

Parish Council of Coleford

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Foxcote
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BA3 5YB

Minutes of the Parish Council Meeting held on Wednesday 8th February 2017

Present

Cllr P Ham (Chairman)
Cllr Gurd, Conn, Turner, Talbot, Horler, Banks, Evans and Townsend

There were 10 members of the public present for the public forum along with PCSO Mike Storey and Sargent John Gould.

1 Apologies for Absence (acceptance of any reasons offered)

Cllr Neesam, Littlechild and Fisher sent apologies which were accepted by the Chair.

2 Declaration of Interest and Dispensations granted since last meeting

Both Cllr Conn and Horler declared an interest in Agenda item 6.4 as home owners adjacent to sites mentioned within the Local Plan.

The Chairman explained that due to the number of members of the public attending to hear about the Local Plan Part II that he would bring forward agenda item 6.4 to be dealt with first.

3 Agenda item 6.4 – Response to the email received from MDC regarding the progress on the Local Plan Part II – Coleford

Cllr Horler and Conn did not take part in the discussion or vote.

The Chair explained that this agenda item was adjourned last month on the basis that District Cllr Ham and Townsend had a meeting at Mendip DC where the progress of the Local Plan Part II was the main topic.

The Clerk read out the letter supporting MDC's proposal, which was received last month from Mrs Veryann Conn. At the last meeting a letter supporting MDC's proposal was received from Tony Mayell which the Clerk read out.

A member of the public said that she supported affordable housing being built in the village; but could not accept that the site just off Church Street was appropriate due to poor access and the visual impact that it would have on the area.

Cllr Ham confirmed that at present Coleford has been told that it needs a minimum of 6 houses from now until 2020. The only site which has been highlighted by MDC as a potential site for housing within the village is behind the bungalows on Highbury Street down to the old recycling site which could accommodate 18 to 24 houses. This site would in theory satisfy the full minimum quota required plus extra. Cllr Ham mentioned that the old garage site on Anchor Road is a brownfield site and could accommodate up to 10.

After a full discussion it was proposed by Cllr Turner to accept the recommendations made by MDC which was seconded by Cllr Banks. A vote was then taken.

Vote: 3 For; 2 Against and 4 Abstentions (2 of which were District Councillors)

4 Agenda item 10.2 – BMX Track

The Chair introduced Ken Lloyd from Nunney Parish Council who attended to speak about the installation of the BMX pump track within the village. He explained that they had overcome many issues that they hadn't anticipated and he hoped that by sharing their experiences it may help

Coleford PC to avoid the same pitfalls. He explained that:

- Planning permission will be required. It cost them approx. £5K for permission alone.
- Will need to use a certified BMX track designer – Their original quote was for £19K plus materials.
- There are different types of tracks. Gemma Witbourne is very experienced and could help give advice on which might be appropriate for Coleford.
- They needed 120 tonnes of clay.
- A licence will be needed to receive the clay but on a positive people will pay you to take it.
- Clay is laid down first & rolled. Gravel then laid and rolled. Mendip dust is then laid and rolled as the top surface.
- Holwell quarry provided the gravel free of charge
- They eventually used a chap called Chris Rose who worked very quickly and finished the job for £4K for 4 weeks work.
- Maintenance is undertaken every 6 months by Chris Rose at a cost of £380
- Ensure insurance is in place for the new track

Ken said that he was happy to provide contact details for companies that will be able to help with the design and build and is happy to answer any questions that may arise during the process.

The Chairman thanked Ken for coming to the meeting and sharing his knowledge on this matter.

It was agreed that Cllr Turner, Conn, Gurd and the Clerk would form a working party to investigate any grant funding that is available and start to formulate a plan for the track.

CT/AC
TG/VW

5 **PCSO report**

PCSO Mike Storey and Sargent John Gould attended the meeting and explained that they are still waiting for a decision for the disposal of the youth involved with the Christmas tree vandalism. He confirmed that there have been few logs relating to anti-social behaviour during the last month. They have ensured that a police presence within the village has remained high and have kept up Youth Club visits when possible.

The Chair asked if Mike and John had heard about a telephone scam which tells the home owner that they have been overcharged by MDC for Council Tax and that they can help entitled to claim it back. They then go on to offer to complete the application for a fee or they can access the form online and complete themselves for a reduced amount. Two of the Councillors had received the phone call. The information gleaned was passed to the PCSO.

