

Parish Council of Coleford

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Gallant Hill Farm
Foxcote
Radstock
BA3 5YB

Minutes of the Parish Council Meeting held on Wednesday 13th September 2017

Present

Cllr P Ham (Chairman)
Cllr Townsend, Pearce, Turner, Littlechild, Gurd, Conn, Fisher, Neesam, Banks and Evans.

There were 18 members of the public present.

PF Public Forum

- 1 .Mr Osborne asked why the agenda for this meeting wasn't published on the village website. The Clerk said that she believed it had been done. He explained that he wanted to see the Co-op shop built on the Crossways Garage site as he believed it would benefit the residents of Coleford. He also clarified that the concerns surrounding the number of lorries delivering to the site by saying that there will be one lorry a day delivering stock and that same lorry will then take away the rubbish.
- 2 Mr Osborne's daughter said that Coleford needed another store as the village is expanding and it will offer more choice to residents, in particular for people who have no transport links and will offer more employment.
- 3 A member of the public said that he would have liked to see the Radstock Co-op opening a store rather than a national company. Mr Osborne replied by saying that he had offered the land to the Radstock Co-op some 6 years ago but they declined the offer.
- 4 Mrs Day said that she was concerned that we may lose the post office as a result of the new store making Jones store unviable. It was noted that the store was already up for sale. Mr Osborne confirmed that the new co-op had said they would be happy take the post office on.
- 5 A letter was read out by the Clerk from Mr Mike Fricker. It highlighted the following points:
 - The benefits of employment for 20 people and allowing the village to purchase cheaper groceries far out way the minor problems listed by the Parish Council that when scrutinized do not stand up.
 - The noise made by parking cars in the parking bay will be no noisier than outside the current store and will be much safer.
 - There is concern that a 24 hour cash machine would attract traffic 24/7
 - There are no longer lorries bringing petrol or flowers coming to the village and less lorries delivering to the RBS – even then there was no problem.
 - Everyone he had spoken to agreed that the application should be approved.
 - A shop on the site would be an asset to the village. If the more houses were built on the site it will be another housing estate filled with non-village people. You cannot keep increasing the population without improving the facilities.
- 6 A lengthy and well substantiated letter of support was received from Mr Eugene Osborne which had been emailed to all Councillors. This addressed the points raised by the council at the original application when it was recommended for refusal.
- 7 It was reported that the footpath between Church Street and Careys Mead is pitted and broken. This is becoming a trip hazard, in particular for the elderly. Cllr Pearce to raise this with the Highways

department to consider re-paving.

- 8 Cllr Evans and a resident asked if the Council had received any updates on the Pharmacy application. It was confirmed that there had been no news. Cllr Townsend said that he would be attending the next Mendip Country Practice Liaison meeting and would report back any updates.

1 Apologies for Absence (acceptance of any reasons offered)
Cllr, March sent apologies which were accepted by the Chair.
Cllr Talbot and PCSO Mike Storey did not attend.

2 Declaration of Interest and Dispensations granted since last meeting
Cllrs Evans, Fisher, Conn, Banks, Neesam and Turner signed declared an interest in the planning application 2017/0600/FUL on the basis that they all held a dividend card for the Radstock Co-op. A dispensation was therefore granted to ensure that Council business would not be impeded and the application could be considered

3 Planning

3.1 Decisions on Previous Applications

2017/1268/LBC – Minor alterations to the internal layout of existing granted listed building consent (application number 2013/0412) and relocation of roof lights.
The Mill House, Mill Lane, Coleford, Frome, Somerset
The application has been withdrawn

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

There were no new issues raised.

