

Parish Council of Coleford

Miss V Watts
Clerk to the Council
Tel: 07971 516916 / 01749 880428
Email: clerkcolefordsomerset@gmail.com

Gallant Hill Farm
Foxcote
Radstock
BA3 5YB

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

Present

Cllr Philip Ham (Chairman presiding)
Cllr Allen, Barrett, Drescher, Conn, Evans, Pearce and Townsend
There was 2 member of the public present.

Public Forum

- PF 1 Mrs Francis-Jones asked if there had been any progress with the potential installation of a new crossing at Highbury near to the junction with Church Street after the meeting with the Somerset Highways representative. Cllr Townsend said that the pedestrian crossing was not an option due to the lack of pavement on the Pharmacy side although they have agreed to explore the options of double yellow lines outside the Co-op and at the top of Church Street and also introduce a 20mph limit. A consultation process has commenced by the Highways team and it would be a minimum of 2 months before any scheme would be implemented.
- 2

If this was to go ahead it would directly impact on the car parking in the British Legion Car park. Talks will be held with local businesses regarding using the car par, if an agreement can be reached then the Parish Council may contribute towards the cost of the resurfacing of the car park.

1 Apologies for Absence (acceptance of any reasons offered)

Cllr Harding, Banks Hanney, Talbot, Turner 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 13 and 27th of February 2019

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

Vote:8 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:

- Mr Ben Brenton had received the contract for the grass cutting and grounds maintenance but had raised concern that 14 cuts was not realistic. He explained that for best results whilst using a gang mower, the grass should not be allowed to become too long and he suggested that 18 cuts would be more realistic. After discussion it was agreed that the Clerk would inform Mr Brenton that we would expect a minimum of 14 cuts but not more than 18.

Vote:8 For, 0 Against and 0 Abstained

ACTION: Clerk to write to Mr Brenton.

VW

The Dog Fouling flyers have been produced and need to be split between the Councillors to deliver to the whole of the village. It was agreed that Cllr Ham and Townsend would consider the areas for each Councillor which will be reviewed at the meeting on the 27th March. Ag

ACTION: Cllr Ham and Townsend to agree area for each Councillor. PH/AT

The Clerk confirmed that the sign showing the Cemetery rules, circulation of the amended rules to local undertakers along with contacting next of kin regarding the graves which are in an unacceptable condition are all to be carried forward.

ACTION: The Clerk to progress. VW

Litter Champions – Update on insurance cover and decide how to take this forward

It was agreed that the Clerk would pass on a litter picker and High viz to Ali Still and Teresa Hopkins to use on their regular litter picks. VW

Cllr Evans reported that the A-boards used at beaches for the 2 minute litter picks are sold to shops and there responsibility for insurance cover is with those businesses.

After discussion it was felt that the Council should:

- Promote the concept of the 2 minute litter pick
 - Seek litter champions
 - Provide the equipment
 - Seek locations
- Investigate how social media can be used to promote the campaign and show the results by asking volunteers to post photographs of the work they have done.

ACTION: The Clerk to progress.

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. 16 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 from a motor vehicle - 0
Theft of a motor vehicle - 0
ASB – 0

Somerset County Council Report

County Cllr Ham reported that:

Council Tax - This has been agreed at 2.99% plus 1.00% increase to cover Adult and social care to total 3.99%.

Somerset Rivers Authority - There is a bill going through parliament to become a precept body. The bill is under David Warburton MP for Frome and Somerton.

Climate Change Emergency – A motion has been passed by Full Council with SCC putting £25K into a fund to look into how the Council could improve its carbon footprint. A Scrutiny Task and Finish group is being set up to take this forward. District Councils are also passing the same motion with Mendip District Council putting £100k forward for officers to work with members to bring forward ideas to help the situation.

Budget – A full balanced budget for 2019/20 has been voted through Full Council which includes building reserves back up to around 15 million.

Halecombe Quarry – The planning permission 106 agreement has now been agreed with 2p in every ton leaving the quarry being paid into a Community fund. The parishes of Coleford, Mellis, Whatley and Leigh-on-Mendip will be able to apply annually for grants from this fund.