Mike said that the next beat surgery is to be held at the Hub on the 25th February 2017.

6 **Public Forum**

There were no points raised.

7 **Approve minutes of the last Parish Council Meeting held 11th January 2017 and matters arising.**

The minutes had been circulated to all Councillors prior to the meeting. Cllr Turner highlighted that the year was incorrect at minute ref 3 and Cllr Gurd said that the minutes omitted to say that the Council would ask Alex Marson the landowner of Rope Walk Farm, if he will contribute towards the cost of the new dog waste bin. The amendments were made by the hand. It was then agreed that the minutes for the 11th January 2017 were accurate and therefore duly signed by the Chair.

Vote For: 9, Against: 0, Abstained: 0

All matters arising have been completed.

8 **Councillor vacancy**

No applicants have been forthcoming. Clerk to continue to advertise again in On the Map.

VW

9 Reports

9.1 Somerset County Council report

County Cllr Ham reported that:

- The budget now stands at £7 million deficit and it is predicted that by the year end this will be further reduced to £3 million.
- There is a 1.99% increase in Council Tax with 2% for Social Care and 1.25% SRA, which is same as the previous year.
- Somerset has the 2nd lowest Council Tax in the Country
- Broadband is now into the 2nd phased contract with Gigaclear. £54 million has now been invested. They are committed to providing up to 100mb which is better than anything yet so the people that have had to wait the longest will be getting a better service.
- Colleges within the County are hoping to join together to form the University of Somerset.
- There has been lots of work done with Mendip CAB during the last month to help secure emergency funding which can be utilised when people are in financial trouble. This then relieves the pressure and allows time to sort problems. This in turn the saves money and can prevent children being taken into care, bankruptcy, loss of home et

9.2 Mendip District Council report

District Cllr Townsend reported that:

- Increased borrowing powers have been agreed so that up to £40 million pound could to be reinvested into projects which will help to boost revenue to increase income to MDC.
- Planning has been approved for the development of Shepton Prison which includes an increased number of parking bays. However the developer is appealing against the refusal of the original application.
- Keyring Lettings currently has 35 properties on its books but is experiencing a real shortage of homes coming onto the books – approximately 1 a week at present.
- The Consultation to increase Halecombe Quarry was impressive and comprehensive. The conclusion is that the increased depth which will result in larger bunds will not have a significant visual impact on the area. If approved it will allow the quarry to continue up until 2044.

9.3 District Cllr Ham reported that:

- Mendip District Council budget review showed that there is currently an under spend of £960K. However there is still a £4 million gap between now and 2020.
- Council tax will go up by 1.9%. All other Districts are to go up by 3.5%
- The Mendip Lottery was launched at Kilver Court on the 20/02/17. The first draw will take place on the 25th March with £25K first prize. There is a 1 in 50 chance of winning a prize. 50% of the ticket sale goes to the seller organisation, 10% in the central community pot. 40% for prize money, administration and VAT
- I-chooser. This facility helps customers find the best electricity and gas prices with savings being reported between £253 to as much as £450. In order to find out what savings could be made you need to register with MDC who then bid on your behalf. There is a month window for you to then accept the offer if you so wish.
- The plans to move Shepton library are due to be signed off next week. There has been issues around the running costs. The new library for Shepton Mallet will be at Shape Mendip Campus, which will save the County £35K per year.
- Transformation – It's been very busy time with 36 projects coming forward for consideration with planning and financial aspects are being considered. All transactions will go through the Phoenix 2 board.
- Fly grazing horses has become an issue and is a matter for enforcement. There is a paper going through to deal with the problem including how to deal with the horses and owners and how costs will be covered and if fines should be implemented.
- Markets – The Wells Christmas market was a big success. Frome Independent market starts again on the 1st Sunday of March. Shepton Mallet market starts on the 3rd Sunday of the month. There is a market due to start in Street and they are looking at ways to improve the Wednesday and Saturday market in Frome.

