

Parish Council of Coleford

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Gallant Hill Farm
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Radstock
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Minutes of the Parish Council Meeting held on Wednesday the 12th June 2019

Present

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

Public Forum

- PF 1 Cllr Evans reported that an engagement ring had been found in a Coleford field. It was going to be advertised to see if it could be reunited with its rightful owner.
- PF 2 It was reported that a car is regularly parking at the entrance to the footway where Church Street becomes Underhill making it impossible to pass and causing pedestrians to have no option but to walk the road. It was agreed that a request should be made to Somerset Highways to ask if a white line could be added to prevent parking. Cllr Townsend to raise with Charlie Higgins of Somerset Highways at the next meeting. AT
- PF 3 A complaint had been received stating that Brenton's Garden Care had not been cutting the grass tight to the boundary at Beacon View. Clerk to request that this be addressed. VW
- PF 4 The grass at Highbury bus stop has not been cut to the rear boundary. Clerk to contact Idverde and ask that this be rectified. VW
- PF 5 An email had been received from a resident which highlighted concerns over the state of the pump track in particular around the CRG container. Suspicious behaviour had also been noted by several people which could indicate the dealing of drugs in that area. Cllrs Harding and Ham will investigate the site with the Clerk highlighting to the PCSO. PH / NH
VW
- PF 6 Cllr Conn said that a new sign had been received from Sport England which he will install at the pump track. AC

1 Apologies

Cllr Townsend, Barrett, Allen, 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 Annual Parish Council meeting and the monthly Parish Council meeting held on the 8th May 2019 and the Planning meeting held on the 23rd May 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:

- The Clerk had reported the safety concerns around the site to the rear of the Kings Head Inn to MDC. The Clerk to follow this up and request that the site be made safe VW
- The Clerk said that she had spoken with Niall Robertson from MDC who confirmed that the pipe at Beacon View was the responsibility of the Parish Council as it was on Parish Council land. He gave contact details for AJC drainage, a company who could help to clear the blockage. It was agreed that the Clerk would check ownership of the area as it was part owned by MDC and part by the Parish Council. VW

5 **Reports-**

5.1 PCSO report:

PCSO Michael Storey did not attend and no report was received. The Clerk read out a report from Chief Inspector Sharon Baker as follows:

“I thought it good timing to drop you all a quick update on what your local teams have been doing to tackle County Lines. Whilst the activity I have highlighted is over the last fortnight, it is typical of what they are doing regularly across nearly all of our towns.

We had a week of action aiming to disrupt County Lines offenders from operating but also aimed at protecting those most at risk. In South Somerset and Mendip alone we visited 47 households, speaking to individuals we know are targeted, we worked with colleagues in housing and social care to ensure appropriate safeguarding measures were in place for those at risk.

The visits led to the seizure of what we believe to be Class A drugs, and other items connected with dealing drugs. I have copied in the press release below, which can be found on our website and accessed via this link;

<https://www.avonandsomerset.police.uk/news/2019/05/county-lines-drug-dealing-lines-bombarded-with-disruptive-text-messages-during-week-of-action/>

We have had the support of specialist officers from across the force to help us tackle County Lines drug dealing, including patrols by our mounted colleagues in Yeovil. Other specialist units are less visible but are here helping us to catch those responsible. Our Traffic colleagues have been supporting us trying to find vehicles used by drug dealers, and while in our towns seizing uninsured vehicles they come across.

The additional officers helped us increase our pro-active capability and numerous searches and arrests have been made as a result, cash and drugs once again seized, causing further disruption to those offenders. In addition to this we have carried out 4 warrants searching suspected premises responsible for dealing drugs in just the Mendip area alone.

I hope you can see tackling those intent on causing our communities most harm is a real team effort – and that includes you.

We actively monitor addresses and persons of concern, but obviously only when we know, and rely on information being passed to us from the public and professionals.

If you would like me or a member of my team to come and brief any groups or staff about County Lines or indeed any other issue you are worried about please just ask myself or a member of your local team. Thank you for your continued support of our local teams”.

