



**Minutes of the Cinderford Town Council Meeting  
The Council Chamber, Cinderford  
Tuesday 11th April 2023, 7pm**

**Present:**

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

**In attendance:**

Emma Bennett, Clerk  
Les Love, Estates Manager  
0 Members of the public

**Apologies received:**

PCSO Jenkins & PCSO Kettleby

**Absent:**

Cllr Mason Coborn  
Cllr Jeremy Charlton-Wright  
Cllr Max Coborn  
Cllr Anthony Davies  
Cllr Roland Pritchard  
Cllr Louise Bent

- 1) **To receive apologies for absence**  
Apologies for absence were received, noted and accepted as detailed above.
- 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 12g and 14c - Dockham Road and FVAF - Cllr D Martin declared a non pecuniary interest as Trustee of FVAF. Cllr Brown declared a pecuniary interest as CEO of FVAF and would not take part in discussions. .
- 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).**  
None.
- 4) **Chairman's Urgent Business (for information only items)**  
Art Students at Gloucestershire College wished to paint a mural on the Steam Mills bus stop. Council supported the idea subject to approval of the design and costings.  
  
The Chairman read a statement regarding his time in the role. Council were disappointed to hear of the bullying and harassment received whilst undertaking the Chairman role. The Mayor, Vice-Chair and Councillors thanked the Chairman for his vision, aspiration for the Town and project involvement and wished him well for the future.
- 5) **To confirm the Minutes of the Meeting held on Tuesday 14th March 2023**  
The minutes of the meeting, having been circulated, were confirmed and signed as an accurate record.

*GM*

Proposed Cllr Sterry, Seconded Cllr Taylor All in favour.

**6) Matters Arising from Minutes (for information only)**

Council noted:

- Correspondence had been sent to FODDC over safety access concerns at Yew Tree Brake Cemetery
- Correspondence had been sent to the Community Safety Partnership regarding a Forest speed limit
- Cllr Sterry had attended the litter picking event on 1.4.2023
- Cllr Reader advised that no response had been received from GCC Highways regarding the wildflower seed planting and updated on staff changes at GWT
- Data on fire brigade call outs was awaited

**7) To receive the Cinderford Police Annual Report for April 2022-2023 and discuss any matters arising from the report and agree any actions**

Council received the detailed report and noted the statistics and proactive work undertaken during 2022/23. Councillors discussed the data and thanked the Police for a comprehensive report.

**8) To consider and approve the purchase of a mobile SIM card CCTV camera for use at Steam Mills, the MUGA and/or at additional locations requested by the Police**

CCTV at the MUGA and Steam Mills had been quoted in the region of £30k. Cost effective alternative options had been investigated. Council agreed to the purchase of a wildlife camera at a cost of £129.99 and associated accessories at a cost of £41.97.

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

**9) To receive a presentation from FODDC's Community Energy Project Officer on the Forest Energy Community Initiative/Aurora Project and agree any actions**

Not in attendance. Due to attend May 2023 meeting.

**10) To receive an update on the Levelling Up Fund and note future works:**

- a. **The Wesley** - Drawings for The Green Room works received. Costings awaited.
- B. **6 Market Street** - works progressing well.
- C. **Rheola House** - internal works delayed. Permission for Changing Places still awaited. Initial drawings for the 6 co-working spaces had been received and submitted. Door access works were underway. UPVC windows had been sprayed.

**11) Climate Action (N/D) - to receive the Climate Action Update**

An update was provided on Cinderford Grows, wildflower planting, plans for No Mow May to increase pollinators, the Aurora Project and raingardens. A meeting to progress the draft Climate Emergency Policy/Action Plan was arranged.

**12) Correspondence (D)**

- a) **To receive the Memorandum of Understanding between Gloucestershire Wildlife Trust and Cinderford Town Council in respect of ongoing maintenance and care of rain gardens and de-pave garden**

Received and contents noted.

- b) **To receive details of the consultation on division boundaries for Gloucestershire and decide if a Parish response will be sent**

Cinderford was not impacted by changes and a response would not be sent.

- c) **To receive the official Cry from the AHGTC for the Coronation event and approve its delivery at the Coronation by the Town Crier**

The Ancient and Honourable Guild of Town Criers had circulated the official Coronation Cry and this was approved for the event.

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

- d) **To receive the minutes from the Forest Fitness Centre Advisory Group meeting of 9.3.2023**

The minutes were received and noted. A Councillor commented on the lack of fitness staff to share their skills, expertise and advice. The Councillor would attend the next meeting to follow up on this.

- e) **To receive the FODDC update on the redevelopment of Cinderford Northern Quarter, following the inquiry**

Forest of Dean District Council is moving forward with the redevelopment of Cinderford Northern Quarter, following the inquiry conducted into the site. A number of recommendations were made and were being taken forward by FODDC Officers. Councillors discussed the update and ideas.

