

Parish Council of Coleford

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Minutes of the Parish Council Meeting held on Wednesday the 13th February 2019

Present

Cllr Philip Ham (Chairman presiding)
Cllr Allen, Banks, Conn, Evans, Hanney, Harding, Pearce, Turner, and Townsend
There was 5 member of the public present.

PF Public Forum

- 1 Mr George Kite attended on behalf of the Coleford Scout Group to say thank you to the village for all of the support received recently regarding the Scout Hall. He confirmed that they are 95 % there with the lease. There are currently 63 children members made up of 18 Beavers, 18 Cubs, 27 Scouts plus 3 Young leaders. There are various events planned including a Competition Cub camping and camping in Bristol. Beavers have recently made dispensers for dog waste bags which have been placed around the village in hope that it will encourage more dog owners to clean up after their dogs. George explained that they now have a 3 year plan in place which will ensure that the hall is up together and in good order for the future. A quiz is being held to raise funds for the hall on this Friday at the Hub.
- 2 Salting – Mr John Perry attended to complain about the condition of the roads during the recent snow and ice. He asked whether the recent press reports stating that gritting in rural areas could be reinstated were correct. Cllr Ham said that there has been a lot of discussion and it has been confirmed that the level of gritting of major routes would be the 17 routes (reduced from 20) gritted this winter but that the County Council had just voted to maintain supplies of grit to parishes. There are also ongoing talks with local businesses to try and get the local villages salted but Parish Councils may have to contribute. Talks are ongoing.

VW

ACTION: Clerk to chase up Somerset Highways Department to establish if they are refilling the grit bins.

1 Agenda Item 10 – Discuss Litter Champions & agree whether to buy new equipment.

Ali Still and Teresa Hopkins attended the meeting. They have for some time been undertaking litter picks whilst out running and approached Cllr Conn about whether they could be provided with some litter pickers. They explained that they follow the 2 minute street clean and 2 minute beach clean campaigns on social media and would like Coleford to create their own hashtags for residents to get involved. The believed that rather than having a group it would be positive to promote the 2 min clean-up which means that short litter picks can be completed, posted on social media so that there can be an interaction with like-minded people in the village. This can be appealing to parishioners as it is not a big commitment, just as and when people can find the time. The 2 minute Beach Clean promotes and integration of social media and A-Boards. It is hoped that a Coleford campaign could try to engage with the Youth Club, Scout group and the School in an attempt to educate the youths and get them on board.

Cllr Conn said that he has seen Teresa and Ali out picking up litter around the parish and thinks it's a great idea which the Parish Council should support. Cllr Conn suggested that a couple of Councillors plus Ali and Teresa should meet up to discuss a campaign. This could be part of a future mail drop.

Ali and Teresa also asked whether they could borrow PC litter pickers. This was agreed in principle.

ACTION: Clerk to check whether the litter pickers and other equipment are in the Hub Shed and arrange access for Ali and Teresa

VW/Ag

Cllr Ham said that the annual litter pick will take place 30th March. He also thanked Ali and Teresa for coming along to the meeting.

ACTION: The matter will be adjourned until the March meeting for investigation and consideration.

2 Agenda Item 8 - Discuss running event to be hosted by CRG

Philip Horler attended the meeting and reminded the Councillors that there will be no village day this year, but it will return for 2020. The committee has been considering an event to fill the diary and has come up with the idea of a 5K Colour run, but it may be ambitious to get this organized for this year. The route would start and end in Highbury Playing field and snake around the village incorporating the various greens which would be used for the colour stations (Volunteers throw special paint at the runners). In the future it was thought that this could be incorporated with the village day with the run on Saturday and village day on Sunday. Philip said that the group hoped this would be something that all the family could get involved in and businesses would be approached to also enter teams. He predicted that the roads would need to be closed for at least 2 hours. The event would be run to raise funds for Time is Precious, with 50% of profit going to them with the balance being split between the various groups that volunteer to make it a success.

Philip asked if this was something that the Council would support. Cllr Ham said that it was possible but in order to ascertain whether the roads could be closed, more information would be needed, namely which roads, times and for how long. There would need to be consultation with residents.

All Councillors agreed that they supported the idea in principle.

ACTION: Cllrs Ham and Townsend had already made contact with Highways to see what was needed to arrange road closures and they now needed a specific proposal. They will liaise with Philip to establish details

PH

Philp Horler also spoke about:

Music festival – This will take place on 26/05/19 with a £1 from each ticket sold being donated to the local charity “Helping the Homeless” The group makes up and delivers packs to the homeless in the local towns. Philip asked if the Council could make a donation to the charity who are doing great work in our area. Cllr Ham explained that it was not that easy to use public money to support such charities.