Somerset County Council Report

County Cllr Ham reported as follows:

The Panorama programme 'Crisis in Care' highlighted the incredible work by Adult Social Care staff based in Somerset. In two moving programs the difficulty of managing the ever increasing demand with reduced funding was brought into sharp focus. The programme-provides a balanced view of the challenges faced by front line staff and the Council and is hoped that it will help galvanize the national debate on the future of funding of care. County Cllr Ham said that the programmes were being shown at the House of Commons that evening.

National Volunteering week is the first week in June where invaluable work of volunteers from across the County is recognized and celebrated. Every week hundreds of volunteers give up thousands of hours to support a wider range of activities throughout Somerset. Volunteering through the County Council could not be easier whether its driving or mentoring, assisting the libraries or AONBs there are opportunities for everyone at www.volunteeringsomerset.gov.uk

Summer camps are at the heart of the LIFEbeat experience providing intensive residential programs where 50 young people work together with adult staff and volunteers to form creative community for a week. LIFEbeat focus on four outcomes which allow young people to build a greater understanding of themselves and others; self-esteem, emotional intelligence, social skills and resilience. More info can be found at www.lifebeat.uk/somerset/somerset-camp-2019

Somerset County Council have agreed to a further £1.3m of funding to the £1m budget to deliver a significantly increased number of member led small improvement schemes over the next 12 months. It is predicated that the number of deliverable scheme in the year will rise from 20 to 60 and work is now ongoing to re-schedule the delivery dates.

In 2019 Somerset County Council had 68 resurfacing schemes (17 principal road schemes, 51 non principal road schemes) totaling 22 miles to deliver plus 2 flood related re-surfacing schemes in West Somerset. In addition there will be surface dressing at 152 separate locations totaling 148 miles of roads. The total budget for this work is £14.5 million.

Volunteers are needed this summer to pass their love of reading onto children during this year's Space Chase Summer Reading Challenge taking place across all of Somerset Libraries. Last year over 7400 children took part in the challenge and this couldn't be achieved without the help of volunteers who need to be aged 13 and over, with a love of reading and able to give up spare time of their summer holiday (13th July to the 7th September) For more information www.somersetlibraries.co.uk/srcvolunteering

Somerset Cider producers have been put to the test as part of a programmed of annual food sample test to ensure that food is properly described, compliant with required labelling and does not contain unauthorized additives or other substances that would make them unsafe. As Somerset is a major cider producing area artisan ciders were tested for compliance with labelling, alcohol content, and the undisclosed use of sweeteners and the presence of sulphites. Most samples taken were satisfactory however 6 were found to have artificial sweeteners which were not properly declared and one contained sulphites which were not indicated. All alcoholic content was satisfactory.

5.3 District Council Report

District Cllr Townsend sent the following report:
Under the new regime my new appointments are:

- Planning Board – Substitute Member, previously a Full Member
- Licensing Board – Full member as before
- Audit Committee – Substitute member
- KeyRing Lettings – no longer a Director
- Quarry Liaison – still a member

June is a very full month with a total of some 18 Meetings and Training sessions planned. The Parish Forum will be held at Mendip Council Chambers on Thursday 13th June starting at 6.15pm.

Mendip District Council responded very swiftly to a request to clear a mattress and other rubbish which had been fly tipped in Dark Lane.

Mendip District Council have obtained a £50k Government grant to help with the homeless problems, which is being allocated to KeyRing to employ a specialist to seek out and support rough sleepers

District Cllr Ham reported that the new administration structure is now in place with 11 Cabinet members instead of 6 and 7 Cabinet assistances instead of 3. The cost therefore has doubled overnight. Cllr Ham confirmed that his roles were as follows:

- Chair of scrutiny and working groups
- Deputy leader of the Conservatives
- Equalities
- Migrant forum
- Quarry liaison
- Audit Committee substitute
- Director of Frome Independent Market

Local Plan Part II hearing to take place end of July, early August. Coleford is on the 1st of August re proposed allocation of land above the old recycling depot. The planning appeal for a garage at 46 Beacon View has been dismissed by the planning inspectorate.