3.3 Planning Applications

3.3.1 2017/0600/FUL -Demolition of existing garage building and development of proposed convenience store and 1 dwelling house with associated external works).Amended PLANS
Crossways Garage, Anchor Road, Coleford, BA3 5PG

Councillors considered the plans for the abovementioned application along with the letters and emails supporting the application and against it. Councillors noted that:

- Mendip Planning portal noted 56 comments received, 1 neutral, 5 in favour of the application and 50 against it.
- A retail assessment would have been helpful as to whether there was a need.
- Concern over the impact on neighboring residents.
- The hours proposed (6 until 11pm) were excessive. 7am and 10pm would be more appropriate.
- Concern over the lorry access and parking during deliveries. Mr Osborne reiterated that the lorry actually pulls back into a loading bay whilst unloading.
- Why was the house included? Is it linked in as a home for the shop manager? Mr Osborne confirmed that there was no link.
- Concern over the site attracting youths loitering in the area.

It was noted that the Japanese Knotweed which is growing on the site has been reported to Sarana Osman who is the Contaminated Land Officer at Mendip District Council. The land owner has been contacted and informed that the removal of the plant in the correct manner has to be dealt with.

After discussion it was proposed by Cllr Conn that the application should be recommended for refusal due to:

1. The inclusion of the house within the plans which limits the parking bays and ease of access for delivery vehicles.
2. The proposed hours are excessive and should be reduced to 7am to 10pm.
3. If these issues were addressed the Parish Council would look favorably on the application.

The proposal was seconded by Cllr Gurd.

Vote: 8 For, 1 Against, 2 Abstained (as District Councillors)

The majority of the public left the meeting.

3.3.2 2017/2061/HSE - Retrospective planning application for a garden store in the rear garden of 2 Hillside, Coleford to update and incorporate changes to application 2015/1935/HSE
2 Hillside Church Street Coleford Frome Radstock

Councillors considered the abovementioned application. Cllr Gurd proposed that the decision should be left to the Planning Officer as the Parish Council were unable to comment as they have been unable to see what has been built on the site and therefore are unable to comment. This was seconded by Cllr Neesam,

Vote: 9 For, 1 Against, 2 Abstained (as District Councillors)

3.3.3 2017/2099/FUL - A barn to accommodate calves under 18 months of age, due to prohibition of moving animals under TB regulations.
Hillside Farm Newbury Hill Coleford Frome BA3 5RU

Councillors considered the abovementioned application. Cllr Banks proposed that the application be recommended for approval as the design is in keeping with the neighboring buildings. This was seconded by Cllr Gurd.

Vote: 9 For, 1 Against, 2 Abstained (as District Councillors)

3.3.4 2017/2053/HSE - Removal of existing conservatory and erection of a single story extension to the rear. 3 Wesley Villas Church Street Coleford Frome BA3 5ND

Councillors considered the abovementioned application. Cllr Banks proposed that the application be recommended for approval as the proposal would be in keeping with the neighboring buildings who have already undertaken the same work. This was seconded by Cllr Conn

Vote: 9 For, 1 Against, 2 Abstained (as District Councillors)

4 CRG – Village day review and commitment for 2018.

Philip Horler attended the meeting and reported that this year's village day was the most successful to date. However it was very disappointing to find the Highbury Playing Field in such a poor state prior to the weekend. The bins were overflowing, there was litter everywhere, graffiti on the changing room wall and dog poo across the field. This had a detrimental effect on the volunteers who give up their time to help organize and run these fund raising events. Philip acknowledged that the prompt response from Councillors did ensure that the issues were addressed without impacting on the Village day for which he was grateful.

The Chairman commended Philip for work that CRG do within the village. He said that Mendip District Council were in the process of agreeing Open Space Protection orders, which may help the Parish Council to enforce fines on dog owners who do not pick up dog mess in public places. There is also a company who are gathering evidence, enforcing current laws and issuing fines on inconsiderate dog owners. They do not charge the council but keep the fines which are successfully received. Councillors felt that this was something that should be pursued. The Clerk to gather information and make it an agenda item for the next meeting. It was also agreed that the current signage for the footpath which passes through the Highbury playing field should be reviewed.

