

# Parish Council of Coleford

---

Miss V Watts  
Clerk to the Council  
Tel: 07971 516916 / 01749 880428  
Email: [clerkcolefordsomerset@gmail.com](mailto:clerkcolefordsomerset@gmail.com)

Gallant Hill Farm  
Foxcote  
Radstock  
BA3 5YB

7<sup>th</sup> July 2021

## Coleford Parish Council Meeting

A Meeting of Coleford Parish Council will take place on **Wednesday 14<sup>th</sup> July 2021 at 7.00pm** at @ The Hub, Church Street.

The meeting will be run under the Government Covid restrictions as listed at the end of this document.

Signed

Miss Vickie Watts  
Clerk to the Council

### AGENDA

- 1. Public Forum**
- 2. Apologies for Absence (acceptance of any reasons offered)**
- 3. Declaration of Interest and Dispensations granted since last meeting**
- 4. Approve Minutes of Parish Council meetings held on the 9<sup>th</sup> June 2021**
- 5. Matters arising**
- 6. Presentation by Sarah Halford - Proposal for new 3G Pitch to replace the Hard Courts at Highbury. Discuss and decide whether to proceed and apply for grant funding.**
- 7. Reports**
  1. PCSO
  2. County Councilor
  3. District Councilors
- 8. Planning Applications**
  - 8.1 [2021/1500/TPO](#) - Ash (A) - Reduce height by up to 6m and reduce the end-weight of all large lateral limbs by 20%, thin crown by 20%.  
14 Preachers Vale Coleford Frome Radstock Somerset BA3 5PT
- 9. Planning updates including enforcement issues**

**10. Update on the Coleford Royal British Legion application to be a Community Value Asset**

**11. Highways including:**

1. Councilor Updates
2. Report of any new issues to be reported
3. Update on the Footpath on Anchor Road

**12. Finance**

1. Discuss Halecombe Quarry Community Fund
2. Review 1<sup>st</sup> Quarter budget review 2021/22
3. Accounts approved for payments

**13. Review of policies:**

1. Financial regulations
2. Code of conduct
3. Standing orders

**14. Discuss Coleford Parish Councils Facebook profile. Review & agree policy**

**15. Consider request to hold a school year end party on Highbury playing field using electricity supply from the changing rooms.**

**16. Discuss way forward for the Allotments and the Climate Emergency Grant including considering other potential sites.**

**17. Grass cutting including:**

1. Update on the new grass cutting contract agreed
2. Hedge cutting around sign at Lipyeate
3. Consider quotes for hedge cutting contract
4. Grass cutting of fence line between playing field and Newbury Hill and creosoting fence

**18. Consider quotes received for Tree Survey for Coleford Parish Council owned land**

**19. Consider annual inspection reports for Coleford Play areas**

**20. Consider and Approve Memorial application**

**21. Update from @ the Hub**

**22. Meetings to attend or attended**

**23. Correspondence**

**24. Matters of Urgency – at the Chairman’s Discretion**

**25. Date of Next Meetings:**

- 21<sup>st</sup> July 2021 - Annual meeting of the Parish & Planning meeting  
11<sup>th</sup> August 2021 – Parish Council meeting

## Management of Meetings at the Hub

1. Members and public must enter the hall one at a time at least 2m apart, unless they are from the same household.
2. Members and public must use the hand sanitiser provided on entering the hall.
3. Members of the public will be required to provide contact details or register on the NHS Track and Trace App.
4. Meetings will take place in the Main Hall with windows open to allow sufficient ventilation.
5. Members will be seated at individual tables spaced 2m apart. These tables must not be moved at any time during the meeting.
6. Face masks must be worn unless speaking to an item on the agenda.
7. No papers will be circulated at the meeting – any papers that need a signature (minutes, statement of accounts) will be delivered to Members' homes after the meeting.
8. A copy of the agenda will be displayed on the entrance door to the main hall – no copies will be provided for members of the public.
9. Members of the public will be provided with seats at least 2m away from any members and will need to sit at least 2m apart, unless they are from the same household.
10. Members and public must leave the hall one at a time at least 2m apart, unless they are from the same household.
11. The kitchen area and small back room are not to be used before, during or after the meeting. Any Member or public who believes they may need a non-alcoholic drink during the meeting will be required to bring their own with them.
12. Should the number of public wishing to attend result in there being more than the maximum number of people allowed in the main hall under the various regulations (22), the agenda may be varied to allow for each to hear the debate on the item for which they have attended. If all members of the public attending for one particular item result in there being more than the maximum number of people allowed in the main hall under the various regulations (22), the Chairman may decide to defer the item or to deal with it in such a way as to hear all the contributions. One such way of dealing with the matter is for the meeting to adjourn to the car park where social distancing **could** be reduced to 1.5m.

**(NOTE: the maximum number of people in the main hall (22) INCLUDES the Clerk (1), Members of the Parish Council, District or County Councillors (up to 13) AND members of the public. (9)**

The verbal instructions of the Clerk and/or Chairman in respect of compliance with these guidelines, the risk assessments and/or the various Covid-19 regulations must be complied with at all times for the safety of all those attending or wishing to attend.