

Parish Council of Coleford

Gallant Hill Farm, Foxcote, Radstock, BA3 5YB
Miss V Watts, Clerk to the Council
Tel: 07971 516916 / 01749 880428
Email: clerkcolefordsomerset@gmail.com

Minutes of the Parish Council Meeting held on Wednesday 13th April 2022

Present

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

There were no members of the public present. The Clerk, Vickie Watts taking the minutes

1. Public Forum

1. The work to improve the pavement on Anchor Road has been completed but many have commented that they can't see sufficient changes, to improve the safety of pedestrians using the road. Cllr Ham thought that there was still further signage and painting on the roads to be done before the project was completed.

Action: Cllr Townsend to seek clarification with SCC Highways

2. There has been an increase in graffiti throughout the village, including at the bus stop and post box on Anchor Road which a resident has since cleaned. Cllr Ham suggested we form a bus user group and push for the bus shelters to be cleaned.

Action: Clerk to request that the bus shelters are cleaned and to seek a quote to get the graffiti cleaned from Goodeaves and Highbury play areas.

3. A resident had requested that the Council invests in speed indicator devices and creative village name plates for the entrances to the village. It was agreed that this should be discussed as a future agenda item

Action: Agenda item for June – Village name plates, speed indicator devices and speed watch

4. A resident had expressed concern at the change of collection times for the village post boxes which meant that you would be unable to respond to a letter on the same day as it had been delivered by the postman. It is hoped that when the post office is open as part of the new co-op that this will change. Council to monitor.
5. A resident expressed frustration at the issues that Ukrainian refugees are experiencing with visas which is causing delays. In them being able to join families in Mendip. Cllr Ham has been monitoring the situation and has offered for the Hub to be used as a venue for volunteers to meet when required.

6. An email had been received highlighting that there are certain items within Coleford which were part of Coleford's industrial heritage and of significant interest which should be preserved.

Action: Agenda item for future meeting – resident is happy to come to a meeting to give presentation.

7. An email had been received from a resident who was frustrated by the number of outdoor fires in Coleford. It was agreed that the Clerk would speak with Claire Malcolmson at Mendip District Council for guidance.

Action: Agenda item for future meeting

2. Apologies for Absence

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

3. Declaration of Interest and Dispensations granted since last meeting

There were none.

4. Approve Minutes of Parish Council meetings held on the 2nd and 23rd March 2022

The minutes from the meetings held in March had been circulated to all Councillors for consideration. An amendment was suggested to the minutes from the 2nd March. Minute reference 3, Mendip District Council report on page 121 was amended to read, 'Representing £5 a year' rather than '£5 a week'. It was agreed that the minutes then accurately reflected the meetings and were duly approved and signed by the Chair.

Vote: 7 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. Clerk to follow this up.
2. The date for the next village Litter pick needs to be agreed with the litter picking team. It was suggested that this could be the last weekend in May?

Action: Clerk to progress the outstanding issues

6. Reports

1. PCSO report

A generic area report had been circulated to all Councillors prior to the meeting. There were no specific details relating to Coleford.

2. Somerset County Council report

The Clerk had previously circulated the following report from County Cllr Ham:

Coronavirus: From 1 April -

- PCR and lateral flow Covid tests will no longer be free for most people
- Covid passports will no longer be recommended, except for international travel
- Employers will no longer have to consider Covid as a separate risk when working out how to keep employees safe
- Over-75s and people with a weakened immune system are now eligible for a Booster jab provided it is six months after their previous dose.

Local Government Reorganisation: Following the Secretary of State for Levelling Up, Housing and Communities (DLUHC) decision to support the move to a single Unitary Council across Somerset the Structural Changes Order were approved by the House of the Lords and passed into law on 17th March. The first elections to the new authority together with Somerset Town and Parish elections are being held on 5th May 2022.

Local Community Networks: The Local Government Association (LGA) has awarded a £50k funding boost to help develop Local Community Networks (LCNs) in Somerset. The grant is to develop LCNs and deliver new ways of working prior to Vesting Day, when the unitary authority

officially begins. Some of the £50k will be used to facilitate three community-led LCN pilots bringing public services together with local people and other community organisations to explore opportunities around children and families; health and wellbeing; and local street scene and highways matters in the first instance.

Health Checks: NHS Health Check is a mandated SCC Public Health programme. The check is available for people aged 40 to 74 and assesses a person's 10-year risk of developing heart disease, stroke, diabetes, kidney disease or dementia. The check takes around 20-minute to complete and each person receives a comprehensive health report with their results, together with advice and support about how to maintain good health and make lifestyle changes that will help them to improve their health. The checks are available through a range of GPs, pharmacies and community locations in Somerset. More information about the Health Checks programme is available at <https://bit.ly/freehcheck>.

