

# Parish Council of Coleford

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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 10<sup>th</sup> November 2021

### Present

Cllr Ham (Chairman presiding) Cllrs Allen (Part), Barrett, Banks, Bell, Drescher, Evans, Paterson, Pearce, Townsend (Part) and Turner.

1 member of the public attended with the Clerk Vickie Watts taking the minutes

### 1. Public Forum

An email had been received highlighting the inconsiderate parking on the road at Underhill where the car blocks the use of the footpath and hampers visibility when negotiating the corner. It was agreed that this would be discussed under Highways later in the meeting.

### 2. Apologies for Absence

There were none.

Cllr Harding and Talbot did not attend.

### 3. Declaration of Interest and Dispensations granted since last meeting

Cllr Drescher expressed an interest in Agenda Item 72021/2159/HSE.

### 4. Approve Minutes of Parish Council meetings held on the 13<sup>th</sup> and 27<sup>th</sup> of October 2021

The minutes from the meeting had been circulated to all Councillors for consideration. 2 minor adjustments were made to the minutes from 13<sup>th</sup> October. It was then agreed that both accurately reflected the meeting and the minutes were approved.

**Vote: 9 For, 0 Against, 0 Abstentions**

**Action: Clerk to upload to the website.**

Cllr Allen arrived at 19.20hrs

### 5. Matters arising

All actions had been completed or would be discussed as an agenda item later in the meeting apart from:

The Clerk confirmed that she had received a response from the Legion which said they would not be prepared to have an electric car charging point within the car park. The Clerk did ask for the reason why this had been decided as no specific reason had been given.

**Action: Clerk to notify the Parishioner that had requested the car charger point**

- Carried forward from the October meeting - It had been reported that children were playing around and on top of the CRG container on Highbury Playing Field. The Clerk was asked to consult with the Council's insurers to check our liability and what signage might be necessary. A response had been received from the Councils Insurance Company but this was not available at the meeting and would be reported at the December meeting.

*Action: Clerk to report at the next Parish Council meeting*

## 6. Reports

### 1. PCSO

The newsletter for the Frome Rural North had been circulated to all Councillors, which provided an overview of the current issues and policing priorities.

### 2. County Councillor

The Clerk had previously circulated the report from County Cllr Ham, as follows:

Coronavirus infection rates: As of 30th October, the number of confirmed Covid cases in Somerset was 57,072 (33% up from 42,800 on 30th September) and the number of Covid-attributed deaths 872. The rate per 100,000 stands at 709.7 (320.2) for Somerset with Mendip at 853.9 (379.8), Sedgemoor at 653.5 (292.3), South Somerset 668.3 (298.2) and SW&T at 713.0 (321.7). The number of total deaths across the County is currently 12% above the 5-year average and the latest R-value for Somerset is between 0.9 and 1.1. Infection rates in Somerset continue to be very high. It is therefore important even for those who have had both jabs to remember to observe Social Distancing and to always ventilate indoor areas.

Somerset Coronavirus Support Helpline: A single phone number continues to be available for anyone in Somerset who needs Coronavirus-related support. 0300 790 6275, is open seven days a week from 8am to 6pm.

Vaccination programmes roll-out: Somerset continues to have one of the highest vaccination rates in the country with the latest figures showing over 95.6% of the adult population having had one dose of vaccine and 91.9% having had both doses. Work is focusing on Children aged 12-15 years old and the third booster jab which is due 6 months after the second.

Local Government Reorganisation: Following the Secretary of State for Housing, Communities and Local Government (now renamed Department for Levelling Up, Housing and Communities DLUHC) decision to support the move to a single Unitary Council across Somerset the transition programme, lead teams and governance structure have been agreed by all Councils. A LGR Joint Committee to oversee the transition has been approved by all five Councils and will sit for the first time on 5th November 2021. It is expected that statutory orders will be available in early November before being laid before Parliament in January 2022 with an agreed vesting date for the new authority as April 2023. Major investment in infrastructure: Major improvements to the A38 northern corridor heading into Bridgwater are a step closer after the Government approved a £10 million funding bid. Money from the Treasury's Levelling Up fund will help pay for more than £3.4 million worth of cycling and walking infrastructure along the entire corridor as well as a remodeled Dunball junction and significant improvements to the Canon/Cross Rifles junction. In the same announcement, £5 million was also approved from a separate fund to re-open a train station in Wellington.

