



Dear Councillor

I hereby give notice of the Annual Parish Council Meeting that will be held at The Council Chamber, Cinderford, on Tuesday 23rd May 2023, commencing at 7 p.m. All Residents of the Parish are welcome to attend and Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters as set out below.

Public Questions: a period of no more than 15 minutes will be set aside for public questions.

Dated: 16th May 2023

Mrs E Bennett, Clerk to Council

- 1) Election of Chairman/Mayor of the Council, noting this is one position, and completion of Declaration of Acceptance of Office Form
- 2) Election of Vice-Chairman and completion of Declaration of Acceptance of Office Form
- 3) To receive apologies for absence
- 4) 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.
- 5) 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).
- 6) Chairman's Urgent Business (for information only items)
- 7) To confirm the Minutes of the Meeting held on 11th April 2023
- 8) Matters Arising from Minutes (for information only)
- 9) Appointment of Committee Members
- 10) Appointments of representatives on other bodies
- 11) To adopt the General Power of Competence
- 12) Climate Action:
  - a. To receive a presentation from FODDC's Community Energy Project Officer on the Forest Energy Community Initiative/Aurora Project and agree any actions
  - b. To receive the CTC Climate Action Update and agree any actions
  - c. To receive and note the FODDC written update on UKSPF Climate Resilience Project - Overview for Town Council's
  - d. To receive and note the Forest Climate Network's Meeting Notes 5.4.2023
- 13) To receive a presentation from the Chairman of the Forest of Dean radio controlled car club regarding re-opening the former Steam Mills club site
- 14) To receive an update on the Levelling Up Fund and note and agree future works:
  - a. The Wesley
  - B. 6 Market Street
  - C. Rheola House
- 15) To receive the FODDC Survey Report on the The Wesley which has been surveyed as part of the Buildings at Risk Register process and agree any response

- 16) To agree the Town Council insurance at a cost of £21,597.45 and note review of supporting documentation
- 17) To receive designs and costings from Gloucestershire College Art Students regarding painting a mural on Steam Mills bus shelter and agree way forward
- 18) To receive and agree the Health and Safety Risk Assessments following the annual review by CTC's H&S Advisor
- 19) Correspondence (D)
  - a) To consider the buskin request and agree any associated actions
  - b) To receive the play area/trees weekly inspection checklist reports and note and agree any associated actions
- 20) Reports/Minutes (N)
  - a) Written update from County Councillor
  - b) Written update from District Councillor
  - c) Committee Updates - Events Meeting
- 21) To receive an update on the Community Hospital, Skatepark, & Dilke Hospital including:
  - a. Latest planning correspondence
  - b. Archus update
- 22) Finance (N/A)
  - a) To agree the Accounts for Payment as per the list circulated prior to the meeting
  - b) To receive the Internal Control Checklist
  - c) To receive the latest financial reports
  - d) To agree that grant application forms are considered and agreed by the Finance Committee
  - e) To agree to a review of Council land to ensure registration by 2025 by Land & Property Registration
  - f) To consider the renewal of the Dean Wye Partnership Membership at a cost of £150
  - g) To discuss the PWLB option to finance the skatepark drainage, car parking, footpath and lighting
- 23) Planning Applications - see list attached (D)
- 24) Planning - to approve 'Emergency Delegated Powers' to the Clerk to respond to urgent Planning Applications when an extension of time is not permitted by FODDC
- 25) Date of next Meetings (N)::
  - 13th June 2023, 7pm.

**“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”.**

(N) - for noting  
 (D) - for discussion  
 (A)-for approval