



**Minutes of the Cinderford Town Council Meeting
The Council Chamber, Cinderford
Tuesday 8th November 2022, 7pm**

Present:

Cllr Chris Witham
Cllr Di Martin
Cllr Graham Morgan
Cllr Roland Pritchard
Cllr Tim Holder
Nigel Taylor
Cllr Roger Sterry
Cllr Chris Brown
Cllr Mark Turner

In attendance:

Emma Bennett (Clerk, CTC)
Les Love (Facilities & Estates Manager, CTC)
0 Members of the public

Apologies received:

Cllr Max Coborn
Cllr Anthony Davies
Cllr Jeremy Charlton-Wright
Cllr Sally Reader
Cllr Louise Bent

Absent:

Cllr Mason Coborn

- 1) **To receive apologies for absence**
Apologies for absence were received, noted and accepted as: Sally Reader, Max Coborn, Jeremy Charlton-Wright, Anthony Davies, Louise Bent
- 2) **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 11c - Dockham Road - Cllr D Martin & Cllr G Morgan declared a non pecuniary interest as Trustees of FVAF and would not take part in discussions. Cllr C Brown declared a pecuniary interest as CEO of FVAF and would not take part in discussions updating on works.
- 3) **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).**
Not applicable.
- 4) **Chairman's Urgent Business (information only item)**
None.
- 5) **To confirm the Minutes of the Meeting held on Tuesday 11th October 2022**
The minutes of the meeting, having been circulated, were confirmed and signed as an accurate record.
Proposed Cllr D Martin, Seconded Cllr M Turner. All in favour
- 6) **Matters Arising from Minutes**
Council considered the actions. Council noted:

ACTION	STATUS
Presentation on Worknest services	To take place 22/11/2022.
Chrysanthemum Society event - follow up on event	Finding current venue better for needs . Thanked for past sponsorship. .
Newsletter 2nd edition	Articles received. With designer at present.
Agree Cllr to attend FOD Road Safety Liaison Group	Meet quarterly. Cllr Holder & Charlton-Wright to attend.
Fitness Centre - green gates. Have meeting to discuss.	Meeting arranged. Clerk attended. Gates to remain closed due to safeguarding. Those with mobility issues ring the centre and gates are opened during school hours. .
Highways - St Whites School correspondence	Highways reply received. Copy provided. Follow up meeting with Speedwatch & Highways on 14/11/2022.
Remove old signage from town	Done.
www changes	Contacted current provider re meeting to discuss changes.
Trees - chase arrival date.	30/11/2022 arriving. Planting week of 5/12/2022. Cllrs and residents to assist with planting.
Christmas Market - follow up on obtaining stalls	MT following up on obtaining FODDC stalls.
Kompan installation - follow up on installation and works	Steam Mills groundworks and swings to be undertaken week commencing 14/11/2022. Kompan will attend on 22/11/2022 at 6pm to discuss accessible equipment and options.
Cannop Ponds - await update on consultation & date of public meeting	Discussed at FODDC meeting and encouraged to repair and maintain ponds. Support retention. Briefing from Forestry England received. Petition 42,000 people signed.
Phone box - defibrillator and community bookshop - form submitted by Clerk.	MT to chase. No news.
Highways - parking in front of dropped kerbs. Discuss with GCC, Stencil design & local groups	SR to discuss with G Morgan.
FVAF lease	Met with solicitors on 6/10/22.
Community Speedwatch Scheme - JCW to complete locations form	JCW Still to complete.

7) Police update:

- a) **Written report** - report received. Details of incidents and proactive police work noted.
- b) **Arson attacks** - the Police and Gloucestershire Fire and Rescue Service have issued a warning on the dangers of starting fires. See [police link](#). Chemicals previously stored in the factory were a potential contamination issue causing risk to public health and fire officers. Council noted the fire brigade had been proactive visiting family homes as a deterrent. The Council would write to FODDC regarding issues and request the perimeter fencing issues are improved.
- c) **Speeding - Woodside Street** - Residents had reported speeding issues. A recent accident was discussed where four parked cars were damaged. The Clerk would write to the Director of GCC Environment re the continuation of speed restrictions and physical traffic calming in Cinderford. Councillors noted Cllr Charlton-Wright was still to confirm the locations for speedwatching. New road safety policy being proposed. Figures for accidents were rising. Council had received a number of check your speed signs for bins.

8) To receive a presentation from Helen Richards GRCC on Community Resilience Support
Apologies received. To arrange a further date.