VW
Ag
VW

Cllr Gurd suggested that next year prior to the Village day a meeting should be held to discuss what jobs need to be completed prior to the event e.g. grass cutting so that everyone can work together to ensure that the event is a success, which was agreed.

As a result to the day being a success donations have already been made, namely £200 to Bishop Henderson school, Football Kit provided for the new CAFC youth team and £100 towards Time is Precious. Philip asked:

1. Could an outside electricity supply be provided at the hard court? They would need up to 40 amps. The Parish Council will investigate and report back.
2. Would it be possible to install electricity to the container
3. Could they have a set of keys for the changing rooms?
4. If everyone can support the Bags of Life application vote which is taking place in Paulton and Bath. They are guaranteed £1K but are keen to win which would mean an award of £4K.

VW
PH
TG
ALL

5 Approve minutes of the last Parish Council Meeting an Annual meeting of the Parish Council held on 9th and the 22nd of August 2017

Both sets of minutes had been circulated to all Councillors prior to the meeting. It was agreed that the minutes accurately reflected the discussions and decisions made so were duly signed by the Chair.

Vote: 12 For, 0 Against, 0 Abstained.

6 Matters arising.

All matters arising have been completed or will be discussed within the agenda apart from:

- Cllr Ham confirmed that he had met with Mr Alex Marson regarding the issues with inconsiderate footpath users and the ongoing problem with dog fouling on the land. They had discussed the installation of a dog waste bin near the entrance to the land but are yet to agree a location. Mr Marson will contact Cllr Ham after giving consideration as to where the best site would be for the bin.

PH

7 Reports

7.1 PCSO report – PCSO Mike Storey did not attend or send a report.

The next PACT meeting will take place on the 19th September starting at 7pm at Mell's Barn

7.2 Somerset County Council report –County Cllr Ham reported that:

- He has now undertaken the 2017 Small Improvement Scheme training for Highways. He confirmed that he is allowed to select 2 schemes for the years out of the 16 Parishes which he covers. The criteria is quite extensive and Cllr Ham must put forward the best applications. If the Parish has a plan or proposal then this needs to be put forward to Cllr Ham ASAP. Proposals must be submitted by the 31st October 2017.
- He has been selected to Chair the task and finish group to investigate the sale of the County Farms and form a policy for the future.
- Cllr Ham has been part of the team that reviewed:
 1. The Highways maintenance contract
 2. The strategic road update
 3. Road safety and
 4. Asset realisation programmeCopies of which will be circulated with the reading pack.
- A far better email systems has been installed for security reasons which has resulted in many problems in receiving emails at present.
- Improvements to delayed transfer of Care: Jeremy Hunt the secretary of state for Health has written to congratulate Somerset County Council for the work that has been done to reduce delays in people leaving hospital. SCC's improvement was the best in the country. Building on this recognition SCC are about to launch a new "Home First" policy which will work with partners to further speed up safe discharge from hospitals. This is a national priority and the "Better Care Fund" money of £11m is dependent upon further improvements.
- Adult Social care providers: The Care Quality Commission will report shortly that Somerset will have no care facilities rated as inadequate with over 87% being good or outstanding. This reflects continuous month on month improvement and will make Somerset close to being the National leader in this area. This has been achieved by the Council working very closely with suppliers of care, carefully monitoring their performance and helping where appropriate.
- Joint strategic needs assessment (JSNA): This years JSNA carried out by the County Councils Public Health team looks in detail at the issue of ageing well and highlights the importance of maintaining good health, social contacts and personal independence. Somerset has an ageing population with 1 in 5 residents now being over the age of 65 but many will still experience poor health as they get older. The report looks at what people can do to age well and how Somerset as a County can improve the life experiences of older people.

