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**DRAFT Minutes of the Parish Council Meeting held on
Wednesday the 12th February 2020**

Present

Cllr Ham (Chairman presiding) Cllrs Allen, Banks, Conn, Drescher, Evans, Hanney, Talbot and Pearce.

There was 1 member of the public present and the Clerk Vickie Watts taking the minutes

Public Forum

- PF1 There were concerns over the amount of mud on the roads resulting from the lorries leaving Springwater Farm. Clerk to request the road sweeper attends. VW
- PF2 Approximately 6 drains along Anchor Road are blocked, overflowing and in need of clearing. This is causing the zebra crossing near the the old post office to flood. Clerk to report. VW
- PF03 The Parish Council was asked what was going on in Springwater Farm. Cllr Ham said that it was understood that permission was given to create a bund. The work was to have been completed by the end of November. MDC Enforcement department are aware of the situation and have visited the site.
- PF04 A parishioner requested that the Parish Council should encourage BT to keep the phone in the phone box at Carey's Mead. This will be discussed later in the meeting.
- PF05 2 camper vans have been left parked on Church Street between the Doctors surgery and the Co-op, which is adding to the congestion. One of the owners has made contact via Facebook to say that they are away from the village but hope to be back this week when they will move the van. Continue to monitor. VW
- PF06 It was reported that there is an extraordinary amount of food waste being discarded on the green at Careys Mead. The Clerk will report to MDC Environmental Health team. VW
- PF07 Cllr Conn confirmed that the Butterfly clearance day was due to take place on Sunday 16th February but the weather forecast is poor and it may well need to be postponed to a later date. *(Post meeting note - This will now take place on the 23rd February)*
- 1 Apologies**
Cllr Barrett, Harding, Turner, Townsend 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 8th & 22nd January 2020**
The minutes from the abovementioned meetings had been circulated to all Councillors. It was agreed that they accurately reflected the meetings. The Chairman, Cllr Ham signed the minutes from the 8th January meeting and Cllr Conn, signed the minutes from the meeting held on the 22nd January as he stood in as Chair

Vote: 9 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 arrange collection of the waste collected during the Community Pay Back clearance at the Pump track, VW
- The Clerk to review and prioritise the work required on the village footpaths and liaise with Somerset Rights of Way, Community Pay Back and Mendip Ramblers to progress the work. The Clerk confirmed that materials will be provided by Somerset RoW at no charge. VW

5 **Reports-**

5.1 PCSO report: The latest neighbourhood Crime statistics / recorded crime from 1st – 31st January are as follows:

- Residential burglaries - 2
- Non dwelling Burglaries – 0
- Attempted Burglaries - 0
- Criminal Damage – 0
- Theft from a Motor Vehicle – 1
- Theft - 1
- ASB – 2

5.2 Somerset County Council Report: County Cllr Ham provided the following Somerset briefing report.

- The discussion over whether to become a unitary authority continues to gather pace. The County Council will be voting next week and are in favour of becoming one unitary authority whereas Mendip District Council are against the proposal. Different options are also being discussed.
- The Somerset Fund – Grass roots community groups are being encouraged to apply for grants of up to £1500 – the deadline for applications is 14/02/20. The Somerset Fund will support local people of all ages and wide range of causes, including giving the best start in life to the most disadvantaged children, growing the life skills of young people, improving the mental health of people of all ages, increasing opportunities for better physical health, supporting people with disabilities and life-limiting illnesses and combating loneliness and isolation.
- Climate Emergency Strategy Events – Rescheduled public events to discuss the creation of Somerset’s first climate emergency strategy have been confirmed and will be run by the Somerset Climate Action Network (SCAN) on behalf of Somerset’s four District Councils and the County Council. The strategy will identify ways to work towards being carbon neutral by 2030 and adapt to predicted climate change impacts. The events will be held 10am until 4pm on:
 - 08/02/20 - Bridgewater House, Kings Square, TA6 3AR
 - 15/02/20 - Mendip DC offices, Shepton Mallet. BA4 5BT
 - 22/02/20 - Vicarage Street Methodist Church, Yeovil, BA20 1JB

Community Connect - Somerset County Council’s adult social care team have implemented a new website. Some of the key things on the site include:

- A directory of micro providers – the growing network of small scale often single person, care providers who can help with care.

- A list of drop-in events being run by a huge range of community and voluntary organizations in your local area
- Information about support for carers
- Help to access equipment through the county's two independence and advice centers
- A directory of registered home care and care home providers.

Fizz Free February - The campaign to ditch sugary drinks for 29 days is part of the wider sugar smart campaign aimed at cutting back on the amount of sugar consumed. Public Health England on the nations diet shows that sugar now makes up 13.5% of 4 to 10-year olds' and 14.1% of teenagers daily calorie intake while the official recommendation is to limit sugar to no more than 5%. Research has shown that in Somerset 1 in 5 children enter primary school overweight or obese, 1 in 3 enter secondary school overweight or obese.

