



Dear Councillor / Resident

I hereby give notice of a Estates & Finance Committee meeting that will be held at The Council Chamber, Cinderford, on 5th April 2022, commencing at 6.30 p.m.

**Councillors are requested to meet at 5.45pm for a tour of Freedom Leisure prior to the meeting.**

Dated: 22nd February 2022

Mrs E Bennett, Clerk to Council

1. To receive apologies for absence
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.
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).
4. Chairman's Urgent Business.
5. To confirm the Minutes of the Meeting held on 1st March 2022 (copy herewith)
6. Matters Arising from Minutes
7. To note CTC's responsibilities in relation to the Freedom Leisure building and discuss the responsibility matrix chart and discuss maintenance works
8. To consider the lease proposal, future use of 6 Market Street and receive the surveyor plan of works and make recommendations to Council
9. To receive an update from the Estates Manager and receive and agree any quotations for works relating to:
  - St Annals House - thermostats, heating system,
  - Rheola House, Wesley, 6 Market Street - door entry systems & landscaping, signage
  - Welsey - roof quotation
  - 6 Market Street - Changing Places Toilet
  - Triangle - lighting and sound system
  - Wesley - staging
  - Steam Mills
  - Clock Tower
10. To receive presentations at 7pm and 7.30pm following quotes submitted by tender for solar panels for Rheola House, Wesley and 6 Market Street

11. Accessibility Gloucestershire - update on reports
12. H&S:
  - H&S Safety Champion update (R Sterry)
  - H&S data
  - Asbestos reports update
  - Legionella update
  - Electrical works update
  - Fire safety standards
  - Emergency Lighting
  - PAT testing
  - Fire extinguishers - Co2 & Water
13. Dockham Road - to receive an update
14. To receive an update from the Estates Manager on the Levelling Up Fund relating to:
  - Wesley Church
  - No 6 Market Street
  - Rheola House
15. To receive latest building finance figures covering tenancy rates, vacancy information & outstanding debtors
16. To receive and agree the contractor for the Changing Places facilities at Rheola House & 6 Market Street
17. To agree the Town Hall and Community Building Hire Charges for 2022 / 23
18. To review the St Annals House and Rheola House Rental Charges for 2022 / 23
19. To note and agree the recommendation to move to VOIP
20. Date of next Meeting – 3 May 2022 at 6.30pm .

**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”.**