- Healthy weight: Public Health commissioning Zing Somerset to deliver support to those most in need to reduce and manage their weight. This includes people in deprived communities, children and families. Alongside Zing there have been various small grants to grass roots organisations to deliver specific projects for people in need. The website www.healthysomerset.co.uk/weight details a variety of options in more details for Somerset residents.
- Smoking in Pregnancy: The national figures on the stop smoking service provides an opportunity to compare performance locally with both the South West region and nationally core Mums2b Smokefree service. Of the women in Somerset who set a quit date, 292 reported as quitting or 58% compared with 46% nationally and 48% for the South West.
- Children's social care: OFSTED visited SCC for their final pre inspection monitoring visit. The focus this time was on the leaving care service and support of children with disabilities. Formal feedback is awaited but once again comments were favourable on the clear progress being made. The full OFSTED inspection is expected to take place in the autumn.
- Mind of my Own: Children in care and children's services staff at SCC have been praised for leading the way in implementing technology to young voices heard. Organisation MOMO was set up to help children and young people have a say in the care they receive. It offers a blend of technology, social work and children's rights expertise to create apps that children can use on their own or with a worker or carer for communications and preparing for life after leaving care.
- Work experience opportunities: It is really important that young people leaving care have the opportunity of work experience of an apprenticeship. If local companies or organisations are willing to assist please let HR at SCC know.
- Highways finger posts: Documentation which has been drafted following consultation with SW Heritage Trust to enable communities to maintain the finger posts themselves has now been published: www.somerset.gov.uk/policies-and-plans/schemes-and-initiatives/Somerset-fingerpost-restoration-project/
- Travel Somerset: SCC traffic and travel service has proven a hit as it celebrates its first birthday. The mobile friendly website available at www.travelsomerset.co.uk has been accessed by more than 100,000 in its first year and @TravelSomerset tweets regular live alerts to its 2824 followers
- Somerset Waste Partnership: SWP has appointed a new managing director Mickey Green will be starting in the autumn. He brings a wealth of enthusiasm and drive for this exciting but challenging sector.
- Recent Press releases can be found at www.somersetnewsroom.com

7.3 Mendip District Council report Cllr Philip Ham reported as follows:

Transformation – Two asset bids in principle have been accepted so progress is being made.

The library and police buildings are on hold for 4 weeks while the new Police officer in charge of transformation – Sarah Crew; looks at the project.

Officer and members training programme has started and is programmed for the next 2 years.

Boyles Cross started in Frome and two more meetings on Saxonvale have taken place.

Business rates – Many small business are now exempt and larger businesses after the re-evaluation are appealing. This could leave a hole in the budgets. However there is a scheme to help if your valuation has gone up by more than 12% and also a hardship scheme that is available but it is evidence based.

Licensing – May now not go to the 5 Council Capita Contract for legal reasons.

Moorlands – The Gypsy and Travellers legal case is now to be heard in December.

Open Space Protection Orders – Cabinet have agreed for the final order to be publicised.

7.4 Mendip District Council report – District Cllr Townsend reported as follows:

16th August - MDC Planning Board – The long debate on the Shepton Prison development is coming to an end with the Appeal approving the plan and some additional parking agreed.

22nd August - MDC Licensing Sub Committee – attended two hearings to decide whether two taxi drivers were Fit and Proper Persons to carry members of the public. Both were considered acceptable.

25th August – MDC Licensing Sub Committee – attended a hearing to consider a Notification of a substantial private party. The applicant withdrew when he understood all the concerns of the Police, Environmental Health and the Sub Committee.

28th August – MDC Licensing Board – The ‘back office’ licensing functions are being taken over shortly by Capita as part of the cost saving 5 Councils procurement deal. This should have no effect on the ‘local knowledge’ available to us.

31st August – attended the presentation by Wainwrights of their amended plans for the quarry extension. There are still concerns about environmental impacts which are being considered by County as the mineral planning authority.

11th September – attended MDC Cabinet. The Council is finalizing arrangements for a Public Space Protection Order which will give additional powers to control dogs and the consumption of alcohol. On the Finance side the initial projection for this year is a marginal overspend, but it’s very early days yet.