Talking cafes - Adult social care now has 17 Talking Cafes and a network of community agents and village agents who work closely with SCC's social work teams to ensure that people are able to find solutions that help them live as independently as possible in their own home. 5519 people have been supported through the Talking Cafes to date.

Free health Checks - Nearly 7000 people benefitted from the free health checks last year thanks to the service delivered for Somerset County Council and the NHS. And the checks will continue this year, giving anyone over 40 the chance to have a free check up every 5 years helping to identify those at higher risk of certain health problems such as heart disease, diabetes, kidney disease or stroke. During the 30-minute check a healthcare professional will check blood pressure, cholesterol, BMI and lifestyle. With these results the practitioner can advise patients about small changes that they can make which could have a huge impact on their future health.

Bovine TB - Following a successful bid for funding from Department for Business, Energy and Industrial Strategy (BEIS) Somerset Trading Standards has launched a new information pack giving farmers all the information they need to help safeguard their herd from Bovine TB. The packs provide information on the regulations, how to access support and give practical tools for farmers to help increase biosecurity standards with the aim of reducing the impact of the disease.

Somerset Prepared - This is the official multi agency partnership working closely with communities to deliver advice, support and training to enhance local resilience to emergencies. Their work includes raising awareness of local risk, providing advice, guidance, support and funding to locally led community resilience initiative; providing resilience networking and information sharing platforms for community groups through meetings, events and supporting technology; supporting partner agencies between member organizations.

5.3 Mendip District Council Report: District Cllr Townsend reported from the 3rd February Cabinet meeting that:

Recycle More - the new County-wide programme with new vehicles and the 3 weekly non recyclable collection will start with Mendip in June. There will be at least two rounds of publicity with the aim of making it clear what additional items will be recyclable and specifically encouraging people to put food waste in the right bin.

Council Reorganisation - the option preferred by County is for one Unitary organisation. Mendip wish to explore other options possibly favouring the retention of the existing structure but with the District councils working more closely together. A business case for this is being prepared for July Cabinet.

Climate Emergency - members of the public made urgent pleas for action. A report was presented showing a detailed baseline of the sources of CO2 emissions in the District. Domestic heating and insulation are highlighted. Council funded electric car charging points are being explored. A public Climate Event is being held at Mendip on 15th February from 10-00 until 4-00.

Also, from the PACT meeting on 20th January at the Coleford RBL. This was very poorly attended with more officials than members of the public. The police could easily conclude that the village has few concerns about crime! Priorities were again set as Speeding, Rural Theft and Poaching. On speeding the view from all parties was that in addition to SID data publicity was vital and threats of going to the press have helped others. John Gould is retiring and Mike Storey is moving, replacements are being sought.

District Cllr Ham reported that

The local plan no longer meets the required 5 year housing targets and sites for 520 houses need to be found in the next year. It has been suggested that these should be in the North East of the District from Chilcompton through to Rode. The number of houses specified to be built each year within the plan will also increase from 420 to 615. It has been said by Mendip District Council that any planning applications submitted would have to be monstrously harmful for it not to be approved.

Mendip District Council has borrowed a further 80 million pounds of which 60 million will be spent on regeneration with the other 20 million being invested into assets which will generate income from their rental capacity.

Climate change continues to be a hot topic and effects nearly every discussion, strategy and report at Mendip District Council. As a Parish Council we will need to consider what we can do. Nunney Parish Council has adopted an environmental policy which the Clerk read out.

The gypsy and travellers at Mells corner next to Halecombe quarry have started clearance of more land but it is not clear who actually owns it.

District Cllr Townsend has been pursuing the case officer regularly to establish the outcome of the Gladman application as the decision was due at Christmas. It has been confirmed that both Somerset Highways and Wessex Water have no comments on the proposed application.

It has been confirmed that work on the new Co-op on Anchor Road will commence in March 2020.

5.4 Councillors – details of meetings attended this month

Councillor Ham attended:

As County Councillor were:

- 20/01/20 Full Council
- 29/01/20 SCC Living help grants

As District Councillor:

- 09/01/20 Scrutiny
- 13/01/20 Apple Meadow View dispute
- 13/01/20 Deprivation in Mendip
- 14/01/20 Planning policy – 5 year supply
- 15/01/20 Equalities
- 20/01/20 Leigh on Mendip
- 22/01/20 Planning board
- 28/01/20 Scrutiny access group
- 28/01/20 Scrutiny pre meet
- 03/002/20 Cabinet
- 04/02/20 Cabinet/Scrutiny joint meeting
- 07/20/20 Meeting with Carole Philimore
- 12/02/20 Frome Independent market

As Parish Councillor:

