**Full Council**

**Tuesday 28 February 2023**

**Council Chamber, Coleford**

**7.00 pm - 9.00 pm**

**Agenda**

1. **To receive apologies**
2. **To receive declarations of interest re: items on this agenda**
3. **To receive dispensation requests**
4. **Public Forum**
5. **To agree the minutes of 31 January 2023**
6. **Matters arising from the minutes of 31 January 2023**
7. **Reports from District and County Councillors**
8. **To agree Payments**
9. **To agree Petty Cash payments for the Town Council, and Tourist Information**

**Centre (TIC)**

1. **To note the Cash Books and Bank Reconciliations**
2. **To note monthly Budget Figures**
3. **To adopt Financial Regulations, and to make further recommendations, as necessary**
4. **To note In-House Audit undertaken on 19 January 2023**
5. **To note Annual Risk Assessment undertaken on 8 February 2023**
6. **To agree a representative for the Coleford Welcomes Walkers Steering Group**
7. **To note Office Opening Hours**
8. **To agree TIC Opening Hours for the Coronation Weekend (6-8th May inc.)**
9. **To further inform members re: Election process 2023, with key Dates**
10. **To receive update re: King Charles III Coronation Event Schedule, and to make recommendations, as necessary**
11. **To agree the recommendations of the Environment Committee**
12. **To agree the recommendations of the Finance & Asset Management Committee**
13. **To consider outstanding Quotations re: maintenance/Parish works (see Feb. 23**

**F&AM Committee Minutes) and to make recommendations, as necessary**

1. **To agree the recommendations of the Marketing & Regeneration Committee**
2. **To receive update re: proposed Newsletter (Election Special), and to make**

**recommendations, as necessary**

1. **To agree the recommendations of the Clock Tower Reparation & Restoration**

**Committee**

1. **To consider Quotations re: immediate Clock Tower works, and the**

**Proposal and Quotation re: Major Clock Works, received from Smith of Derby, and**

**to make recommendations, as necessary**

1. **To note Planning Committee Minutes**
2. **Member Reports**
3. **To note the Town Clerk’s Report**
4. **To note Correspondence**

**All Council Meetings are Open to the Public**

**If you wish to take part in this meeting please contact the Town Council, for the access codes on:** [**ctcoffice@colefordtowncouncil.gov.uk**](mailto:ctcoffice@colefordtowncouncil.gov.uk) **or 01594 832103**

**Coleford Town Council Working for You**