- f) **To consider a street naming request and/or bench naming request and agree way forward**

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Council considered the naming request from the President, FOD branch, Gloucestershire Regiment Association regarding Veteran resident Royston Mills. Councillors discussed several naming ideas and locations. Councillors would consider other options and re-discuss at the May meeting. The views of Mr Mills and family would be sought.

**g) To receive the list of completed, on-going and future works undertaken by FVAF at Dockham Road**

The list was received and noted.

**h) To approve the Triangle being used as a venue by charities, clubs and groups and approve the advert wording**

Council considered the Triangle being used free of charge by clubs or charities to promote their group or activity. The wording of the advert was approved subject to a number of changes. A second hand stage approximately 6ft x 8ft would be sought.

**i) To receive the play area/trees weekly inspection checklist reports and note and agree any associated actions**

Weekly reports to 3rd April 2023 would be added to the Google Drive.

**13) Reports/Minutes (N)**

- a) Written update from County Councillor - circulated. An update was provided on CCTV, bus routes, Highways budget, bus shelters and signage.
- b) Written update from District Councillor - Limited meetings taking place at FODDC.
- c) Committee Updates - Events Meeting 6.4.2023 minutes received and noted. Cllr Martin had given apologies and the minutes would be amended to reflect this..
- d) St Whites Bus Shelter Joint Meeting with Ruspidge & Soudley Parish Council 6.4.2023 - minutes received. Cllr Morgan updated on the meeting.

**14) To receive an update on the Community Hospital, Skatepark, Dockham Road & Dilke Hospital including:**

- a. Latest planning correspondence - the contamination condition has been discharged. Archus had advised information on the drainage condition is awaited. The delay on the programme schedule was a concern. The District Councillors would follow up on this.
- b. Mavericks update - no further update since last meeting.
- c. Dockham Road & FVAF Lease update including information from solicitor meeting on 6.4.2023 - CTC's solicitor and a number of Councillors had met to discuss the implications of clause 4.5.3. A further all parties meeting would be arranged to progress signing of the lease. .

**15) Finance**

**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 payments be paid:  
Payment made since last meeting March/April 2023 - £59,769.58 and Payroll £11,563.95.  
Expenditure to be approved: £34,113.00 of which LUF expenditure was £21,482.26  
Approved Cllr Turner, Seconded Cllr Sterry All in agreement.

**b) To receive the Internal Control Checklist**

March 2023 to be undertaken. Delayed due to staff absence.

**c) To receive the latest financial reports**

Reserves and Income and Expenditure Report provided.

**d) To consider renewing the GAPTC annual subscription at a cost of £2,092.31**

Council approved the membership subscription for 2023/24. Councillors agreed the service offered was invaluable.

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

**e) To discuss the PWLB option to finance the skatepark drainage, car parking, footpath and lighting**

To progress once lease signed. .

**16) Planning Applications - see list attached (D)**

**17) Planning - 93 Belle Vue Road - Council considered the naming suggestion and previous discussion at 12F above. Council noted the historical aspect and supported the developers suggestion to keeping the original name of St Anthonys with numbered apartments. .**  
Proposed: Cllr Sterry, Seconded Cllr Taylor. All in favour.

**18) Date of next Meetings (N):**

- Annual Parish Meeting - 23rd May 2023, 6.30pm.
- Annual Parish Town Council Meeting - 23rd May 2023, 7pm

Signed:.....*G Morgan*.....

Date:.....*23/5/2023*.....

