

# Parish Council of Coleford

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**In line with government guidance and recommended social distancing and self-isolation rules for those who are vulnerable, it was agreed that this meeting would be conducted as a virtual meeting using Zoom video technology.**

## Minutes of the Parish Council Virtual Meeting held on Wednesday the 13<sup>th</sup> May 2020

### Present

Councillor Philip Ham (Chairman presiding)  
Cllr Allen, Banks, Barrett, Conn, Drescher, Evans, Pearce & 0 members of the public

There were no member of the public present and the Clerk Vickie Watts taking the minutes

### Public Forum

- PF 1 Cllr Evans explained that people have been fly tipping garden waste along the hedgerow at Careys Mead which has now resulted in the stinging nettles growing up through them. The Clerk to report to Idverde and ask them to collect the waste which amounts to 2 wheelie bins in quantity. VW
- PF 2 Cllr Drescher said that a representative from the football club had offered nets for the newly installed goal posts at Coleford playing field. All Councillors agreed that they could be installed but if they caused any problems in the future then this could be reviewed. Cllr Drescher to notify CAFC. AD
- PF 3 Cllr Barrett asked if the Parish Council could remind dog owners that they should be cleaning up after their dogs at all times including when crossing farmland highlighting the risks to livestock. It was agreed that Cllr Ham would seek notices from the National Farmers Union in the first instance which will be placed on footpaths, social media and notice boards as well as mentioning in On the Map. PH

### 1 Apologies for Absence (acceptance of any reasons offered)

Cllr Hanney, Townsend and Turner sent apologies which were accepted by the Chair.

### 2 Declaration of Interest and Dispensations granted since last meeting

Cllrs Drescher, Evans and Ham all declared an interest in agenda item 8 payments, as they have submitted claims for expenses incurred on Council business.

### 3 Approve Minutes of last Parish Council meetings held on the 8<sup>th</sup> & 22<sup>nd</sup> April 2020

The Clerk had circulated the minutes from the abovementioned meetings to Councillors prior to the meeting. It was proposed by Cllr Conn and seconded by Cllr Banks that both sets of minutes accurately reflected the meetings. The Chair will sign the minutes at the earliest opportunity.

*Vote: 8 For, 0 Against, 0 Abstentions*

The Clerk to upload the minutes to the website.

VW

### 4 Matters arising

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

- Orchard Close allotments will be carried forward Ag
- Cemetery preparations to be carried forward Ag
- The Clerk has made enquiries for information to produce small information cards to explain about the Coleford defibrillators and what to do in the event of an emergency. These would be printed and distributed to parishioners. This could include the QR Code which can be scanned with a smart phone which will then take you to information on how to use the defibrillator. It was agreed that the Clerk will ask Clive Setter of AED Locator Ltd if he is able to help supply the cards and seek quotes. VW
- Cllr Allen to arrange for the work to be done on securing the gate at Beacon View. MA
- Cllr Ham explained that MDC are aware that Coleford Parish Council are interested in taking ownership of the green at Preachers Vale / Careys Mead but they are yet to respond due to the coronavirus becoming priority. PH
- Cllr Ham to speak with Charlie Higgins of Somerset Highways regarding placing cones outside the Co-op to prevent parking to allow safe social distancing to take place. PH

## 5 Reports

### 5.1 PCSO report

No report had been received.

### 5.2 Somerset County Councillor report

County Cllr Philip Ham reported that he is receiving Covid 19 updates two or three times a week, 26 million extra money from central government to deal with crisis in just Somerset, the forecast is looking that this will not be enough. 7 million on PPE alone. Last year accounts are looking as if SCC have around 6 million underspend so that will help this coming year. Recycling centres re opened this week and the new kerb side contractor is doing well as due to lock down we are witnessing a 50% increase in tonnages collected, with food waste and cardboard seeing the highest increase.

Cllr Ham said he had received many complaints about poor broadband speeds due to so many people working from home. Registration services are struggling with the extra deaths, but have had 197 marriages cancelled and 1900 plus births not registered yet, but arrangements have been made so child benefit can be claimed for new born babies. Road repairs and resurfacing have continued at pace due to the quieter roads.

Most meetings are continuing at SCC through Microsoft Teams and work continues as ever with Adult social care, Childcare and Education which with Covid 19 has proved very challenging.