5.4 Councillors – details of meetings attended this month

Councillor Ham attended:

As County Councillor were:

- 15/05/19 Full Council
- 22/05/19 Policy & Place Scrutiny

As District Councillor: Meetings attended in the month were

- 16/05/19 Stoke St Michael PC
- 20/05/19 Full Council
- 03/06/19 Cabinet
- 05/06//19 Scrutiny
- 04/06/19 Governance, Ethics, Finance training
- 07/06/19 Market Place event
- 07/206/19 Scrutiny meeting re working groups

Councillor Townsend attended:

- 14/05/19 KeyRing Directors
- 16/05/19 Stoke St Michael Parish Council
- 17/05/19 KeyRing Directors
- 20/05/19 Mendip Full Council
- 28/05/19 Holcombe Annual Parish Council
- 30/05/19 Mendip Media training
- 03/60/19 Mendip Cabinet
- 04/06/19 Mendip Governance, Ethics and Finance training
- 04/06/19 Holcombe Parish Council
- 07/06/19 Mendip Market Place with senior staff
- 12/06/19 Mendip Licensing Board site visit
- 12/06/19 Mendip Licensing Board training
- 12/06/19 Mendip Licensing Board

6 Planning

6.1 Decisions on previous applications

2019/0645/FUL – Land at 368413 150563 Lipyate Cross to Luckington Cross, Coleford erection of an agricultural barn. The Parish Council had considered the abovementioned application at its April meeting when it decided that it should be recommended refusal on the grounds that the application did not state the proposed use for the building; the plans did not show any ventilation which would suggest that it was not appropriate for the housing of livestock and that the colour of the roof should be sympathetic to the surroundings.

An email had since been received from Josh Cawsey the planning officer to say that some of the points raised by the Parish Council had been clarified as follows:

- The building would be used as storage for tools to maintain the land and the rearing of sheep.
- The preferred roof colour would be grey but would consider green if this was more supportable.

He went on to ask if the Parish Council would like to withdraw its objections and that he had no objections with the proposal being for an agricultural building on agricultural land which is well screened by existing hedgerow and the proposed grey roof would not be out of keeping for an agricultural building.

All Councillors agreed that in light of the comments highlighted by the planning officer the original objections would be withdrawn, provided that these clarifications were included in the permission. Councillors expressed preference for a grey roof, as likely to be less intrusive. .

It was noted that the Local Plan Part II will be included in the reading pack and Councillors should reply directly to the Clerk if you should so wish.

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

There were none.

6.3 Present applications

6.3.1 2018/2348/HSE – Proposed construction of a new porch.

Sunnyholm, 3 Highbury Street, Coleford, Radstock

All Councillors had taken the opportunity to consider the planning application and plans prior to discussion. It was proposed by Cllr Turner and seconded by Cllr Conn that the application should be recommended for approval

Vote: 7 For, 0 Against and 1 Abstained (District Councillor)

6.3.2 2019/1314/HSE – Erection of side/rear extension following demolition of existing annexe and erection of detached double garage.

Magnolia, 2 Tinkers Lane, Newbury, Frome

All Councillors had taken the opportunity to consider the planning application and plans prior to discussion. It was proposed by Cllr Conn and seconded by Cllr Evans that the application should be recommended for approval

Vote: 7 For, 0 Against and 1 Abstained (District Councillor)

6.3.3 2019/1161/OTS - Application for Outline Planning Permission with some matters reserved for the erection of 1no. Agricultural workers dwelling and attached annexe with details of access.

Hillside Farm Newbury Hill Coleford Frome BA3 5RU

The Parish Council had considered the original application and had recommended that it be refused. The new application addresses the Parish Councillors concerns and it was noted that the report was well written and the case was well made for the agricultural tie. After consideration it was proposed by Cllr Banks and seconded by Cllr Pearce that the Parish Council would recommend approval

Vote: 7 For, 0 Against and 1 Abstained (District Councillor)

7 Highways

7.1 Cllr Townsend Highways Report

Cllr Townsend had emailed to say that he had been notified of overhanging foliage at Stockhill. He would be asking Mr Charlie Higgins to visit the site when he is next out for a meeting. He asked if anyone was able to provide a list of the landowners either side of the highway as it would be their responsibility to maintain their trees/hedges.

Cllr Townsend noted that the pavement had been marked up in Careys Mead in preparation for resurfacing.

Holcombe Parish Council have expressed concern at the danger of vehicles emerging from Charmborough Lane onto Charlton Rd. There was an accident at the weekend but no injury reported. Cllr Townsend has asked Rebecca Davies of Highways for an urgent meeting to see what safety measures can be put in place.