Road safety: Drivers are being warned by Somerset County Council's Road Safety Team of tough new legislation to punish mobile phone use at the wheel. As of Friday (25 March 2022), drivers caught using a phone while in charge of a vehicle can expect six points on their licence and a £200 fixed penalty notice. If you have only had your driving licence for less than two years, it will be revoked, and you will have to pass your test again. The Highway Code will also be changed to say that handheld phone use in traffic jams or when stationary is also illegal.

Saltlands Solar Park: A former landfill site near Bridgwater will be used to generate clean energy and save hundreds of tonnes of carbon a year. Somerset County Council's Cabinet has voted to start a procurement process to appoint a contractor to build a new solar park on the Saltlands landfill site, in the Chilton Trinity area of Bridgwater. Landfill operations at the site ceased in the 1980s and it is not suitable for most kinds of development. However, as a solar park it could generate 3,635,000 kilowatt hours of clean, renewable energy per year, save 805 tonnes of carbon per year, and play a key part in the Council's ambitions to achieve carbon neutrality in Somerset by 2030.

Ukrainian refugees: Somerset County Council has committed £250,000 to support refugees fleeing war-torn Ukraine as part of a county-wide response to the humanitarian crisis. Somerset has a proud record when it comes to welcoming refugees, with the County Council working with partners, charities and the community to help over 160 people safely resettle here since 2016. Support can include access to public services, education and health support, housing, travel, food and interpretation services. Sponsoring households may also require support. A further £50,000 was pledged for a new Somerset Ukrainian support fund. More details on actions around refugees can be found at www.somerset.gov.uk/ukraine/refugee-resettlement/

3 Mendip District Council report

District Cllr Ham and Townsend did not submit a report due to purdah.

4 Unitary Update

The elections will take place on the 5th May 2022. There will be more progress and clarity in the coming weeks.

7. **Planning Application**

There were none.

8. **Planning updates including enforcement issues**

It was noted that application ref 2021/2159/HSE, Erection of a dormer extension at 48 Farley Dell, Coleford, Radstock, BA3 5PJ had been referred to the planning board meeting on 13th April.

A record of planning applications and enforcement cases noting their status had been circulated to all.

9. Highways including:

1. Councilor updates – Cllr Townsend and Cllr Pearce met with Charlie Higgins from Somerset County Highways on 10th March: The following points were discussed:
 - Tinkers Lane - between Newbury Farm and bend - edge erosion due to wide vehicles is present but not sufficient to require repair, several potholes to be checked further, drainage to be given routine clear out.
 - Charity Lane - Two busy passing places with deep potholes to be made up for highway safety.
 - Cherry Gardens Lane - on slope by Cherry Gardens Farm, water is coming to the surface from possible spring which will be channelled.
 - Brewery Lane - surface erosion at the apex of bend has been made good but quality poor
 - Holcombe Longleat Lane - dropped area at drain cover at the junction with Longleat Road to be made up along with other areas already marked up – This has now been repaired
 - Coleford Anchor Rd - pothole by pedestrian crossing by Anchor Close marked up. - now repaired.
 - Ham Hill/Common Lane junction - Give Way lines eroded, Cllr Townsend to request Sara Davis to restore.

There had been a rumour that Anchor Rd will be closed starting this week for surface dressing. County Highways have confirmed that this is not correct, there is no immediate plan for this.

Cllr Townsend has been working on a response to Somerset County Council Highway letter which will be discussed at the next Parish Council.

Action: SCC letter to be an agenda item for next meeting

2. Report of any new issues to be reported

There were none.

10. Finance

1. Bank Reconciliation

The Clerk had prepared the bank reconciliation and Cllr Allen had checked it and found it to be in order.

2. Review year end accounts for 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 Councillors were encouraged to review the accounts ahead of the next meeting.

Action: Agenda item for next meeting.

3. Review and agree National salary award new rates of pay for the Clerk from 01/04/21

The National salary award has been agreed and Councils are encouraged to adopt. The Clerk works 56 hours per month which equates to 672 hours per year. The 2020 pay scale for SCP 26 was £15.83 and the new 2021 pay scale SCP 26 is £16.10 which is a difference of £0.27. It was proposed by Cllr Allen and seconded by Cllr Simpson that the total back pay of £181.44 for the full year be paid to the Clerk.

Vote: 7 For, 0 Against, 0 Abstentions

4. Review and agree Clerks holiday pay

It was agreed that this would not be discussed to allow further enquiries and guidance from SALC.

Action: Agenda item for next meeting.

5. Consider and agree quote for replacement sign at Coleford Cemetery

The Clerk had obtained quotes from three suppliers to replace the sign in the Cemetery. After discussion it was proposed by Cllr Allen and seconded by Cllr Ham that the quote of £156 received from Signefex would be accepted.

