

Parish Council of Coleford

Gallant Hill Farm, Foxcote, Radstock, BA3 5YB

Miss V Watts, Clerk to the Council

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Minutes of the Parish Council Meeting held on

Wednesday 8th June 2022

Present

Cllr Ham (Chairman presiding) Cllrs Allen, Banks, Barrett, Evans, Drescher, Moulding, Paterson, Pearce and Townsend

There was 1 members of the public present. The Clerk, Vickie Watts taking the minutes

Presentation

The Chair welcomed Colin Turner and gave a speech thanking him for giving in excess of 30 years service as a Coleford Parish Councillor. He was then presented with gifts for himself and his wife and said that he had enjoyed the experience.

1. Public Forum

- 1.1 Cllr Townsend said that he had seen a Facebook post, which mentioned that the Somerset Miners Welfare Trust are offering metal miner silhouettes to villages that had coal mines. It was agreed that the Clerk would investigate further.

Action: Clerk to make enquiries

- 1.2 Cllr Evans warned of 2 phone scams, one from the NHS and the other from Post Office parcels. Everyone should be cautious.
- 1.3 Cllr Evans said that a parishioner had been informed that the waiting time to get a hospital appointment was 547 days. She was having to book online which was proving challenging. It was asked why the Doctors surgery isn't helping people to make these bookings.

Action: Cllr Paterson and Townsend will raise this at the next Mendip Country Practice Patients group meeting

- 1.4 Cllr Banks said that he had been informed that donkeys and cows had been alarmed by youths behind Macintosh View.

Action: Clerk to report to the PCSO

2. Apologies for Absence

Apologies were received from Cllr Bell, and West which were accepted by the Chair.

3. Declaration of Interest and Dispensations granted since last meeting

There were none.

4. Agree the minutes

The Clerk had circulated to all Councillors the minutes from the Annual Parish Council meeting and monthly meeting both held on the 11th May, along with the minutes from the 25th May.

Cllr Moulding asked for minute ref 18 para 4 from the 25th May 2022 to be amended. It was agreed that it should be read:

All Councillors agreed that the letter to Somerset Highway Michele Cusack, which had been circulated by email should be sent by the clerk, by email. It was however noted that Cllr Moulding was not in agreement that there was an issue with cars parking on the road at Underhill.

It was then proposed by Cllr Allen and seconded by Cllr Barrett that all of the minutes should be approved.

Vote: 10 For, 0 Against, 0 Abstentions

5. Actions from the minutes

All actions had been completed or would be on the agenda apart from:

- 5.1 It was noted that the notice board outside the piano shop was no longer as visible as it was when parishioners were visiting the post office and shop. It was agreed that the new co-op would be approached to establish if they would consider a new noticeboard outside the store.

Action: Clerk to write to the store manager at the earliest opportunity.

6. Co-option of Councillors

There was one vacancy, which the Clerk will continue to advertise.

7. Reports

- 7.1 PCSO – No report was received.

Action: The Clerk to ask for an update on the village.

- 7.2 Somerset County Council – County Cllr Ham said that he would be attending Scrutiny next week. Otherwise, there was little to report at this stage.

- 7.3 Mendip District Council – Cllr Townsend reported that the Annual Full Council Meeting took place on the 23rd May 2022. Appointments to Committees were agreed as follows:

Cllr Ham: Scrutiny Board - Substitute member;
 Audit Committee – Substitute member

Cllr Townsend: Scrutiny - Full member
 Planning Board – Substitute
 Audit Committee – Full member.

Council passed a resolution to Declare a Cost of Living Emergency. 2 days later the Chancellor announced his support package.

It was resolved that Great Elm Parish Council should close as they had not fielded sufficient candidates at the election to form a quorum.

Audit Committee meeting took place on the 1st June 2022 - It was confirmed that the much delayed accounts for the year ending 31-3-21 will finally be signed off by the external auditors this month. The external audit of the 21/22 account will not start until October and will therefore miss the November target date.

8. Planning Applications

There were none.

9. Planning updates including enforcement issue

There were none.

