



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 9th April 2024, commencing at 7 p.m.

All Residents of the Parish are welcome to attend. 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: 2nd April 2024

Mrs E Bennett, Clerk to 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 – 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 12th March 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 an update from the Estates Manager on externally funded works and note and agree any associated actions:
 - a) The Wesley (LUF/Enovert)
 - b) 6 Market Street (LUF)
 - c) Rheola House (LUF)
 - d) To receive an update on the Changing Places Toilets works
 - e) To receive an update on other CT owned properties and agree any further works and actions
- 9) Working Groups:
 - a) To receive an update from the Cinderford Community Emergency Plan Working Group
 - b) To receive an update from the Climate Action Working Group
- 10) Correspondence (N/D/A)
 - a) To receive and note information on the PCC elections
 - b) To receive and note the DLUH&C letter regarding withholding details of Councillors' sensitive interests and home addresses
 - c) To receive and consider the request from Forest of High School regarding advertising on bus shelters
 - d) To receive information on the one Member vacancy on GAPTC's Executive Committee and consider nominating a candidate and biography submission

- e) To note the retirement of CTC's Health & Safety Advisor and agree the use of ProtectH&S from BrightHR for software, e-learning, support, advice and documentation.
- f) To note submission of FODDC Road Closure Order for 18.04.2024

11) Reports/Minutes (N)

- a) Written update from Gloucestershire County Council elected representative
- b) Written update from Forest of Dean District Council elected representatives
- c) Committee Updates – none to present.
- d) Highways Meeting – 27th March 2024 & issues raised

12) Community Hospital, Skatepark, & Dilke Hospital update (A/N/D):

- a. Skatepark & associated works update
- b. To receive the five quotes for grass seeding the skatepark area and approve the contractor

13) 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 31.3.2024 (mth12)
- d) To receive and note the Internal Control Checklist for February & March 2024
- e) To receive the annual subscriptions list and approve renewals
- f) To note grant application submitted to FOD UK Shared Prosperity Fund & 20% match funding requirement if successful
- g) To develop a Framework list of local contractors and suppliers that we can call on to commission local goods and services
- h) To note the Mayor's attendance & Cllr L Sterry at the 2024 Mayor of Coleford's Charity Dinner for Great Western Air Ambulance

14) Internal Auditor Report – 22nd March 2024 visit

- a) To note and agree actions and response
- b) To approve updated Standing Orders and Financial Regulations noting further changes since previous visit and the NALC documents have not been updated to reflect changes

15) Planning Applications - see list attached (D)

16) Date of next Meetings (N):

- a) Annual Town Meeting – 14th May 2023 at 6pm
- b) Annual Meeting of Cinderford Town Council – 14th May 2023 at 7pm

17) 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.

18) To receive an update on a grant application and match funding requirement for The Wesley

19) Dockham Road Update

- a) To approve the signing of the Engrossment Lease, Licence for Alterations and Side Letter relating to Dockham Road

20) Close of Meeting

21) **"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