

Parish Council of Coleford

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Minutes of the Parish Council Meeting held on Wednesday the 9th January 2019

Present

Cllr Philip Ham (Chairman presiding)
Cllr Allen, Banks, Conn, Drescher, Evans, Hanney, Harding, Pearce, Turner, and Townsend
There was 3 member of the public present.

PF Public Forum

- 1 Russ Stanley requested that the Parish Council considers the installation of water to help growing in hot summers. Agenda item for a future meeting. Ag
- 2 Where are the Coleford Allotments? Cllr Ham explained they are garden extensions rather than allotments and the agreements go way back. In the past, land at Beacon View had been allocated for allotments but there was no take up. There is currently no waiting list for allotments.
- 3 The work to the trees at Mendip Vale has been completed by MDC (11th December) but not at Preachers Vale. Cllr Townsend will question why this has not been done. AT
- 4 Recycling over the festive period was not complete. Cllr Ham confirmed that there were warnings that only 1 box of cardboard would be collected as there was an excessive amount in the lead up. It is hoped that normal business will be resumed this month.

Footpath Consultation – Veryann Conn

Cllr Ham introduced Veryann Conn who was explained that Parish Councils are currently being consulted on path categories. Veryann explained that she has been looking at the paths that are being considered for Category 3 status. These are paths that are rarely used and are considered to be of low value by your local community. Paths that fall within this category are likely to be off the beaten track or cul-de-sac paths that don't lead anywhere. This implies that any issues on one of these routes are unlikely to be dealt with.

The great majority of paths in Coleford are Categories 1 or 2, but there are 6 paths that are Category 3 and in most cases Veryann confirmed that she does not think the classification is justified.

The County Council seems to look at each footpath in isolation. However most walking routes are made up of several, differently numbered, footpaths. As a result there are cases where both ends of a walking route are Category 1, but the middle section is only Category 3. Something that could put category 1 routes at risk too.

FR4/67

This seems to have happened to The Coffin Path, an historical route that has been “promoted” in the book “The Wildlife of Coleford”. The first section of the route from Coleford to the Luckington Cross - Lipyeate Cross road is a Category 1 path. The next sections FR4/67 and FR7/17/1 are now Category 3, while the last section into Kilmersdon FR7/17 is a Category 1 path. Surely the whole of such an important route should be Category 1.

FR4/DED

This path is another Category 3 in an otherwise Category 1 route. FR4/41 to the south and FR4/43 and FR4/47 to the north are all Category 1 paths. Together with FR/DED they make up a good circular walk.

FR10/11

This path is another example. While it is a Category 3, the FR10/10 to the south and FR4/46 to the north are both Category 1 paths. On the online map FR10/10 and FR10/11 look as though they became cul-de-sacs following the Vobster Quarry landslip, however on the ground there is a new stile (also on the map as ID:36941), which enables walkers to get from one path to the other and thus walk from Coleford to Babbington or onwards to the cycle path at Mell's Junction. Again why down grade one section of this route. Veryann confirmed that the last time she walked it there were fresh footprints in the mud on FR10/11, so others are also using it.

FR4/1

Veryann confirmed that although she did not know this path there is an inconsistency with the middle section of the route named FR7/13 and having Category 2 status.

One of the paths listed for Category 3 doesn't meet the Category 3 criteria at all. It is neither rarely used nor of low value to the community.

FR4/7

This is a well used route through a housing area, Farley Dell, linking it to the countryside. It could be argued that it doesn't need to be a public right of way because it crosses a public open space, but having that status would encourage maintenance and protect the route from infill development.

Veryann confirmed that she had passed on her comments and concerns to Mendip Ramblers, who are also consultees. But because Coleford is noted for its excellent network of paths, which provide benefits with respect to leisure, health, sustainability and tourism, she was keen that the Parish Council also expresses similar comments and concerns.

Cllr Ham thanked Veryann for taking the time to come along and highlight her thoughts on this matter. The Clerk will respond to the Consultation along with highlighting on Facebook and On the Map that the website <https://roam.somerset.gov.uk/roam/map> provides an excellent tool for navigating our parish footpaths.

VW

1 Apologies for Absence (acceptance of any reasons offered)

Cllr Barrett, Talbot and PCSO Storey sent apologies which were accepted by the Chair.