Vote: 7 For, 0 Against, 0 Abstentions

Action: Clerk to place the order

6. Consider and agree to replace the defibrillator cabinet at the Co-op

The Clerk explained that despite replacing the batteries in the keypad on the existing defibrillator cabinet, within 2 weeks it would not unlock. A quote was received for a new keypad was obtained and came in at £175 plus VAT and did not have key access. As the unit is approx. 10 years old and there could be a concern over the life expectancy of the heating element it was proposed by Cllr Banks and seconded by Cllr Allen that a new Defibrillator Store 4000 be purchased at a cost of £598.80 inc VAT.

Vote: 7 For, 0 Against, 0 Abstentions

Action: Clerk to place the order

7. Consider and agree whether to support the Citizen Advice Mendip for 2022/23

It was agreed at the March meeting that the Council should make an award of £1000 and that the cheques should be written tonight.

8. Invoices approved for payment:

The following invoices were presented for payment:

HMRC - National Insurance	£ 31.37
V Watts - Clerks Expenses	£ 48.23
V Watts - Clerks Back pay	£ 181.44
Coleford Hub - Hall Hire	£ 360.00
Keith Evans - Pay back expenses	£ 4.60
Nick Harding - Various maintenance work	£ 440.00
Citizen Advice Mendip	£1,000.00
Geeking It Simple - Antivirus on Clerks laptop	£ 36.00

All Councilors agreed that the payments should be made.

Vote 6 For, 0 Against, 0 Abstentions

11. Tree survey for Coleford and Highbury playing field

The Clerk had circulated the Tree Survey for Coleford and Highbury playing fields. Cllr Barrett volunteered to review and prioritise the work listed and bring back to the next meeting.

Action: Agenda for next mtg

12. Consider the request to employ a tree surgeon to remove some trees and branches at the butterfly bank

The request to be considered alongside the tree survey.

Action: Clerk to liaise with Cllr Barrett to review

13. Consider quote to repair the sign at the Butterfly bank

A volunteer had provided 2 quotes for materials (£32.38 and £45.60) to repair the sign at the Butterfly bank which had been damaged in the recent storms. It was proposed by Cllr Simpson and seconded by Cllr Ham that the quote of £32.38 be accepted.

Vote: 7 For, 0 Against, 0 Abstentions

Action: Clerk to place the order

14. Footpath reports to be reviewed at the next meeting

The Footpath report for the South had been received for the Spring. The report for the North should be available soon. It was agreed that the Clerk would scan the report and circulate to all Councillors for consideration ahead of the next meeting.

Action: Clerk to circulate the report. Contact the Footpath warden for the North to see if available

15. Update on potential new site for Allotments and the Somerset County Council Emergency Climate Fund Grant

After consideration of the second proposed site at Vobster it is believed that there is sufficient good quality soil to allow for 12 new allotments. The Clerk had contacted Somerset County Council who require detailed plans to be resubmitted to establish if the grant can still be awarded.

The Clerk had contacted the land agent who had verbally agreed to the Council digging 5 or 6 trial trenches to check the soil quality. The Clerk said that this needed to be confirmed in writing along with clarification as to what the 2 pipes were which are located at the site.

The Heads of Terms which had been sent needed to be reviewed and negotiated.

Cllr Allen confirmed that there is a local source of top soil available if required and Cllr Drescher confirmed the installation of a bore hole would cost in the region of £10K which was not a viable option.

Action: Clerk to:

- *liaise with Land Agent for written agreement to dig trenches.*
- *Seek volunteer to dig trenches, c Arrange soil samples.*
- *Get quote for installation of water (Bristol Water)*
- *Request revision of the Heads of Terms*

*Cllr Ham to establish if planning permission is required.
Agenda item for the next meeting*

16. Meetings to attend or attended

LCN Frome 26/04/22 @ 7pm via Zoom

SALC training dates – Councillors to confirm if they wish to attend

17. Update on plans for the Queens Jubilee Celebration

Cllr Ham confirmed that the joint funding application with Holcombe Parish Council had been successful which amounted to £1250 for use on the Coleford Jubilee celebrations.

The March meeting had been postponed and a new meeting date needed to be agreed to finalize details for the celebrations. The village Jubilee events will be advertised locally with flyers going to each household.

Action: New date to be agreed for the meeting and plan for advertising

18. Correspondence

1. Somerset Jubilee Parish Portraits – Advertise on Facebook & email to Bishop Henderson school
2. Somerset Day – 11/05/22. No further action
3. Somerset mobile Library Parish stops – Advertise on Facebook
4. Doultong PC – LCN discussion – Clerk to express an interest in participating

Action: Clerk to action

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

There were none.

20. Date of Next Meetings

11 th May 2022	Annual Parish Council meeting followed by the monthly meeting
25 th May 2022	Annual meeting of the Parish

Meeting finished at 21.30hrs