



**Minutes of the Cinderford Town Council meeting
The Council Chamber, Cinderford
Tuesday 12th July 2022, 7p.m.**

Present:

Cllr Chris Witham (Chair)
Cllr Anthony Davies
Cllr Roger Sterry
Cllr Nigel Taylor
Cllr Graham Morgan
Cllr Di Martin
Cllr Sally Reader
Cllr Mark Turner
Cllr Tim Holder
Cllr Chris Brown

In attendance:

Emma Bennett (Clerk, CTC)
Les Love (Facilities & Estates Manager, CTC)
Alan Dane, Forest High School, Headteacher
Rob Smith, Mireystock Tunnel
0 Members of the public

Apologies:

Cllr Lousie Bent
Cllr Max Coborn
Cllr Mason Coborn
Cllr Roland Pritchard
Cllr Jeremy Charlton-Wright

1. **Appointment of Co-opted Councillor and completion of Declaration of Acceptance of Office**
The Chair welcomed Mr Anthony Davies to his first meeting following appointment at the June meeting. Mr Davies had completed his Declaration of Acceptance of Office and was booked on GAPTC training for the role. .
2. **To receive apologies for absence**
Apologies for absence were noted and accepted for Max Coborn, Mason Coborn and Roland Pritchard. These were accepted.
3. **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.**
Item 13 Cllr Brown declared he had a pecuniary interest as CEO and as a paid employee of FVAF. Cllr Martin and Cllr Morgan declared they had a non-pecuniary interest as they were Trustees of FVAF. It was confirmed that an update was being provided only.
4. **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)**
No members of the public were in attendance.
5. **Chairman's Urgent Business**
No items raised.
6. **To confirm the Minutes of the Meeting held on Tuesday 9th June 2022 (copy herewith)**
The minutes of the meeting, having been circulated, were confirmed and signed as an accurate record.

Proposed: Cllr D Martin, Seconded Cllr R Sterry. All Councillors who attended the June meeting were in agreement.

7. Matters Arising from Minutes

Councillors received the Actions Report and noted the updates.

8. To receive a presentation from the Headteacher of Forest High School

The Headteacher of Forest High School gave a detailed presentation covering: school history, number on role, Ofsted, Special Measures category, ongoing monitoring, progress and changes to date, curriculum, extra curricula activities, building links to local groups for resources, wellbeing and outreach, staff recruitment, SEND and Youth Council. Council supported the school and welcomed a further presentation next year.

9. To receive a presentation on the Mireystock Tunnel

Rob Smith, Mireystock Tunnel Society gave a presentation covering the history of the tunnel, previous work undertaken and plans to open the tunnel as a cycle route. A Civil Engineer inspection had taken place that showed the tunnel was structurally sound. Details of future works including bat preservation were detailed. Forestry Commission and Sustrans supported the idea and there was local enthusiasm for the project. The Society were highlighting their works with FODDC and local Parish and Town Councils and exploring external funding opportunities.

10. To receive the police update and receive the OPCC Crime Overview Report

The Police had provided a written report covering incidents & crime data together with details of proactive work undertaken. The Office of the Police & Crime Commissioner had also provided a FOD Crime Overview Report. Both reports were received and noted. The Clerk would request follow up on the reasons for the rise in specific data with the police.

11. To receive the Climate Action, Trees in Towns Project & Love your Cinderford Brook - GWT Project

Cllr Reader provided an update on the FODDC Trees in Towns Project & the GCC Trees application fund. A meeting to discuss the applications would be agreed. Councillors received an update on the St Johns Community Garden and Cinderford Grows proposal for a small parcel of unused land at Steam Mills. Details of the Gloucestershire Wildlife Trust Cinderford Sustainable Urban Drainage System (SUDs) Project were provided. Councillor Reader proposed and Cllr Martin seconded the approval of the project which included plans for rain gardens and a depave project. Council discussed the details noting the aim was to control the quantity of runoff to help reduce flooding. The project would be funded by Severn Trent and Environmental Agency with CTC being required to take ownership of the High Street and Market Street rain garden only. Councillors discussed the environmental benefits, design, staff involvement and any additional costs. Councillors supported the proposal. Two Councillors abstained.

12. To receive an update on Estates/Levelling Up Fund

- a. The Wesley** - the Gov.uk tender closure is 18/7/2022. Tenders will be considered at a future meeting of Estates with a recommendation made to Council. For the roof replacement a bat survey will be required. Draft plans are underway and are shortly due for submission to FODDC. CTC were working with the Listed Buildings Officer. The roofing and solar contractor were progressing matters prior to planning permission being sought.
- b. 6 Market Street & update on potential tenant discussions** - the draft lease was with solicitors. Quotes for works had been received following the tender closure.
- c. Rheola House** - solar panels had been installed. The battery storage system was awaited. Quotes for works had been received following the tender closure.
- d. To appoint the contractors for Rheola House following Estates Committee recommendation and Gov.uk tender opportunity**
The written quotations would be reviewed in detail and a date set for the next Estates meeting.
- e. To appoint the contractors for 6 Market Street following Estates Committee recommendation and Gov.uk tender opportunity**
The written quotations would be reviewed in detail and a date set for the next Estates meeting.
- f. Staffing recruitment update** - A cleaner for The Wesley had been successfully recruited.

