

Parish Council of Coleford

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Gallant Hill Farm
Foxcote
Radstock
BA3 5YB

Minutes of the Parish Council Meeting held on Wednesday 14th February 2018

Present

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

PF Public Forum

PF1 There were 10 members of the public who attended the meeting, 9 of which were there to speak regarding the Ash Farm planning application. The applicant apologised for not attending the first planning application which had occurred due to confusion over the meeting dates.

The applicants Agent, Mr Wilcox confirmed that the issues raised in objection to the previous application had been resolved, namely:

- The low water pressure and sewerage system have been improved and are no longer an issue
- A Highways report has been produced showing the number of people who are currently working on the site, including where they are traveling to and from and at what times of the day. This report did not include deliveries.
- The applicant has confirmed that if the application is successful he would be prepared to close the green waste business, which would reduce the number of lorries accessing the site.
- The applicant commissioned a report which surveyed the building. It highlighted 3 things, 1) that wing bracing was required, 2) timber rafters needed attention as do 3) the emergency exits need work. The agent confirmed that all of this would be addressed if the application was approved.
- The applicant will continue to farm, but this is now located at a more central part of the farm land which will be accessed via the new access via Charlton Road.

Simon Eade the applicant made the following points:

1. The site offers plenty of room for vehicular access ensuring that they can safely turn around before leaving the site back onto the highways.
2. There has been no additional building – these are all original farm buildings which have gradually been converted. Trees will be planted around the perimeter of the site.
3. Simon has never advertised. The units have evolved as he has been approached for units. The units have sold themselves.
4. The drainage is adequate. A soak away has been installed with a feature to stop contamination.
5. This is the main application. There will be a couple of much smaller applications to come through in due course but this is the main event.
6. Over the years he has tried various ways of making the farm pay and he has had to diversify to make a living.
7. The transformer had been upgraded in order to ensure that supply is ring fenced.

There were 6 members of the public who attended to speak in support of the applicant. They made the following comments:

- Speaker 1 said that the site offers affordable units and without them his business would not have been able to develop. As of today he has recruited a local lad for the summer. He encouraged the Council to consider the effect on the local businesses at this difficult economic time.

- Speaker 2 said that he worked at the site. He confirmed that in the past the noise of the cows when calves were being taken away to market along with the general duties being completed like using a tractor for feeding and bedding down (which was a daily occurrence) would have been far louder than the noise generated from the units as they are now being used.
- Speaker 3 said that he used to be a tenant at Charmborough Farm but the units at Ash Farm are more modern, better quality and cheaper. He confirmed that the business has expanded, he now employs 3 members of staff he is regularly exporting. He conveyed that the units offered affordable options to local business which in turn contributes to the wider community.
- Speaker 4 was a resident who said that he regularly used Charlton Road on multiple occasions each day and he believed that it was as good as it had ever been. He also supported the view that the site was an excellent local enterprise.
- Speaker 5 said that he used a unit for storage for his business. It offered a flexible and affordable option to him which has in turn allowed him to grow his business to the extent that he will be looking to recruit an apprentice soon.
- Speaker 6 supported the application and said that the affordable units were essential for the small businesses using them. He also said that the site was incredibly friendly with everyone working together.

The Chairman thanked everyone for attending and said that he would bring the Ash Farm planning application up the agenda.

PF2 Veryann Conn attended the meeting and raised concern on behalf of the Woodcraft Folk who are unable to fully utilise the Coleford Playing field for games due to the length of grass at the field.

The Chairman confirmed that this would be dealt with after the Ash Farm planning application.

1 Apologies for Absence (acceptance of any reasons offered)

Cllr Littlechild, Banks and PCSO Mike Storey sent their apologies which were accepted by the Chair.

2 Declaration of Interest and Dispensations granted since last meeting

Cllr Townsend declared an interest in the Crossways Garage application which will be discussed under decisions on previous planning applications.