- 10/01/20 VE Day 75
- 24/01/20 Flower and craft show
- 30/01/20 VE Day 75

District Councillor: Townsend attended the following meetings:

- 09/01/20 Stoke St Michael Parish Council
- 14/01/20 MDC Planning Policy Training
- 20/01/20. MDC Planning Board 7 site visits
- 20/01/20 PACT Meeting RBL
- 22/01/20 MDC Planning Board
- 23/01/20 MDC meeting re street events

- 27/01/20 MDC Climate Emergency Presentation
- 30/01/20 Stoke St Michael - Mill Lane meeting with PC and Highways
- 03/02/20 MDC Cabinet
- 04/02/20 MDC Cabinet/Scrutiny Meeting
- 12/02/20 MDC Licensing Sub Committee
- 12/02/20 MDC Licensing Board

6 **Planning**

- 6.1 Decisions on Previous Applications – There were none.
- 6.2 Complaints received by the Planning Enforcement Team at Mendip District Council - There were none.
- 6.3 Mendip Local Plan Part II: Sites & Policies: Consultation on Proposed Main Modifications - Cllr Conn said that he had reviewed the modifications and felt that no further comments were required.
- Vote: 8 For, 0 Against and 1 Abstention (District Councillor)*
- 6.4 Update on the proposed Gladman Application at Lipyeate – As mentioned above, no decision has yet been made.
- 6.5 Present applications – There were none.

7 **Highways**

7.1 Cllr Townsend Highways Report

It was confirmed that:

- Weeds/ making good of the highway edge by the Hub - Highways will not be finishing the length by the collapsed wall until it is made good.
- Charmborough Lane pothole - this was located as outside our District.
- High St drains - earlier report to Highways will be chased up.

A meeting with Charlie Higgins will be arranged for before the March Meeting. Please let Cllr Townsend know if you have any items you would like to see discussed - top of the list is to show him the Charmborough Lane issues again, especially opposite Lipyeate House.

Other items to report:

- Pothole on Anchor Rd between former Post Office and RBL - reported and repaired within 3 days.
- 30 mph sign on Anchor Rd, broken support bracket - reported and repaired within 2 days as it could have broken loose in the gale.

- 7.2 Items report by Councillors – Cllr Conn said that he had noticed that there had been an increase in the number of lorries accessing Newbury employment area, where the lanes are not suitable to cope with that type of vehicles. It was suggested that Somerset highways review and update the road signage to prevent HGV vehicles from accessing Dark Lane from the crossroads at Luckington. Action for Cllr Townsend.

AT

8 Finance

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

Allotment rent	£44.00
Holcombe PC - 1/3 of SALC Clerk training	£25.00
Cranmore PC - 1/3 of SALC Clerk training	£25.00
Total	£94.00

8.2 Bank Reconciliation – Cllr Banks approved the bank reconciliation which had been prepared by the Clerk in advance of the meeting, which was found to be in order.

8.3 Accounts approved for payments:

The following payments were presented for approval:

Clerk expenses	£90.09
HMRC – National insurance	£30.64
Brentons Garden care – Bramble cutting at the Butterfly bank	£150.00
JCE Contracting Ltd – Defibrillator installation	£249.60
Ben Windel Agricultural Services – Dog waste bin installation £127.20 & Beacon View Gate £210.	£337.20
Water 2 Business – Changing room water supply 13/06/19 – 03.01.20	£153.71
SALC – Managing documents (To be split between the 3 Councils)	£75.00

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

Vote: 9 For, 0 Against and 0 Abstained

9 Update on Coleford Parish Plan Questionnaire

Cllr Conn reported that the number of people who responded to the questionnaire was disappointing however the responses came from different parts of the village which was positive and reflected a balanced view. The age of those responding was towards that of retirement age, most of which thought that a new plan should be created with 17 people offering to help.

There were varied responses to what people liked about the village with the countryside, the people and the community rating highly. The dislikes included parking problems, poor bus service, poor roads, speeding, dog fouling, litter and fly tipping and the lack of a daily post office.

The priorities for a new plan would include:

1. Village facilities and services,
2. Countryside and rural environment,
3. Highways, traffic, road safety and speeding
4. People and community
5. Village environment and built quality, including dog fouling, litter and fly tipping.
6. Bus service
7. Parking
8. Housing, sustainable development and social housing
9. Communications
10. Crime and disorder

Cllr Conn suggested that a copy of the results are sent to the people who offered to help produce a new plan to see if they would like to comment on the report. An informal meeting could then be held in the Spring to discuss the results and ask directly about the willingness to work on the various topics. After the meeting the Parish Council can consider whether they wish to further promote a new plan.

AC/VW

The Chair thanked Cllr Conn for the work done collating the questionnaire results.

