

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 9th October 2019

Present

Cllr Ham (Chairman presiding) Cllrs Allen, Banks, Conn, Drescher, Evans, Hanney, Townsend, and Pearce

There was 7 members of the public present

Public Forum

PF1 A member of the public attended and introduced herself having recently moved to the village. She had met with the Clerk to agree the location of a new dog poo bin to be installed at the end of the footpath near the arches. She explained that they would be making some improvements to the land including the footpath and hopes in time to install a bench for all to use.

PF2 The Clerk said that Rev'd Clarissa Cridland had received a letter from a resident highlighting the need for a regular bus service in the village. She asked whether this could be raised as part of the forthcoming Parish Plan or as a future agenda item. Cllr Ham said that Mendip District Council were working on this. Ag

PF3 A resident came to speak as a representative of the Coleford Action Group formed to raise awareness of the Gladman's development proposed for Lipyate. He had several questions about the application:

1. What does sustainability mean when mentioned in the application?
2. The traffic assessment provided was completed when there was snow on the ground and the children were on school holidays so cannot be accurate.
3. The village housing quota has been met.
4. The proposed application is outside the development line.
5. This is being promoted as affordable housing – it's not, it is made up of 4 and 5 bedroom houses which are not affordable for local people wishing to buy in the village.
6. The ecological report is questionable.
7. The bus route is inadequate and will not assist in getting new residents to and from work.
8. The increase in traffic will cause more congestion to the village roads.
9. The houses at Upper Merryfield are on a septic tank. The developer has indicated that they are looking to install a pump to move the sewage in to the mains system although it is questionable whether the existing system could cope. Any new work on the mains system would cause disruption to all.

Another representative said that the Action Group are going to:

1. Produce a flyer which will be distributed to all properties within the village to raise awareness.
2. Draft a template letter to help the non IT residents to respond to the planning application. Drop locations will be agreed so that those letters can be returned and forwarded to the planning office on their behalf.
3. A banner will be created and displayed in the village to raise awareness,

Cllr Conn said that thought the weakest part of the Gladman's application is the quality of the roads. There is no mention of Charmborough Lane, Church Street or Brewery Lane. This is an area that should be targeted.

Cllr Townsend said that he had heard what had been said. The Parish Council will be discussing this later in the meeting and deciding whether to fund consultants to concentrate on Traffic, Ecology and Planning.

1 Apologies

Cllr Barrett, Harding, 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 monthly Parish Council meetings held on the 11th & 25th September 2019

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

Vote: 9 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:

Matters Arising from August meeting:

PF 4 – Cllr Ham to identify who owns the land between Stockhill and Goodeaves so that the Clerk can write to request that 2 trees be cut back to improve visibility. VW

4 PF5 – The Clerk and Cllr Ham to identify a location for the new bin on Beacon View VW/PH

4 PF6 – Clerk to obtain a deposit from CRG for the Village Day VW

4 PF12 – Cllr Ham to arrange the removal of the bags of old grit to be collected from the grit bins at Careys Mead PH

4 PF14 – Cllr Ham to discuss the request from CRG to secure the container at Highbury Playing Field. PH

From September meeting:

PF3 – The hydrant cover outside Rope Walk Farm had been inspected but was still not repaired. Clerk to chase up the repair. VW

PF6 - Cllr Conn reported a fallen tree is blocking the footpath to the rear of the Kings Head public house. The Clerk confirmed that the land had been sold so the new landowner would be approached. VW

PF9 - The Coleford village sign from Springers Hill has broken and been retrieved by a member of the public. Clerk to organize for the sign to be reinstalled. VW

7.1 – Highways. If there is general consensus that the route through Vobster is preferred, Sara's suggestion is that the Parish Council makes a formal request to local operators for that to be the normal route in the interests of local harmony and road safety. It was agreed that this would be discussed with other parishioners and monitored so that further discussion/decisions can be had at the November meeting. Ag

Careys Mead – Good to see the pavement resurfacing work completed. On the footpath front, the path from Careys Mead to Highbury St is suffering from overhanging hedge growth on the car park side. Clerk to investigate if this a Mendip responsibility. VW

5 Reports-

5.1 PCSO report:

PCSO Russell Ford did not attend but had sent a report for Coleford and the Rural North beat. The next PACT meeting will take place on 29th October starting at 7.30pm at Batcombe Village Hall.