CRG Container – Philip asked if it was possible to erect a fence around the container adjacent to the BMX track. It is hoped that a fence would deter people from loitering in the area, dropping litter and damaging CRG property like the bins.

Cllr Ham asked for a description of the proposed fence along with a floor plan to show the type of fence and proposed location for the Council to consider.

1 Apologies for Absence (acceptance of any reasons offered)

Cllr Barrett, Drescher, 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 9th of January 2019

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: 10 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. Renovation of the Finger post sign at Luckington – The Clerk explained that she had spoken to several forges who could make the new Kilmersdon finger but they all stated that they need more information including dimensions of the finger and lettering.

ACTION: Cllr Ham will take a look at the sign and establish if a new finger could be welded to the original post. Dimensions and photographs will be taken by Cllr Townsend. PH
AT

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. 27 service calls had been received for Coleford during January. Figures for crimes reported were as follows:

Burglaries – 0
Non – Dwelling Burglaries – 0
Criminal Damage – 1
Theft of a motor vehicle - 0
ASB – 2

5.2 District and County Council Report

It was agreed that District and County reports would be given at the Planning meeting to be held on the 27/02/19.

5.3 Councillors – details of meetings attended this month

Councillor Ham attended:

As County Councillor:

21/01 - HR and Policy
23/01 - Policy and Place Scrutiny
04/02 - Highways meeting Coleford and Buckland Dunham
13/02 - Wainwrights Quarry

As District Councillor:

9/01 -Boyles Cross
10/01 - Transformation
10/01 - Asset
10/01 - Stoke St Michael PC
11/01 - Saxonvale members meeting
11/01 - Saxonvale stakeholders meeting
11/01 - Saxonvale consultation
16/01 - Shape Mendip lottery community fund
16/01 - Mendip YMCA
21/01 - Equalities
21/01 - Saxonvale project board
21/01 - Cabinet
24/01 - Avalon school street
24/01 - Frome independent market
30/01 - Saxonvale master plan meeting in Bath
31/01 - Phoenix Board
04/02 - Scrutiny Board
05/02 - Holcombe PC
07/02 - Saxonvale project board
13/02 - Bath and West Changing places new build.

Councillor Townsend attended:

15/01 - Planning Board site visits
15/01 - KeyRing Lettings Directors meeting
16/01 - MDC Planning Board
21/01- MDC Cabinet
04/02 - MDC Scrutiny Board
05/02 - Holcombe Parish Council
06/02 - MDC Licensing Board
08/02 - MDC visit to Hinkley C

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

6.3.1 2019/0114/VRC – Application to vary condition 2 of planning approval 2017/0600/FUL (Demolition of existing garage building and development of proposed convenience store and 1 dwelling house with associated external works)

All Councillors had considered the plans prior to discussion. It was unclear what variations were being proposed although they could see that the proposed house has been moved back by 2m to accommodate the electrical mains which runs underground. As the existing plans were not to hand and it was unclear what was being proposed it was suggested by Cllr Conn that the decision should be left to the District Councillors Ham and Townsend after consultation with the Planning Officer

Vote:8 For, 0 Against and 2 Abstained (As District Councilors)

ACTION: Cllr Ham and Townsend to meet and discuss with the Planning Officer.

AT/PH

6.3.2 2019/0175/HSE Extension to existing kitchen to front of house and creation of WC / Shower room 1 Sunnyside, Church Street, Coleford

All Councillors had considered the plans prior to discussion. Cllr Conn proposed that the application should be supported on the basis that it was a house of limited size which will be improved by the proposed small, single storey extension which will not impact greatly on the surrounding neighbours.

Vote:8 For, 0 Against and 2 Abstained (As District Councilors)

ACTION: Clerk to notify the planning office of the outcome.

