

# 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 11<sup>th</sup> May 2022

### Present

Cllr Ham (Chairman presiding) Cllrs Allen, Bank, Barrett, Bell, Evans, Pearce, Paterson and West

There were 4 members of the public present. The Clerk, Vickie Watts taking the minutes

### 1. Public Forum

1.1 Cllr Evans explained that the bench outside the Piano Shop has broken.

*Action: Clerk to action.*

1.2 Cllr Evans confirmed that a parishioner had written proof that the Idverde had cut the trees near Careys Mead despite the Clerk being told by Mendip District council that they hadn't. It was suggested that the resident contacts Mendip District Council directly themselves.

1.3 Cllr Allen reported that there is a tree that has been damaged and is precariously resting ready to fall in the boundary of the woodland behind 31 Farley Dell. There are further trees affected by Ash die back in this area and an inspection should be completed before there is an issue.

*Action: Clerk to contact MDC and ask them to undertake a tree inspection of the woodland behind Farley Dell.*

### 2. Apologies for Absence

Apologies were received from Cllr Drescher, and Townsend which were accepted by the Chair.

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

Cllr Pearce declared an interest in agenda item 7.1 planning application 2022/0659/FUL – Tan Farm.  
Cllr Banks declared an interest in agenda item 7.5 planning application 2022/0854/FUL - Land South Of 62 Mendip\_Vale.

### 4. Approve Minutes of Parish Council meetings held on the 13<sup>th</sup> April 2022

The minutes from the meeting had been circulated to all Councilors for consideration. It was agreed that the minutes accurately reflected the meeting and were approved and signed by the Chair.

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

*Action: Clerk to upload to the website.*

### 5. Matters arising

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

1. The Clerk explained that she had not heard back from Bishop Henderson school regarding the access via the side gate which joined the footpath. The Council hoped to promote this access as part of a safer route to school. It was suggested that this be put on hold until the new head has taken position in September.

2. The Footpath report for the South of the village has been received. Clerk to follow up on the report for the North.

*Action: Agenda item for June meeting.*

3. The Clerk confirmed that the following items had not been addressed:
  - Get quote for installation of water (Bristol Water)
  - Request revision of the Heads of Terms
  - Cllr Ham to establish if planning permission is required.

*Action: Agenda item for June meeting*

4. The defibrillator cabinet has been ordered. Quotes are being sought for the installation.

*Action: Agenda item for June meeting*

## 6. Co-option of Councilors

There are 2 vacancies which need to be filled. Interest has been shown but there is no-one to co-opt at present. Councillors were encouraged to seek potential candidates.

*Action: Clerk to promote.*

## 7. Planning Application

1. [2022/0659/FUL - Demolition of the existing single-storey residential dwelling including all associated outbuildings and temporary structures & erection of single-storey residential dwelling including bike and machine store and temporary mobile home.](#)  
[Tan Farm, Common Lane, Holcombe](#)

The applicant attended and explained that they were the new owners of the land and buildings. As the buildings are in a poor state they want to demolish and rebuild a single storey energy efficient home for his family of 4 children. The ecology is key and they wish to create a pond to encourage wildlife and will plant wildflowers.

A neighbouring resident attended the meeting and raised concerns over the creation of a new pond, potential flooding and sewage run off. He also asked if Natural England would be consulted on the application due to its close proximity to the site of special scientific interest? Cllr Ham said that it was likely that Mendip District Council would consult with them as part of the process.

The Applicant clarified that they intended to install a new sewage treatment plant but this would be higher up the land and not be located at the site of the existing cess pit. He confirmed that he would be agreeable to providing a drainage scheme.

Concern was raised over the length of time that the mobile home would be on site. The applicant confirmed that the family would be living in the mobile home during the build which they anticipated would take between 12 and 18 months. The mobile home would then be removed from the site.

After discussion it was proposed by Cllr Banks and seconded by Cllr Allen that the application should be recommended for approval providing a suitable drainage strategy is put in place to address potential surface water and sewage issues.

Cllr Pearce had expressed an interest and therefore did not participate in the vote.

**Vote: 7 For, 0 Against, 2 Abstentions (1 District Councilor)**

2. [2022/0709/HSE](#) - Erection of first floor extension and conversion of garage. Church Farm, Church Street, Coleford

The applicants attended and outlined their intentions to renovate the property to create a sympathetic restoration of the farm house for their family to live in.

All Councillors had considered the application and after discussion it was proposed by Cllr Banks and seconded by Cllr Allen that the application should be recommended for approval on the basis that it will be good to see the property restored.

**Vote: 8 For, 0 Against, 1 Abstentions (1 District Councilor)**

3. [2022/0734/HSE](#) - Erection of first floor extension. Shalamar, Harris Vale, Coleford

All Councillors had considered the application and after discussion it was proposed by Cllr Evans and seconded by Cllr Barrett that the application should be recommended for approval.

**Vote: 8 For, 0 Against, 1 Abstentions (1 District Councilor)**

4. [2022/0879/HSE](#) - Erection of new detached garage following the demolition of existing detached garage. Shalamar, Harris Vale, Coleford

All Councillors had considered the application and after discussion it was proposed by Cllr Evans and seconded by Cllr Barrett that the application should be recommended for approval.

**Vote: 8 For, 0 Against, 1 Abstentions (1 District Councilor)**

5. [2022/0854/FUL](#) - Erection of dwellinghouse. Land South Of 62 Mendip Vale, Coleford

Cllr Banks declared an interest and therefore did not take part in the discussion or vote.

All Councillors had considered the application. It was noted that from the street it is obvious that it is a two-storey house, which would mean that it is not in keeping with the neighbouring properties. There was also a concern that there was no clarification over the geology which was raised as a potential obstacle the last time the Parish Council considered the application.