9.4 Meetings attended

Cllr Philip Ham attended the following meetings:

For Somerset County Council:

- 12/01/17 – CAB ref funding in Shepton Mallet
- 30/01/17 – CAB + SCC meeting in Taunton
- 31/01/17 – Scrutiny
- 31/01/17 – Broadband Phase II contract – Gigaclear
- 01/02/17 – Somerset Rivers Authority Scrutiny Board
- 03/02/17 – Meeting with NFU and David Warburton MP
- 03/02/17 – Tarmac/Halecombe Quarry consultation

For Mendip District Council:

- 12/01/17 – Local Plan briefing Part II
- 13/01/17 – Meeting ref income streams – Portfolio
- 23/01/17 - Budget meeting
- 31/01/17 – Portfolio meeting ref finance
- 01/02/17 – Meeting ref Boyles Cross & Saxon Vale with FTC
- 02/02/17 – NSL Parking enforcement
- 02/02/17 – Transformation Portfolio meeting
- 02/02/17 – Glastonbury FM radio – ref Lottery & I-Chooser
- 06/02/17 – Mendip Markets meeting
- 06/02/17 – Cabinet / CMT meeting

For Parish Council:

- 25/01/17 – Hub AGM & meeting
- 26/01/17 – Flower show meeting
- 07/02/17 – Hub meeting ref: Fire inspections

District Cllr Townsend attended the following meetings:

- 12/01/17 - MDC Members Advisory Group Planning Meeting
- 14/01/17 - Butterfly Bank Clearance
- 16/01/17 - Leigh on Mendip Parish Council
- 17/01/17 - KeyRing letting agency directors meeting
- 18/01/17 - MDC Planning Board
- 19/01/17 - MDC Paperless Office meeting
- 19/01/17 - Meet Julie Jackson of MDC re Coleford street/bin cleaning
- 19/01/17 - Stoke St Michael Parish Council
- 25/01/17 - MDC Paperless Office presentation
- 25/01/17 - Coleford Hub Meeting
- 01/01/17 - MDC Meet with D Woodridge, Enforcement
- 03/01/17 - Halecombe Quarry expansion presentation
- 06/01/17 - MDC Pre Cabinet meeting
- 07/01/17 - Holcombe Parish Council
- 08/01/17 - MDC Outside Bodies review

Cllr Horler attended

- 18/01/17- Youth Club management meeting
- 03/02/17 – Halecombe Quarry development presentation

The PACT meeting on the 19/01/17 was attended by Cllr Gurd, Turner and Fisher

The meeting re Street Cleaning on the 19/01/17 was attended by Cllr Evans, Banks, Townsend and Horler

10 Planning applications

10.1 Decisions on Previous Applications

The following applications have been approved by MDC:
2016/2968/TEL – A 15m shrouded pole 2 x dishes, 2 x equipment cabinets
Land off Anchor Road, Coleford, Radstock,
Prior approval not required.

10.2 Complaints received by the Planning Enforcement Team, Mendip District Council

A report from Dave Woodridge giving an update on Enforcement cases was circulated by email prior to the meeting.

Cllr Gurd raised concerns that a year had passed since the vote of no confidence by Coleford PC in Mendip District Council planning enforcement group and that nothing has changed in the planning process that is apparent to the Parish Council. Cllr Ham confirmed that the number of officers working on Enforcement matters had been increased and cases are certainly being reviewed although it was acknowledged that maybe not at the rate the Council might like. Dave Woodridge is on annual leave for the next fortnight but it was agreed that we should continue to keep up the pressure for action on the outstanding cases.

10.3 Present Applications

10.3.1 SHA/18519 - Prasant Manandahar - Application For Inclusion In The Pharmaceutical List Offering Unforeseen Benefits Between Specified Points On Church Street, Anchor Road Or Highbury Street (Excluding Side Roads), Coleford, Somerset (Best Estimate)

10.3.2 SHA/18516 - Dudley Taylor Pharmacies Ltd - Application For Inclusion In The Pharmaceutical List Offering Unforeseen Benefits At Crossways Fish Bar, Or At The Dis-Used Shop Premises Adjacent Thereto, Church Street, Coleford, Ba3 5nh (Best Estimate)

The Clerk confirmed that an email had been received from Cllr Neesam who was unable to attend this meeting but wanted to express her wish that the Council continue to object to the pharmacy applications.

The Chair explained that he had spoken with Dr Jennings of Mendip Country Practice and it was felt that there were no further comments to raise for the appeal. Cllr Ham did say that there was always the option to make application to secure the Crossways chip shop to become a community asset. This is not something that the Parish Council should complete but would be appropriate for an individual or village group to apply.