Applications for school places 2022: All children starting school for the first time in September 2022, as well as those moving between infant and junior or first and middle school applications must be submitted between Monday 27 September 2021 and Saturday 15 January 2022. [www.somerset.gov.uk/admissions](http://www.somerset.gov.uk/admissions)

Young Carers Support Survey: The County Council are inviting young carers, their parents/guardians, schools and other professionals working with young carers in Somerset to complete short anonymous surveys by Sunday 21 November in order to gain a better understanding of the services and support provided across the county and how it could be improved. The electronic survey can be accessed via [www.somerset.gov.uk/youngcarers](http://www.somerset.gov.uk/youngcarers) (A young carer is anyone under the age of 18 who provides care for another person by taking on practical or emotional responsibilities that would normally be expected of an adult).

Reaching Carbon Zero: Somerset County Council has approved major investment to help save hundreds of tonnes of carbon every year. Earlier this year, SCC successfully bid for £4.1m from the Public Sector Decarbonisation Scheme, to make public buildings more energy efficient. This and additional SCC funding will enable decarbonisation projects across several Council owned buildings, including Taunton Library, Yeovil Library, Frome Library, Glastonbury Hub, Milford Infants School, Chilthorne Domer School, and County Hall. Work will include the installation of heat pumps to either replace or supplement

existing gas heating systems, replacing windows with double glazing, upgrading building insulation, improving building ventilation systems and installing solar panels. The implementation of these combined schemes is expected to reduce the carbon output of the property estate significantly and move the authority closer to its Carbon Zero target by 2030.

Making streets safer: Funding to help tackle violence against women and girls has been awarded to Somerset County Council. Working with North Somerset, SCC have made a successful joint bid to the Home Office Safer Streets Fund for £324,449. The bid presents an opportunity to work together in tackling Violence Against Women and Girls (VAWG) crimes across the area. The plan sets out a two-tiered approach involving: Prevent – to change behaviour and stop incidents occurring such as VAWG education and awareness in schools, communications campaigns, research and engagement within communities, and Protect – to strengthen the response where incidents are prevalent, such as a safe haven scheme and enhancing the CCTV network and street lighting.

Domestic abuse and modern slavery: New free online resources are available for both professionals and the public to help spot the signs and reduce the risk of becoming a victim of domestic abuse and modern slavery. Members of the public have free access to a set of modules providing guidance on recognising the signs of domestic abuse and modern slavery and what they can do to help.

<https://sometersurvivors.org.uk/somerset-survivors/support-for-a-friend-or-family-member/>

### 3. District Councillors

No report as the Gladman application has dominated time – which will be discussed later.

### 4. Unitary Update

The Draft Structural Changes order provisions have been prepared but the timings of the first elections to the new unitary council are not yet agreed and could be in May 2022 or May 2023 and Ministers are considering the number of representations they have received on this issue.

The draft circulated to Councillors do not cover the date of the elections, although they do cover matters, such as the alignment of parish elections, which may require adjustment depending on the decision about the election date. It is envisaged that a decision will be made and announced as appropriate around the end of the month. The draft texts that were sent would provide that:

- The unitary council is to be named ‘Somerset Council’.
- The new unitary is to be a continuing authority – that is the body corporate of the existing county council with a new name and new membership.
- In the period until the first elections (whether May 2022 or May 2023), an implementation executive is to be the transitional decision-making body. The implementation executive is to have a membership of nine: the leader of Somerset County Council to be chair; four additional county council members and four members who are the leaders of the four district councils (with a May 2023 election those who were district council leaders on 31 March 2023 are to continue as members of the implementation executive until the executive ends with those May 2023 elections). There is to be provision for the councils to name substitute members of the executive.
- There is to be an officer team driving implementation with the chief executive of the county council as the Senior Responsible Officer and consisting additionally of the four district council chief executives, the county council section 151 officer, monitoring officer, and programme director; the team is to be responsible for specific workstreams within the programme.
- The new Somerset Council is to consist of 110 members in 55 wards, based on existing county divisions. With a May 2023 election this would be a fallback which would be actioned only if the delay does not result in different electoral arrangements being established for that election.