### 5.3 Mendip District Councillors report

District Cllr Townsend reported as follows:

The Council continue to provide regular updates in this emergency which the Clerk circulates. Mendip's offices remain closed to the public in this lockdown period. Much of the business continues as normal though site visits are not happening. Considerable resource is being spent on providing financial support to local businesses through funding by the Government. Some public meetings such as Audit Committee, Planning Board and Cabinet are being held via Microsoft Teams. However the Annual Full Council meeting scheduled for 18th May has been postponed.

The reopening of recycling Centres was welcome and no real problems have been reported. The reopening of markets is much more difficult and will not happen for a while.

A new Village Agent has been appointed, Nic Edwards who lives in Newbury. It will be good to work with her.

District Cllr Ham reported as follows:

District Cllr Ham thanked Cllr Townsend and Cllr Banks for all the work they have done on Charmborough Lane relating to the Gladman planning application. He also thanked Cllr Conn for his work on the end of year accounts.

District Cllr Ham stated that he had several enquiries about obtaining loans and grants from Covid funding at MDC, the process is backlogged so getting answers to individual circumstances is slow.

Normal work is continuing behind the scenes so hopefully things will slowly get back to a new norm.

Enquiries have been made about grass cutting in the village and it seems they hope to resume this week, it had been deemed as unnecessary work, and with two men being needed (health and safety), two men in a van social distancing and with men self-isolating this sort of work had been stood down.

Cllr Ham thanked the Clerk for all her hard work especially over the last few months where she had gone that extra mile so many times to keep the Council up to speed, and produce such well-informed end of year accounts. Cllr Ham finished by thanking the residents of Coleford for the Community spirit that has been created by the Thursday clapping for the NHS, Coleford Angels, Dagaroo hot food, Food bank, VE Day celebrations and so many more examples of people helping each other. He said “Thank you, you make me proud as your parish council chair”.

## 6 **Highways:**

Cllr Townsend reported that two potholes had been repaired on Charmborough Lanes but a further 5 require attention, which have been reported to Highways. The two worst appear at the narrow passing places and reduce the road to less than 4 metres wide.

Cllr Banks and Cllr Townsend carried out the inspection of the Lane as requested in support of our case that the highway is already unsafe and cannot take the further traffic that the Gladman development would generate. They discovered that the supporting masonry to the bridge over the stream is starting to bulge. They found that of the 33 width measurements along the Lane at only one place did it reach the 6 metres which Somerset Highways said was required for Anchor Rd. Generally it is between 4 and 5m wide, much less than the Design Manual for Roads recommendation of 5.5m where HGVs are expected. To illustrate the dangers of the road, Cllr Townsend had recorded 4 traffic incidents at the Lipyate end in the last 3 weeks - 2 separate piles of broken rear light glass, a BMW wheel trim, and 2 wheels going a metre over the bank of the visibility splay at Hill Farm.

SCC Highways have again repaired the footpath opposite Anchor Close at the entrance to Springwater Farm. This was done very quickly after it was reported as a safety issue. There is no doubt that the damage is caused by the passage of HGVs. It was agreed that the Clerk would write to SCC Highways to thank them for completing the repair but request that the landowner and contractors should paying for this, explaining that this is due to large volume of deliveries to the site.

VW

## 7 **Planning Applications**

2020/0871/HSE - Montrose High Street Coleford Frome BA3 5LS

Demolition of conservatory, erection of single storey rear extension, new external door opening and internal alterations

2020/0872/LBC - Montrose High Street Coleford Frome BA3 5LS

Demolition of conservatory, erection of single storey rear extension, new external door opening and internal alterations

Councillors had an opportunity to view the planning applications online via the planning portal prior to the meeting. After discussion it was proposed by Cllr Conn and seconded by Cllr Banks that both applications should be recommended for approval.

*Vote: 7 For, 0 Against, 1 Abstentions*

The Clerk to notify the planning department of the decision.

VW

## 8 **Update on the Gladmans planning application**

The Parish Council has sent 2 letters and received 2 replies from Tracy Aarons the Deputy Chief Executive of Mendip District Council regarding Parish Councils concerns over the Gladman application and the MDC Local Plan. The latest response stated that she would ask the Senior Team

Leader to comment on the questions that the Parish Council raised. It was agreed that no further action would take place for the next week to allow a full response to our recent letter from MDC.

District Cllr Ham and Townsend have been invited to meet with representatives of Gladmans to discuss how the development could benefit the village if approved. Cllr Ham explained that if this opportunity was declined then the application could be approved with no Section 106 benefits for the village, which would be a double blow.

After discussion it was proposed by Cllr Conn and seconded by Cllr Banks that District Cllrs Ham and Townsend should have the authority to negotiate the Section 106 agreement on behalf of the Parish Council if required.

