



Dear Councillor / Resident

I hereby give notice of an Estates & Finance Meeting that will be held in the Town Council Chamber on Tuesday 25th July 2023 at 6pm. Members of the Estates & Finance Committee are hereby summoned to attend for the business of considering and resolving upon the matters set out below. All Residents of the Parish are welcome to attend and a period of up to 15 minutes will be set aside at the beginning of the meeting for members of the public to raise questions.

Dated: 19th July 2023

Mrs E Bennett, Clerk to the 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 (information only item)
5. To confirm the Minutes of the Meeting held on 7th June 2023 (copy herewith)
6. Matters Arising from Minutes
7. To receive a request from Cinderford Bowling Club to proposed changes to improve accessibility and receive an update on the water situation
8. To receive the latest GAPTC financial reports
9. To receive and discuss the latest CTC financial reports:
 - To review Earmarked Reserves Balances
 - To note Bank Reconciliation for 30.06.2023
 - To note Cashbook receipts and payment 30.06.2023
 - To note the I&E by budget heading position and consider any virements
 - To note the S106 funding application request to FODDC prior to discussion with the accountant
 - To agree the E&F Councillor to meet with the accountant to discuss the skatepark
10. To consider grant applications and donation/funding requests:
 - Hope for Tomorrow
 - PCC of St John the Evangelist
 - Cinderford Town FC advertising board sponsorship
 - Crossroads Fireworks Event

- Dementia Choir
 - FVAF
 - We Grow You
11. To receive the CPRE membership subscription information and consider renewal
 12. To receive an update on the emergency sandbags, salt/sand/grit and an update from the Community Emergency Plan Group regarding access arrangements (MT/DF)
 13. To receive the quotes for Internal Audit services and consider a recommendation for Council to agree
 14. To note the Council Health & Safety training event on 18/07/2023 and inspection visit booked for 2nd October 2023
 15. To receive the Health & Safety update and agree the way forward relating to:
 - H&S Safety Champion (R Sterry)
 - accident figures
 - Asbestos reports update
 - Legionella update
 - Electrical works update
 - Fire safety standards
 - Emergency Lighting
 - PAT testing
 - Fire extinguishers - Co2 & Water
 16. To receive an update from the Estates Manager on the Levelling Up Fund and agree the way forward relating to:
 - Wesley Church
 - No 6 Market Street
 - Rheola House
 17. To receive an update from the Estates Manager on other CTC owned properties and agree the way forward relating to:
 - St Annals House
 - Dockham Road
 - Steam Mills Pavillion
 - The Tower/Triangle
 18. To receive an update for the Changing Places facilities at Dockham Road & 6 Market Street and agree any next steps
 19. To receive the list of budget 2024/25 changes and consider whether any additions are required to the list
 20. To note CCTV practical compliance training undertaken 20/07/2023 and note any implications
 21. To receive details of the speed camera costs and agree the way forward
 22. To receive details of any items for the next agenda
 23. Date of next Meeting – TBC

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”.