3 Planning

Present Applications

2017/2091/FUL – Change of use from cattle yards to industrial units (retrospective). (Revised plans 03/11/17;additional info received 7, 15 and 23/01/18)

Ash Farm, Charlton Road, Holcombe

Councillor made the following comments:

- They thanked everyone for coming along to speak in support of the application and said that it really helped to understand the implications of any decision made on the application.
- One Councillor had originally he had been against the retrospective planning applications but having heard the views of those present he said that he had changed his mind.
- It was obvious that there was overwhelming support for the application and he believed that the previous concerns had now been addressed.
- It was asked if all of the units were full and if so you could deduce that the number of people driving to the site was at its maximum. The applicant confirmed that they were all let and that the number of road users would not dramatically change from the number using it at present.
- One of the Councillor stated that they were impressed by the traffic report and that the units have come from existing farm buildings rather than new builds. He believed that the capacity for offering employment in the area was key.
- It was asked if chemicals are being stored correctly within the units and whether each unit was adequately insured. The applicant confirmed that between some of the units fire walls have been installed to prevent the spread of fire to neighbouring units. He also said that there was only one person spraying and he uses a booth and is legally compliant. The applicant's agent said that one of the larger businesses insurance companies had attended and undertook an extensive inspection which flagged up various things that needed to be completed. All of the items highlighted were then completed in order to comply with the insurance company's requests.

After deliberation Cllr Talbot proposed that the application be approved which was seconded by Cllr Turner.

Voting FOR 6, AGAINST Nil, ABSTENTIONS 2 (District Councillors)

The Chairman thanked everyone for coming to the meeting and speaking on the application.

4 Coleford Playing field

The Clerk confirmed that she had contacted Chris Brown of Shepton Mallet Landscapes and asked him to quote to make good the rutted ground which resulted from the Badgers last year. After visiting the site he proposed cutting the long grass with a flail mower with roller behind. He felt that a couple of cuts should restore the ground to an improved state whereby it would again be fit for purpose. The quote was £75 per cut plus VAT. The grass clippings would not be picked up.

The Clerk explained that she had spoken with Steve Hill who had quoted £350 to harrow and roll the ground. She believed that Steve had concerns about damaging his equipment whilst cutting the field.

After discussion it was agreed that that the Clerk would ask Shepton Mallet Landscapes to undertake the work, namely 2 cuts initially at the agreed price at his earliest opportunity. Steve Hill will then hopefully be in a position to continue with the cutting of the ground in accordance with his contract.

VW

Voting FOR 8, AGAINST Nil, ABSTENTIONS 0

5 Councillor resignation and co-option of Councillors

The Clerk confirmed that a letter of resignation had been received from John Fisher, which had been passed on to Mendip District Council for them to amend their records. The notice of vacancy has been erected on the notice boards along with a small poster explaining a little about the role and asking people to get in touch if they think they might be interested.

The Clerk asked all Councillors to think about anyone that might be interested in the role.

6 Approve Minutes of last Parish Council meeting held on the 10th and 23rd January 2018

Both sets of minutes had been circulated to all Councillors prior to the meeting. Cllr Pearce stated that he had attended the meeting on the 23rd but had not been included within the list of attendees. The Clerk amended this by hand. It was then agreed that both sets of minutes accurately reflected the discussions and decisions made so were duly signed by the Chair.

Voting FOR 8, AGAINST 0, ABSTENTIONS 0

7 Matters Arising

All actions had been completed or will be discussed under an agenda item.

8 Reports

8.1 PCSO – Mike Storey did not attend the meeting but provided the following report for January:

- Criminal Damage – 2
- Non Dwelling Burglary – 5
- Theft from a vehicle – 1
- Anti-social behaviour – 5
- A nuisance vehicle was seized by the beat team within the village of Coleford on Thursday 01/02.

Coleford - 19 logs were created due to various calls from the village of Coleford. These calls cover numerous matters – ASB, road related, RTC, suspicious sightings, enquiries. There were 2 calls for ASB, Theft of a trailer.

The Coleford February Beat Surgery was held on Tuesday 13th February 2018, at the Royal British Legion Club car park. This had been well attended.

Cllr Gurd confirmed that he had attended the recent PACT meeting and subsequently met with PCSO Mike Storey and John Gould to discuss the nuisance mopeds which are regularly spotted within the village. One of the offending moped users was subsequently dealt with by the police.

