

# Parish Council of Coleford

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## Minutes of the Parish Council Meeting held on Wednesday the 8<sup>th</sup> January 2020

### Present

Cllr Ham (Chairman presiding) Cllrs Banks, Barrett, Conn, Drescher, Evans, Turner, Hanney, Townsend, and Pearce

There was 5 members of the public present and the Clerk Vickie Watts taking the minutes

### Public Forum

- PF1 The tarmac which had recently been repaired at the entrance to Springwater Farm has already started to breakdown. Cllr Townsend to flag up to Highways. AT
- PF2 The drain located near to the school zebra crossing is blocked. Cllr Townsend to flag up to Highways. AT
- PF03 The hydrant cover at Rope Walk is still outstanding.
- PF04 Parishioners are concerned to hear that The Eagle Inn has a planning application for conversion into 6 flats. They believe that it has potential to be a vibrant pub again. They were concerned that there hasn't been a sign outside the pub advertising that it is up for sale and it is questionable whether the correct procedure has been followed to allow the change of use and conversion. There is also a concern that the increase in numbers of cars trying to park will cause further inconvenience and dangers on Highbury Street.
- PF05 The grass either side of the footpath which runs through the green at Farley Dell has encroached on the path which now prevents 2 people walking alongside each other without getting wet feet from the grass. It was requested that Cllr Evans adds the clearance work to the list of jobs for the Community Payback. KE
- PF06 The grit bins at Beacon View, Underhill and Springers Hill have still not been filled. Clerk to chase up Highways as a matter of urgency. VW
- PF07 The Community Payback team will be clearing the brambles at the Highbury Pump Track on the 21/01/20. The Clerk to arrange for the waste to be cleared by Idverde. KE  
VW
- PF08 New trees have been planted at Careys Mead. It was confirmed that it was not Parish Council land. It was noted that there are grants available for new trees. This would be discussed at the February meeting. Ag
- PF09 The Telephone Box at Careys Mead has a notice informing that the phone is being considered for removal. The Clerk to contact BT and establish the phones usage. Agenda item for the next meeting. VW  
Ag
- PF10 It was noted that dog fouling has increased.

### 1 Apologies

Cllr Allen, Harding, Talbot and PCSO Storey sent apologies which were accepted by the Chair.

### 2 Declaration of Interest and Dispensations granted since last meeting

There were none.

- 3 **Approve minutes of the monthly Parish Council meetings held on the 11<sup>th</sup> December 2019**  
The minutes from the abovementioned meeting had been circulated to all Councillors. It was agreed that they accurately reflected the meetings and were duly signed by the Chairman, Cllr Ham.

*Vote: 10 For, 0 Against and 0 Abstained*

4 **Matters Arising**

All matters arising had been completed or would be covered under the agenda item during the meeting apart from:

- The Clerk to seek quotes for the concrete plinth to fit the new picnic table to at Goodeaves play area. VW
- Clerk and Cllr Ham to read the literature provided for the Halecombe Quarry Community Fund. PH/VW
- The Clerk has sent the Risk assessment & method statement to the ICCM but Sofia is out of the office until 22/01/20. Agenda item for February meeting. VW  
Ag

5 **Reports-**

5.1 PCSO report: No report had been received.

5.2 Somerset County Council Report: County Cllr Ham explained that there has been much talk around the future shape of local government in the county. These include saving money, cutting waste and reducing duplication, ranging from councils simply working closer together to the abolition of all authorities and creation of one new unitary authority. The key findings are:

- All Councils working more closely together – a predicted saving of £10m - £32m
- Creating a single unitary authority – a predicted saving of £35 – £47m

Discussion will be ongoing for some time. The full report can be found at [www.onesomerset.org.uk](http://www.onesomerset.org.uk)

County Cllr Ham also provided a briefing sheet which highlighted the following points:

- For those applying for their first school place the deadline for applications is the 15<sup>th</sup> January. Further details can be found at: <https://www.somerset.gov.uk/education-and-families/apply-to-start-school/>
- Somerset's first Climate emergency strategy have been confirmed and will run by the Somerset Action Network (SCAN) on behalf of Somerset's 4 district councils and the County council. The strategy will identify ways for Somerset to work towards being carbon neutral by 2030 and adapt to predicted climate change impacts. The drop in events will be held 10am – 4pm as follows:
  - 18<sup>th</sup> January @ Taunton Library, TA1 3XZ
  - 8<sup>th</sup> February @ Bridgwater House, Bridgwater, TA6 3AR
  - 15<sup>th</sup> February @ Mendip DC offices, Shepton Mallet, BA4 5BT
  - 22<sup>nd</sup> February @ Vicarage Street Methodist Church, Yeovil, BA20 1JB