- 10 Update on Allotments at Orchard Close**
Cllr Townsend continues to investigate the possible options available to the Council. March agenda item AT
Ag
- 11 Update on burial preparations at the Cemetery**
The Clerk confirmed that further guidance had been received from ICCM regarding the preparation of graves at the Parish Council Cemetery. It was agreed that the Clerk would review the information with Cllr Pearce and present at the March meeting. CP/VW
Ag
- 12 Discuss and consider quotes to remove picnic tables at Goodeaves play area and installation of concrete base for new picnic table**
Decision to be made on which contractor to use at the next meeting. Ag
VW
- 13 Discuss and consider quote to re tarmac the site of the water leak at Highbury car park**
Mr Steve Burdett has quoted £220 to make good and tarmac the hole in the car park at Highbury playing field. It was proposed by Cllr Drescher and seconded nby Cllr Allen that the quote should be accepted.
- Vote: 9 For, 0 Against and 0 Abstained*
- Cllr Drescher to notify Mr Burdett that the quote has been accepted. AD
- 14 Agree action plan for installation:**
1. Youth shelter. Cllr Ham confirmed that some welding and carpentry work was required. Cllr Drescher agreed to take a look to see what is involved. The Clerk suggested that the Community Payback team could help with the work. AD
 2. Football posts at Coleford play area. Cllr Drescher provided a photograph showing the proposed location for the goal posts at Coleford playing field. All agreed that the posts should be concreted into the ground in the proposed locations. Cllr Drescher to liaise with John Hansford to arrange completion of the work. AD
- Vote: 9 For, 0 Against and 0 Abstained*
3. Monohinge gate at Church Street footpath - The Clerk confirmed that Noel House had been out to look at the gate and the site and expressed concern that there are utilities running underground which could affect the installation as the gate needs to be set 19 inches into the ground. It was agreed that Cllr Drescher would ask Mr Steve Burdett if he would be prepared to undertake the exploratory work to establish if the gate can be installed inline with the fitting instructions. AD
- 15 Discuss Careys Mead telephone box**
Councillors agreed that they would like the phone to remain if possible. The Clerk would speak with BT to establish if it is possible for the phone to remain. VW
- 18 VE Day 75 event planning**
Cllr Ham confirmed that 3 meetings had been held and a plan has started to take shape. A leaflet will be circulated to all households encouraging everyone to get involved. The events planned at present are: PH
- Thursday 7th May
Coleford Theatre Group play – *Keep Smiling Through*
- Friday 8th May
12.00 - 4pm - Holcombe Party in the Park
2.00 - 5.00 Holy Trinity Flower Festival and Exhibition
2.55 Last Post and Toast
6.55 The Cry for Peace and Church Bells will ring out
Coleford Theatre Group play – *Keep Smiling Through*

Saturday 9th May

Breakfast at Holcombe

Event TBC at the Gospel Hall

2.00 - 5.00 Holy Trinity Flower Festival and Exhibition

4pm Live music at the Kings Head

Sunday 10th May

9.30 Coleford Church Service

11.15 Holcombe Church Service

2.00 Plant trees

2.00 - 5.00 Holy Trinity Flower Festival and Exhibition

Commission of the tapestries

High Tea with war time songs FREE for those over 75 and older

It has been agreed that £1K will be made available from Parish Council funds to support the celebrations. Decisions will need to be made on how that will be spent but could go towards supporting cost of hiring costumes for the play, buying trees, bunting etc. It was agreed that Cllr Conn, Cllr Drescher, Cllr Ham and the Clerk will work together on overseeing the expenditure.

It was acknowledged that trees could be planted at the boundary of Highbury playing field and Coleford playing field.

15 Consider resident request for community orchard

This could be included as part of the VE days 75 celebrations

16 Discuss and agree whether to plant further trees in the village

This could be included as part of the VE days 75 celebrations

19 Meetings to attend / attended

Defibrillator training - Weds 4th March @ 7.30pm at the Hub

MDC Parish Forum - 26th March 2020 @ 6.15pm at Council chambers

Somerset's Climate Emergency Drop ins - 15th February from 10am to 4pm

20 Report of any risks identified

There were none.

21 Correspondence

Wonderful Villages photo competition. Clerk to publicise

Somerset's Climate Emergency online survey & Drop ins

Truespeed Order confirmation received confirming Broadband to be supplied free of charge for @ The Hub

VW

22 Matters of Urgency – at the Chairman's Discretion

Cllr Ham said that MDC have produced the document 'Climate emergency; report on baseline evidence' along with a copy of Nunney Parish Council Environmental policy which was read out by the Clerk. It was agreed that the Clerk would circulate both documents to the Councillors ahead of the next meeting.

VW

21 Date of Next Meetings:

Wed 26th February 2020

Planning Meeting

Wed 11th March 2020

Parish Council meeting

The meeting finished at 21.15hrs