After discussions it was agreed that the Clerk would write to state that the Council continues to stand by its earlier objections. VW

Vote For: 9, Against: 0, Abstained: 0

10.3.3 2016/3118/HSE – Two storey oak framed glazed conservatory to rear
Mendip Ho, Stock Hill Coleford Radstock BA3 5RR

Councillors had considered the plans and after discussion it was proposed by Cllr Horler that the application should be recommended for approval which was seconded by Cllr Gurd. VW

Vote For: 7, Against: 0, Abstained: 2 (Due as District Councillors)

Cllr Talbot left the meeting at 9.10pm

- 10.3.4 2017/0044/VRC – Application for variation of condition 2 (drawings) on planning consent 2014/0859/HSE to incorporate a stepped side access to the side of the extension, timber decking to the side of the extension, a service hatch to the side of the extension and minor alterations to the side and rear elevations including the removal of two rear windows and change from bi-folding doors to sliding doors on the side elevation.

2 Hillside Church Street Coleford BA3 5NE

Councillors had considered the application and plans and agreed that this was difficult to make a decision on as the Council has not seen what has been built. After much discussion it was proposed that that in light of the fact that the site is well fenced it is impossible to establish how the plans relate to what has already been built so due to the history of enforcement at the site, the Parish Council would seek to refuse the application.

The Clerk to notify planning of the decision but also to say that the Ward members would be happy to discuss with the planning officer. VW

Vote For: 6, Against: 0, Abstained: 2 (Due as District Councillors)

- 10.4 Response to email rec'd from MDC re progress on Local Plan Part II

This was discussed earlier however it was agreed that the Local Green Spaces and Sports sites for the Local Plan Part II will be discussed at the Planning meeting Ag

11 **Highways and Footpath Issues to include:**

11.1 Lead Councillor Report

1. Repairs to Bridge at Owls Nest - Clare Haskins has inspected and reported that “the wooden and metal fences are more than adequate and substantial enough for the intended use. The bridleway is much wider now and a huge improvement has been made in safety for horse riders. A stile is not necessary in the wooden fence as there is no public footpath here – the bridleway turns the corner and follows the hedge line to exit through the bridle gate”
2. Hippiys Lane – request for No Through Road sign to be discussed

11.2 Outstanding issues

The street light located opposite the post office is still out. Clerk to chase up the repair.

VW

11.3 Items Reported by Councillors

There were no new items within the Parish reported.

12 **Finance**

12.1 Third Quarter budget review

The Clerk had provided each Councillor with a copy of the Budget review as at the 31st December which the Finance working party members (Cllr Conn and Cllr Townsend) had consider prior to the meeting. It was agreed that everything was as expected other than to say that there were some items that have been discussed in the past which it was felt we should now go ahead and purchase. It was agreed that a “wish list” should be produced at the next meeting. The Chair said that the budget allows for a payment of £3900 towards the provision of the Youth Club, which should be paid at the next meeting.

Ag

12.2 Request for funding towards cost of training volunteer for Strimmer Scheme - £65 + VAT

A request had been received from Tracy Sutton, the Volunteer and Trails Officer asking if we would be prepared to share the cost of training for Debbie Pickford who had volunteered to become a Strimmer volunteer. The cost would be £65 + VAT for our half. The Clerk had sought further information regarding how the scheme would be run. The Volunteer is monitored to a point by the Trails Officer but they are expected to be self-motivated and this has worked exceptionally well across the scheme. It was proposed by Cllr Conn and seconded by Cllr Banks that we should support the scheme.

Vote For: 8, Against: 0, Abstained: 0

The Clerk will work with Debbie to highlight problem areas and provide a copy of the footpath reports as a starting point to work with. VW

12.3 Accounts Approved for Payment

The following payments were read out.

Henry Banks – Travel expenses 50 miles @ .45p per mile	£ 22.50
Glasdon - Dog waste bin & bags	£308.72

Cllr Banks did not vote due to a personal interest. A vote was taken which was unanimously in favour of the cheques being authorised. They were then signed by the Cllr Horler, Townsend and Ham.

