roof tenders requested. Hallmaster booking system is up and running.
- b. **6 Market Street & update on potential tenant discussions** - draft leases and request for quotes for works being progressed.
- c. **Rheola House** - scope of works completed and report awaited. Decibel visiting 24th May.
- d. **Amendment of the draft FODDC Grant Agreement relating to the Levelling Up Fund grant and agreement of the Chair and Clerk to sign**  
Revised documentation received with changes highlighted. Councillors agreed to the additional changes.  
Proposed: Cllr S Reader and seconded Cllr D Martin. All in favour. 2 abstained. .

Accessibility Gloucestershire reports received and report informing future works.

**17. To receive an update on the Community Hospital, Statepark & Dockham Road**

Hospital Update:

- progressed onto the cut and fill levelling works on site.
- planning for a late June / early July start date for construction works

Skatepark:

- Meeting with skatepark user group and Mavericks and Archus held
- Drainage report received 10/05/2022 and sent to Greenfields
- Lighting Ecology report received
- Planning require further information on lighting before planning application submitted

Dockham Road:

- The Scope of Works report has been received.
- TUPE discussions are ongoing. 3 staff are due to move to CTC with the building completion
- Contracts exchanged. There is a completion date of 30th June to be brought forward by prior agreement.
- Draft leases are in preparation
- FVAF rent to CTC to be agreed recognising that the NHS will become tenants of FVAF as they will be sub-letting

**18. To note the appointment of the Town Crier and agree the written Cry by Jeremy Holland and agree the livery budget**

The Chair welcomed J Holland, Town Crier to the meeting. The Town Crier had attended the Wesley launch event and the Wurzels event. The livery had been hired. The official proclamation will be made on 2nd June. The Town Crier had written a cry about Cinderford and the Forest and planned to enter competitions and join the Guild of Town Criers. It was agreed the appointment was a great ambassador role and promoted local events and Cinderford. Councillors agreed the cry and agreed a livery could be made at a maximum cost of £3,000.

Proposed: Cllr R Sterry, Seconded G Morgan. All in favour.

**19. To receive a presentation from Candi Project Youth Worker**

Councillors received a presentation updating on Candi Youth Space, youth workers, rebranding, service offer, benefits of Candi, Candi Dance sessions, future plans, future needs and slogan. Councillors were invited to attend a session. Cllr Martin commented on her visit to Candi. Councillors agreed that the youth work undertaken in Cinderford was valuable.

Cllr Morgan would welcome a grant application to the GCC Build Back Better Scheme.

The police commented that it was wonderful to hear the positive work being undertaken and that Cinderford had these facilities and activities on offer. .

**20. To discuss the newsletter and agree content**

Councillors discussed the first newsletter and contributors. The deadline for articles was 13th May 2022.

**21. Correspondence (D):**

- a. **Rural Market Towns Report** - Cllr Charlton-Wright would review the reports.
- b. **Crime Victim Update** - the MUGA surface damage had been reported to the police. Line painting was now complete.
- c. **Sale of Woodside Street car park by GCC** - GCC has found a buyer for Woodside street Car park and have instructed solicitors. There are two planters on the land which belong to the Town Council. The seller does not want these included in the sale. A number of local companies have been contacted regarding moving these without success.
- d. **GCC and FODDC Ukraine update** - reports received and noted.
- e. **GCC Womens Cycling Tour of Britain update** - see <https://www.gloucestershire.gov.uk/gloucestershire-county-council-news/news-may-2022/gloucestershire-to-host-2022-women-s-tour-and-tour-of-britain-with-council-support/> for information on the 8th June 2022 event.

**22. Reports/Minutes (N)**

- a) Written update from County Councillor - report received.
- b) Written update from District Councillor - report received.
- c) Committee Updates - no committees had met since the last Council meeting.

**23. Finance (N/A)**

- a) **To agree the Accounts for Payment**  
Members were circulated with the figures for the accounts requiring payment and it was RESOLVED that the accounts and wages for totalling the following amounts be paid:  
April/May 2022 CTC - £23841.02  
April/May 2022 BVC - £5250.58  
April/May 2022 LUF - £2950.04  
Payroll May 2022 - £8612.77  
Proposed: Cllr Charlton-Wright, Seconded Cllr Reader. All in favour
- b) **To receive the Internal Control Checklist**  
Cllr Holder would undertake the check on 11/5/2022.
- c) **To receive the latest financial reports**  
Councillors received the latest information.
- d) **To receive the grant requests and note consideration by Finance Committee**  
3 grant requests had been received (Scouts, UoG re Bilson Mission & Hard of Hearing Group) this will be considered by the Finance Committee.

**24. GCC - Various Road Closures .**

The GCC roadworks bullet had been forwarded to Council. A copy is available to the public at: <https://www.gloucestershire.gov.uk/highways/roads/roadworks/>

Road closure notices for the Cinderford Jubilee events had been received from FODDC. Volunteers to help with Jubilee event requested.

Details of the The Womens Tour Cycling Race closure were:

B4226 – Speech House Road	St Whites Road	Cannop Road	4557 metres	Cinderford / Cinderford West	Rolling Road Closure
---------------------------	----------------	-------------	-------------	------------------------------	----------------------

**25. Planning Applications:**

P0469/22/FUL, Railway Tavern Station Street Cinderford Gloucestershire GL14 2LG  
F/22/00195/PRMA, 17 - 18 Corinium Business Park Speculation Road Cinderford Gloucestershire  
Council supported the above applications.

P0019/22/DISCON- Land North Of Gilnor The Branch Drybrook Gloucestershire  
Council had no objections to the discharge of conditions.

**26. Date of next Meetings (N)::**

- Events Meeting - TBC

- Estates/BVC/Finance/Market Street Committee - TBC (awaiting progress on items before meeting called)
- Playing Fields Committee - TBC
- Personnel Committee - TBC
- Council - 14th June 2022.

**Signed:**.....

**Date:**.....