VW

7 Highways – Including an update regarding Crossways Junction.

Cllr Townsend provided the following report which has been sent to Somerset Highways since the last Council meeting:

- Mendip Vale - highway sunk at entrance to No26, marked up for repair. May be caused by water leak further up - to be pointed out to Highways by AT
- Stoke St Michael - Green Lane (the route many of us use to get to Shepton) - flooding opposite Fairy Cave junction and numerous potholes.
- Ham - flooding, made Ham Hill dangerously icy
- Charnborough Lane - edge erosion
- Charlton Rd - surface like glass, became very icy.
- Hippys Lane - sunken drain at apex of bend, marked up by Highways (This has been completed.)
- Additional new items to be reported:
- Potholes developing around Lipyeate Cross

CO-OP JUNCTION SAFETY IMPROVEMENTS

Cllr Ham, Townsend and Mrs Francis Jones had a site meeting with Somerset Highways on 4-2-19. Various options were discussed and it was agreed that we should draft a proposal of how Double Yellow Lines could be incorporated. If Councillors agree it is proposed that this be put to the RBL, the Co-op and the Pharmacy.

The Clerk read out a proposal from Cllr Banks regarding the Coleford Legion Car Park which stated that the car park is in desperate need of resurfacing and is being used much more adding to the ongoing deterioration to the surface. With the proposed installation of the double yellow lines outside the Co-op and the Pharmacy the numbers of cars using the facility will only increase. As a village asset, Cllr Banks proposed that the Parish Council should support the Coleford British Legion financially with the resurfacing work. A quote of £17K has been received to complete the work.

Cllr Turner questioned whether the quote included installing drainage to prevent discharge of surface water onto the highway.

After discussion It was agreed that Cllr Ham and Townsend will arrange meetings with the Co-op, Pharmacy and the Gospel Hall to discuss the car parking arrangements and proposed double yellow lines. Each business should contribute towards the car park being used by their staff and customers in order for this to be progressed and prevent the closure of the facility. If the Parish Council were to contribute to the resurfacing, then suitable legal protection would be needed to secure the rights of the Council., in particular a commitment to allow residents to use the car park.

Vote: 10 For, 0 Against and 0 Abstained

ACTION: It was agreed that Cllr Ham and Townsend will arrange meetings with Co-op, Pharmacy and the Gospel Hall. The matter of the Parish Council contributing towards the cost of resurfacing will be adjourned until after the meeting has taken place with the car park users. Agenda item for the March meeting.

PH/AT

Ag

9 Consider letter from Coleford Legion regarding the Car Park

Discussed above.

11 Discuss request for a dog waste bin around the area of the Grove, Coleford

A request has been received for the installation of a new dog waste bin at the Grove, Coleford, which is a particularly bad area for dog fouling. The Clerk has discussed potential locations and is waiting for a plan to show the proposed location along with details of a potential land owner who may agree to have the bin located on their land.

It was proposed that a Glasdon Retriever 60 bin in green should be purchased at a price of £312 79 including VAT. This is the same bin as recently purchased for the footpath at Rope Walk Farm.

ACTION: Clerk to go place the order with Glasdon and progress consent for agreeable location at the Grove.

VW

12 Consider contributing towards a new grit bin purchased by Holcombe PC to be located near to the junction at Charnborough Farm and another at the bottom of Mendip Vale.

The Clerk explained that during the recent snow and ice, complaints had been received by Holcombe PC to say that the hill between Charnborough Farm and the junction of Charnborough Lane were impassable and need a grit bin to alleviate the problem. Holcombe Parish Council has agreed to order the bin and seeks a contribution from Coleford and Kilmersdon Parish Councils whose borders all merge at this area.

A further request had been received for an additional bin to be installed at the bottom of Mendip Vale. Also, the bin at the foot of Church St had been emptied quickly during the recent snowy weather and more capacity was sought by residents.

After discussion it was proposed by Cllr Ham that the Council should contribute towards the cost of the Charnborough bin and also purchase 2 additional bins for use at other locations around the village once locations are agreed.

ACTION: The Clerk to place the order for 2 x Glasdon Nestor 400 in black which is on special offer at £158.06 inc VAT

VW

13 Agree Grass cutting and grounds maintenance contract for Brenton's Landscaping 2019/20

Cllr Conn had put together a contract for the grass cutting and ground maintenance for the new contractor Brenton's Landscaping. The document had been circulated to all Councillors in advance of the meeting for comment of which there had been none. It was therefore agreed that the contract should be sent to Mr Ben Brenton for consideration and his signature to accept the terms laid down.

ACTION: Cllr Conn to finalise the formatting of the document. Clerk to then send the contract to Mr Ben Brenton.

AC/VW

14 Finance

14.1 Income

There was none.

14.2 Bank reconciliation

This would be adjourned until the next meeting.