There was concern that there had been two accidents recently one at Leigh on Mendip and the other on the Babington road which had resulted in damage to street furniture which the Police had not noted during their attendance. The finger post sign which had been knocked over at Babington had subsequently been stolen, which was very disappointing.

Cllr Ham reported that he had personally had a 12 tonne trailer stolen from Newbury Lane.

6.2 County Council Report – County Cllr Ham reported that:

- The Budget is likely to be 5.99% ie 2.99% plus 3.00% for Adult Social care. Full Council will take place next week when this will be finalised.
- Small Improvements Schemes (Highways) – There is no update as yet on the Coleford schemes but they are still working through programmes. The work at Terry Hill cross roads is due to start at the end of March.
- The work the Task and Finish Group undertook on the County Farms has been received and terms agreed around the way forward. This could be via innovation centres, training education through colleges and universities. Small farms to be kept as starter units
- Somerset County Council is in a position to propose a balanced budget on the 21st of February but not yet finalised so detail is not agreed. An extra £2m was announced last week for Rural Councils which was gratefully received.
- The Ofsted report into SCC Children’s services was published at the end of January. The report followed 2 inadequate ratings in 2013 and 2015 and represented a critical re-assessment of the services provided to the most vulnerable children in the County. The report found improvements across all areas of work and gave a rating of ‘Requires Improvement to be good’ with adoption services rated as ‘Good’. Focused attention must keep up the pressure to ensure that improvement continues to ensure that a ‘Good’ rating is achieved at the next assessment and ‘Outstanding’ shortly afterwards.
- SCC have recently launched the biggest investment programme in education for generations with 24 new or replacement schools and 19 other major building projects to existing schools over the next few years. The £140 million of investment will be focused on Primary level but also includes secondary, nursery and early year’s provision. The first major announcement will be a £9 million investment in Selworth Secondary school providing a large number of specialist placements for pupils with complex health issues.
- Library Consultation is now available for communities, businesses and individuals to participate. Drop in sessions are running across the network during the consultation period to enable information sharing. It’s important that as many people as possible are encouraged to engage with the consultation as possible to provide comprehensive feedback from those who may be affected by any potential changes to the service. No decision will be taken until the results of the consultation have been fully analysed. The consultation runs until the 22nd April and further details can be found at <http://somersetlibraries.co.uk/consultation/>
- Somerset Road Safety Strategy – in 2017 22 people were killed in fatal collisions on the Counties roads and although it is the lowest annual total each death represents a personal tragedy. Analysis shows that of these collisions 60% involved cars, 19% motorbikes, 5% pedestrians, 11% HGV’s and 5% agricultural vehicles. This illustrates that all road users need to consider how they can safely use the highway. The consultation on road safety runs until the 8th of March and can found at <http://www.somersetconsults.org.uk/consults.ti/system/home>

6.3 District Councillors – District Cllr Ham reported that

- Crossways Garage planning application will be heard by the Planning board on the 21st February 2018. Councillors were asked if anyone wished to attend the meeting to speak on behalf of the Parish Council but there were no volunteers. District Cllr Ham and District Cllr Townsend will both attend the meeting.
- Transformation has been a bit flat through January but is starting to pick up again now with around 7 schemes being pursued at present.
- There will be a total review of the markets.
- Public Space Protection Orders – at the recent Cabinet meeting it was agreed a 3 year order on Berkeley/Gypsy Lane closure. There is one objector who is threatening to take this to the High Court.
- Mendip District Council has a balanced budget with no cuts to service or redundancies. There will be a £5 rise per Band D house which equals 3.4% or 9p per week.

- The 5 Council Contract – the reviewed contract has now been signed with all 5 Councils agreeing the changes around copy shop, printing and licensing.