10. Highways including

10.1 Councillor update

Lipyeate – minor patching work done. Also the dip marked up for repair at Stockhill Stoke Bottom - County Highways have confirmed that maintenance work including drainage repairs, ditching, patching and restoration of verges is scheduled to commence on 8-8-22. Also in Stoke St Michael, Mendip Rd from the Knatchbull roundabout towards Wainwrights will be closed to allow repair work to the stream culvert under the road. This will require a diversion for HGVs which will be welcomed by many.

10.2 Update on SIDS and Speed watch

The Clerk confirmed that she had written to Sara Davis the Somerset Highways engineer requesting a site visit to agree locations for SID units. Despite chasing up by email and phone there has been no response.

Action: Clerk to continue to progress

The Speed watch coordinator has confirmed that the sites at Rope Walk and Stockhill have been approved. 8 volunteers have come forward and are completing the required training. It is hoped that Speed watch will be able to start in July.

Action: Clerk to ensure progress

10.3 Report of any new issues to be reported

Cllr Drescher asked that the pedestrian crossing ramp near Farley Dell be inspected as it has started to deteriorate and is causing damage to vehicles.

Action: Cllr Townsend to arrange inspection

11. Finance

11.1 Bank reconciliation

The Clerk to ensure that this is checked ahead of the next meeting.

11.2 Consider & approve section 1 of the Audit - Annual Governance statement for 2021/22

The Clerk had circulated section 1 of the Annual Governance statement for consideration prior to the meeting. The Clerk then read out the questions within Section 1 of the Annual Governance statement 2021/22 with Councillors answering yes to all questions. It was agreed that the Chair should sign the section at the earliest opportunity.

Vote: 10 For, 0 Against, 0 Abstained

11.3 Consider & approve section 2 of the Audit - Accounting statements for 2021/22

The Clerk then read out Section 2 the Accounting statements for 2021/22 which had been completed using the figures for the previous financial year ending 2021 and year ending 2022. All Councillors present acknowledged that the page was completed correctly and agreed that the Chair and the Clerk should sign off the section at the earliest opportunity.

Vote: 10 For, 0 Against, 0 Abstained

Action: The Clerk to ensure that the audit paperwork is submitted by the deadline and displayed on the notice boards and website to allow the electors an opportunity to examine the accounts.

11.4 Accounts approved for payments

The following invoices were presented for payment:

HMRC - National Insurance	£ 19.34
V Watts - Clerks Expenses	£ 103.60
YMCA Brunel Group – Coleford Youth Club annual donation	£6,000.00
JCE Contracting Ltd – Installation of the defibrillator cabinet	£ 132.00
Aqua Power - Grafitti removal	£ 275.00
Philip Ham – Gift for C Turner, Prize money for Art competition	£ 53.00
AED Locator – Defib pads	£ 126.75

It was proposed by Cllr Barrett and seconded by Cllr Banks that the invoices should be paid.

Vote: 10 For, 0 Against, 0 Abstained

It was noted that the total amount due for the YMCA was £8K. The balance of £2K was to be paid by @ The Hub.

12. **Review the Footpath reports**

The Clerk confirmed that the report for the South of the village had been received and circulated to all Councillors by email. The warden for the North has an injury and has not been able to complete the report on this occasion. It was agreed that the Clerk would forward the report to Somerset Rights of Ways with a note requesting that they action the highlighted issues.

Action: Clerk to send the report to Somerset Rights of Way

Cllr Barrett reported that several parishioners had been forthcoming for the role of Parish Path Liaison Officer. The volunteers will be contacted and asked to liaise with Somerset Rights of Way to learn about the role and complete training. It is believed that these roles will work alongside and not conflict with the current Footpath Wardens

Action: Cllr Barrett to progress.

13. **Update on the potential new allotments**

The Allotment Working party met with a representative of the Allotment Committee at the Leigh on Mendip allotments to look at their 17 allotments and ask questions to learn about their experiences setting up the allotments, which was beneficial. They have provided copies of the tenancy agreement and will forward the agreement between the Parish Council and the Allotment Committee for the land.

The current tenants of the field at Vobster (located to the right of the Vobster Quay entrance), have said that they would be happy to give up the field for allotments if they could take on the field to the left which had previously been offered to the Parish Council. They would want to see the current gateway closed with a new access point opened at the old Newbury Road. They confirmed the lake could be used as a source of water at no charge. Cllr Drescher to investigate ways of making this accessible to allotment users. Cllr Pearce will continue to work with Cllr Ham to establish costs for fencing to keep rabbits and deer out.

