

# Parish Council of Coleford

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## Minutes of the Parish Council Meeting held on Wednesday the 8<sup>th</sup> May 2019

### Present

Cllr Philip Ham (Chairman presiding)  
Cllr Banks, Conn, Evans, Harding, Hanney and Pearce  
There were no member of the public present.

### Public Forum

- PF 1 Cllr Conn reported that the area adjacent to the footpath to the rear of the Kings Head public house has started to be cleared, which is good news. However, the gates have been left open and now poses a risk for youths entering to investigate the old JCB which is onsite. It was agreed that the Clerk will contact Hayley Wilkins of MDC neighbourhood services to report the risk. VW
- PF 2 Cllr Conn noted that one of the 30mph signs at the bottom of Doors Hill has gone missing whilst the other is obscured by the hedgerow next to the farm. Cllr Pearce will report to Charlie Higgins of Somerset Highways department. CP
- PF3 Cllr Banks asked if there had been a response from Somerset Highways regarding the request to extend the 30mph limit and install cattle crossing signs on Newbury Lane outside Mr Philips farm. Cllr Pearce to speak with Rebecca Davies of Somerset Highways. CP
- PF4 Cllr Barrett asked if anyone had heard when the work on the new Co-op was due to start as people were keen to establish when a full post office service would return. There had been no updates.
- PF5 Cllr Evans reported that the hedge cuttings and bicycle parts at Careys Mead have not been collected by Idverde. The Clerk to follow up. VW
- PF6 Cllr Evans said that Idverde had done a good job on the grass cutting at Careys Mead however the strimming is still not addressing the stinging nettles around the perimeter. Clerk to contact Hayley Wilkins of MDC neighbourhood services and ask that this be addressed. VW
- PF7 Cllr Evans said he was concerned that some of the trees on the green at the entrance to Preachers Vale had started to die. Cllrs Barrett and Harding to investigate and report back to the Council for further discussion. MB/NH  
Ag
- PF8 The Clerk said that she had received a phone call highlighting that the white lining at the junction of Brewery Lane at Lipyeate was non existent and needed to be repainted. Cllr Pearce to raise with Charlie Higgins of Somerset Highways department. CP

### 1 Apologies

Cllr Townsend, Drescher, Talbot and PCSO Storey all 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 10<sup>th</sup> and 24<sup>th</sup> of April 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.

#### 4 Matters Arising

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

- A complaint had been received to say that sewage is leaking up from the ground in Beacon View. The Clerk had spoken with both Wessex Water and Bristol Water regarding the issue and both were adamant that they do not have any pipes in this location. Further investigations is needed. The Clerk to speak with Hayley Wilkins and Niall Robinson of MDC to see if they are able to assist. VW
- The hedge at the rear of Church Street garden has still not been cut. The Clerk to contact the contractor and state this needs to be completed as a matter of urgency. VW
- Clerk has sent a letter to the pubs and shops to see if they would hold litter picking equipment for the Litter picking campaign. The Co-op and Piano Shop have said they are happy to be included. The Clerk to progress. VW
- The Clerk confirmed that a further quote had been received for the Cemetery Sign from Mendip Signs at a total cost of £75. All agreed that the quote should be accepted by the Clerk. VW
- The Clerk had sent a letter to the homeowners asking if they would be interested in taking on the ownership of the Orchard Close allotments. Emails have been received from 2 owners expressing an interest in taking on the rented ground to provide an extension to their gardens. The Clerk will contact the 2 residents that have not responded to see if they would be interested. VW

#### 5 Reports-

##### 5.1 PCSO report:

PCSO Michael Storey did not attend and no report was received.

The PACT meeting took place on the 16<sup>th</sup> April at Nunney Village Hall.

##### Somerset County Council Report

County Cllr Ham reported that it had been a quiet month for Somerset County Council due to the District elections. The results of which will affect the County and District Councils i.e. Somerset Waste Partnership. Districts have changed politically so leaders and deputy leaders along with the total administration are changing. Work continues on main offices at Taunton and property is being sold to pay for modernization with savings in years to come.

