

Town Clerk: M Greenfield



Assistant Clerk: L Bendall

Lydney Town Council

Council Chambers, Claremont House, High Street, Lydney, Glos, GL15 5DX
Telephone: (01594) 842234

7th October 2025

SUMMONS

To all Members of Lydney Town Council; Councillors S Cave, C Harris, S Hillier, R Holmes (Vice-Chair), S Holmes, M Howard, P Johns, T Lindsay, M Jones, P Macklin, G Phelps, T Saunders (Chair) and E Taylor

Dear Councillor

You are hereby summoned to attend the **Meeting of the Council** to be held in the **Council Chambers, Claremont House, High Street, Lydney on Monday 13th October 2025 at 7pm**, for the purpose of transacting the following Agenda business as shown.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights plus Social, Economic and Environmental matters.

Yours faithfully

Michael Greenfield

Town Clerk

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings, in a non-disruptive manner, to which they are permitted access. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 2018.

Enquiries to Tel: 01594 842234 or email: town.clerk@lydneytowncouncil.gov.uk

[Housekeeping announcements](#)

Open Forum

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.

AGENDA

1.	<u>APOLOGIES</u>
	To receive and note apologies for absence
2.	<u>DECLARATION OF INTERESTS</u>
	To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with Lydney Town Council's current Code of Conduct in respect of Members
3.	<u>MINUTES</u>
	To consider approving as a correct record the Minutes of the meeting of the Council held on Monday 8th September 2025
4.	<u>REPORTS</u>
	To receive <u>urgent</u> reports from Members of the Town, District and County Councils
5.	<u>FINANCIAL MATTERS / RFO REPORT</u>
	5.1 Payments (a) To consider and decide to approve accounts for payment as detailed by the RFO (b) To consider and decide on the electronic transfers to Lydney Town Hall & Lydney Community Centre (c) To consider and decide on the electronic transfers to Bathurst Park & Recreation Trust and Lydney Recreation Trust 5.2 Income and Expenditure Reports/ Earmarked Reserves/ Bank Reconciliations for 30.09.25 & Cashbook Statement for 30.09.25 to 07.10.25 To receive and approve the above financial reports 5.3 Direct Debit Card Report To note the Direct Debit Card report for September 2025 5.4 Electronic Payment for VAT (a) To consider and decide on the electronic Vat Transfer to Bathurst Park & Recreation Trust & Lydney Recreation Trust
6.	<u>TOWN CLERK'S REPORT</u>
	To receive an update from the Town Clerk & to note the Market Towns Officer Report
7.	<u>COMMITTEE BUSINESS REFERRED TO THE COUNCIL AND REPORTS FROM THE CHAIRS OF COMMITTEES, SUB COMMITTEES AND WORKING PARTIES AND FROM LEAD COUNCILLORS</u>

8.	<u>CORRESPONDENCE</u>
	(a) Resident Response to Flooding query received & sent (b) Lydney Air Quality Management Area Correspondence received & sent (c) Freedom of information Request received and sent
9.	<u>STRATEGIC PLAN 2023-2030</u>
	To review and update the Strategic Plan for 2023-2030 See Strategic plan comments made on sections: 8,14 & 15. No colour changes.
10.	<u>BIODIVERSITY DUTY POLICY</u>
	To review and update the Biodiversity Duty Policy No Changes
11.	<u>BUDGET CONSULTATION 2026/2027</u>
	To review and decide on the budget consultation feedback received between Wednesday 16 July and Friday 12 September 2025
12.	<u>STAFF HEALTH & SAFETY HANDBOOK SEPTEMBER 2025</u>
	To review and approve Staff Health & Safety Handbook September 2025
13.	<u>UPGRADE TOWN CCTV</u>
	To receive a quote and decide on updating the Town's CCTV cameras, with associated costs being taken from the Rural England Prosperity Funding (REPF) grant allocation and from EMR 339 (CCTV).
14.	<u>LYDNEY HEALTH CENTRE – WORKING PARTY</u>
	To consider and decide on the commissioning of independent valuations of the Council Chambers to establish both the sale value and potential rental income value of the property.
15.	<u>DATE AND VENUE OF NEXT MEETING AND FUTURE BUSINESS</u>
	Full Council – Monday 10 th November 2025, 7pm, in the Council Chamber, Claremont House, High Street. Lydney