This is open to residents, businesses, groups and anyone with an interest

- A Somerset team that provides advice, support and training to Governors, Clerks and Trustees in schools, colleges and other education providers has won a top award. SCC's Support Services for Education (SSE) triumphed over big budget, multi-nationals to win the prestigious Chartered Governance Institute Service Provider of the Year Award. SSE Governance delivers training as well as providing a helpline to governance boards. Topics range from inductions for new head teachers to safeguarding responsibilities.
- The List of support for grass roots projects for creative and imaginative grass roots dementia projects is growing. There are 4 new projects which have started up having benefited from SCC grant support, they are:
  - Age UK – Launching the first charity led Cognitive Stimulation Therapy (CST) project with 2 qualified Somerset practitioners offering therapy.
  - Take Art is setting up a 2 year programme of creative day time activities that provide dance and wordplay session to support people with memory loss or dementia and their carers.
  - Ark at Egwood based at Merriott provides land based activities as the therapeutic use of outside space and animals has been shown to help restore wellbeing, confidence and self-esteem with people of all ages.

- The Find Your Voice Momentum projects will bring together people living with dementia and their carers and support them in music and movement group work across 39 ten week courses across Somerset.

Somerset CC is looking to invest more than half a million pounds in total to kick start and extend projects and groups that run day time activities for people with dementia and provide respite for their unpaid carers. This is on top of its major spend on support for people with dementia which includes around £3.5m in special residential care, £4.5m in nursing care, plus a portion of the £14m it spends every year on homecare.

- Shepton Mallet Library is set to keep its town centre location and be developed into a community hub as part of the regeneration of the Market Place. The decision includes an agreement which would allow the building to be open outside library hours to help develop its community role and accept significant contributions from the Town and Council and Glastonbury Festival founder Michael Eavis.
- Somerset residents looking for a New Year’s resolution would be warmly welcomed to join the growing army of volunteers in the county. There are roles to suit everyone from supporting the local library to driving people to appointments or supporting the Duke of Edinburgh Award. All you need is a little bit of spare time, lots of enthusiasm and a 2020 vision to give something back to the community. Opportunities can be found at [www.volunteering.somerset.gov.uk](http://www.volunteering.somerset.gov.uk)
- SCC is taking a trailblazing lead in the use of robot technology to help poorly children back into the classroom. In the biggest initiative of its kind in the country, the council has invested in 50 AVI robots to support children who can’t be in school – whether it’s because they are sick or overcoming physical or mental health challenges. The AVI robots take the place of the child in the classroom, letting them see, hear and contribute to lessons while they are out of school at home or in a hospital bed. School and colleges pay a rental fee that covers running costs with any profit being reinvested in more of the robots.

5.3 Mendip District Council Report: District Cllr Townsend reported that activity has been low due to the election and the holiday. The Council has announced that Time is Precious will be their Charity of the Year, which is great news.

5.4 Councillors – details of meetings attended this month

Councillor Ham attended:

As County Councillor were:

16-12-19 SCC Unitary briefing

As District Councillor:

16-12-19 MDC Full Council

17-12-19 MDC Scrutiny Access

06/01/20 MDC Pre Scrutiny review

06-01-20 MDC Cabinet

07-01-20 MDC Unitary briefing

As Parish Councillor:

06-12-19 VE Day planning

District Councillor: Townsend attended the following meetings:

16-12-19 MDC Full Council

18-12-19 MDC Planning board

23-12-19 MDC Chairs Christmas lunch

06-01-20 MDC Cabinet

07-01-20 MDC Unitary briefing

**6 Planning**

6.1 Decisions on Previous Applications

District Cllr Townsend advised that Mendip District Council’s decision date for the Gladman application was scheduled to be 25th December however Gladman requested an extension until 24th

January. No reports have yet been submitted by Wessex Water or Somerset Highways. These are being chased. We have been promised a further update by 17th January.

Two planning applications will be considered at the planning meeting on 22<sup>nd</sup> January 2020 providing an extension in time is granted by MDC planning office. The applications are:

- 2019/2825/HSE – Woolstone House, Springers Hill, BA3 5LN – amended to include the addition of 2 dormer windows in the car port.
- 2019/3023/CLE – C3 dwelling and residential use of touring caravan at Owls Nest Farm, Lipyeate Cross to Luckington Cross, Newbury

#### 6.2 Complaints received by the Planning Enforcement Team at Mendip District Council

There were none.

#### 6.3 Present applications

##### 6.3.1 2019/2794/FUL – Use of Land to station holiday lodge and installation of sewage treatment plant. Edmunds Shipperidge, Stock Hill, Coleford.