2 Declaration of Interest and Dispensations granted since last meeting

There were none

3 Approve Minutes of the last Parish Council meeting held on the 12th of December 2018

The minutes from the abovementioned meeting had been circulated to all Councillors. It was agreed that they accurately reflected the meeting and were duly signed by the Chairman, Cllr Ham.

Vote: 11 For, 0 Against and 0 Abstained

4 Matters Arising

All matters arising had been completed or would be covered under the agenda item during the meeting apart from:

1. Goodeaves area is very untidy with rubbish and excessive dog fouling. Cllr Ham will speak with Mendip District Council regarding this to see if the area can be cleared. PH
2. Cllr Ham said that Idverde had contacts that would be able to provide a quote for a new surface which is a mix of astro and grass. It will be good to get a quote to ascertain how much such a surface would cost. Cllr Ham to action. PH
3. Consider quotes for Hard Court play area fence. Adjourn as no quotes have yet to be received.
4. Consider quotes for replacing the fence around Highbury playing field Adjourn as no quotes have yet to be received. VW
VW
5. Agree action for returned questionnaires re New Play area for West Coleford. The results were conclusive in that there was little support for the Council to invest in a new play area at that end of the village. The Clerk to highlight the findings in On the Map and on the Facebook page. VW

5 Reports-

5.1 PCSO report:

PCSO Michael Storey had sent his apologies along with a report for the Rural North area which had been circulated to all Councillors. Figures for Coleford were as follows:

- Burglaries – 0
- Non – Dwelling Burglaries – 0
- Criminal Damage – 3
- Theft of a motor vehicle - 0
- ASB – 1

The next PACT meeting will take place on Wednesday the 23rd January 2019 at the Palairret Hall, Norton St Philip starting at 7.30pm.

5.2 District Council Report

5.2.1 District Cllr Ham reported that:

- Council tax – The tax base figures have been agreed by Mendip District Council and can now be used by Parish Councils to help calculate the precept and how any changes can impact on the home owners.
- Saxonvale – There have been numerous meetings since the start of December regarding the development. The first consultation with the public will take place this weekend.
- A buyer for the Moorland site has been found which will mean that the travellers can be moved on.

5.2.2 District Cllr Townsend reported that a lot of time had been spent on the Scrutiny review of the draft Somerset Housing Strategy 2018-2023. Along with partners in the County and other Districts they are drawing together a Strategy which addresses the Housing needs of the county drawing together the three aspects of The Economy, our Health and Housing impacts. For MDC this will be converted into a Mendip specific Action Plan. Infrastructure, especially Highways and Broadband are key issues. A copy of the Mendip Housing Market Profile document will be circulated to all Councillors. This is the basis of the input and includes a whole raft of key facts about Mendip's population and housing profiles.

5.3 County Council Report

County Cllr Ham said that the budgets for Somerset County Council is coming together which shows no cuts that will impact directly on Coleford. There is still talk about salt bins but any changes are likely to happen in next year. The immediate issues have gone as a buffer has been received resulting from a rates pool. Extra money has also been provided to help with adult social care. The number of looked after children is sadly at a 12 year high.

The Unitary talks continue and the appraisal results are due back at the end of January.

5.4 Councillors – details of meetings attended this month

Councillor Ham attended:

As County Councillor:

11-12-18 Scrutiny Policy & Place

As District Councillor:

12-12-18 Frome Independent Market AGM

17-12-18 Saxonvale Project Board

17-12-18 Saxonvale Members Group

17-12-18 Phoenix Board

17-12-18 MDC Full Council

19-12-18 Chairman's Lunch

19-12-18 Planning Board

08-01-19 Saxonvale Project Board

08-01-19 Commercial Review

08-01-19 Markets Meeting

09-01-19 Boyle Cross Partnership Meeting

As a Parish Councillor:

19-12-18 Planning Meeting at Mendip District Council

04-01-19 Finance Meeting

Councillor Townsend attended:

3-1-19. MDC Scrutiny review of Somerset Housing Strategy

4-1-19. Parish Council Finance Review

8-1-19. Holcombe Parish Council

6 **Planning**

6.1 Decisions on previous applications

There were none.

6.2 Complaints received by the Planning Enforcement Team at Mendip District Council

There were none.

6.3 Present applications

There were none.