Ag

14.3 Review and agree new water contract for changing rooms

The clerk provided the Council with charges from Love Energy Water who had quoted to supply the water at an annual cost which was £26 less per year than the existing supplier Water 2 Business. After discussion it was agreed by all Councillors that the contract should remain unchanged.

14.4 Accounts approved for payments:

The following payments were approved:

Clerk expenses (£36 home office)	£229.70
Cartridge Save – Ink cartridges x 2	£138.97
Wickstead – shackles for swing	£19.80
Bristol Gloucestershire, Somerset & Wiltshire Community Rehabilitation Company	£144.00
Water 2 Business – changing room water	£94.61
Glasdon UK Ltd – Dog waste bags	£457.07

It was proposed by Cllr Conn and seconded by Cllr Banks that the above mentioned payments be made.

Vote: 10 For, 0 Against and 0 Abstained

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

15 Play areas:

15.1 Consider quotes for replacing the fence around Highbury Playing Field

The Clerk read out three quotes to remove the existing fencing around the bottom of Highbury Playing field and replace with a post and rail fence with galvanized netting to prevent dogs entering the field.

ACTION: It was agreed that the Clerk should contact the contractor Tim Orledge to establish the following:

VW

- what spec timber he has quoted for,
- what is the quality of the timber,
- would they have bitumen on the bottom of the posts to prevent rotting,
- what depth would the posts be concreted in and
- how far apart would the posts be?

This will then be reviewed at the February Planning meeting.

Ag

15.2 Consider quote for extended feather edge fence behind BMX track

Tim Orledge was the contractor who installed the original fence. He has quoted £850 to extend the fence for 15m. It was proposed by Cllr Turner and seconded by Cllr Banks that the quote should be accepted.

ACTION: Clerk to notify the contractor and request a date for the work to be completed

VW

16 Review flyer for mailshot to address Dog Fouling in the village. Should we add an additional page? Agree how to dispatch.

The flyer had been circulated to all Councillors for perusal. All agreed that the document should be sent out to all households as a 1 page double-sided flyer.

ACTION: The Clerk to ask Darren Haines to print 1000 coloured copies at an agreed price of £68. These will then be split between Councillors for distribution.

VW

17 Allotments

17.1 Discuss and consider installation of water provision for Goodeaves Allotment

After discussion it was agreed that the installation of water at Goodeaves would be too expensive at this point in time.

- 17.2 Reschedule Goodeaves Allotment clearance date
The original date had to be cancelled due to snow. It was agreed that the skip should be delivered on Friday the 8th March for the allotment clearance to take place over that weekend.
- ACTION:** Clerk to book the delivery of the 8yard skip and to notify all allotment holders VW
- 17.3 Update on Allotments at Orchard Close ref fire
This will be adjourned for consideration at the March meeting. Ag
- 18 Update on Community Payback team and plan future projects**
Cllr Evans reported that many jobs have been successfully completed over recent months. Projects for the future include:
- Clearance of the Careys Mead hedge
 - Emptying the old grit bins
 - Litter pick and brush the hard courts
- It was agreed that Cllr Townsend will attend the next meeting and take photographs of the team at work and write a report for publishing in the Mendip Times. The Community Payback team appreciate such articles which provide positive promotion of the group.
- ACTION:** Cllr Townsend to take photographs and write a report for the Mendip Times AT
- 19 Meetings to attend / attended**
Saxonvale 2nd Consultation 15/02/19 from 2 til 7pm and 16/02/19 from 10am til 3pm @ The Silk Mill, Frome.
Mendip Country Practice Patients Participation Group meeting 14/02/19. Cllrs to email Cllr Townsend if there are issues which they would like to have raised. ALL
Frome Town Council – Climate Emergency & Fuel poverty event – 15/12/19
Parish Forum at MDC 27/02/19 @ 6.30pm
Litter Pick 30/03/19 @ 10am
Mendip District Council – Conservation listed buildings event – 30/01/19 @ 6pm Council Chambers. Slides have been circulated to all Councillors of the event.
- 20 Report of any risks identified**
There were none.
- 20 Correspondence**
Letter of thanks received from the Mendip Community Transport thanking the Council for its grant of £100 – No action required.
- 21 Matters of Urgency – at the Chairman’s Discretion**
The Clerk asked for approval to have the electrical assets PAT tested which was due for the annual check.
- 22 Date of Next Meetings:**
Wednesday 27th February 2019 Planning Meeting
Wednesday 13th March 2019 Parish Council Meeting VW
- The meeting finished at 22.00hrs**