District Cllr Townsend reported:

- Scrutiny Board - The Board's programme of reviewing Strategies and Policies has proceeded with Members and Officers jointly reviewing the following Enforcement (Environmental) Policy – One specific area of interest is that Mendip's Parish Councillors may be given delegated powers to issue on the spot dog fouling penalties. This raises a number of issues, not least being training.
- Homelessness Strategy – Mendip have a very good record in this area, and the well-respected local centre on the Mendips featured recently on local TV. A key feature to be addressed is that the biggest single demand for housing in Mendip is for one bedroom properties – we await with interest the results from the Coleford Housing Needs Survey later this month.
- Coleford Housing Needs Survey - Mendip report that 195 questionnaires were returned, an 18% response rate which is considered to be really positive for this sort of survey.
- Planning Board - At last month's Board 4 of the 5 applications presented were resolved contrary to the Officer recommendation, showing the value of the Board.
- Planning Training - The two sessions held so far by Mendip have been well attended. These are an opportunity to meet the two main men, Ian Bowen and Sim Manley, who gave a very helpful review of what are and are not material planning considerations which Parish Councils should consider when making their recommendations. A final session is being held in Glastonbury Town Hall on 15th March at 6-30pm.

6.4 Councillors – details of meetings attended this month

Councillor Ham attended the following meetings:

As Somerset County Councillor:

12/01/18 Frome Town Council – Ref Boyles Cross
 17/01/18 Saxonvale Frome
 25/01/18 Audit
 30/01/18 Policy and Place Scrutiny

As Mendip District Councilor:

18/01/18 Meeting ref PSPO in Berkeley Lane with NFU
 22/01/18 Finance budget
 22/01/18 Equalities and Diversity
 29/01/18 Portfolio holder Transformation
 05/02/18 Tor Leisure – Fusion
 05/02/18 CMT Cabinet
 08/02/18 Asset Community Value Panel
 09/02/18 Cemetery meeting
 09/02/18 Markets meeting
 09/02/18 Asset meeting
 12/02/18 Cabinet
 13/02/18 Shape the future meeting
 14/02/18 Moorlands Panel
 14/02/18 Trains in Mendip

As Coleford Parish Councilor:

07/02/18 Hub AGM

District Cllr Townsend attended the following meetings:

11/01/18 MDC Scrutiny Policies and Strategies Working Group
 17/01/18 MDC Planning Board
 18/01/18 MDC Parish Forum
 22/01/18 MDC Scrutiny Working Group
 22/01/18 MDC Full Scrutiny Board
 30/01/18 MDC Scrutiny Working Group
 06/02/18 MDC Planning Training
 07/02/18 @ the Hub AGM
 13/02/18 Keyring Lettings Director's Meeting
 14/02/18 MDC Planning Board Site visits

7.1 Decisions on Previous Applications

2018/3323/FUL – Proposed creation of BMX Pump Track.
Playing Field, Orchard Close, Coleford
Mendip District Council approved with conditions.

Application for approval of details reserved by conditions 3 (external facing materials) 4 (external joinery) on planning consent 2017/0596/FUL
Hill Farm, Lipyeate, Coleford
Mendip District Council approved

Application for approval of details reserved by conditions 3 (external facing materials) 4 (external joinery) on planning consent 2017/0597/LBC
Hill Farm, Lipyeate, Coleford
Mendip District Council approved

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

There were none.

7.3 Mendip Local Plan Part II: Consultation

The Clerk confirmed that the response as agreed at the last meeting had been submitted.

8 Licensing application

New Street Trading Pitch at the Kings Head, Underhill, Coleford, BA3 5LU.

An email had been received from a member of the public expressing concern that if the application was approved then there is potential for waste food and litter being discarded in the local area along with inconsiderate parking.

Cllr Townsend said that he had spoken with Jack Godley of Mendip Licensing who confirmed he is supportive of the application on the basis that the applicant is well known to him and has a respectable record. He has a regular pitch at Stoke St Michael and is known at local markets, festivals etc. He trades from an Airstream towed caravan. Mendip's intention is to give him Consent, rather than a full license, which is able to be revoked on the basis of justified complaints without any recourse to appeal or even summoning a hearing of the Licensing Sub Committee.

Cllr Evans raised concern over the fact that the form received from MDC was not fully completed although it looked as though it referred to other documents.

After discussion it was proposed that we respond stating that we have no objections, but with the proviso that litter and food waste is scrupulously managed in the interests of neighbour and neighbourhood amenity and that the application form submitted to Coleford Parish Council has been provided to Mendip Licensing department in full and is acceptable to the case officer.

