



Dear Councillors

I hereby give notice of a meeting of an Cinderford Town Council that will be held at The Council Chamber, Cinderford, on **Tuesday 13th February 2024**, 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: 6th February 2024

Mrs E Bennett, Clerk to Council

- 1) To receive apologies for absence - Cllr C Marsh, Cllr Charlton-Wright, Cllr L Sterry
- 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 – 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.
- 4) Chairman's Urgent Business (for information only items)
- 5) To confirm the Minutes of the Meeting held on 9th January 2024.
- 6) Matters Arising from Minutes (for information only)
- 7) Police Update
 - a) To receive and note the written monthly report
 - b) To discuss recent issues
- 8) To receive a presentation from the FODDC Regeneration Officer on the Use our Loo Scheme Proposal & other projects and provide feedback on information presented
- 9) To receive an update from the Estates Manager on the Levelling Up Fund, Changing Places, Estates Matters and note and agree future works:
 - a. The Wesley
 - B. 6 Market Street
 - C. Rheola House
 - D. To receive an update on the stage and associated works at The Wesley and agree any further works and actions
 - E. To receive and approve from GWT the draft of the mural and the interpretation board for approval at The Wesley Courtyard
 - F. To receive an update on the Town Clock installation at 6 Market Street and discuss and agree the purchase of an automatic winding mechanism at a cost of £2622 from Cumbria Clock Company
 - F. To receive an update on the Changing Places Toilets and agree any further works and actions
 - G. . To receive an update on the Energy Performance Certificates
 - H. To receive information and quotation from AJ Lowther for roof works at Freedom Leisure and agree way forward
 - I. To approve a replacement boiler by TH Haskett & Son Ltd at Rheola House following previous repair works to the existing boiler

- 10) To receive an update from the Cinderford Community Emergency Plan Working Group
- 11) Climate Action - to receive an update from a member of the Climate Action Working Group
- 12) Correspondence (N/D/A)
 - a) To note the request for a Governor of The Heart of the Forest School near Speech House
 - b) To receive information from Coleford Area Partnership regarding Heritage Open Days England and consider a reply
 - c) To receive documentation from Forestry England relating to the St White's bus stop proposal
 - d) To note GCC Highways letter regarding the High Street completion date delayed to 1.3.2024
 - e) To note the Town Crier attending the Yeovil 2024 Annual Town Criers Competition on 20.04.2024 and wish good luck at the event
 - f) To note Department for Transport letter regarding proposed stopping of Highway at Winner Garage and consider a reply
 - g) To note FODDC is calling for sites within the district to potentially accommodate future housing and employment and consider and agree a reply
 - h) To receive and approve the quote for the tree inspections from Independent Arboriculture & Urban Forestry Ltd
- 13) Reports/Minutes (N)
 - a) Written update from County Councillor
 - b) Written update from District Councillor
 - c) Committee Updates - Events - 25th January 2024, Dilke Hospital Working Group update....
 - d) Other Meetings - councillor advocacy scheme 22.01.2024
- 14) Community Hospital, Skatepark, & Dilke Hospital update (A/N/D):
 - a. Skatepark & associated works update
 - b. To receive the response from FODDC re Dilke Hospital ACV submission and agree a reply following consideration by the Dilke Hospital Working Group
 - c. To receive and note the quotation from MFF regarding the Surfacing to Car Park & Footpath noting this expenditure and works had been approved by Councillors by email to avoid project delays and works undertaken
 - d. To receive the quote for grass seeding or turfing the skatepark area and decide on works
- 15) Finance (N/A)
 - a) To agree the Accounts for Payment as per the list circulated prior to the meeting
 - b) To note any urgent payments already made for ratification including card payments
 - c) To receive the latest financial reports - income & expenditure, earmarked reserves, balance sheets, debit card use, bank statements, bank reconciliation to 31.1.2024 (mth10)
 - d) To receive the Internal Control Checklist & Clerk/RFO Update
 - e) To discuss earmarked reserves & virements
 - f) To receive the update on the PWLB application for CTC's contribution to the skatepark project
 - g) To receive details of the 2025 Canopy event information noting costings and information presented to the Events Committee and consider allocating a sum in the 2025/26 budget
- 16) Planning Applications - see list attached (D)
- 17) Date of next Meeting (N): 13th February 2024, 7pm.
- 18) 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.
- 19) To receive an update on staffing matters and consider and agree any recommendations
- 20) To receive information on the HR software Access PeopleHR and approve the annual purchase at a cost of £324.00 plus VAT.
- 21) To discuss any matters arising from the FODDC lease meeting request
- 22) Close of Meeting

- 23) **“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