12th September – Keyring Letting Agency, Directors Meeting. Our Community Interest Company still has more waiting tenants than available properties. An extensive marketing campaign is in progress to try to bring empty homes to market in the District and to contact potential landlords in Frome in particular.

12th September – attended MDC Training course covering managing relationships with stakeholders.

7.5 Meetings attended

Councillor Ham attended the following meetings:

As Somerset County Councillor:

- 18-08-17 Meeting with Skanska
- 29-08-17 Corporate Parents meeting
- 05-09-17 Scrutiny Policy and Place
- 1-09-17 SIS Highways meeting

As Mendip District Councillor:

- 10-08-17 Portfolio meeting and Transformation
- 10-08-17 Member and officer development training meeting
- 14-08-17 Member development meeting
- 15-08-17 Phoenix board meeting
- 29-08-17 Planning meeting at MDC
- 30-08-17 Phoenix board meeting
- 30-08-17 Portfolio meeting and Transformation
- 31-08-17 Wainwrights open day planning application
- 04-09-17 Cabinet and CMT
- 05-09-17 Holcombe PC
- 07-09-17 Marketing comms meeting
- 07-9-17 Gypsy Lane / Dark Lane road closure meeting
- 07-09-17 Portfolio holder meeting
- 11-09-17 Cabinet
- 11-09-17 Marketing meeting with Cabinet
- 07-09-17 Stoke St Michel PC

As Coleford Parish Councillor:

District Cllr Townsend attended the following meetings:

16-08-17 MDC Planning Board
22-08-17 MDC Licensing Sub Committee
24-08-17 Stoke St Michael Parish Council
25-08-17 MDC Licensing Sub Committee
30-08-17 MDC Licensing Board
31-08-17 Wainwrights Quarry expansion presentation
05-09-17 Holcombe Parish Council
11-09-17 MDC Cabinet
12-09-17 Keyring Directors Meeting
12-09-17 MDC Training

8 Reports on Highway and Footpath Issues including renovation of Finger post signs

Cllr Pearce provided a detailed report showing the finger post signs located around the village including a photograph of each. The priority is to establish who owns the land that the signs are located on and arrange for the undergrowth to be cut back. This will be an agenda item for the next meeting.

PG
CP
Ag

Cllr Pearce confirmed that all potholes had been filled and there were currently none outstanding.

CP

9 Progress report on BMX track to include agreeing financial plan and funding applications

Cllr Gurd reported that Steve Burdett has completed his work and installed the new entrance at Highbury Playing Field which looks great. The invoice will be paid later in this meeting.

The Clerk confirmed that the advert inviting companies to tender for the work on the actual BMX pump track had been placed in local papers and online but there had been no response. Cllr Gurd will chase up the 2 contractors for their quotes.

VW

The last meeting was held on the 7th September when 16 people attended – lots of young people but few parents. The next meeting will take place on the 16th of November. A video has been filmed and put together by a couple of youths which is really good and once the editing is completed will be used to help advertise the pump track and fund raising events.

There is live music and a Bar-B-Q on the 24th September at the Kings Head.

ALL

Cllr Gurd agreed to attend Youth Club to talk about the sky dive and raise interest in fund raising for the pump track on the 19th September 2017 at 6.30pm

TG

10 Update on CAFC

Cllr Gurd met with the club representatives recently, the minutes of which were circulated to all Councillors. A decision needed to be made on the proposed internal alterations to the layout and repairs. John Hansford has said that if the Council is prepared to purchase the materials then they were happy to supply the labour. They want to:

- Create a passage from the home changing room across to the showers. A door would have to be installed within the new wall but this would then provide the privacy that will be required for when Ladies/Girls teams start to play. This will also allow the front kitchen area to be used for making drinks etc
- The architrave around the showers is in needs replacing.
- Create a new entrance straight into the home changing room

All Councillors present felt that this was a sensible way to progress. Cllr Gurd will liaise with John Hansford regarding the required materials and how to take this forward and report back at the next meeting.