9) To discuss the Cinderford Brook relief route at Steam Mills

Cllr Morgan updated on issues in Steam Mills by the Cinderford Brook where historical flooding occurs. A weir wall was built. FODDC are the riparian owners with maintenance obligations and vegetation from the relief channel needs to be cleared. The Town Council would request the work be undertaken.

Councillors discussed the Wild Towns prioritised future opportunities list. The potential creation of leaky dams in old engine brook South of Newtown Road was not recommended due to the flood risk. The Clerk would request this was removed from the list.

10) To receive the Climate Action & Community Grows Update

Council received the written update noting the volunteer Fruit tree planting day at Steam Mills Community Orchard was 3/12/2022.

Tree planting at Miners Welfare Field would be week commencing 5th december 2022.

Details on the community energy initiative had been sought which Cllr Reader would follow up on.

11) To receive an update on the Community Hospital, Statepark, Dockham Road & Dilke Hospital Hospital Works -

The Steel frame is now nearing completion, with the remainder of concrete planks being installed over the next few weeks. The next upcoming works will be cladding and roofing.

Skatepark:

- a. **Latest planning correspondence** - work to discharge conditions relating to drainage and contamination is taking place.
- b. **Appointment of SP Associates for trial pitting, lab testing & report generation** - works commissioned.
- c. **Dockham Road update:**
Lease - being progressed with solicitors.
Boiler - works completed. Control panel to be installed as errors are showing on the NHS panel. A new panel will cost £500+VAT and this was agreed. .
Associated works - as Landlords CTC are responsible for repairs. Council considered the quote for 3 fire push doors and 1 french door and agreed the quote for £4,398.21 incl VAT from SealGlass.
Proposed Cllr M Turner, Cllr C Morgan seconded. All in favour.
The Estates Manager updated on ongoing works CTC were liable for. Costs were estimated to be £80k.

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

- a. **Rheola House** - external refurbishment doing well around weather conditions. Glass in entrance door was to be replaced by the manufacturers. Slaters are due to install a wheelchair accessible button with a manual override. The Estates Manager was meeting with Building Control to discuss the disability access and parking arrangements.
Councils considered the windows quote for 12 x casement windows from SealGlass at £6646.63 incl VAT. Further quotes from companies were not able to meet the Council's timeframe for installation or were unable to provide a quote due to the amount of work involved. Proposed to accept the window quote Cllr D Martin, Seconded Cllr Tim Holder. All approved.
- b. **The Wesley** - scaffolding due to be installed 9/11/2022 for roof. The Estates Manager updated on the solar panels price changes. The Estates Manager had secured the price at £46,811.98. Bookings in The Wesley for October totalled 212.5 hours which is an increase in bookings.. The High Sheriff of Gloucestershire had visited the site.
- c. **6 Market Street** - the Estates Manager was meeting with the Contractor & Project Manager 16/11/2022. The Estates Manager had been involved in a promotional video for MusicWorks. The solar panels price had increased and the Estates Manager was working to secure it from further rises. Planning- further information to be submitted for change of use. Works to start in 2023.
- d. **Finances** - continue to be monitored by FODDC and regular reporting controls in place.

The Estates Manager was thanked for her work in the projects to date.

13) Rotary Club

- a) **Crocus bulb donations** - the Forest Rotary Club have kindly donated 4000 crocus bulbs to Cinderford. Volunteers were welcome to assist with planting. The Council thanked those who have helped so far.
- b) **Roundabout sponsorship request** - The Rotary Club would like to sponsor a roundabout - St Whites Road, Cinderford. This request had been referred to Highways for advice.
- c) **Grant opportunities** - The Rotary Club would welcome a grant application form for the fencing for the skatepark and for a contribution to Cindyfest.
- d) **Rotary Club Meeting** - Council agreed for Cllr C Witham to attend a future meeting of the Forest Rotary Club in January and give a presentation talk.

14) Levelling Up Together Grant Scheme

Gloucestershire County Council has launched its Levelling Up Together grant scheme with £1.5million committed to supporting ten areas of the county. The aim is to improve opportunities of children and adults in these areas as well as wellbeing, skills and employability. Cllr Witham & Cllr Brown attended a drop in session which was attended by a number of Cinderford groups.

Cinderford is the only Forest organisation eligible to apply.

Discuss ideas for submission - redecoration Wesley, staging, equipment. Training potential.

- a) **Agree contributors to write grant application form** - Cllrs Martin, Sterry & Holder would look at progressing this and consider internal improvements to The Wesley which was a great benefit to community organisations. The deadline for submission is 27/11/2022.