Other point of interest reported were:

- Somerset Day takes place on the 11<sup>th</sup> May. More details can be found on [www.somersetday.com](http://www.somersetday.com)
- The first Somerset Education Business Partnership awards took place recently. Businesses, education and careers support teams came together to celebrate some amazing ways that businesses are working with education across Somerset to create understanding, opportunities and enthusiasm for their future workforce and leaders. A project to involve young people with special needs was a finalist in the awards. Last year a shop run by young people with stock created by pupils from special schools across Somerset opened in Taunton and this spring its running again in Yeovil. The project is a partnership between special schools and specialist provision within Somerset. Students are helped to set up the shop to sell their enterprise products and they are managing it with support.
- After several months of consultation SCC has developed firm proposals to improve and widen support to children who care for a family member. Under the proposal young carers will be identified and supported at an appropriate level, with specialist support from the County Council and the voluntary sector being widely involved.
- Nearly 98% of Somerset children were offered a primary school place at one of their top 3 choices for September 2019. Overall 97.7% of the 5664 applicants were offered a place at one of their top three primary school choices and 92.17% received their first choice.
- In the last 18 months Somerset Diverse Communities Small Grants Fund has distributed £5921 and a total of 22 grants. This has seen communities benefit from funding specifically to support black and minority ethnic community groups in Somerset. The application process is straightforward and can be used by community groups. Grants are a maximum of £500 and funded by Somerset Equalities Officer Group.

- Following an assessment of the state of the current building a temporary community library partnership agreement has been signed with Street Parish Council which will enable a library to open in the Street Parish Rooms later in May. This is excellent news and will deliver continuity for Streets much valued library service.
- The Librarian Theatre is touring Somerset Libraries this summer presenting The Green Ship by Quentin Blake. The theatre production of the book is their first ever stage adaption they are under taking an epic 50 show tour of the play between the 1<sup>st</sup> May and 30<sup>th</sup> June around UK libraries including four in Somerset. More details are available at [www.librariantheatre.com/thegreenship](http://www.librariantheatre.com/thegreenship)
- BT have become the latest utility company to taken to court and will have to pay a total of £36237. Six counts dealt with at Taunton Magistrates Courts related to incidents in July last year. BT executed street works without the approval and the works were also deemed to be in contravention of the safety guidance.
- The Adult social care content of the successful Somerset Choices is being revamped and updated. The Somerset community connect website is an online information and advice guide and directory of services to manage their own health and wellbeing. By the beginning of June it will also provide information on what help and support is available at home as well as an equipment self-assessment.
- Few Somerset residents are aware that the County Council are the owners of the track bed of the West Somerset Railway but with that ownership comes responsibilities. Work is now ongoing to upgrade the Seaward Way level crossing in Minehead which has reached the end of its serviceable life and no longer fits the standards required. The work represents an investment of £1 million to upgrade the facility to comply with modern rail regulations.
- Over 1000 people visited Dillington House for the Easter extravaganza over the bank holiday weekend. The house is open for local visitors and hotel guests alike with afternoon tea and a Sunday carvery on offer, alongside beautiful wedding and conference settings and wider ranging adult education opportunities. More details are available on [www.dillington.com](http://www.dillington.com)

### 5.3 District Council Report

District Cllr Townsend sent the following report:

“Mendip Report - pleased to report that Philip and myself were re-elected and look forward to working with you in that role for the next four years. Seats won on the Council were:

LibDems. 22  
 Conservatives 10  
 Greens. 10  
 Independent 5

As 24 seats are required for a majority clearly the LibDems will need support from others. We have no news yet of any coalition or co-operation agreement, though it is clear from the Green leader’s interview on Radio Somerset that he expects Green policies to be implemented.

One significant item of Mendip business to report is a substantial contribution being awarded to the YMCA to assist with their work in preventing homelessness.

District Cllr Ham reported that on the election results:

LibDems. 22 – 17 new  
 Conservatives 10 – 9 new  
 Greens. 10 – 1 new  
 Independent 5 – 2 new

Making a total of 30 new members leaving only 17 of the old members. The dust will settle, new committees, new leaders and new groups.

There are many projects in the pipeline, it will be for the new administration to decide on how to succeed with them.

Saxonvale outline planning was submitted on 30/04/19.