TG
Ag

Vote: 12 For, 0 Against, 0 Abstained.

11 Finance

11.1 Bank reconciliation

The Clerk prepared the bank reconciliation for all bank accounts and Cllr Townsend had reviewed

and agreed that they were all in order

11.2 Coleford defibrillator – request for funding

The Clerk confirmed she had received a response from the Rotary Club who confirmed that they had a strategy in place to prevent the same from happening again. It was proposed by Cllr Ham that the sum of £300 be sent as a donation towards the cost which was second by Cllr Evans. It was agreed that it should be asked if the defibrillator is covered by insurance.

VW

Vote: 12 For, 0 Against, 0 Abstained

11.3 Decision on Clerks Pension scheme

Cllr Townsend asked the Clerk if she wanted to accept the offer of inclusion within the LGPS to which the Clerk confirmed she did. It was agreed that the Clerk would meet with Cllr Townsend to run through what was required.

AT
VW

Vote: 12 For, 0 Against, 0 Abstained

11.4 SLCC regional training event

It was agreed that the Clerk should attend the SLCC South West Training Seminar 2 to be held in Bristol on the 22nd Nov 2017 from 8.30am to 4pm the cost of which will be split between the 3 Councils.

VW

Vote: 12 For, 0 Against, 0 Abstained

11.5 Open applications for Coleford Parish Council Small Grants 2017/18

The Clerk confirmed that the Small Grants applications had been amended to show the correct dates for this year's applications. There is £1500 to be shared out. It was agreed that the grants would be advertised in OTM and the village notice boards. Applications are welcome from now until the 31st of October. Applications will be considered by the Small Grants Working party (made up of Cllr Banks, Conn and Evans) during the first week in November and be agreed at November Parish Council meeting.

VW

Ag

11.6 Accounts for Payment
The payments out.

Clerk expenses (£36 home office)	£51.50
Cartridge Save Limited	£15.99
Glasdon UK Ltd – 5000 bags for dispensers	£175.08
Public Notice Advert	£101.64
CRG – paint and rollers to cover graffiti	£43.00
Keith Evans – Environmental expenses	£19.81
Lewis Trethewey – Erection of signage.	£3.72
Philip Ham - £70 donation towards cost of youth Bar-B-Q	£70.00
SJH Services – Grass cutting	£879.44
S A Burdett Limited. New entrance at Highbury Playing field.	£5524.80

Approved

following were read

Councillors agreed that all payments should be made in accordance with the abovementioned list and the cheques were signed by Cllr Ham, Townsend and the Clerk

Vote: 10 For, 0 Against, 2 Abstained.

12 **Review Cemetery Policy**

This was to be adjourned to allow the Clerk, Cllr Turner and Gurd to complete the review.

Ag
VW/CT/
TG

13 **Update on Bishop Henderson Dog Fouling Signage competition**

The Headmistress Ms Toni Scott has been in touch to say that the children are excited to be working on this project and will be in touch soon to confirm when they are completed. Cllr Townsend will present the winners with book tokens. It is hoped that Cllr Townsend will be able to strengthen the relationship between the School and the Parish Council.