A meeting with the land agent had been arranged to discuss terms for Weds 15th June 2022 at 12 noon (Cllrs Ham, Townsend and Pearce to attend) and another with the working party for 7pm @ the Hub.

Action: Cllr Drescher to investigate water supply. Attend meeting on the 15/06/22 at 12 noon 7pm. Cllr Ham and Pearce to progress with costings.

14. Consider quotes to create Rainwater Harvesting structure

Quotes of £4600, £3000 and £550 (which included some materials being supplied free of charge) were presented by the Clerk. It was proposed by Cllr Drescher and seconded by Cllr Barrett that the quote of £550 from Nippers Tippers would be accepted. The Council to source the water containers (IBC) as they are not included within the quote.

Vote: 10 For, 0 Against and 0 Abstentions

Action: Clerk to notify the contractor. Cllr Ham to source IBC

15. Agree jobs for the Community payback team- visiting 6th June until 26th July

It was agreed that the following jobs needed to be completed:

- Creosote roadside fence at Highbury playing field
- Creosote shed @ the Hub
- Paint play equipment at Roman Way and Goodeaves and Highbury.
- Paint the Memorial gate at Coleford playing field
- Strim the cinder path
- Clear path at Farley Dell

Cllr Evans confirmed that he wouldn't be able to host the Payback team on the 27th June.

16. Discuss whether to preserve items of interest relating to Colefords Industrial Heritage

A member of the parish had highlighted the following items of interest within the parish:

- In the road at the junction of the chemist and co-op the road grating (chemist side) with Kilmersdon Sewers in the casting and a similar one to the side of the Kings
- At the Barway, Highbury Street to the rear of 4 Highwin and the entrance to The Old Orchard, stands an original Cockey's Frome cast iron sewer vent pipe. Cockey's Iron works and foundry was at Palmer Street and then Garston Frome. It produced gas lamp standards (later embellished by Singers of Frome) – those now have all been listed by English Heritage.
- The sites of public water taps, located in the school wall in Church Street, opposite Mill Lane in High Street and at Underhill opposite Victoria Cottage /Kings Head.

All Councillors agreed that these items should be preserved. The Clerk to speak with Rachel Tadman of Mendip District Council to seek assistance on this matter.

Vote: 10 For, 0 Against and 0 Abstentions

Action: Clerk to progress.

17. Update and discussion on the renovation of the hardcourt and proposed 3G

There was nothing to report.

18. Update on the levelling of the main football pitch at Highbury playing field

The Clerk reported that Pennies were still working on the report required before planning permission could be sought. It is hoped that this will be available soon.

19. Review quotes for email solution for the Council and select provider

The Clerk presented a quote from Geeking it Simple to provide email addresses for all Councillors and Clerk together with the required security for £121 per month.

After much discussion it was proposed by Cllr Barrett and seconded by Cllr Allen that this was required and that the quote should be accepted.

Vote: 10 For, 0 Against and 0 Abstentions

Action: Clerk to confirm the order

20. Meetings to attend or attended

SALC training dates – as previously circulated. Cllrs to advise if they wish to attend.
15/07/22 - Frome climate & health conference. Cllrs to advise if they wish to attend.
09/06/22 - Mendip Country Practice patients group meeting. Cllrs Paterson to attend.

21. Correspondence

A message had been received from the Chair of the Coleford Revival Group. A response had been sent by the Clerk which thanked all the volunteers involved with the village events during the weekend and explained that following the successfully grant application to Mendip District Council, a cheque for £900 would be sent after the Parish Council meeting as confirmed prior to the jubilee weekend.

Action: Clerk to send cheque to CRG

22. Matters of Urgency – at the Chairman’s Discretion

The Chairman asked for the Emergency plan and the Climate emergency to be agenda items for the Autumn.

Action: Clerk to add to the September agenda

23. Date of Next Meetings:

It was agreed that the meeting scheduled for the 13th July would be cancelled due to the Clerk taking annual leave. The Parish Council will however meet on the 22nd June 2022 and 27th July 2022. If required, an extraordinary meeting can be called to address any planning applications which are time sensitive.

The meeting finished approx. 21.45hrs