7.2 Update on safety proposals at Crossways Junction

Cllr Ham reported that it looked like the yellow lines could go ahead however any humps etc would be subject to Somerset Highways approval. If yellow lines are to be installed then that will push users of the shop and pharmacy to park in the Legion car park but this then raises the issue of who will pay to resurface the car park. (*see next item*)

7.3 Resurfacing of Coleford Legion Car Park

Conversations have started with the Radstock Co-op, Gospel Hall and the Pharmacy as to whether they will contribute towards the costs of resurfacing the car park but it is not known at this point what they would be prepared to pay.

The total cost of resurfacing is £16K. If the Parish Council was to invest into this to benefit the community, then public parking would need to be secured for a minimum of 10 years within a legal contract.

It was agreed that Cllr Ham would have further discussions with the Royal British Legion to see if they would be able to give a guarantee. The Clerk to make enquiries to ensure that the Parish Council has the Power to invest in land for parking.

PH
VW

7.4 Winter Gritting Programme

Cllr Ham explained that there is a proposal to reinstate the gritting of routes within the area however this will not be decided until the 28th June 2019. An update will be given at a future meeting.

Ag

8 **Finance**

8.1 Income – An electricity credit has been issued for the changing room

8.2 Bank Reconciliation - The Clerk has prepared a bank reconciliation which Cllr Hanney will check at the end of the meeting.

Ag

8.3 Consider transferring funds into one saving account.

The Clerk proposed that reserves should be transferred from the following accounts:

O7208477	Savings Account No 2	£7,545.08
O7221791	Parish Council of Coleford – Grant	£1,259.80

Into the Business Instant Access account Parish Council of Coleford, account number 07033936, sort code: 30-95-57. This would make the finances easier to manage and maximize the interest available.

The accounts 07208477 and 07221791 can then be closed.

It was proposed by Cllr Turner and seconded by Cllr Conn that the accounts be amalgamated as proposed by the Clerk.

VW

Vote:8 For, 0 Against and 0 Abstained

8.4 **Payments**

The following payments were presented for approval.

Clerk expenses	£94.84
KSS CRC Ltd – Payback team	£36.00
Cartridge Save Ltd – 2 x Toner	£162.16
Play Safety Ltd – Annual Inspections	£423.60
Brenton Landscapes – Grass Cutting Inv 143/145/150/158/175	£890.00
@the Hub for annual hall hire	£352.00

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

Vote:8 For, 0 Against and 0 Abstained

9 Review and adopt the following policies:

The following policies had been circulated to all Councillors for comment and consideration:

1. Complaints procedure
2. Safeguarding
3. Social media

It was proposed by Cllr Conn and seconded by Cllr Ham that all of the policies should be adopted.

Vote:8 For, 0 Against and 0 Abstained

- 10 Consider quotes received for replacement of components for Fingerpost Signs** Ag
It was agreed that this would be adjourned to allow consideration other options for renovations, including utilizing other signs within the village that are not fully utilized.
- 11 Update on the condition of trees at the green at the entrance to Preachers Vale** Ag
This will be adjourned to allow Cllr Harding and Cllr Barrett to investigate.
- 12 Consider quotes received for a second Defibrillator for the village**
Cllr Harding had sought guidance from colleagues who had provided further information about a lease package which included a defibrillator, cabinet and training over a 4 year period at a cost of £1800 which would then renewable. They also stated that the HeartSine Samaritan PAD 350/P/360P AED at a price of £1999 plus VAT from AED Locator (EU) Ltd was also a reliable unit.

After discussion it was proposed by Cllr Harding and seconded by Cllr Turner that the HeartSine Samaritan PAD 350/P/360P AED defibrillator which was also recommended by the Rotary Club, (who are donating £500 towards the unit), should be purchased. The Clerk to progress with the purchase and liaise with the landlords of the Kings Head regarding the location for installation and ongoing maintenance checks. VW
- 13 Discuss ground conditions in the Cemetery** Ag
This is to be carried forward to the next meeting to allow the Clerk to make the enquiries with the Institute of Cemetery and Crematorium Management regarding the ground in the Parish Cemetery.
- 14 Update on Allotments at Orchard Close ref fire**
The Clerk has written to the only resident who is yet to respond to establish if they would be interested to taking on the allotment. He has been asked to respond by the 21st of June.