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Transaction Date	Transactio	Transaction Description	Debit Amount	
05/04/2023	DD	ALLSTAR AS60192550	1.8	
04/04/2023	DD	GOCARDLESS MODULEITLTD-9M9QP7	232.5	
03/04/2023	FPO	PJ & JD ADAMS LTD 300000001111758876 3189 MOWING CTC 401724 10 03APR23 09:02	2686.8	
03/04/2023	FPO	HMRC - ACCOUNTS OF 500000001108433059 214PW00008041 083210 10 03APR23 08:57	3019.33	
03/04/2023	DD	H3G 985961515601300323	31	
03/04/2023	SO	AR WEBSITE DESIGN	70	
30/03/2023	DD	BRITISH GAS BGL0068274-0061667	237.6	
30/03/2023	DD	BRITISH GAS BGL0068277-0061670	208.21	
30/03/2023	DD	BRITISH GAS BGL0068278-0061671	157.74	
30/03/2023	DD	BRITISH GAS BGL0068273-0061666	55.93	
29/03/2023	FPO	STAFF SALARIES - SEE RESTRICTED SHEET	0	11563.95
29/03/2023	DD	ALLSTAR AS60192550	50.63	
28/03/2023	PAY	SERVICE CHARGES REF : 391136637	7	
27/03/2023	DD	BIFFA WASTE SERVIC C44048	998.09	
27/03/2023	FPO	WATERPLUS 100000001099937194 0385042053 010917 10 26MAR23 11:10	1100.6	
27/03/2023	FPO	TH HASKETT & SON L 200000001099186795 11445 309529 10 26MAR23 11:10	134.4	
27/03/2023	FPO	SEAL GLASS LTD 100000001099936453 S6209 D.RD FIRE DO 401724 10 26MAR23 11:08	1267.87	
27/03/2023	FPO	EMMA BENNETT 500000001103160180 FLOWERS BEREAVEMEN 772723 10 26MAR23 11:07	25	
27/03/2023	FPO	LHL PROPERTY AUDIT 200000001099185344 17776RATES RECOVER 401717 10 26MAR23 11:05	7346.1	
27/03/2023	FPO	EMMA BENNETT 600000001102859858 SIGN TOILETS 772723 10 26MAR23 11:04	1.99	
27/03/2023	FPO	DBC SOLUTIONS LTD 200000001099184033 CINDERFORD TC 306677 10 26MAR23 11:02	563.4	
27/03/2023	FPO	ACCXEL LIMITED 200000001099183645 133 CINDERFO 308012 10 26MAR23 11:01	450	
27/03/2023	FPO	ABBEY LOOS 300000001106476100 CIND01 309990 10 26MAR23 10:57	99	
22/03/2023	DD	BRITISH GAS BGL0068275-0061668	116.01	
22/03/2023	DD	ALLSTAR AS60192550	1.8	
20/03/2023	DD	BRITISH GAS BUSINE 603269338040919000	376.07	
20/03/2023	DD	RENTOKIL INITIAL CHL-MT002387	165.26	
20/03/2023	DD	EDF ENERGY 671174621625	161.98	
17/03/2023	DD	GLOS PENSION FUND 116782	3825.64	
16/03/2023	DD	GOCARDLESS MODULEITLTD-9M9QP7	12	
15/03/2023	FPO	TOOLSTATION LTD 600000001097002077 C2049 CINDERFORD T 602437 10 15MAR23 09:28	6.58	
15/03/2023	FPO	TINA BALGOBIN 600000001097001814 CIND T/C AV EQUIPM 600902 10 15MAR23 09:28	450	
15/03/2023	FPO	THE LOCKSMITHS & S 500000001097310434 4231 089250 10 15MAR23 09:27	137	
15/03/2023	FPO	STARK BUILDING MAT 600000001097001147 CINT009 206261 10 15MAR23 09:26	460.57	
15/03/2023	FPO	SLCC 200000001093326613 BK209550.1 608301 10 15MAR23 09:26	18	
15/03/2023	FPO	SLABS 2 U 400000001102064129 TOWN COUNCIL CINDE 089250 10 15MAR23 09:25	132	
15/03/2023	FPO	TRAVIS PERKINS 100000001094085535 840329 CINDERFORD 560060 10 15MAR23 09:25	541.5	
15/03/2023	FPO	SCREWFIX DIRECT T/ 500000001097308960 6331640024278244 401160 10 15MAR23 09:24	61.05	
15/03/2023	FPO	REFLECTIONS WINDOW 500000001097308657 RWC021 089250 10 15MAR23 09:24	220	
15/03/2023	FPO	REFLECTIONS WINDOW 200000001093325124 RWC006 089250 10 15MAR23 09:23	230	
15/03/2023	FPO	SECURITAS 400000001102062546 897010 560046 10 15MAR23 09:22	848.58	
15/03/2023	FPO	R A & LI STERRY 500000001097307722 MAYOR SUIT 309529 10 15MAR23 09:22	130	
15/03/2023	FPO	HALE & CO DRYBROOK 200000001093324305 03338 CINDERFORD T 309529 10 15MAR23 09:21	383.11	
15/03/2023	FPO	GAPTC 300000001100625030 7666CINDERFORD TC 089041 10 15MAR23 09:21	30	
15/03/2023	FPO	FOREST ICT 100000001094081583 FICTCTC001 600902 10 15MAR23 09:18	37.5	
15/03/2023	FPO	EMMA BENNETT 400000001102059612 BUNTING 772723 10 15MAR23 09:17	14.4	
15/03/2023	FPO	DBC SOLUTIONS LTD 500000001097304887 CINDERFORD TC 306677 10 15MAR23 09:17	223.2	
15/03/2023	FPO	DBC SOLUTIONS LTD 400000001102058987 CINDERFORD TC 306677 10 15MAR23 09:16	285.6	
15/03/2023	FPO	CITY ELECTRICAL FA 100000001094080383 41203020 202371 10 15MAR23 09:15	3.99	
15/03/2023	FPO	WATERLOGIC 600000001096995095 CIND016 401160 10 15MAR23 09:15	1139.33	
15/03/2023	FPO	CHRIS WITHAM 600000001096994722 STAFF LUF LAPTOP 404759 10 15MAR23 09:14	375.94	
15/03/2023	FPO	WATERPLUS 400000001102057712 0385051855 010917 10 15MAR23 09:13	257.2	
15/03/2023	FPO	VIRTUS CONSULT LTD 100000001094079106 2223/184 050407 10 15MAR23 09:13	2640	
15/03/2023	FPO	SAINT GOBAIN BUILD 500000001097302638 CINT009 206261 10 15MAR23 09:12	4681.88	
15/03/2023	FPO	CHRIS WITHAM 600000001096993642 EXPENSES CTC 404759 10 15MAR23 09:12	629.79	
15/03/2023	FPO	ANNE WEYMAN 600000001096993286 EXPENSES 309529 10 15MAR23 09:11	16.76	
15/03/2023	FPO	BOB SMITH 600000001096993045 IA/CTC 6 MARKET ST 306677 10 15MAR23 09:11	19449.35	
15/03/2023	FPO	ABBEY TREE & HEDGE 400000001102056045 CINDERFORD TOWN CO 306677 10 15MAR23 09:10	450	
15/03/2023	FPO	ABBEY LOOS 300000001100619275 CIND01 309990 10 15MAR23 09:10	99	
15/03/2023	FPO	WATERPLUS 100000001094024774 0385042053 010917 10 15MAR23 07:08	1100.6	
15/03/2023	DD	BRITISH GAS BGL0271168-0259942	1251.5	
15/03/2023	DD	ALLSTAR AS60192550	56.96	
14/03/2023	DD	MAINSTREAM DIGITAL AA21619093	4.44	
		TOTALS	59769.58	