13. To receive an update on the Community Hospital, Statepark, Dockham Road & Dilke Hospital

The Clerk updated that the planning application for the flood lighting columns had been submitted (P0732/22/FUL). The application will be determined by FODDC's Planning Committee.

Initial costs for the installation of water fountains had been received.

Drainage - new quotes from Greenfields had been received based on the new drainage drawings. The specification had increased due to the planning conditions set. The quotes had been

independently reviewed and had risen. Council requested the drainage drawings were forwarded to Gloucestershire Wildlife Trust to advise on suitability as a permeable surface parking space.

The transfer on the Heath Centre was now complete. Copies of documents were awaited. The draft Lease was with the solicitors and being finalised. A tour of Dockham Road was planned.

Hospital Update - The Mayor and Chairman had attended the Ceremonial Ground Cutting Ceremony for the new FoD Hospital on 6th July 2022. Build earthworks are now nearing completion and the main building foundations are underway. External drainage will follow over the next few weeks.

Dilke Hospital site - A number of Councillors met with K Adams and a FODDC representative to discuss the site.

14. To note update on Kompan playarea installation

Play equipment at Steam Mills had been installed. Contractors were to install the new safety matting and a safety inspection was required before the site could be re-open. Contractors were due to start at the Hilldene/Latimer Road site shortly.

15. Correspondence (D):

- a. **Foodbank** - the Operations Leader advised the Cinderford Monday session would be closed with immediate effect. The Thursday session will continue as 2-4 pm every week.
- b. **Jubilee Event comments** - Councillors received correspondence from a resident regarding the Jubilee event in which a medical emergency had arisen, concern relating to smoking and issues within the town. Emergency Services had been advised of the event and first aiders employed. Residents were thanked for their support at the event. The Street Warden and Police would be asked to follow up specific matters raised within the email.
- c. **Parkrun proposal** - details of the Parkrun scheme were received. Council noted a number of running groups were currently operating in the area and would look to support any group.
- d. **Trees in Towns Project** - FODDC has been successful in securing funding under the Local Authority Treescapes Fund to plant trees within hard surface areas. Cllr Reader will meet with FODDC to progress.
- e. **UK Shared Prosperity Fund (SPF) Town Manager Proposal Update** - all four towns provided principle support subject to costs for the two year programme. The estimated costs and initial details were provided by FODDC. Councillors supported the information and costs. Proposed Cllr Sterry, Seconded Cllr Brown. All in favour.
- f. **Phone box Defibrillator Request - Valley Road** - Council received details of a defibrillator request and a potential site was the phone box on Valley Rd. Councillors supported the idea.
- g. **Phone box Community Bookswop** - Councillors discussed the BT phone box in Steam Mills which Mens Shed would be willing to help renovate with CTC covering the cost of materials. Councillors were happy to support the costs incurred by Mens Shed and the Clerk would submit the necessary paperwork.

16. Reports/Minutes from meetings (N)

- a) Written update from County Councillor - written report provided.
- b) Written update from District Councillor - written report provided.
- c) Committee Updates - Estates Meeting held 12/7/2022. Minutes to be provided at next meeting.
- d) FoD Residential Design Guide Tour (RS) - R Sterry attended and provided an update of the FODDC tour for Councillor, Planning Officers & Consultants to visit different housing developments.
- e) Cinderford Pride in the Forest 2022 (MT) - the externally organised event would take place on 17/07/2022 in the Market Triangle.
- f) Gloucestershire Market Towns Forum - JCW had attended the future of small market towns post Covid event.

17. 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 totalling the following amounts be paid:
Payroll June 2022 - £10388.55
CTC & BVC - £54222.95
- b) To receive the Internal Control Checklist - Cllr Holder to complete the latest check.

- c) To receive the latest financial reports & RFO Update - a copy of both bank statements was provided. The AGAR had been submitted to the External Auditor.
- d) To receive the grant requests and note any recommendations by Finance Committee - two grant requests received. Council noted that grants had been allocated but that any underspend may be able to be re-allocated in Q4.

18. Highways:

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/>

To discuss CTC Facebook GCC speedwatch results - a survey had been undertaken to identify areas of concern and obtain feedback from residents on areas of funding. Councillors considered the results and the five areas of resources and agreed to submit an application for a Mobile Vehicle Advisory Sign.

19. Planning Applications - Council considered the following:

Skatepark Miners Welfare Playing Field Barley Corn Square Cinderford (P0732/22/FUL) - CTC Support this application.

Tesco Stores Dockham Road Cinderford Gloucestershire GL14 2AQ (P0759/22/FUL_ - Support

Winner Garage Forest Vale Road Cinderford Gloucestershire GL14 2PH (F/22/00267/PRMA) - No initial objections or concerns from Councillors to the plan submitted.

21 Newtown Steam Mills Cinderford Gloucestershire GL14 3JE (P0854/22/FUL) - Support. No objections.

6 Steam Mills Road Cinderford GL14 3HY (P1927/21/FUL) - Support. The application had already been considered by FODDC Planning Committee.

20. Policies
None.

21. Date of next Meetings (N)::

- Council Meeting - to meet to progress LUF and skatepark. Date TBC
- Estates/BVC/Finance/Market Street Committee - TBC
- Playing Fields Committee - TBC
- Events Committee - TBC

Signed:.....

Date:.....