7 **Highways**

Cllr Townsend reported that following the Parish Council meeting on 12th December meeting he raised the following defects with Highways:

- Small tree across the road on Springers Hill
- Surface defects on Hippies Lane
- Flooding at junction of Charity Lane and Mell's Road
- Pothole on Mell's Rd by Diving School

The Highways team undertook to inspect all.

Cllr Townsend also raised the issue of careless drivers parking over the newly lowered kerb at the Co-op and suggested a white line would clearly delineate the edge. The Highways representative was not sure that a white line would help. It was suggested that the Clerk should write to the Co-op to recommend that a white line be painted on the edge of the dropped kerb to help differentiate between the road and the pavement.

VW

Highways have again raised concern about overhanging trees on Common Lane. Some have been trimmed back, Highways have asked whether we could write to the remaining landowners or would we prefer for Highways to write? It was agreed that the Highways department should write the letter.

Proposed that the Clerk should write to the Co-op to request that they might paint a white line on the kerb which is their property.

A letter had been received from the Pharmacy in response to the letter sent by the Parish Council which asked them to park in the Legion car park rather than on Church Street. The response highlighted that they had tried parking in the small MDC car park but staff had received abusive messages which had meant that they

8 **Discuss replacement of components for Fingerpost Signs**

The Clerk will follow up on her initial conversation with a local forge to establish a quote to restore the finger post at Luckington to its former glory. Agenda item for next month.

VW

Ag

It was asked if the reverse of the post at Lipyeate will be painted grey/black. It was now obvious due to the hedge dying back that it had not been completed. Clerk to take up with Chris Ingre.

VW

9 **Consider quote and options for a second defibrillator for the village**

The Clerk had spoken with the representative of the Rotary Club who supplied the defibrillator at the Co-op to see if they would help fund an additional unit to be located possibility at the Kings Head, or nearby. It is hoped that a response will be available for next meeting. Agenda Item.

VW

Ag

10 **Agree date for planting hedge at the boundary fence at the BMX track**

Cllr Conn confirmed that the order for the plants had been placed and were ready to be called off when needed. He suggested planting the hedge on the 16th or 17th February 2018. He also confirmed that the Butterfly Bank clearance has been postponed from Saturday the 12th of February to Sunday the 13th.

11 **Discuss and agree grass cutting contract 2019 – 2020**

The Clerk said that she had met with Ben Brenton of Brenton Landscaping and had ran through the questions which the Council wanted clarifying. He had confirmed that he had a team of men that would be able to support him in the event of him becoming incapacitated who had used in the past. He also said that he had machinery that he could fall back on in the event of mechanical failure, although he confirmed that he was able to maintain and service his equipment. He confirmed that he had visited all areas within the contract and was confident that there would be no issues with access to sites. The equipment that he has would be able to cope with animal rutting as experienced in recent years. He said that he owned a roller which could be used to rectify the issue. The Clerk believed that Mr Brenton was confident and ready for the contract.

The Clerk said that she had been approached by a local contractor PR Simpson who wished to quote for the contract. The Clerk had said that the deadline had passed and if he wished to quote she could not guarantee that the Council would consider the information. The Council agreed that the quote could not be considered as the deadline had passed.

It was proposed by Cllr Conn that the quote provided by Brenton Landscaping should be selected which was seconded by Cllr Drescher.

The Clerk to work with Cllr Conn to produce a contract to include the additional elements to be sent to Ben Brenton for consideration and signature.

AC

It was agreed that the Clerk would write to PR Simpson to thank him for taking the time to quote but explain that the quote could not be considered as the process had been followed and deadline passed.

VW

12 **Finance**

12.1 Income

There was none.

12.2 Bank reconciliation

This would be adjourned until the next meeting.

12.3 Review 3rd Quarter Budget Review

The finance working party had met up and run through the budget review. The Clerk went through the figures which had been amended slightly since the hard copy had been produced for each Councillor. There were no comments regarding the income and expenditure to date and it was agreed that the figures reflected where the situation as at 31st December 2018 and were agreed.

12.4 Agree Precept 2019/20

The finance working party had met up and put together a document showing a budget for 2019/20 and how that would affect our precept requirements. After discussion it was proposed by Cllr Conn that the precept for 2019/20 should be set at £42K which was seconded by Cllr Hanney. A vote was taken which was unanimously in favour of the proposal.

Vote: 11 For, 0 Against and 0 Abstained

The Clerk to notify Mendip District Council.