Ag

AT

- 14 Parish Plan Review** Ag
Adjourn and make an agenda item for the next meeting.
- 15 Website update** AT
The Clerk had re-circulated the proposed amendments made by Cllr Conn so that Councillors can review and suggest further amendments. Cllr Townsend had some amendments he wished to highlight which he will email to the Clerk so that the site can then be updated.
- 16 Allotments**
- 16.1 Update on Goodeaves – All plots have now been allocated and new tenancy agreements have been sent out along with invoices for ALL the allotments. Payment is due on the 1st of October 2017.
- 16.2 Discuss updating the Tenancy agreements – Cllr Gurd explained that the tenancy agreements needed review and updating. TG/AC
VW
- 16.3 Invoicing 2017/18 – As mentioned above all invoices have been sent out for the period 1st of October to 31st September 2018. Consider a rent review for the next year. Ag
- 17 Environment Report – Cllr Keith Evans**
- 17.1 Agree locations for new street furniture and dog waste bin at Rope Walk
Cllr Ham reported under matters arising that he had spoken with Mr Alex Marson. Cllr Ham and Cllr Evans to get together to arrange the installation of the new grit bins so that they can be filled with grit by Somerset County Council in time for winter. The Clerk said that she had received a complaint regarding the condition of the grit bin and the now vandalised bench at the Church Hall. The Clerk asked if this could be done as a priority as the same lady had reported it earlier in the year. Cllr Ham said that the area around the hall was being resurfaced and it didn't make sense to replace the items until after that had been completed. KE
PH
- 17.2 Relocation of dog waste bin at Goodeaves
Cllr Turner arranged for the investigative work to take place and it became obvious that owing to various underground electric cables being present at the proposed position for the dog waste bin, that it would not be possible. Another position a short distance away and close to the footway is clear. The post will be installed ready for the bin to be attached within the next week. CT
- 17.3 Update on the fallen tree at the Butterfly bank
Cllr Gurd confirmed that he had undertaken an inspection and confirmed that the tree has fallen and now straddles the quarry but is currently stable. The trunk of the tree is high above the quarry floor. The likelihood of the tree falling further is minimal and the risk considered low but should be regularly monitored. AC/TG
- 17.4 Community Pay back
Cllr Evans confirmed that the team had visited for the 3rd time. It was very wet and emphasised that “wet weather” jobs were needed. A litter pick was completed. All the equipment and materials are ready for the renovation work on the benches. It has been agreed that the team will be happy to remove the timber from around the tennis courts on a future visit when the unwanted timber will then be removed. Cllr Evans and Ham to coordinate. KE
- 18 Update on Youth Project**
Reports from the YMCA had been circulated to all. There was also a news article in the local Journal. Both articles reported the positive impact that the recent scheme had had on the youths of the village The group cleared Mendip Vale woods of litter, built a hut and at the end of the project held a BBQ for the youths. The Clerk had responded in writing to the 2 residents who had complained both of which have subsequently replied with no further complaints. It would appear that for now the bad behaviour in the area has subsided. It was agreed that on this occasion the wooden structure would be repaired by the Chairman and other Councillors and will be monitored. If it is misused then it will have to be removed.

- 19 Meetings to attend**
 14-9-17 Mendip Country Practice Liaison
 19-9-17 PACT Meeting Mells.@ 7pm
 26-9-17 MDC Parish Forum
 12/10/17 Get to grips with Data Protection at Frome Town Council -The Clerk & Cllr Evans to attend.
- AT
 CT/TG
 ALL
 VW/KE
- 20 Report of any risks identified**
 The fallen tree at the Butterfly bank needs to be monitored on a regular basis to ensure that it remains a low risk.
- 21 Correspondence**
 Mendip Newsletter
 SCC Road Safety
 SCC Parking services update
 SCC Strategic roads
 SCC education delivery 2016
 SCC Maintenance contract
 SCC Asset rationalisation
- 22 Matters of Urgency – at the Chairman’s Discretion**
As mentioned within the County Council report, Cllr Ham highlighted that he has now undertaken the 2017 Small Improvement Scheme training for Highways. He confirmed that he is allowed to select 2 schemes for the years out of the 16 Parishes which he covers. The criteria is quite extensive and Cllr Ham must put forward the best applications. If the Parish has a plan or proposal then this needs to be put forward to Cllr Ham ASAP. Proposals must be submitted by the 31st October 2017.
- Ag
 CP/AT
- 23 Date of Next Meetings:**
 Tuesday 26th September 2017 Planning Meeting
 Wednesday 11th October 2017 Parish Council Meeting