15) Correspondence (D):

- a) **Menshed** - correspondence from two residents was received. Councillors discussed the correspondence and Councillors support the group ethos noting the duties of FODDC. Councillors noted that the group did not meet in Cinderford and therefore Councillors could not comment on the issues raised. .
- b) **Woodside Street** - a resident advised on the speeding and dangerous driving. The correspondence had been forwarded to the Police who would undertake speed checks in the area. A meeting with the Road Safety Officer is planned for 14/11/2022. .
- c) **GCC Highways - St Whites reply** - GCC's Thinktravel team have offered to review the Schools Travel Plan with the school. The Schools Travel Officer is looking to see if the school is eligible for a school crossing patrol. There is a School Safety Zone on St Whites Road.
- d) **FODDC Cinderford Town Centre Audit Report** - draft report received. The report had been reviewed by Cllrs Turner & Martin. An amendment was suggested at 3.6.4.
- e) **Resident banking hub** - correspondence would be progressed by VVAF.

16) Reports/Minutes from meetings (N)

- a) **Written update from County Councillor** - report received.
- b) **Written update from District Councillor** - report received. FODDC Civic Service 5/12/2022 in Cinderford. Town Council support.
- c) **Committee Updates - Events Committee Meeting 1/11/2022** - minutes noted. The Clerk would remove Cllr Martin from the minutes. .
- d) **Forest Fitness Meeting - 25/10/2022** - minutes noted. Cllr Martin updated on Freedom Leisure's presentation at FODDC noting the rise in attendees and support.

17) Finance (N/A)

- a) **To receive an update on the new finance system**
Clerk & Finance Officer undertaking historical inputting. June and July 2022 accounts have been input since the last meeting.
- b) **To agree the the Accounts for Payment (including urgent payments, already made, for ratification)**
Members were circulated with the figures for the accounts requiring payment and it was resolved that the accounts and wages totalling the following payments be paid:
Payroll - October 2022 £21412.15.
October/November 2022 £40235.29
To be approved: £41337.60.
Approved Cllr Witham, Seconded Cllr Holder. All in agreement.
- c) **To receive the Internal Control Checklist**
The August and September 2022 report was received.
- d) **To receive any further priorities for 2023/24 budget and estimated costs**
Councillors discussed the Coronation of King Charles III, election costs, staff costs and ,inflation. Councillors were mindful of the economic situation facing families whilst balancing increased costs and desire to support Cinderford groups.

18) Highways: To receive GCC Road Closures (N)

Details of works can be found at <https://www.gloucestershire.gov.uk/highways/roads/roadworks/>

19) Planning Applications

Outline application for the construction of 4 detached dwellings with private parking and associated works (some matters reserved).

16 Newtown Steam Mills Cinderford Gloucestershire GL14 3JE

Ref. No: P1339/22/OUT

RESPONSE: Concern re access. Highways to review.

Variation of Premises Licence - Variation

Licensing Application

County Store Dockham Road Cinderford Gloucestershire GL14 2AQ

Ref. No: F/22/00658/PRMV

RESPONSE: No objections.

Prior approval for the proposed installation of 999.6kWp of Solar panels, located on existing roofs at the site.

Planning Application
Leeways Packaging Services Ltd Laymore Road Forest Vale Industrial Estate Cinderford
Gloucestershire GL14 2YH
Ref. No: P1392/22/PJ14PA
RESPONSE: Support.

Installation of night roost for lesser horse bats.

Planning Application
Sewage Treatment Works Valley Road Cinderford Gloucestershire
Ref. No: P1403/22/FUL
RESPONSE: Support.

Installation of a traffic calming Island and creation of additional car parking.

Planning Application
Winner Garage Forest Vale Road Cinderford Gloucestershire GL14 2GH
Ref. No: P1466/22/FUL
RESPONSE: Support.

Erection of two storey rear extension

Planning Application
13 Westerley Close Cinderford Gloucestershire GL14 3EB
Ref. No: P1505/22/FUL
RESPONSE: No objections

20) Policies

None.

21) Date of next Meetings (N):

- **Kompan Accessible Equipment - 22 November 2022**
- **Council Meeting - 13 December 2022**
- **Finance Meeting & budget discussion - 20th December 2022**

CONFIDENTIAL

The Council resolved to continue in 'Closed Session' under the provisions of The Public Bodies (Admission to Meetings) Act 1960 as the following business to be conducted was considered to be of a confidential nature. The following Minute is made available to the Public for openness and transparency.

22) Staffing Update

Historial Matter - Resolved.

LGA Pay Offer 2022/23 - LGA agreement noted and agreed for CTC employees.

Clerk - Council agreed to the Clerk undertaking Locum Clerk work.

Signed:.....

Date:.....