



Dear Councillor / Resident

I hereby give notice of an Estates & Finance Meeting that will be held in the Town Council Chamber on Wednesday 25th October 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: 18th October 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 25th July 2023 (copy herewith)
6. Matters Arising from Minutes
7. To receive the quote for St Annals House car park bollards and agree way forward
8. To receive an update on the Cinderford Bowling Club water situation noting a written response from Severn Trent is still awaited
9. To receive correspondence from Cinderford Rank Outsiders Football Club regarding the Steam Mills Pavillion and consider and agree a meeting/response
10. To receive and discuss the latest CTC financial reports:
 - To review Earmarked Reserves Balances
 - To note Bank Reconciliation for 30.09.2023
 - To note Cashbook receipts and payment 30.09.2023
 - To note the I&E to date by budget heading position and consider any agree any virements
 - To note receipt of the S106 funding for the skatepark
 - To note submission of the PWLB information to GAPTC
11. To consider grant applications and donation/funding requests:
 - We Grow You

- SARA
 - 2nd Cinderford Guides
 - Cinderford Baptist Church
 - Forest Drop in Client Committee
 - Friends of Forest High PTA Committee
 - Cinderford RFC CCTV
12. To receive the Hope for Tomorrow thank you letter
 13. 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
 14. 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
 15. 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
 16. To receive an update for the Changing Places facilities at Dockham Road & 6 Market Street and agree any next steps
 17. To receive the list of budget 2024/25 changes and consider whether any additions are required to the list
 18. To receive the draft budget and discuss first draft and agree any revisions
 19. To discuss the in-house audit and agree date
 20. To discuss the FODDC Contain Outbreak Management Fund noting work undertaken and planned and receive and agree any additional quotes
 - CCTV Soldiers & Sailors/Market Street
 - Wifi improvements
 - CCTV Heywood Road car park
 21. To receive details of any items for the next agenda
 22. 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”.