Frome Town Council is piloting a Local Community network with the key principles of collaboration and co design being paramount. No statutory parish responsibilities will be impacted by the onset of the unitary council or the LCNs. All parishes will have an equitable voice in the topics that are important and although Frome has a much bigger capacity in the staff team this is considered an asset available to all and in the first instance, they are happy to help coordinate and support the group to come together, to understand better the needs of our communities and begin to plot a way forward.

The unitary project team is keen for each of the four pilots to focus on one discrete topic, and in the Frome Area LCN it's been suggested that we explore the issues and opportunities for children, young people and their families.

It was decided to form a topic group comprising of interested Cllrs and clerks from parishes, Cllrs from MDC and SCC, practitioners and strategic leads, third sector partners – voluntary organisations, sports groups and others, interested residents and partners in the police, health and other services.

During the meeting common themes amongst those present were transport issues for young people, the ongoing impact of covid, a lack of activities and spaces – in particular for young people, a sense of isolation for families particularly young families and those new to an area. Work will be done by Frome TC staff to build on this and to work with colleagues in the county, schools, police, health and voluntary sector to build a clear evidence base for action. Others were invited to forward information on the experience of residents in our area. Councils were encouraged to gather feedback from their own communities. The Frome staff will overlay this with the data available to the unity project team. This will lead on to the development of a topic area work plan that will address issues and harness the opportunities which we may choose to build on. The next meeting will take place on 15 November to take this forward.

## 7. Planning Application

1. [2021/2159/HSE](#) - Erection of a dormer extension  
48 Farley Dell, Coleford, Radstock, BA3 5PJ  
Councillors had considered the plans prior to the meeting. After discussion it was proposed by Cllr Barrett and seconded by Cllr Turner that the application should be recommended for approval.

**Vote 9 For, 0 Against, 1 Abstentions (Ward Cllr)**

2. [2021/2320/VRC](#) - Application to vary condition 4 (Service Management Plan) and remove condition 13 (Delivery times) of planning permission 2021/0083/VRC to allow additional time for deliveries.  
Crossway Garage, Anchor Road, Coleford, Radstock, BA3 5PG  
Councillors had considered the plans prior to the meeting. After discussion it was proposed by Cllr Bank and seconded by Cllr Pearce that the variation should be accepted,

**Vote 9 For, 0 Against, 1 Abstentions (Ward Cllr)**

## 8. Planning updates including enforcement issues

There were none.

## 9. Discuss projects for the Community Payback team

A list of projects had been compiled but Councillors were encouraged to inform the Clerk if there were others that could be including some indoor projects if possible.

It was agreed that Cllr Barrett would review the list of jobs which had been created prior to the pandemic to establish if these could be progressed.

Cllr Evans to draft a list of the materials required so that Cllr Ham can purchase the items. The Clerk will check whether the Council is expected to provide refreshments.

***Action: Cllr Barrett to review footpath jobs. Cllr Evans to draft list of required materials. Cllr Ham to purchase materials. Clerk to check if the council is providing drinks and refreshments***

## 10. Highways including:

Councillor Ham reported that he had spent a day with Highways Engineer Sara Davies driving around ward. It was agreed that

- Preachers Vale – the white lines will be redone
- SIS outside Co-op – Sara Davies to review

- SIS school pavement has gone legal
- Underhill, warning signs of blind summit one lane traffic. White lining to prevent parking on the bend and at the entrance to the footpath.
- White lines to be redone in Farley Dell and outside the school
- New white lines at Brewery a Lane and Anchor road Surface noted.
- Rumble strips to be redone at entrance to the village
- Consider 20mph zone
- Weight limits on Dark Lane, Charity Lane, Cherry Gardens Lane

Cllr Townsend submitted a report by email which directly related to Anchor Road and Charmborough Lane and the Gladman application:

- Visibility Splays
- 30 mph limit sightlines
- Village Gate
- Speed Hump by site entrance
- Road Narrows signs
- White lining along edges
- SLOW signs on road
- HGVs banned and rerouted through Vobster

There has been a request for the street lights to be switched off for longer in Preachers Vale. The enquiry can be made with Highways. The Clerk said she thought consent had to be received from all residents.

