**Full Council**

**Tuesday 27th May 2025**

**Coleford Town Council Chamber**

**7:00pm – 9:00pm**

**Agenda**

1. **To receive apologies**
2. **To receive declarations of interest re: items on this agenda**
3. **To receive dispensation requests**
4. **To elect the Mayor of Coleford for the Civic Year 2025/26**

**(Presentation to past Mayor (if applicable))**

**Note; Mayor to sign Declaration of Acceptance of Office**

1. **To elect the Deputy Mayor for the Civic Year 2025/26**

**(Presentation to past Deputy Mayor (if applicable))**

1. **Public Forum**
2. **To agree the minutes of 13th May 2025**
3. **Matters arising from the minutes of 13th May 2025**
4. **To elect representatives for Coleford Town Council committees**
5. **To elect Town Council representatives for external Committees and Bodies 2025/2026**

* **The Halls Charity 4 Members**
* **Citizens Advice Bureau 1 Member**
* **Forestry England Advisory Committee 1 Member**
* **Stowfield Quarry Liaison Committee 1 Member**
* **Coleford Area Partnership MCTI 1 Member**
* **Bells Foundation 3 Members**
* **Forest Health Forum 1 Member**
* **Glos. Market Towns Forum 1 Member**
* **Wye Valley AONB 2 Members**
* **The Angus Buchanan VC Memorial Ground 1 Member**
* **The Wye Valley & FoD Tourism Association 1 Member**
* **Forest Economic Partnership 2 Members**
* **Road Safety Partnership 1 Member**
* **DVSA Forum 1 Member**
* **Coleford Twinning Association 1 Member**
* **Christmas Lights Committee 1 Member**
* **In-House Auditors 2 Members**
* **FoDDC Planning Development Control 1 Member**
* **Coleford Welcomes Walkers (CWW) 3 Members**

1. **To note the balance sheet and income/expenditure at year end**
2. **To agree the Annual Governance Audit Return (AGAR) Statement 2024/25**
3. **To agree the AGAR Accounting Statements 2024/25**
4. **To agree the dates for the AGAR Exercise of Public Rights**
5. **To agree the response to the External Auditor**
6. **To agree payments**
7. **To note cash books and bank reconciliations**
8. **To note income and expenditure reports**
9. **To review Direct Debits**
10. **To agree to the purchase of reusable plastic glasses**
11. **To consider insurance renewal quote**
12. **To agree to hold an ‘all levels’ public surgery**
13. **To note the Q4 CAB report**
14. **To adopt the Document Retention and Disposal Policy**
15. **To adopt the Biodiversity Policy**
16. **To receive update from meeting with Broadwell AFC**
17. **To receive update re: Change of Use – The Hive**
18. **To receive update on NDP**
19. **To note minutes from Clock Tower Committee**
20. **To note minutes from Planning and Highways Committee**
21. **To note District and County Councillor reports**
22. **To note Members reports**
23. **To note Clerks Report**
24. **To note Correspondence**

**All Council Meetings are Open to the Public**

**If you wish to take part in this meeting please contact the Town Council:** [**ctcoffice@colefordtowncouncil.gov.uk**](mailto:ctcoffice@colefordtowncouncil.gov.uk) **or 01594 832103**