*Vote: 8 For, 0 Against, 0 Abstentions*

## 9 **Accounts approved for payments**

The following payments had been submitted for payment:

V Watts - Clerk expenses	£36.00
V Watts – Zoom annual subscription (Split with Cranmore & Holcombe PC)	£143.88
HMRC – National Insurance	£20.08
Adam Drescher – Expenses for installation of goals	£18.00
Philip Ham – Materials for Youth hut £151.32 and chain & padlock for Beacon View gate £14.23	£165.55
Brenton Landscaping – Grasscutting x 2 @ £175 & Cemetery Hedge £120	£470.00
The Countryside Charity – CPRE annual subscription	£36.00
BHIB Ltd - Annual Insurance	£794.46
Royal British Legion Poppy Appeal – VE Day wreath	£18.25
Hire of @ The Hub – April 2019 to April 2020. 21 meetings @ £17.50	£367.50
Keith Evans – Community Payback expenses	£18.93

It was proposed by Cllr Barrett and seconded by Cllr Banks that the payments should be made. Cheques will be signed by Cllr Ham, Cllr Conn, Cllr Townsend and the Clerk

*Vote: 5 For, 0 Against, 3 Abstentions*

## 10 **Review and agree year end accounts 2019/20**

The Clerk had prepared the year end accounts which had been closely inspected by Cllr Ham and Cllr Conn. The report had been circulated to all Councillors for comment. Cllr Conn explained that the accounts show that the reserves have been reduced as intended to a more appropriate level during the last 12 months. The total of the bank accounts after all committed spend for the year end 31/03/20 was £30,710.04 which compares to £52,927.78 at 31/03/19.

It was proposed by Cllr Conn and seconded by Cllr Ham that the accounts be approved.

*Vote: 8 For, 0 Against, 0 Abstentions*

The Clerk to amend the typing error in the notes column.

VW

## 11 **Review quotes for removal of fallen tree at Beacon View and select contractor**

The Clerk had received quotes for the removal of 2 trees that had become uprooted during poor weather in March. Quotes had been received from 3 contractors Sam Francis £250 no VAT, Ben Windel £295 plus VAT and Combe Garden Maintenance £250 no VAT.

It was proposed by Cllr Drescher and seconded by Cllr Barrett that the quote from Combe Garden Maintenance £250 no VAT should be accepted. Clerk to notify the contractors of the decision made.

*Vote: 8 For, 0 Against, 0 Abstentions*

**12 Agree location of new multipurpose bin at the Church Hall**

The Clerk suggested the installation of a new litter bin on the grass next to the dog waste bin near the Church Hall. It was proposed by Cllr Conn and seconded by Cllr Ham that the bin should be installed on the concrete plinth which remains after the removal of the old red telephone box which is near to the proposed area. It was also agreed that if the Clerk could secure a quote for installation of the bin for under £100 that the Clerk could authorize the work to be completed.

*Vote: 8 For, 0 Against, 0 Abstentions*

**13 Update on the Coronavirus and the support in Coleford**

Support continues to be provided via the volunteer group Coleford Angels who are regularly shopping for approx. 6 residents. Prescription requests to Andy Conn and the Clerk appear to be fewer than recent weeks.

The Foodbank is set up and is supporting those that need assistance with no questions asked.

Dagaroo continues to provide balanced meals 5 evenings a week which seems to be really successful.

Mendip Country Practice surgery is very much open for business as usual, the doors are not shut which is what some patients have thought. Working practices have been adapted and most consultations can be dealt with either by telephone or video link. If the doctor or nurse needs to see a patient then they attend the surgery. They will see the patient whilst wearing the required PPE. The patient will also be asked to wear a face mask, which is provided when they attend the surgery. On Monday mornings they are holding a 'Restricted Surgery', these are for people who have been Shielded. This means that the door is closed and we only allow in those who have a pre-arranged appointment. The doors reopen to all other general enquiries again at 2.00pm. However the Reception telephone line remains open as normal.

Health Connections have asked for assistance to deliver a leaflet to each house promoting healthy mental health. It was thought that a team of volunteers would be able to help with this work.

Cllr Ham explained that there are grants available to businesses with the process for claiming being straightforward. This information will be distributed to all Councillors and publicised for residents to utilise.

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

There were none.

**15 Date of Next Meetings:**

Wed 27 <sup>th</sup> May 2020	Planning Meeting
Wed 10 <sup>th</sup> June 2020	Parish Council meeting