



Coleford Town Council

You are summoned to attend the above meeting of Coleford Town Council to be held in The Town House, Lords Hill Walk, Coleford on Tuesday 14 May 2019.

JA Hinton

**Full Council
Tuesday 14 May 2019
Coleford Town Council Chamber
7.00 pm
Agenda**

Public Forum

1. To accept apologies
2. To receive declarations of interest
3. To allow dispensation
4. To elect the Mayor of Coleford for the ensuing year*
(*Past Mayor presentation if applicable).
5. Mayor to sign the declaration of acceptance
6. To elect the Deputy Mayor of Coleford for the ensuing year.
(*Past Deputy Mayor presentation if applicable).

7. To elect representatives for the following COLEFORD TOWN COUNCIL COMMITTEES

(These are minimum requirements for members)

Finance and Office Committee

6 Members meets monthly

Responsible for the running & general upkeep of the office and financial matters

Contract Management Committee

5 F&O Members meets ¼ yearly

Responsible for the monitoring of existing contractors and creating new monitoring systems

Planning Committee

6 Members meets bi monthly

Responsible for planning applications

Amenities Committee (to include Burials)

6 Members meets ¼ yearly

Responsible for the Clock Tower, Town Centre, The Cemetery, King George V Pavilion & playing field other recreation areas,

Events & Marketing Committee (to include the TIC)

6 Members meets ¼ yearly

Responsible for the marketing of the Town Council and its assets the organisation of a variety of events including the Coleford Music Festival & the Christmas Lights Switch On and the monitoring of the Tourist Information Centre

Public Safety Committee (to include Highways)

6 Members meets ¼ yearly

Responsible for the community safety, emergency services, fire, police, ambulance

Bells Implementation Committee

6 members meets monthly

(Life of the Project)

To manage the implementation of the Bells Field project.

Regeneration Committee

6 members

meets monthly

Responsible for working in partnership with the wider community to encourage regeneration within the parish

8. To elect representatives for the following REPRESENTATIVES ON OTHER COMMITTEES

Forest Health Forum	1	(Public Safety member)
FODDC Planning: Development Control	2	(Planning Committee)
Forest of Dean Community Safety Partnership	1	(Public Safety member)
Gloucestershire Market Towns Forum	1	
Christmas Lights Committee	1	(Events & Marketing m'ber)
The Halls Charity	4	
FOD Citizens Advice Bureau	1	
Forestry Commission Advisory Committee	1	
Stowfield Quarry Liaison Committee	1	
Coleford Area MCTI Partnership	1	
Bells Foundation	2	
Wye Valley ANOB	1	
Angus Buchanan VC Memorial Recreation Ground	1	
Coleford Twinning Association	1	
Forest of Dean & Wye Valley Tourism Association	1	
DVSA Forum	1	
Forest Economic Partnership	2	
In House Auditors	2	

9. To approve the minutes of 30 April 2019

10. To raise matters arising from the meeting 30 April 2019

11. To note reports from District and County Councillors (for information only)

12. To agree payments (see attached)

13. To agree petty cash payments for the Council & TIC (see attached)

14. To note the cash books and bank reconciliations

15. To note the monthly budget figures (see attached)

16. To initiate the review of Standing Orders and the financial regulations.

17. To initiate the annual risk assessment

18. To note reports from members (for information only)

19. To note correspondence (for information only, see attached list)