

Town Clerk: M Greenfield



Deputy Clerk: L Bendall

Lydney Town Council

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

6th January 2026

SUMMONS

To all Members of Lydney Town Council; Councillors S Cave, C Evans, J Gregory, C Harris, S Hillier, N Holbutt, 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 12th January 2026 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

Louise Bendall

Deputy 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: assistant.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 December 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 To approve accounts for payment as detailed by the RFO
	5.2 Income and Expenditure Report/ Earmarked Reserve/ Bank Reconciliation for 31.12.25 & Cashbook Statements for 31.12.25 To receive and approve the above financial reports
	5.3 Direct Debit Card Report To note the Direct Debit Card report for December 2025
	5.4 To approve the PRECEPT/ Budget for the Financial Year 2026/27 To receive and approve the PRECEPT/Budget for the financial year 2026/27
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>
8.1	To receive and note an Eco report regarding the Dean Forest Gateway

9.	<u>STRATEGIC PLAN 2023-2030</u>
	To review and update the Strategic Plan for 2023-2030 Update to staffing structure
10.	<u>BIODIVERSITY DUTY POLICY</u>
	To review and update the Biodiversity Duty Policy No changes
11.	<u>CHRISTMAS EVENT</u>
11.1	To approve the date for the Christmas Event 2026
11.2	To receive an update from Glos County Council (GCC) regarding the Igloo and to agree on the process for its sale
12.	<u>SERVICE LEVEL AGREEMENT CRITERIA FOR 2026/2027</u>
	To review and approve the new Service Level Agreement criteria for 2026/2027
13.	<u>NEW VEHICLE</u>
	To receive an update on the new vehicle and to consider approaching Lydney Recreation Trust and Bathurst Park Trust for a contribution towards the cost of the vehicle.
14.	<u>COMMUNITY MINIATURE LIBRARY & SEED EXCHANGE</u>
	To consider a request for the installation of a miniature library and community seed exchange on the Oakdale noticeboard.
15.	<u>COUNCILLOR DROP-IN SESSIONS</u>
	To review and agree future councillor drop-in sessions
16.	<u>DATE AND VENUE OF NEXT MEETING AND FUTURE BUSINESS</u>
	Full Council – Monday 9 th February 2025, 7pm, in the Council Chamber, Claremont House, High Street. Lydney