

# NEWENT TOWN COUNCIL

## AND BURIAL AUTHORITY



Annexe Building rear of  
Newent Community Centre  
Ross Road  
Newent  
Glos, GL18 1BD

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16<sup>th</sup> September 2025

Dear Councillor / Resident

I hereby give notice of a **Town Council Meeting** of Newent Town Council  
to be held on **Monday 22<sup>nd</sup> September 2025**  
**at Newent Community Pavilion, Watery Lane, Newent, GL18 1QA**

**Start 7.30 pm, or soonest after the previous meeting**

All Residents of the Town are welcome, and Members of the Council are hereby summoned to attend for the purpose of transacting the following business.

*Neil Sapsed*

**Neil Sapsed**  
**Town Clerk**

**Public Participation, up to a 10 minute period of time will be set aside before the start of the meeting for public questions.**

### **A G E N D A**

- 1. Note apologies for absence**
- 2. Declarations of Interest on items on the agenda**
- 3. To approve the Minutes of the Council Meeting held on Monday 1<sup>st</sup> September 2025**

#### **4. Finance/Accounts**

- a) Approve the accounts to be paid
- b) To Note the Bank reconciliation 31/08/2025
- c) To note the Cashbook of 31/08/2025
- d) To note Earmarked Reserves 31/08/2025
- e) To note Income and Expenditure Report 31/08/2025
- f) To Note all Investment Account Balances and returns of 31/08/2025
- g) To approve the expenditure for the Cemetery Lodge Discharge of Conditions application Fee

#### **5. Work Report**

- 5.1 To receive the Estate Supervisors Work Report
- 5.2 To Approve the expenditure for replacement equipment and annual service of the Outdoor Gym at Newent Lake
- 5.3 To approve the expenditure for the purchase of Chainsaw PPE Equipment
- 5.4 To approve the expenditure to undertake Portable Appliance Testing at various locations
- 5.5 To Approve expenditure for a Skip to allow vacated plot clearance's
- 5.6 To Approve works to trees in various locations in line with the arboriculturist recommendations
- 5.7 To Approve the expenditure for the hire of a Wood Chipper to undertake recommended works identified within the latest Arboriculturist tree report

#### **6. To Consider the following Grant Applications**

- 6.1 Newent Allotment Association
- 6.2 Newent and District Men's Shed
- 6.3 Space to Grow (Newent Community Garden)

#### **7. Newent Christmas Lights Committee**

- 7.1 To approve the request for staff members to work at the Christmas lights switch on event and approve any expenditure
- 7.2 To approve the request to allocate a free parking day for the Christmas lights event

#### **8. To Approve the purchase of updated I.T Equipment for the office of Newent Town Council**

#### **9. Reports**

- 9.1 To receive a report from the Climate Change Action Plan Working Group and Consider/approve any actions
- 9.2 To receive a report from the Market Town Officer and agree any actions
- 9.3 To receive any updates from representatives on outside bodies

## **10. Allotments**

10.1 To approve the allotment fees for the year 2026/27

10.2 To Review and approve the Allotment Tenancy Agreement for the year 2025/26

## **11. To consider a response to the Forest of Dean District Council's Local Plan**

## **12. To consider Gloucestershire County Council's request for expressions of interest in the Community 20s and Safer Roads initiatives**

## **13. Newent Town Council Policy Committee**

13.1 To agree to establish a Newent Town Council Policy Committee

13.2 To appoint members to the Policy Committee

13.3 To approve and adopt the Terms of Reference for the Policy Committee

## **14. To Adopt Newent Town Councils Communications Policy**

## **15. Date of Next Meeting**

Monday 27<sup>th</sup> October 2025 at 7.30pm.