It was agreed that Cllr Ham would make enquiries with Donna Nolan of the Mendip District Council legal team to establish if there is a protocol that the Parish Council has to follow if it wanted to dispose of land, to make sure that any process is fair and open. This would be an agenda item for the next meeting. PH
Ag
- 15 Play areas:**
- 15.1 Update on basketball hoop installation at the hard court / Consider the quotes for new hoops at the hard court
The Clerk had spoken with a group of women who are interested in playing netball at the hard courts at Highbury. It was agreed that Cllr Ham would take the netball hoops down to the courts. PH

After consideration of the quotes for new basketball hoops it was agreed that the Clerk would speak with Hexa to confirm the total cost of the combination football posts with basketball hoops incorporated. This will then be discussed at the next meeting. VW
Ag
- 15.2 Consider and decide on quotes received to repair the timber of the junior swings at Coleford play area.
Quotes had been received from Big Wood Play Systems and Alvian Ltd to repair the junior swings at the Coleford Play area. After consideration it was proposed by Cllr Conn that Big Wood be instructed to undertake the work to replace the rotten post and top bar, along with replacing the metal chain fixings, in line with the annual ROSPA report which had recently been conducted. The Clerk to ask for the work to be completed as soon as possible. VW

- 15.3 Consider request from CAFC to review condition of the playing surface at Highbury Playing Field
The Clerk read out a letter received from Darren Willis on behalf of the CAFC asking if there was anything that the Parish Council could do to help with the weeds and grass cover at the football field. It was agreed that the Clerk would approach a professional company and seek a quote for them to advise on the problem. VW
- 16 Meetings to attend / attended**
MDC Market Place Event at Council Chambers on 07/06/19 @ 12 noon – Cllr Ham, Cllr Townsend & the Clerk attended.
MDC Parish Forum, Council Chambers 13/06/19 @ 6.15pm
Joint Police Forum at Community Space, Keynsham on 19/06/19 at 7pm
SALC training sessions – Various dates. Councillors to notify the Clerk if they wish to attend
- 17 Report of any risks identified**
The land to the rear of the Kings Head as mentioned within the public forum. Clerk to pursue action from Mendip District Council to make the site safe.
- 18 Correspondence**
SALC – VE Day celebrations May 2020. Clerk to email to other village groups and add as an agenda item for the next meeting. Ag
Parish Bulletin –
Avon & Somerset Police Newsletter
CPRE newsletter
- 19 Matters of Urgency – at the Chairman’s Discretion**
- 19.1 Play area inspections annual report – This was passed to Cllr Conn to discuss with Playing field working party (Cllrs Hanney, Harding and Drescher). A report to be provided at the next meeting. AC/JH/
NH/AD
Ag
- 19.2 A complaint had been received regarding an overgrown hedge on a footpath to the rear of 69 Mendip Vale. Cllr Conn made a site visit and suggested the Clerk writes a polite letter (as it looks as though part of the hedge has already been cut back) to ask that the rear hedge be cut back to improve access along the footpath. The Clerk will also ask that Debbie Pickford who is trained to trim the footpaths throughout the village, if she is able to cut back the stinging nettles and weeds on the opposite side of the footpath, which will also help with access. VW
VW
- 19.3 Cllr Banks asked if the footpath FR 4/26 located to the rear of Douglas Yates Court which connects Church Street and Careys Mead could be cut back as the grass and weeds are now impeding progress to walkers using the footpath. VW
- 19.4 The Clerk notified the Council that there is a water leak in the mains pipe at the Highbury car park which feeds the Highbury changing rooms. A 14 day notice will be issued to the Parish Council to ensure that action is taken. The water has been turned off in Orchard Close to stop the leak. The Clerk will seek quotes and Cllr Ham will also seek a quote from a local contractor. VW
Ag
PH
- 19.5 Crossways Garage has now had the windows and access boarded up by the developer to prevent young people from entering. It is not known at this point when the work will start on the site.
- 20 Date of Next Meetings:**
Wednesday 26th June 2019 Planning meeting and Annual Meeting of the Parish & Planning Meeting
Wednesday 12th July 2019 Parish Council meeting

The meeting finished at 22.35 hrs