Voting FOR 8, AGAINST 0, ABSTENTIONS 0

9 Progress report on BMX pump track

Cllr Gurd confirmed that the planning permission had been granted with the standard conditions. He also confirmed that additional donations of aggregate had been received from Rick Massey and Morris and Perry, all of which was great news.

- 9.1 Agree Contract between Parish Council and Contractor – Dirt-Kraft - There has been a lot of work done to put together a contract which suits both the Contractor and the Parish Council. The Contract had been circulated by the working party to Councillors for comment and after further amendment the Contractor was asked to consider the contract. Rob Wareham had confirmed that he would be happy to sign the contract.

During further discussion concern was raised over whether the contract needed clarification over who could act on behalf of the 'Owner'. Cllr Conn suggested that the BMX working party can act on behalf of the Owner and that those parameters should be agreed at the next Council meeting. The Contract should not require amendment in that area if the parameters can be agreed by full Council. This will be and agenda item for the planning meeting.

Ag

Cllr Pearce noted that within the Statement of Works it was important that a structural geotextile fabric (Terram) should be used rather than a weed suppressant as currently listed. Cllr Gurd agreed that that was always the intention but would ensure the Contract was clear on that point.

It was proposed by Cllr Talbot and seconded by Cllr Evans that the Contract should be agreed.

Voting FOR 7, AGAINST 0, ABSTENTIONS 1

9.2 Authorise the project team and cheque signatories to issue payments in accordance with the contract payment schedule

I was agreed that the BMX working party team in conjunction with the bank signatories should be able to authorise payments on behalf of the Council at the appropriate time when a valid invoice is submitted.

Voting FOR 8, AGAINST 0, ABSTENTIONS 0

Cllr Conn said that confirmation had been received stating that the grant application made to the Police Community Action Fund for the sum of £1500 had been successful. This takes the total funds available for the project £30,600.

Cllr Gurd asked if Recognition of Sponsors could be added to the agenda.

Ag

10 Reports on Highway and Footpath Issues

Cllr Pearce said that he had a meeting planned with Chris Betty of Somerset Highways for the 7th March 2018.

He confirmed that he had tried to get in touch with Wyn Bevan of Aster Homes regarding the dropped kerb at Goodeaves but was yet to hear back. Cllr Townsend said that Mr Bevan was no longer working for Aster homes. Cllr Pearce to go back to Aster to investigate the problem and try to get a resolution.

CP

It was noted that the pothole repaired near the entrance to the Legion had already started to break up. Cllr Pearce will flag this up with Charlie Higgins of Somerset Highways as it is a substandard quality.

CP

Cllr Evans flagged up a trip hazard in Lawrence road, which Cllr Pearce will report. Finger Post signs to be added to the next Agenda

CP
Ag

11 Finance

- 11.1 Bank Reconciliation – The reconciliation had been prepared by the Clerk and will be checked by Cllr Evans after the meeting.

Cllr Pearce left the meeting 21.00hrs

- 11.2 Agree contribution to the cost of the Clerk attending Risk Management seminar on 7th February 2018
The Clerk explained that the training had taken place and had been hosted by Zurich who are Cranmore Parish Councils insurers. The seminar was professionally run and very informative. The total cost was £35 plus VAT which will be split between the 3 Councils that the Clerk works for. Councillors agreed to pay the £14 to Cranmore PC to cover Coleford's contribution.

Voting FOR 7, AGAINST 0, ABSTENTIONS 0

- 11.3 Discuss and agree grant of £500 to Bishop Henderson schools towards the cost of the bike shelter
After discussion it was agreed that the Parish Council would send a letter of intent to the Headmistress saying that the Parish Council is agreeable to funding the project to a total of £500 but that they should contact the Clerk to call off the £500 once the project has funding in place and are ready to progress.

Voting FOR 6 AGAINST 0, ABSTENTIONS 1

11.4 Accounts approved for payment

Clerk expenses (Inc £34 home office)	£60.33
Youth Provisions	£6000.00
Peter Coles - Wix Website hosting for period Feb 18 to Feb 19	£111.75
Risk Management seminar £42 split 3 ways £14.00 each	£14.00

All Councillors agreed to the abovementioned payments. Cllr Townsend, Cllr Ham and Cllr Conn signed the cheques.