Vote 7 For:, Against: 0, Abstained: 1

13 **Environment Committee Lead Councillor Report**

13.1 Discuss whether to buy new grit bin for Preachers Vale

The Clerk had obtained 3 quotes for grit bins but after consideration it was felt that further quotes should be sought for smaller versions. Adjourned until next month. Ag VW

13.2 Update on Allotment Plot 8.

There is currently a half plot available and in the last 24 hrs 3 people have expressed an interest. The Clerk to liaise with Cllr Ham to obtain contact details and establish an appropriate tenant. VW

13.3 Update on the meeting with Julie Jackson regarding bin collections

Cllr Horler reported that she had seen a chap emptying the bins that morning at the bottom of the village and reminded him to empty the playing field bin. He also confirmed that he did have a list to work from. Cllr Horler felt that things seemed to be improving and was now waiting to hear when the sweeper is next due in the whole of Coleford so that she can monitor the progress. She asked Councillors to notify her if there were any issues with the street cleaning or the bins so that she can liaise directly with Julie Jackson. ALL

13.4 Arrange date for Litter

It was agreed that the Council would hold a litter pick as part of the Great British Spring Clean which is being held over the 3 – 5th March. It was agreed that it would be held on Saturday the 4th of March starting at 9.30am meeting at the Highbury Playing Field car park. Clerk to print posters and invite CAFC to get involved. VW

14 **Playing Fields Committee Lead Councillor Report**

Cllr Turner brought along some photographs which showed the poor state of cleanliness of the changing rooms. It was agreed that this had to be discussed at the planned meeting with CAFC.

Clerk to chase Darren Wilkins for a quote for a further shower in the away changing rooms. VW

14.1 Consider & agree quotes for fencing in 3 locations at the Highbury Playing field

Cllr Ham explained that he has a solution for repairing the rebound boards at the hard court which could utilise used rubber conveyor belt, which would be long lasting and hardwearing. The chain link fence could then be repaired at the car park end. It was agreed that this would be adjourned until the next meeting for Cllr Ham to put together a quote. PH

The small fence around the car park will be adjourned until the next meeting. Ag

It was agreed that the Clerk should ask Fosseway Fencing to complete the fencing around the play area as per there quote of £366. VW

Vote For; 8, Against: 0, Abstained: 0

- 14.2 **BMX track**
This was covered earlier in the meeting.
- 14.3 **Confirm attendees for CAFC meeting on 25/02/17 at 11am**
It was agreed that the following Councillors would attend the meeting with representatives of CAFC. Cllrs Horler, Evans, Townsend with Cllr Turner acting as Chair and Cllr Conn taking the minutes. Ag
The Clerk will prepare an agenda to follow.
- The Clerk said she had spoken with Steve Hill who had raised concern about the litter in the playing field, the rubble around the new CAFC storage hut and the trampoline in the playing field. It was agreed that Cllr Gurd would speak with Kye Rashleigh about the trampoline and ask that it be removed. TG
- A complaint had been received regarding the CRG container. The Clerk will respond to explain that it will be moved to the hard standing as soon as the ground is hard enough to do so. The plan is for the container to be painted a natural green colour as soon as the weather conditions allow. VW
- 15 Emergency planning**
A copy of the Holcombe Emergency plan is in the reading pack for consideration in preparation for creating a plan for Coleford. Agenda item. Ag
- 16 NHS Health Screening**
It was agreed that the Parish Council wanted to host the event and the Clerk should seek dates for the summer to be held at the Hub. The Clerk to seek dates as a starting point and any guidance regarding promoting the event. VW
- 17 Meetings to attend**
Memorial inspection training – Clerk to attend as no other dates are available. – 28/02/17 VW
Regional Conference for South West Town and Parish Councils – 16/03/17 at Taunton Rugby Club VW
- 18 Reports of any risks identified**
There were none.
- 19 Correspondence**
Community pay back agreement – Clerk explained that she has met with Peter Mellen who is the coordinator for the scheme. Dates have been agreed dates to start in July running through to October. Approx 8 people will attend from 10 until 3 for a day price of £30 plus VAT. We will need to provide somewhere for them to take a mid-morning and lunch break along with toilets. It was agreed that this will need to be discussed again nearer the time to agree projects and details. Ag
- Pete advised if we wanted a regular session through 2018 then it would be advisable to request it now as the diary is already filling up. VW
- 20 Matters of Urgency at the Chairman’s discretion**
The Clerk read out a memorial application received from Exclusive memorials for the additional inscription for David Turner. All Councillors agreed that the application was acceptable and that the Clerk should notify them of the decision. VW
- Vote For:8, Against: 0, Abstained: 0*
- 21 Date of Next Meetings:**
Tuesday 21st February 2017 Planning Meeting
Wednesday 8th March 2017 Parish Council Meeting