It was proposed by Cllr Allen and seconded by Cllr Paterson that the application should be recommended for refusal on the basis that the design is not in keeping with the village street scene and there is still a concern over the mining geology at the site which has not yet been addressed

**Vote: 7 For, 0 Against, 2 Abstentions (1 District Councilor)**

6. [2022/0865/ADV](#) - 1no. Internally illuminated fascia logo, 1no. non illuminated welcome letters, car park signs and 1no. internally illuminated totem  
Crossway Garage Anchor Road Coleford Radstock

All Councillors had considered the application. It was proposed by Cllr Paterson and seconded by Cllr Bell that the application should be allowed providing:

- The sign is only illuminated whilst the store is open.

- The signage does not impede visibility for drivers whilst leaving the car park
- The sign should show the logo for the post office sign which has been promised as part of the store.

**Vote: 8 For, 0 Against, 1 Abstentions (1 District Councillor)**

*Action: Clerk to notify the planning office of decisions*

## **8. Planning updates including enforcement issues**

There were none. Enquiries to be made into progress on outstanding enforcement issues at Springwater Farm.

*Action: Clerk to progress*

## **9. Highways including:**

### **1. Speeding – Speed indicator devices and speed watch**

Several emails had been received from Parishioners relating to the speed in which drivers are passing through the village. After much discussion it was agreed that putting together a speed watch team would be beneficial as it would offer an obvious deterrent whilst active but would also gather crucial data to support future action against speed.

Clerk to speak with Somerset Highways to establish appropriate sites for speed indicator devices.

*Action: Clerk to progress.*

### **2. Village name plates**

It was agreed that there would be no further action on this at present.

### **3. Councillor update**

Cllr Townsend was not present but confirmed that he had reported the potholes and edge erosion along Charmborough Lane and Cherry Gardens Lane. One has been filled, two marked up for action and one ignored nearly opposite the entrance to Lipyeate House which would be followed up.

Cllr Ham said that a response to the letter received from Somerset highways would be sent to all Councillors for perusal ahead of the next meeting when it will be an agenda item.

*Action: Agenda item for the June.*

### **4. Report of any new issues to be reported**

Cllr Barrett reported a dip in the road as you leave Stockhill for Vobster.

*Action: Clerk to report using the interactive website*

## **10. Finance**

### **1. Bank Reconciliation**

The Clerk had prepared the bank reconciliation which Cllr Bell will complete the check before the next meeting.

### **2. Review year end accounts 2021-22**

The Clerk had provided a spreadsheet with the end of year accounts which compared the year-end figures alongside the budget figures for the year. All agreed that given the expense defending the

Gladman application during the year, that the overspend of £2,929.89 was commendable. It was agreed that the accounts should be approved.

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

3. Review and Agree Reserved Funds

It was agreed that this would be addressed at the next meeting.

*Action: Agenda item for next meeting*

4. Review and Agree Asset Register

The Clerk had circulated the asset register to all Councilors ahead of the meeting. It was noted that the Tommy and the 2 defibrillators needed to be added.

*Action: Clerk to update the asset register*

5. Review and Agree the Financial Risk Assessment 2022/23

The Clerk had circulated the risk assessment to all Councilors prior to the meeting. It was agreed that it should be adopted.

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

6. Consider and approve section 1 of the Audit - Annual Governance statement 2021/22

It was agreed that this would be addressed at the next meeting.

*Action: Agenda item for next meeting*

7. Consider and approve section 2 of the Audit - Accounting statements 2021/22

It was agreed that this would be addressed at the next meeting.

*Action: Agenda item for next meeting*

8. Consider and agree quote for new swing seat at Goodeaves play area

The Clerk had received 2 quotes which were considered by Councilors. It was agreed that the quote of £247.50 + VAT received from Ministry of Play should be accepted.

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

*Action: Clerk to place the order*

9. Consider and agree quote for removal of graffiti

The Clerk had received a quote of £275 from Aqua Power to remove the graffiti around the village. All Councilors agreed that this should be accepted.

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

*Action: Clerk to place the order*

10. Accounts approved for payments:  
The following invoices were presented for payment:

HMRC - National Insurance	£ 19.34
V Watts - Clerks Expenses	£ 45.00
Defibrillator Store – Defib Cabinet	£610.80
JW Waste Recycling Ltd	£318.60
Andy Conn – Posts for Butterfly bank sign	£ 32.38
LSJ Gardening Services	£ 80.00
Darren Haines (Unity Printworks) – Jubilee printing	£ 28.00
CPRE - Countryside Charity	£ 36.00
Russ Stanley – Footpath Warden South	£ 50.00
V Watts - Expenses	£ 34.98
Keith Evans – Mileage	£ 8.10

All Councilors agreed that the payments should be made.

*Vote 9 For, 0 Against, 0 Abstentions*

**11. Allotments**

The Clerk confirmed that the test trenches would be dug on Friday 12<sup>th</sup> May to establish more accurately the quality of the soil across the site. Samples would be taken for basic testing.

**11. Meetings to attend or attended**

SALC training dates – Councillors to confirm if they wish to attend  
Litter pick 29<sup>th</sup> May at 10am meeting at Highbury Playing Field car park

**12. Update on plans for the Queens Jubilee Celebration**

The village Jubilee events will be advertised locally with flyers going to each household – volunteers needed to help with the distribution.

**13. Correspondence**

There was none.

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

Cllr Ham, Townsend and Bell had attended a meeting at the Hub where it was discussed how support could be given to Ukrainian families which are coming to Coleford and other local villages.

**15. Date of Next Meetings**

25 <sup>th</sup> May 2022	Annual meeting of the Parish
8 <sup>th</sup> June 2022	Parish Council meeting

Meeting finished at 21.30hrs