



Dear Councillors

I hereby give notice of a meeting of Cinderford Town Council that will be held at The Council Chamber, Cinderford, on **Tuesday 12th September 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: 5th September 2023

Mrs E Bennett, Clerk to Council

- 1) Appointment of Co-opted Councillor, completion of Declaration of Acceptance of Office and agree Committee membership appointment
- 2) To receive apologies for absence
- 3) 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.
- 4) Public Participation Session – A period not exceeding fifteen minutes for members of the public to make statements and ask questions of the Council. (i) Each person will be allowed no more than three minutes plus a brief follow-up to any answers given by the Council. (ii) Questions may be answered but not debated by the Council. (iii) Any issues which the Council deem require consideration will be referred to the appropriate committee or deferred to the next Council Meeting.
- 5) Chairman's Urgent Business (for information only items)
- 6) To confirm the Minutes of the Meeting held on 8th August 2023
- 7) Matters Arising from Minutes (for information only)
- 8) Police Update
 - a) To receive and note the written monthly report
 - b) To discuss any recent issues
- 9) To receive an update from the Estates Manager on the Levelling Up Fund & Changing Places and note and agree future works:
 - a. The Wesley
 - B. 6 Market Street
 - C. Rheola House
 - D. To approve the installation of a new security camera at Rheola House by Redhand at a cost of £577.80 to be funded by Levelling Up Fund
 - E. To approve Changing Places works at 6 Market Street and Dockham Road following external approval of plans and agree the appointment of a contractor on the FODDC approved installers list
 - F. To approve the painting quotation at Rheola House from the previously appointed decorator to be funded by Levelling Up Fund
- 10) Climate Action:
 - a) To agree a date for the Climate Action Working Group to meet (CB/DF/DM/JCW)
 - b) To agree further working group member appointment
- 11) To receive an update from the Cinderford Community Emergency Plan Working Group (MT/JCW/DF)
- 12) To discuss writing to GCC to request a TRO for a 20mph limit in Cinderford residential areas (JCW)

- 13) Correspondence (N/D/A)
- a) To receive information on the FODDC Strategic Overview and Scrutiny Committee - Development Management (Planning) Improvement Programme and agree Councillor attendance and Councillor lead to draft written response based on Council feedback
 - b) To receive correspondence on the opportunities offered in the Anti-Social Behaviour Action Plan provided by the Community Payback and Immediate Justice schemes and forward ideas and feedback to FODDC
 - c) To receive details of the Cinderford Community Showcase Event on 30th September 2023 and consider the portals funding request
 - d) To receive and note the date of the Cinderford Pride event on 28th July 2024 in Market Street
 - e) To receive written comments on the Freedom Leisure (FL) Gym and receive minutes of 30.08.2023 noting Councillor attendance at FL meeting
 - f) To receive initial details of the Gloucestershire & D-Day 80 Event on 6th June 2024 and agree arrangements are considered by the Events Committee with an appropriate budget set for 2024/25
 - g) To receive and note the Gloucestershire Way newsletter
 - h) To consider Councillor(s) becoming a Member to GAPTC's Executive Committee and agree actions
 - i) To receive and discuss the Power to Change Report titled Saving the High Street: the Community Takeover report and agree the way forward (<https://www.powertochange.org.uk/research/saving-high-street-community-takeover/>)
 - j) To receive the FODDC training materials on Social Media & Media training following the FODDC Councillor and Clerk training on 10th August 2023
 - k) To receive and approve the lanyards for Councillors and staff following identified need for ID
 - l) To receive information on works planned around Linear Park as part of the Cinderford Brooks Project
 - m) To receive correspondence from the Forest Community Shed regarding Levelling Up Together Funding
 - n) To receive information on the Freedom Scrolls & consider and approve the awarding Freedom of the Town Award to Royston Mills
 - o) To note the appointment of CEO of GAPTC
 - p) To receive and note the detailed information relating to the TRO St Whites and discuss any comments
 - q) To consider whether the Town Council wishes to submit a request for replanting of trees and to agree the way forward.
- 14) Reports/Minutes (N)
- a) Written update from County Councillor
 - b) Written update from District Councillor
 - c) Committee Updates - Playing Fields & Personnel Committee 5.09.2023
- 15) Community Hospital, Skatepark, & Dilke Hospital update (A/N/D):
- a. Skatepark - planning correspondence, MFF works commencement & receive timetable chart
 - b. To receive and note minutes from MFF, Archus, Mavericks & CTC joint meetings on 10th and 17th August 2023
 - c. To receive and agree the revised floodlight quotation noting increase of costs of £5970+VAT from Highlightings Floodlighting Ltd due to a change in fitting type to meet planning requirements and authorise the Clerk to sign the terms & conditions dated 21.08.2023
 - d. To receive and approve the skatepark signage from Mavericks
 - e. To note PWLB consultation dates of 16th August 2023 to 17th September 2023
 - f. Dockham Road lease position update
- 16) Finance (N/A)
- a) To agree the Accounts for Payment as per the list circulated prior to the meeting
 - b) To receive the latest financial reports - income & expenditure, earmarked reserves, balance sheets, bank reconciliation to 31.08.2023 (mth5)
 - c) To receive the latest accountant quote reflecting additional works being undertaken and agree the flexible monthly fee
 - d) To receive an update on the change to O365 from Google Drive and receive and approve the quotations
 - e) To receive the Internal Control Checklist & Clerk/RFO Update
 - f) To approve submitting an application for the Finance Officer to have a Business Debit Card for use in the absence of the Clerk
 - g) To receive and consider three quotations for Internal Audit Services and recommend the appointment of an Internal Auditor for 2023/24

17) Planning Applications - see list attached (D)

18) Date of next Meeting (N): 10th October 2023, 7pm.

19) CONFIDENTIAL AGENDA ITEMS

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. To resolve to continue in 'Closed Session' under the provisions of The Public Bodies (Admissions to Meetings) Act 1960 as the following business to be discussed is considered to be of a confidential nature.

20) Staffing Matters following Personnel Meeting on 05.09.2023

21) Close of Meeting

“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