A good balanced budget was produced for 19/20 and MDC was in good financial position before the election.

As they say “the club is bigger than the players”. We move on.

#### 5.4 Councillors – details of meetings attended this month

Councillor Ham attended:

As District Councillor: Meetings attended in the month were

- 18/04 – Phoenix Board
- 18/04 – Saxonvale Project board
- 30/04 – Saxonvale Project
- 28/04 – Meeting with planners

As Parish Councillor:

- 16/04 – Hub meeting with Charlie Field SCC

Councillor Townsend attended:

- 15/04 - April Hub meeting with Somerset County Council
- 06/04 - MDC Planning Board site visits
- 17/04 - MDC Planning Board
- 24/04 - Meet Mrs Usher re access track to cemetery
- 01/05 - Hub Meeting re way ahead.

### 6 **Planning**

#### 6.1 Decisions on previous applications

There were none.

It was asked whether the new house currently being built adjacent to the old Police Station appears to be closer to the highway than planned, limiting turning off road. Cllr Townsend to seek clarification

AT

#### 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**

#### 7.1 Update on safety proposals at Crossways Junction

This continues to be ongoing.

Ag

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

This is closely related to the agenda item 7.2 and is therefore ongoing.

Ag

#### 7.3 Review the removal of the rails on the footpath from Church St to Beacon View

Cllr Townsend said that SCC Highways have responded to the safety issue raised regarding the Beacon View footpath exit on to Church St. On the 25<sup>th</sup> April the Highway representative emailed to say that it was their view that we could either reinstate the barriers or erect one on the edge of the highway and they indicated the path there was not adopted. This latter option is therefore open to us within our control.

It was agreed that the Clerk would seek quotes for the installation of a frame with 3-4 inch mesh from:

VW

- Dave Lucy
- Reeds at Wantsrow
- Terry Reakes

This should be installed on the kerb adjacent to the roadside.

### 8 **Finance**

- 8.1 Income – Carried forward until the 22/05/19 Ag
- 8.2 Bank Reconciliation - Carried forward until 22/05/19 Ag

- 8.3 Insurance – The Parish Council insurance expires on the 1<sup>st</sup> June. Quotes have been sought from Came and Co (Brokers who seek quotes from 3 suppliers) who quoted £911.62 for a long term agreement and BHIB (the current supplier) who quoted £788.46 for a long term agreement. After discussion regarding the cover provided it was proposed by Cllr Evans and seconded by Cllr Ham that the quote from BHIB of £788.46 for a 3 year agreement should be accepted. Clerk to action. VW
- Vote:9 For, 0 Against and 0 Abstained*

- 8.4 **Payments**  
The following payments were presented for approval.

Clerk expenses	£82.94
BHIB Insurance	£788.46
Somerset Association Local Councils – Annual membership to include NALC	£600.70
Mr A Mason – Internal Audit	£84.00
MR K Evans – Community pay back expenses	£13.40
CPRE Annual membership	£36.00
Chris Ingreem – Renovation of fingerpost signs	£485.00
CRC BGSW – Community pay back	£72.00
Brenton Landscapes – Grass Cutting	£525.00

It was agreed that all should be approved. The cheques were signed by Cllr Conn, Ham and Banks.

*Vote:9 For, 0 Against and 0 Abstained*

The Clerk said she had been approached by Ben Brenton, the contractor dealing with grass cutting who is concerned that the grass is growing at such a rate that it needs to be cut every week. The Clerk explained that the Council would understand that there would be periods when this was required but it would not be prepared to pay for a weekly cut throughout the cutting season and his judgment must be used. He said that he was keeping a photographic record of the grounds each visit of before and after the cut. It was agreed that the open dialogue should be encouraged throughout the season and that the Cemetery should be the priority.

- 9 Consider quotes received for replacement of components for Fingerpost Signs**  
The Clerk had received a quote from Kelston Forge to provide an additional finger and finial for the finger post near Kilmersdon and Newbury. The detailed quote totalled £1485.00.