Voting FOR 7, AGAINST 0, ABSTENTIONS 0

12 Update on Roman Way Play Area

The Clerk confirmed that John Fisher had been in touch to say that the new step has now been installed. He will provide the name and address of the person who completed the work so that a letter can be sent thanking him for the work completed.

VW

Only one quote had been received to replace the fence at Roman Way so this will be adjourned until the March meeting to allow the Clerk time to chase up the other contractors.

Ag

13 Play equipment inspection reports and the role of the inspector.

During the recent weekly inspection the Clerk had noted 2 issues as follows:

1. One of the ropes on the nest swing at Goodeaves has been partially cut. The Clerk confirmed that the swing could still be used but recommended that the repair be made in the near future. A quote had been received from Play Safety Ltd who originally supplied the swing, for £585.71. Cllr Gurd will inspect the rope to try and establish if it is due to vandalism and if so it may be worth claiming through the insurance. Agenda item.
2. The telephone number on the information sign on the inside of the fence at Goodeaves is showing an old telephone number. Sign Efix have quoted £22 plus VAT to provide an update. Councillors voted unanimously to go ahead with the new number.

TG

Ag

VW

Voting FOR 7, AGAINST 0, ABSTENTIONS 0

Cllr Talbot left the meeting at 21.30hrs

The Clerk is currently completing the safety inspections and has written to the insurance company to clarify whether a monthly inspection will suffice on the basis that they are rural play areas and the usage would be low when compared to equipment used in a town.

VW

14 Litter Pick

The Clerk has booked the litter pick equipment and bags for the 3rd March 2018 at 10am. It transpires that none of the Councillors or the Clerk are available to attend and lead the event. It was therefore agreed that the date of the pick should be moved back by one week to Saturday the 10th March at 10am, meeting at the Highbury Playing field. The Clerk will erect posters to be displayed around the village and rearrange the date for picking up the equipment and collecting the rubbish from @the Hub on Church Street and the car park at Highbury Playing Field.

VW

15 Environment Report

Cllr Evans reported:

1. The Community pay back (CPT) team have cleared the entrance to the Coleford Playing field and the footpath to the rear of the Kings Head pub and the yard @the Hub. IDverde collected the rubbish promptly.
2. A purple canister had been dumped at Careys Mead which was also promptly collected after the Clerk reported via the MDC website.
3. During next week's visit, the CPT will clear the brambles along the hedge line at the entrance to Careys Mead, clear the weeds on the footpath from Careys Mead to Church Street.as well as removing the grit from the grit bins that need to be removed or relocated.

It was reported that the hedge on the right hand side of the footpath from Church Street to the Careys Mead has become overgrown and needs cutting back. Cllr Gurd will find out the name of the property so that the Clerk can write to request that the hedge be cut back.

TG

VW

It has also become apparent that there is grass and hedge cuttings being dumped at the South East end of Careys Mead. It was agreed that the Clerk should write to all residents within Careys Mead asking for information on who it is so that they can be asked not to do it.

VW

16 Meetings to attend

15/03/18 @ 6.30pm Glastonbury Town Hall – Planning Refresher session. Cllr Pearce & Gurd to attend.
15/03/18 SALC Councillor Essential training @ 7pm Wanstrow Village Hall
27/03/18 MDC Rural Housing Seminar – Cllr Townsend to attend
19/04/18 MDC Parish Forum with opportunity to meet the Cabinet and Strategic Leadership Team.
Constructive questions are to be submitted by the 27th March.

17 Report of any risks identified

Cllr Conn noted that the MDC enforcement team had placed a notice at the site of the dilapidated building to the rear of the Kings Head seeking information that may lead to identifying the owners of the site.

18 Correspondence

Somerset Library consultation - The Clerk had already emailed information to all Councillors regarding this but will be placing posters on the notice boards to ensure that maximum number of people respond.

VW

19 Matters of Urgency – at the Chairman’s Discretion

There were none.

20 Date of Next Meetings:

Tuesday 20 th February 2018	Planning Meeting
Wednesday 14 th March 2018	Parish Council Meeting

The meeting finished at 22.00hrs