Councillors considered the application prior to discussion. It was noted that the location was outside of the village development line and was adjacent to quiet mature woodland. It was also voiced that if approved it would tidy up the area.

It was proposed by Cllr Drescher and seconded by Cllr Hanney that the application be approved.

*Vote: 5 For, 3 Against and 2 Abstained (District Councillors)*

##### 6.3.2 2019/3016/FUL - The Eagle Inn Highbury Street, Coleford, Radstock, BA3 5NT. Change of Use and conversion of public house to 6 flats - Use Class (C3).

Councillors considered the application prior to discussion. There were concerns that conversion to flats would generate more cars and increase the congestion to an already busy part of Highbury Street and could compromise pedestrian and road users' safety.

Concern was voiced as to whether the applicant had done all he could to sell/lease the pub as a going concern. There had been no evidence at the pub that it had been on the market.

It was proposed by Cllr Conn and seconded by Cllr Banks that the application should be refused for the following reasons:

- Road safety for pedestrians and road users will be compromised with the influx of residential parking. It is also questioned whether there is sufficient parking spaces for the flats.
- It is believed that the applicant has not demonstrated that reasonable attempts to improve the viability have been undertaken as required by Local Plan DP17.

*Vote: 8 For, 0 Against and 2 Abstained (District Councillors)*

Cllr Ham said that if there was enough community support they could apply for the pub to be an asset of Community value. This would need to be done as an independent group rather than by the Parish Council although he was happy to support and guide those interested in taking this action.

## 7 **Highways**

### 7.1 Cllr Townsend Highways Report

It was confirmed that:

- The edge erosion and drain issues have been completed at Charmborough Lane.
- It has been confirmed that the junction of Charmborough Lane with Charlton Road will be marked up for the work to be completed before the end of the current financial year (March 2020).
- The request for cattle warning signs on Newbury Hill have been approved.
- The missing 'No Through Road' at Hippys Farm Lane will be replaced

### 7.2 Items report by Councillors

Cllr Barret asked if the road edging next to the road signage outside the Hub will be completed. Cllr Townsend will investigate and report to SCC Highways.

AT

**Finance**

- 8.1 Income: - The Clerk confirmed that the following income had been received:

VAT repayment	£1095.05
Contribution to cemetery hedge cutting	£300.00
Burial fees	£179.98
CAFC	£110.00
Allotment charges	£66.00
<b>Total</b>	<b>£1751.03</b>

- 8.2 Bank Reconciliation – This will be adjourned until the January planning meeting.

- 8.3 Discuss and agree cost of labour to repair play equipment at Goodeaves play area. - The Clerk explained that Playforce had originally agreed to replace the substandard rope for the nest swing and the split timbers in the active trail back in September, however the labour charge of £250 was questioned. After an exchange of 20 subsequent emails to question why we should pay labour when it results from poor materials, it is clear that they will not move on this and we have to pay it. All Councillors agreed that the labour charge should be paid to ensure that the work can be done. Clerk to arrange.

VW

*Vote: 10 For, 0 Against and 0 Abstained*

- 8.4 Discuss and agree cost to repair play equipment at Highbury play area. – The Clerk explained that the timber post across the top of the junior swings at Highbury play area has become rotten and needs to be replaced. Alvian Ltd have quoted £642 plus VAT but this includes a delivery charge of £225 plus VAT which could be reduced if another order is placed. After discussion it was proposed by Cllr Conn and seconded by Cllr Ham that the repair should be completed by Alvian Ltd at the maximum price of £642 plus VAT, who is going to be completing surfacing work in other Coleford play areas as soon as the weather allows.

*Vote: 10 For, 0 Against and 0 Abstained*

- 8.5 Consider funding for Citizens Advice Mendip for 2020/21 - A letter had been received from Citizens Advice Mendip requesting funding for 2020/21. In previous years we have donated £1000. After discussion it was proposed by Cllr Conn and seconded by Cllr Townsend that £1000 should be allocated for 2020/21.

*Vote: 10 For, 0 Against and 0 Abstained*

- 8.6 3<sup>rd</sup> Quarter budget review – The Clerk will prepare the budget review for consideration at the Planning meeting.

VW  
Ag

- 8.7 Discuss and agree Precept for 2020/21 – There was a brief discussion running through the proposed budget taking into account that £1000 would be allocated to the Citizens Advice Mendip. Other large allocations included £5K for professional fees in case they were required to oppose a large planning development, like Gladman's and £3K for grave shoring. The Clerk had circulated calculations showing how an agreed precept figure would impact on the council tax paid for a Band D house. After consideration it was proposed by Cllr Townsend and seconded by Cllr Hanney that the precept should be increased by 5% on last year making it £44,100.