Further

5.3 District Council Report

District Cllr Townsend reported as follows:

14th February – Mendip Country Practice Patients Participation Group

- Winter footfall some 50% higher than last year, probably due to Mendip Flu
- Very few complaints about the new telephone triage system

20th February – MDC Planning Board

- Wookey development of 9 houses approved
- Launcherly near Wells, wedding events operation approved

25th February – MDC Full Council

- Leader update on the last 4 years, including maintaining services in challenging times, promoting local economic growth e.g. Charlie Bigham and Wild Beer, supporting Youth Services and the CAB, protecting Mendip's interests in the Local Authority reorganisation debate.
- Climate Emergency Motion – emotional public speakers, anything from glyphosate to packaging to rising sea levels to crop failures were mentioned, agreement that something practical should be done, funding allocated to examine, including the implications of “carbon neutral” including the contribution of Hinkley B and C above
- Council Tax, formally agreed the £5 (3.26%) increase for Mendip. Levels of services will be maintained despite the complete removal of the Central Government Rate Support Grant as a result of the Council's efficiency measures and commercial operations.

28th February – Parish Forum

- The nomination period for Councillors for the May elections opens on 19/03 and closes on 03/04
- New levels of Planning Training are proposed
- Are we interested on being on the SRA Flood Network?
- Brexit – limited impact expected at local council level, a Local Resilience Forum has been set up
- Better attended with c30 there

12th March – KeyRing Lettings Director's Meeting

- Two additional properties let
- A challenging large family in Frome successfully rehoused

District Cllr Ham reported that

Saxonvale – The 2nd consultation has taken place and a masterplan has been signed off as a step in the sale and overage agreement with the developers. Outline planning permission application will be submitted in April. A huge interest in the commercial element and enquiries being dealt with. £70 million pound build to which hopefully Frome and Mendip will be proud of.

Feasibility Funding – A sum of £380K has been agreed to include improvements to infrastructure as follows:

- Glastonbury (Chickwell Street) bypass
- Walton Ashcott bypass
- Shepton Parkview railway – to link Cranmore Merehead to Frome, Westbury, London. James Heaphy spoken on this topic in the House of Commons this week.

Shape Mendip Community Lottery Awards – There were 36 applications received and 22 winners, each collecting £500 and a certificate. Winners included:

- Coleford @ the Hub
- Holcombe Gala
- Stoke Music Festival
- Cranmore Village Hall roof repairs

The Lottery has raised around £30K towards community funding to date. It is hoped that with this first round of funding other community groups will support the lottery. Information can be found online on how to sign up and buy tickets where you can support the Coleford Hub.

5.4 Councillors – details of meetings attended this month

Councillor Ham attended:

As County Councillor:

- 13th February – Wainwrights Quarry meeting
- 20th February – Full Council meeting
- 6th March – Policies and Place Scrutiny meeting
- 7th March – Regulation Committee – Halecombe Quarry

As District Councillor:

- 13th February – Changing Places Bath & West
- 15th February – Saxonvale consultation
- 18th February – CAB meeting
- 18th February – Cabinet
- 21st February – Stakeholders meeting – Saxonvale
- 21st February – Stoke St Michael Parish Council
- 25th February – Full Council
- 26th February Leigh on Mendip Planning meeting
- 28th February – Saxonvale project board
- 28th February – Saxonvale members meeting
- 28th February – Parish Forum
- 1st March – Phoenix board meeting
- 4th March Shaper Mendip Lottery awards selection
- 5th March – Shape Lottery Community awards ceremony
- 11th March - Cabinet

As District Councillor:

- 8th March – Flower Show

Councillor Townsend attended:

- 14th February – MCP Patients Participation Group
- 20th February – MDC Planning Board
- 21st February – Stoke St Michael Parish Council
- 22nd February – Election formalities
- 25th February – MDC Full Council
- 28th February – Parish Forum
- 5th March - Holcombe Parish Council
- 7th March – Mendip Lottery Community Awards
- 10th March – KeyRing Directors Meeting

6 **Planning**

6.1 Decisions on previous applications

The Clerk reported that an email had been received from Mr Eugene Osborne which outlined his concerns on how the Council had dealt with the recent planning application 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). It was also questioned why the plot had been allocated as a preferred location of housing as part of the Local Plan Part II.