**Action: Clerk to seek advice from Highways**

Cllr Bell said that the passing points are very poor on Charity Lane. It was agreed that Cllr Ham would report to highways.

**Action: Cllr Ham to report to Highways.**

It was noted that there has been an increase in numbers of delivery drivers. Some joined up thinking would reduce the number of vans on the roads.

## 11. Finance

### 11.1 Bank Reconciliation

The Clerk had prepared the bank reconciliation which will be checked by Cllr Bell prior to the next meeting.

### 11.2 Decision on the small grants 2021

Cllrs Banks, Evans and Pearce had met to consider the applications received and bought the following recommendations to full council:

<b>Name of Group</b>	<b>Description</b>	<b>Recommendation</b>
Coleford Knit & Natter Group	Wool for knitting for charity	£100.00
1st Coleford Scout Group	Storage racking	£250.00
Tuesday Afternoon	Coach travel	£240.00
Coleford Circuits	Weights	£300.00
Huckyduck Carnival Club	Pillar Drill	£450.00
Coleford @ The Hub	Laminate floor	£385.00
Theatre Group	Costume hire	£725.00
	<b>Total</b>	<b>£2450</b>

It was proposed by Cllr Turner and seconded by Cllr Bell that the recommendations should be accepted.

***Vote 10 For, 0 Against, 0 Abstentions***

### **11.3 Consider purchasing sacks for the sack dispenser at Church Street to encourage dog owners to pick up**

The Clerk suggested that the Council purchase sacks for the dispensers at Church Street and Highbury Street as it is well known that incidents of dog fouling increase when the clocks change. It was agreed to purchase 2000 @ £69.60. This will be promoted in OTM.

*Action: Clerk to order sacks from Glasdon*

### **11.4 Discuss and review the budget for 2022/23**

The Clerk has updated the spreadsheet to include the changes agreed at the last meeting. An addendum to be added listing grant funding status and opportunities. It was agreed that this would be any agenda item for the next meeting.

*Action: Clerk to create list of grant funding. Agenda item for the next meeting*

### **11.5 Invoices approved for payment:**

The following invoices were presented for payment:

HMRC – Clerks National Insurance	£ 31.37
Clerk Expenses	£ 78.92
Alvian Play & Recreation	£ 3529.20
LSJ Gardening Services – Hedges	£ 415.00

Cllr Ham proposed that all payments should be made which was seconded by Cllr Turner.

*Vote 10 For, 0 Against, 0 Abstentions*

### **12. Update on the us Back Better project – recruit a representative for Coleford**

It was agreed at the last meeting that Cllr Ham and Cllr Paterson will take on the role.

### **13. Update on the plans for the Queens Platinum Jubilee celebrations 2<sup>nd</sup> – 6<sup>th</sup> June 2022**

A meeting was held on 03/11/21 where the following plans were provisionally agreed:

#### Wednesday 1<sup>st</sup> June 2022

Holcombe to host evening Quiz – time TBC

#### Thursday 2<sup>nd</sup> June 2022

1 til 4.30pm – Coleford & Holcombe Combined Ramble

Start & End @ The Hub with refreshments at Holcombe Village Hall

8 til 10pm – Holcombe to host Beacon lighting at the Holcombe Playing Field

#### Friday 3<sup>rd</sup> June 2022

Coleford Theatre Group to host play during the evening – Time TBC

#### Saturday 4<sup>th</sup> June 2022

Holcombe to host breakfast at Holcombe Village Hall – Time TBC

Memorabilia to be displayed

The Queen will attend the Epsom Derby – Consider televising the event

Coleford to host Cream tea & Ice cream @ The Hub – Time TBC

Flower show display within the hall

The BBC will show the Platinum Party at the Palace - a televised concert with music and entertainments

Sunday 5<sup>th</sup> June 2022

The Big Jubilee Lunch. Both villages to organise their own events

**Other notes for Coleford:**

- In 1911 an oak tree was planted to mark the coronation of King George V. It was suggested that another oak tree be planted to mark the Queens Platinum Jubilee.
- It was noted that CRG might like to host a music event in the RBL on the Saturday 4<sup>th</sup> June.
- Memorabilia and memories be sought from residents within the parish
- A joint programme will be produced with sponsorship for both villages at a shared cost.
- There should be a regular monthly meeting on the 1<sup>st</sup> Wednesday of each month to keep in touch starting in January.
- A report for OTM will be drafted to inform the provisional idea and request memorabilia

**14. Consider quotes for setting up Parish Council email addresses for Councillors with associated security**

The Clerk confirmed that she had preliminary discussions regarding setting up new Councillor emails but this needed to be progressed to ensure that the relevant antivirus / malware software is identified.