VW

12.5 Discuss and agree whether a donation should be made to Coleford Scout Group

Cllr Ham outlined that the 1st Coleford Scouts had signed a 25 year lease for the Scout Hall at Church Street, Coleford. The hall needs much work which will cost considerable amounts. Cllr Conn proposed that £6K be donated to the 1st Coleford Scouts which was seconded by Cllr Ham. It was agreed that this would be a one payment to be restricted for the use of church hall renovations, The Clerk to draft a suitable letter to explain this.

VW

Vote: 11 For, 0 Against and 0 Abstained

12.6 Consider quotes for the removal of safety surface @ Roman Way.

The Clerk read out 2 quotes received for the removal of the safety surface at Roman Way.

PR Simpson quoted £480 no VAT

Alvian Play & Recreation quoted £495 + VAT

It was proposed by Cllr Turner that the quote from Alvian Play & Recreation should be accepted as it was clear that the price included the safe disposal of the materials. The Clerk will notify both contractors.

VW

Vote: 11 For, 0 Against and 0 Abstained

12.7 Accounts approved for payments:

The following payments were approved:

Clerk expenses (£36 home office)	£135.64
Coleford Scout Group	£6000.00
Cemetery refuse removal - annual charge	£58.00
Donation to Mendip Community Transport	£100.00
Wickstead Leisure – Cradle swing seat	£214.84
Chew Valley Trees – Hedging for the BMX track	£360.24
Cllr Henry Banks – Travel expenses to the SALC AGM	£22.50

It was proposed by Cllr Barret and seconded by Cllr Harding that the abovementioned payments be made.

Vote: 10 For, 0 Against and 1 Abstained (Due to a personal interest)

The cheques were approved and signed by Cllr Ham, Townsend, Conn and the Clerk.

13 Review flyer for mailshot to address Dog Fouling in the village. Agree quantity to print & dispatch.

This was adjourned for the Clerk to complete the design which will be circulated to all Councillors for comment and amendments. It was agreed that Darren Haines should be asked to quote for 1000 flyers.

VW

14 Agree time for allotment clearance, size of skip and location

It was agreed that an 8 yard skip should be ordered from J W Waste at a cost of £245 plus VAT less the agreed 10% discount. The clearance day will take place on Saturday 2nd February at 10am. The Clerk will confirm with allotmentees and ensure that the skip is ordered from JW Waste. Cllr Harding to investigate where the skip might be located.

VW

15 Update on Allotments at Orchard Close ref fire

A land registry map has been received and will be circulated to all Councillors. Councillors need to visit the site so that at the next meeting a plan of action for the future can be agreed.

VW

16 Review Cemetery rules

The current cemetery rules had been circulate to all Councillors for consideration. The Clerk highlighted concerns over the installation of grave surrounds and whether the rules should be amended to ensure that this is not permitted. All Councillors to visit the cemetery so that decisions can be made at the next meeting.

ALL

17 Update on GDPR

The Clerk has started working through the process and is now a priority.

VW/Ag

18 Meetings to attend / attended

Parish Forum at MDC has been postponed from 17/01/19 to take place on /02/19 @ 6.30pm
 PACT meeting 23/01/19 at 7.30pm at Palairret Hall, Norton St Philip
 Frome Town Council – Climate Emergency & Fuel poverty event – 15/12/19
 Mendip District Council – Conservation listed buildings event – 30/01/19 @ 6pm Council Chambers

Cllr Banks & the Clerk had attended the SALC AGM on the 18th December. Cllr Banks reported that the election of officers was undertaken and it was agreed that SALC should become a limited company. There was a presentation about the pending 2019 elections, the slides will be circulated to all for information.

VW

19 Report of any risks identified

There were none.

20 Correspondence

- Avon & Somerset Police Newsletter
- CPRE Newsletter
- Clerks & Councils Direct newsletter

Passed to Cllr Conn to read and pass on to the next Councillor on the circulation list

21 Matters of Urgency – at the Chairman’s Discretion

The Great British Litter Pick is taking place nationally from 22nd March to the 23rd April. It was agreed that Coleford Parish Council will hold a litter pick on Saturday the 30th March. The Clerk to register the event and request equipment, bags and prepare posters.

VW

22 Date of Next Meetings:

Wednesday 23rd January 2019 Planning Meeting
Wednesday 13th February 2019 Parish Council Meeting

The meeting finished at 10.05hrs