After discussion it was proposed that a letter be sent to Mr Osborne to explain that at the meeting on the 13th February it was agreed that Cllr Ham should seek clarification from the planning officer with respect to the variations. The planning officer advised that the expression “variation of condition 2” did not mean a change to terms and conditions but a change to the formal drawings called up. The change shown on the revised drawing with the dwelling moved back further from the road and reduced slightly in size with a layout change. This was not totally clear from the drawing due to this being all in black and white and not colour. There were no other changes. On this basis Cllr Ham confirmed the Recommended Acceptance by the Parish Council in accordance with the minutes of the meeting of the 13th February.

It should also be highlighted to Mr Osborne that Mendip District Council carried out a full public consultation process regarding potential development sites in the course of preparing the Local Plan Part II. That document is now with Planning Inspectorate for final review including public hearing which is expected in early summer. If Mr Osborne would like further information on this consultation process then he should contact Mendip District Council.

ACTION: The Clerk to draft a reply based on the above.

VW

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 said that that split in the road surfacing at Lipyeate was reported and repaired very promptly.

Cllr Allen asked if there had been any progress with the damaged road edging on Charnborough Lane? Cllr Townsend said that he would raise this again with Charlie Higgins from Somerset Highways the next time they were to meet.

The road at Ham has recently developed some pot holes which Cllr Townsend will investigate and report.

7.1 Update on safety proposals at Crossways Junction

Somerset Highways have agreed to explore the options of double yellow lines outside the Co-op and at the top of Church Street and also introduce a 20mph limit. A consultation process has commenced but it would be a minimum of 2 months before any scheme would be implemented. This will be ongoing.

7.2 Discuss request for contribution towards resurfacing of Coleford Legion Car Park

This is dependent on the outcome of whether Somerset Highways are able to implement the double yellow lines. This will be ongoing.

7.3 Discuss request to alter or remove the rails to allow easier access for parents with pushchairs/disabled access at both ends of the footpath from Church St to Beacon View

Councillors had taken a look at the rails in question and all agreed that they were too narrow for wheelchair access or the new modern pushchairs. It was noted that if this footpath was more accessible it would give a direct route to the primary school without using Highbury Street from the Church Street through to the school.

It was proposed by Cllr Townsend and seconded by Cllr Conn that all 3 sets of rails should be removed by cutting off at ground level with the hollow pipes remaining in the ground being filled with concrete.

Cllr Drescher agreed to undertake the work. The footpath will then be monitored for a trial period and reviewed to ensure that safety of all parishioners is paramount.

Vote: 8 For, 0 Against and 0 Abstained

ACTION: Cllr Drescher to complete the work.

8 Review Autumn / Winter Footpath report for North & South of Village

The Clerk confirmed that a copy of the reports had been sent to the Somerset Rights of Way team to action the repairs needed. Councillors had received an electronic copy of the report and if they had any comments then they are to email the Clerk.

9 Discuss replacement of components for Fingerpost Signs

Cllr Townsend had emailed the dimensions to the Clerk so that quotes can be obtained. Cllr Ham said that he had received a quote of £50 to weld a finger to the existing post, which would mean that the post did not have to be dismantled.

ACTION: Clerk to seek quotes for the new sign

VW

10 Update on the Election process

The Clerk confirmed that purdah takes place between 24th March and the 2nd May. The Annual meeting of the Parish is scheduled to take place on the 24th April but Somerset Association of Local Councils have advised that the Annual Parish meeting should not take place during purdah. It was therefore agreed that the meeting would be postponed to take place on the 22nd May. Light refreshments will be provided.

Nomination packs would be handed to all Councillors at the end of the meeting. These should be completed and returned to the Clerk at the Planning meeting which will be held on the 27th March. The Clerk will then take all nominations papers to be submitted by hand to Mendip District Council before the deadline of the 3rd of April.

The Annual meeting of the Parish Council will take place on the 8th May.