*Action: Clerk to further investigate. Agenda item for the next meeting.*

**15. Allotment**

1. Consider quotes to create rainwater harvesting structure at Goodeaves Allotments

Cllr Ham had completed a draft plan and the estimated costs are approx. £350 plus labour of £300. Cllr Ham to speak with the contractor. Agenda for the next item

*Action: Clerk & Cllr Ham to further investigate. Agenda item for the next meeting.*

2. Discuss potential sites for new allotments

Cllrs Ham, Bank, Turner and Drescher met with the land agenda at Upper Vobster to see the potential site. The field is 4 acres, has a bank to the north with security fence, is a flat field with a road to the site with houses overlooking the field. It is understood that it is possible to allocate 10 allotments per acre or 30 allotments on the 3 acres with fruit trees planted on the remaining acre. Main's water is adjacent to field.

*Cllr Townsend arrived 21.15*

Cllr Ham and the Clerk to discuss the best way to seek feedback from the public

*Action: Clerk to seek public opinion on potential allotment at Upper Vobster. Agenda item for the next meeting.*

3. Consider how to progress with the Somerset County Council Emergency Climate Fund Grant

The Clerk said that it had been confirmed that the grant was still available but any adjustments would need to be resubmitted so that any changes can be approved by the panel.

*Action: Clerk to give this some consideration and prepare a draft*

4. Accept quote for skip at Goodeaves to be used by allotment and residents

It was agreed that the quote from J Witt Waste Recycling for an 8-yard skip for mixed waste would be £260 + VAT. This price included 2 weeks rental, delivery and collection. Clerk would try to negotiate a discount on the quote. It was noted that the skip should be offered to allotment holders prior to publicizing the use to residents.

*Action: Clerk to negotiate a discount on quote and arrange for delivery.*

## **16. Meetings to attend or attended**

SCOP26 + Climate Conference 6<sup>th</sup> November 1 – 6pm. The Clerk and Cllr Bell attended the 6-hour conference which was productive and provided an opportunity to network with other parishes to discuss Climate change and the measures that they are implementing to make a difference. It was agreed that this should be an agenda item for the New year.

*Action: Agenda item for the new year 2022*

## **17. Update on the Gladman appeal and whether further action is required**

Cllr Townsend gave an update on what has been going on since the last meeting. After consideration of information presented it was agreed that the Parish Council would fund the next stage of considering a Judicial Review at a cost of £1200 plus VAT.

*Vote 10 For, 0 Against, 0 Abstentions*

Mark Reynolds of Context Planning had reviewed the Inspectors decision and had produced a brief which will now form part of the papers to be reviewed by lawyers at No 5 Chambers who will go through the case and draft advice as to whether we have a realistic opportunity of success at Judicial Review.

It was agreed that if there is a belief that there is a good case the Parish Council would have to ask the village for financial support to cover the costs of going to court, which is believed to be a minimum of £10k. An open meeting will be held at the Coleford Royal British Legion next week to gather support. It is hoped by then we will have more information from the lawyers but if not, the Council may need to ask for financial support on the basis that funds would be returned to people if we decided not to go ahead. It is acknowledged that people may wish to donate and remain anonymous so a way to manage funds need to be agreed

*Action: Cllr Townsend to instruct Context Clerk to book the RBL.*

## **18. Correspondence**

There was none.

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

Cllr Banks confirmed that there would be a service of Remembrance on Sunday 14<sup>th</sup> November at the Legion opening 3pm

## **20. Date of Next Meetings:**

24<sup>th</sup> November 2021 – Planning meeting

8<sup>th</sup> December 2021 – Monthly meeting

Meeting finished at 22.30hrs