After discussion it was agreed that further thoughts would be given to whether there was a redundant sign that could be reused to renovate the Luckington sign. This is to be an agenda item for the next meeting. PH/CP  
Ag

- 10 Consider quotes received for a second Defibrillator for the village**  
The Clerk had sought several quotes for a defibrillator and cabinet for installation at the Kings Head public house. Prices varied greatly. There is a lot of information to digest and it is difficult to compare like for like. It was therefore agreed that the quotes and information received would be taken by Cllr Harding to seek an expert opinion from a contact who works in the health profession. This will be reviewed at the next meeting. NH  
Ag

- 11 Discuss ground conditions in the Cemetery**

The Clerk said that she had had a conversation with the grave digger who was immensely concerned over the condition of the ground in the cemetery. He asked if the Council would only permit that graves be provided as single depth. This is due to the amount of water which fills when digging double depth which impacts on the stability of the grave. He said that it causes him much concern and anxiety when preparing such graves as he doesn't want the responsibility of an issue on the day of an interment. It was a fact that double depth graves can experience waterlogging.

It was noted that if only single depth graves were used then the life expectancy of the cemetery would be halved. If this was agreed there would no doubt be requests from next of kin to reserve plots adjacent to those loved ones who had passed away which could cause problems in the management.

It was questioned whether a geophysics investigation would be helpful to establish if there were any springs within the grounds. Or is this a problem that with careful selection of the plots could be managed? It was agreed that the Clerk would seek advice from the Institute of Cremation and Cemetery management (ICCM) to see if they are able to advise. Agenda item for the next meeting.

Ag

## 12 Update on Allotments at Orchard Close ref fire

The Clerk to follow up on the letter sent to the homeowners asking if they would be interested in taking on the ownership of the allotment.

VW  
Ag

## 13 Play areas:

### 13.1 Update on basketball hoop installation at the hard court

The Clerk had researched the cost of new hoops and for a combined football goal with integrated basketball hoops. Prices range from £1500 to £4000 for one unit. Cllr Ham took the information to give further consideration. Agenda item for the June meeting.

PH  
Ag

### 13.2 Consider condition of the timber of the junior swings at Coleford play area.

In the last annual play area inspection the base of one of the posts on the swing at Coleford Play area was highlighted as having an amount of decay. The Clerk has been monitoring and asked Cllr Conn to also take a look as she felt that the decay had advanced to the point where it now needed replacing. It was proposed by Cllr Conn that the post be replaced immediately and if this can be completed within the next 2 months the swings would be able to stay in use but if it was to take much longer then it would need to be closed to the public. The Clerk to seek a quote with lead time from play equipment contractors.

VW

## 14 Meetings to attend / attended

PACT meeting at Nunney 16/04/19 @ 7.30pm – Minutes already circulated.

SALC Council Essential training – Clerk to recirculate and all Councillors that have not completed the essential training should try to attend one of the various dates advertised.

VW

## 15 Report of any risks identified

The land to the rear of the Kings Head as mentioned within the public forum. Clerk to report.

VW

## 16 Correspondence

16.1 Email from Mr A Mason advising the results of the internal audit. The points covered were:

- some un-presented cheques need addressing during this year,
- recording split cheques,
- printing details for salary payments
- ensuring that receipts were received for grants awarded during the year.

The clerk will ensure that these points are addressed.

VW

16.2 Wells Vineyard Church – Request for funding to support food bank and furniture storehouse. The Clerk to establish if the group have supported anyone in the village and report back to decide whether to support

VW

16.3 CPRE Newsletter – Circulated to Councillors for perusal

VW

16.4 Clerk and Councils Newsletter – Circulated to Councillors for perusal

## 17 Matters of Urgency – at the Chairman's Discretion

Cllr Turner asked if there had been any progress with respect to the installation of a path to the rear of the Church. The Clerk has sent out a letter to contractors seeking quotes for the work for consideration.

It was noted that Rev'd Clarissa Cridland would need to apply for a faculty before any work could start and would therefore need to be informed if the Council was to agree to funding the project.

- 18** **Date of Next Meetings:**
  - Wednesday 22<sup>nd</sup> May 2019      Planning meeting and Annual Meeting of the Parish & Planning Meeting
  - Wednesday 12<sup>th</sup> June 2019      Parish Council meeting

**The meeting finished at 21.45hrs**