11 Play areas:

11.1 Consider quotes to replace the fence at the bottom of Highbury playing field with post and rail

The Clerk had contacted Mr Tim Orledge who has confirmed that the timber which would be used for the Highbury Fence would be as follows:

- Posts 5 x 3 x 6ft
- In the ground by 2ft
- 6ft apart
- Purchased from A J Charltons
- Long last post - 15 year minimum life expectancy
- No bitumen on the bottom but it's usually at the point where it enters the ground rather than below the ground that rots.

It was agreed that the specification was sufficient and that Mr Orledge should be instructed to undertake the work.

ACTION: The Clerk to write and confirm acceptance of the quote and request the work be completed at the earliest opportunity.

11.2 Consider whether to consult the village on the future renovation of the hard court play area, Highbury

It was agreed that a consultation should take place later in the year when the Parish Plan is revisited.

11.3 Consider request to install a basketball hoop at the hard courts play area, Highbury.

Cllr Ham has located the basketball hoop and will meet with Cllr Drescher to discuss the installation at the hard courts. Agenda item for the next meeting.

Ag

PH/AD

ACTION: Cllr Ham and Drescher to meet and report back to Council.

11.4 Update on Roman Way play area

The Clerk confirmed that Alviaan had removed the old safety surface and reseeded the area which was now fenced off to allow the seed to grow. The installation of the new equipment is scheduled for April.

12 Review and agree the Cemetery rules

The Clerk had amended the Cemetery rules in line with the discussion at the last meeting which had then been circulated to all Councillors. It was agreed that the new rules should be adopted and circulated to all local undertakers highlight the change.

Vote:8 For, 0 Against and 0 Abstained

ACTION: The Clerk to progress.

13 Finance

13.1 Income

There was none.

13.2 Bank reconciliation

This would be adjourned until the planning meeting on the 27th March 2019.

14.3 Accounts approved for payments:

The following payments were approved:

Clerk expenses	£72.56
Darren Haines – Printing dog incident form	£68.00
Mr Stanley – Winter footpath report South of the village	£50.00
Mr Hedges – Winter footpath report North of the village	£50.00
Alvian Ltd – Removal of surface at Roman Way	£594.00
Cllr Conn - Mileage	£9.50
Cllr Evans – Community Payback expenses	£20.68

It was agreed that the above mentioned payments should be made.

Vote: 8 For, 0 Against and 1 Abstained

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

14 Allotments

14.1 Goodeaves Allotment clearance date

The skip was delivered on Friday the 8th March and the allotment clearance took place over the weekend. A big thank you to Councillors Harding, Barret and Hanney that did a great job. The Allotmenters also got stuck in and were grateful of the skip to clear their individual plots. A large amount of rubbish was removed and there was a great community spirit on the day. The Clerk to contact all involved to thank them for their effort. JW Waste skip can now be collected.

ACTION: Clerk to arrange collection of the skip and contact all involved to thank them.

VW

14.2 Update on Allotments at Orchard Close ref fire

It was agreed that a letter should be sent to the homeowners to ask if they would be interested in taking on the ownership of the allotment. The draft letter should be circulated to all Councillors for comment to be reviewed at the meeting on the 27th March.

Ag

ACTION: Clerk to draft the letter

VW

15 Litter champions – Update on insurance cover and decide how to take this forward.

Already dealt with at the start of the meeting.

16 Meetings to attend / attended

30/03/19 Litter Pick @ 10am meeting at Highbury playing field.

17 Report of any risks identified

There were none.

18 Correspondence

Clerks and Councils Direct newsletter – No action required

Mendip Plan Part II update – No action required

NALC Affordable Housing – Call for evidence. Cllrs to respond direct if they wish

19 Matters of Urgency – at the Chairman’s Discretion

The Chairman asked for the Hedge at the back of Church Street garden to be cut back at the earliest opportunity – Clerk to arrange.

VW

Cllr Evans confirmed that the Community payback team would be emptying the old grit bins on their next visit. It is intended that the team will clean the bus shelters on a future visit.

Clerk to check if the bus shelters feature on the asset register.

VW

20 Date of Next Meetings:

Wednesday 27 th March 2019	Planning Meeting
Wednesday 10 th April 2019	Parish Council Meeting

The meeting finished at 21.50hrs