*Vote: 9 For, 0 Against and 1 Abstained*

The Clerk to notify MDC Finance officer

VW

- 8.8 Accounts approved for payments:

Cllr Conn announced that prior to agreeing the payments the prize draw for the returned Parish Plan questionnaire would be made. All returned questionnaires were allocated a number, which was then put into a bag for the Chairman to draw the winning ticket. The winning number was 24, Mrs Carol Harper. A cheque would be prepared and passed to Cllr Drescher who offered to deliver it the next day.

The following payments were presented for approval:

Clerk expenses	£39.50
HMRC – National insurance	£30.64
The Royal British Legion Poppy Appeal - Wreath	£18.25
Mrs Carol Harper - Winner of the Parish Plan draw	£100.00
Russ Stanley – Footpath Warden South	£50.00
Rick Hedges – Footpath Warden North	£50.00

It was agreed that all invoices should be approved. The cheques were signed by Cllr Conn, Ham and the Townsend.

*Vote: 10 For, 0 Against and 0 Abstained*

**9 Consider proposed diversion of part of public footpaths FR 4/36 and FR 4/41**

Cllr Conn stated that the footpath has already been completed with a generous path having been left.

**10 Review winter footpath reports**

The Clerk will arrange to have the reports scanned and circulated to all Councillors electronically ahead of review and the next Parish Council meeting.

VW  
Ag

**11 Update on burial preparations at the Cemetery**

The Clerk confirmed that she had sent the risk assessment, method statement from the grave digger to the representative of the ICCM for confirmation that they were sufficient standard expected, however they are on annual leave until 20/01/20.

VW

The Clerk confirmed that this week a request had been made for a different grave digger to prepare a grave. She said that they would need to provide proof of insurance, method statement and risk assessment prior to agreement.

**12 Discuss and consider quotes to remove picnic tables at Goodeaves play area and installation of concrete base for new picnic table**

This will be adjourned for the Clerk to establish the best location for the new picnic table which must be a minimum of 2m away from the play equipment.

VW

**13 Agree action plan for installation:**

1. Youth shelter. Work is ongoing. Some welding is required and some carpentry work.
2. Football posts at Coleford play area. It was agreed that CAFC would be offered £200 for the installation of the goal posts. Cllr Drescher will oversee the project. The goals to be sited at the top and bottom of the field however leaving sufficient run off from the butterfly bank.

*Vote: 10 For, 0 Against and 0 Abstained*

The Clerk to write to the Coleford Athletic Football club to offer the work.

VW

3. Monohinge gate at Church Street footpath. Noel House has looked at the site and is concerned that there are utilities running underground. He has suggested an exploratory trench be dug to ensure that there is sufficient room for the gate to be installed. He is unable to quote for the installation until this has been done. It was proposed by Cllr Banks and seconded by Cllr Drescher that Noel House be instructed to complete the exploratory trench and if able proceed with the installation on the basis that he has completed work for the Council in the past and has always been competitively priced and despite best efforts no other contractor has come forward to quote.

*Vote: 10 For, 0 Against and 0 Abstained*

The Clerk will write to Noel House to confirm the order.

VW

**14 Update on Coleford Parish Plan Questionnaire including prize draw**

Cllr Conn has started a report on the returned questionnaires but will present the finished article at the February meeting.

AC

**15 Update on Allotments at Orchard Close**

Cllr Townsend reported that it is clear from the conveyance document dated 06/11/56 that the sale of the land was solely for the purpose of a playing field. He will investigate further how this affects the possible sale of the land. This will be an agenda item for the February meeting.

AT  
Ag

**16 VE Day event planning**

Cllr Ham confirmed that the next meeting will take place on Friday 10<sup>th</sup> January 2020 when plans will hopefully start to take shape.

PH

**17 Meetings to attend / attended**

22/01/20 from 10am to 3pm – Effectively managing your Councils documents. Clerk to attend  
23/01/20 @ 6.30pm – Parish Forum at MDC Council Chambers  
27/01/20 @ 6pm – How are Stroud District Council responding to Climate Emergency at MDC Council Chambers

VW

Various dates for SALC training. Councillors to notify the Clerk if they wish to attend.

ALL

**18 Report of any risks identified**

There were none.

**19 Correspondence**

Ben Brenton has confirmed that he will be cutting back the Butterfly bank on 22/01/20.

**20 Matters of Urgency – at the Chairman’s Discretion**

No points were raised.

**21 Date of Next Meetings:**

Wed 22 <sup>nd</sup> January 2020	Planning Meeting
Wed 12 <sup>th</sup> February 2020	Parish Council meeting

**The meeting finished at 22.10hrs**