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Mrs E. Bennett

Last logged on 10 April 23 at 02:20 PM

Cinderford Town Council

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## Review and authorise payments

Cinderford Town Council



three to authorise

Payment control

The number of users needed to authorise each payment depends on the payment control service set up for your business.

## Payments you can't authorise

Below is a list of payments which you can view or reject. You can't authorise these payments as you have already authorised them.

Previous Next Latest

Recipients	Type	Payment date	Amount	
ABBEY LOOS <i>COLONATION + EUROVISION HIRE</i>	Payment New	ASAP	GBP594.00	<a href="#">View</a>
ACCXEL LIMITED <i>TRAINING SAFE USE OF SAWS</i>	Payment New	ASAP	GBP276.00	<a href="#">View</a>
BOB SMITH <i>LUF - 6 MARKET ST</i>	Payment New	ASAP	GBP18967.70	<a href="#">View</a>
CHRIS WITHAM <i>MOUSE + KEYBOARD FOR LLOVE</i>	Payment New	ASAP	GBP22.94	<a href="#">View</a>
FOREST OF DEAN COU <i>RATES - SAM</i>	Payment New	ASAP	GBP319.61	<a href="#">View</a>
FOREST OF DEAN COU <i>RATES - PLAINIE ADO</i>	Payment New	ASAP	GBP113.52	<a href="#">View</a>
FOREST OF DEAN COU <i>RATES - LESLEY</i>	Payment New	ASAP	GBP4034.42	<a href="#">View</a>
GAPTC 2023/24 <i>SUBSCRIPTION</i>	Payment New	ASAP	GBP2092.31	<a href="#">View</a>
GDR SOLUTIONS UK L <i>FIRST AID - COLONATION + EUROVISION</i>	Payment New	ASAP	GBP844.80	<a href="#">View</a>
HALE & CO DRYBROOK <i>MATERIALS</i>	Payment New	ASAP	GBP393.85	<a href="#">View</a>
NETWORK CONNECTION <i>CCTV MAINTENANCE</i>	Payment New	ASAP	GBP3814.80	<a href="#">View</a>
SCREWFIX DIRECT T/ <i>PAINT MATERIALS</i>	Payment New	ASAP	GBP37.97	<a href="#">View</a>
SILENT DISCO PARTY <i>EQUIPMENT HIRE EUROVISION + COLONATION</i>	Payment New	ASAP	GBP240.00	<a href="#">View</a>
STARK BUILDING MAT <i>MATERIALS</i>	Payment New	ASAP	GBP1500.87	<a href="#">View</a>





Recipients	Type	Payment date	Amount	
TRAVIS PERKINS <i>MATERIALS</i>	Payment New	ASAP	GBP558.94	<a href="#">View</a>
WATERPLUS <i>WATER - TRIANGLE</i>	Payment New	ASAP	GBP83.89	<a href="#">View</a>
WATERPLUS <i>WATER - SMILLS.</i>	Payment New	ASAP	GBP217.41	<a href="#">View</a>

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