

Town Clerk: M Greenfield



Assistant Clerk: L Bendall

Lydney Town Council

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

4th November 2025

SUMMONS

To all Members of Lydney Town Council; Councillors S Cave, C Harris, S Hillier, R Holmes (Vice-Chair), S Holmes, 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 10th November 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 13th October 2025
4.	<u>REPORTS</u>
	To receive <i>urgent</i> 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 Recreation Trust 5.2 Income and Expenditure Reports/ Earmarked Reserves/ Bank Reconciliations for 31.10.25 & Cashbook Statement to 04.11.25 To receive and approve the above financial reports 5.3 Direct Debit Card Report To note the Direct Debit Card report for October 2025 5.4 To review the Draft Lydney Town Council Budget for the Financial Year 2026/27 To review the Draft Budget for the financial year 2026/27 5.5 Councillor Internal Audit Report from Wednesday 15th October 2025 To receive a report on the internal financial audit held on Wednesday 15 th October 2025, covering Periods July, August & September 2025 5.6 Virement To consider and approve Virements

6.	<u>TOWN CLERK'S REPORT</u> To receive an update from the Town Clerk
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> To consider a response to any correspondence received (a) Freedom of information Request received and sent (b) Lydney Air Quality Management Area Correspondence received & sent
9.	<u>FOREST OF DEAN DISTRICT COUNCIL (FODDC) – ANNUAL TOWN MONITORING REPORT JUNE 2024 - JUNE 2025</u> To review and provide feedback to FoDDC on the Annual Town Monitoring Report July 2024 to June 2025
10.	<u>APPOINTMENT OF MEMBERS TO COMMITTEES AND EXTERNAL ORGANISATIONS</u> To appoint members of the Council to committees and external organisations.
11.	<u>MARKET APPRAISAL BUILDING VALUATIONS</u> To consider and decide on Market Appraisal Building Valuations
12.	<u>PUBLICATION SCHEME</u> To consider and approve the Publication Scheme 23.10.25
13.	<u>SALE OF ASSET</u> To consider and approve the sale of the Christmas Igloo
14.	<u>ACTIVE TRAVEL STRATEGY SOUTHERN AREA PLAN - DECEMBER 2024</u> To consider and decide on the Active Travel Strategy December 2024, from the Forest of Dean District Council
15.	<u>NEIGHBOURHOOD DEVELOPMENT PLAN 2025-2043</u> To consider and approve Lydney Town Council's Draft Neighbourhood Plan 2025-2043
16.	<u>DATE AND VENUE OF NEXT MEETING AND FUTURE BUSINESS</u> Full Council – Monday 8 th December 2025, 7pm, in the Council Chamber, Claremont House, High Street. Lydney