5.2 Somerset County Council Report

County Cllr Ham said that there was nothing to report.

5.3 Mendip District Council Report

- 5.3.1 District Cllr Ham said that the Norton St Philip Neighbourhood Plan had been approved to go to referendum but a developer has taken it to the High Court who have put a stop on the referendum to allow for more research to be done.
- 5.3.2 District Cllr Townsend said that there was allegedly many issues affecting health resulting from the roll out of 5G. Scrutiny will be giving this consideration at its next meeting.

Cabinet are keen to pursue mental health champions within each Parish. This is a priority for Mendip District Council.

An update from the Inspector reviewing the Local Plan Part II has submitted an interim report. In his view MDC had not collaborated with BANES to provide 550 houses. Villages need to be sustainable to support the additional housing. This is something that will need to be focused on with the Gladman's application at Lipyeate. MDC have to respond to the interim report, which could delay the formal response. The modifications are about to go to the public for consultation.

If the housing plan number drops below the 5 year supply figure it becomes very difficult for MDC to refuse any housing application. This would result in a free for all developers.

5.4 Councillors – details of meetings attended this month

Councillor Ham attended:

As County Councillor were:

- 18/9 policy and place Scrutiny
- 28/9 SCC annual civic service Frome
- 5/10 planning meeting at Chantry
- 7/10 planning meeting at Trudoxhill
- 9/10 policy and place Scrutiny

As District Councillor:

- 16/9 Scrutiny update
- 18/9 Planning board
- 16/9 Leigh on Mendip PC
- 23/9 Phoenix Board
- 23/9 Access Scrutiny group 27/9 Zero carbon training
- 30/9 Full council
- 1/10 Holcombe PC
- 7/10 Cabinet

As Parish Councillor:

- 1/10 Grave digging demo
- 8/10 youth club meeting
- 8/10 Coleford action group meeting.

District Councillor: Townsend attended the following meetings:

- 1/10 Norton St Philip Council re Highways
- 1/10 Holcombe Parish Council
- 7/10 MDC Cabinet
- 8/10 Coleford Action Group

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

6.4.1 2019/2334/FUL - Land At 369881 149693 Tinkers Lane Newbury Frome Somerset.

Erection of 5 no. stables and outdoor arena for private equestrian use

All Councilors had considered the abovementioned application prior to discussion. It was proposed by Cllr Conn and seconded by Cllr Drescher that the application should be recommended for approval subject to the following conditions:

1. The roof is a natural grey or green colour
2. That trees be planted and a hedge be reinstated to replace the one that has already been removed to help reach MDC's green targets.
3. That there be no light pollution.

Vote: 7 For, 0 Against and 2 Abstained (District Councillor)

7 Highways

7.1 Cllr Townsend Highways Report

Cllr Townsend had submitted the following report:

Charmborough Lane/Charlton Rd junction – request put in for foliage to be cut back around the finger post to help awareness of the junction from vehicles travelling from Holcombe. Sara Davis of SCC Highways has recognized the dangers with three accidents in the last couple of years – She is preparing a scheme of signage.

SCC Highways confirmed an inspection of this site has been arranged, repairs will be undertaken in accordance with the Highway Inspection Manual. Road Label: T2057/70

SCC Ref: 535982

Footway – Is there a programme for the Highbury St section to be resurfaced?

SCC Highways confirmed works are programmed for the 25/11/19 for 10 Days.

Surface Dressing – there were adverse comments about the signage around the Charity Lane and Hoares Lane works which did not allow some residents to access their property. Was Cherry Gardens Lane work delayed by weather?

SCC Highways have confirmed they are aware of concerns regarding traffic management and have raised this with the operations team. All programmed surface dressing has now been completed.

Lipyeate Cross – The gap filling in the middle of the road was inadequate and still presented a danger to those on two wheels.

SCC Highways have arranged a further inspection of this site and will undertake repairs in accordance with the Highway Inspection Manual. Road Label: T2059/10.

SCC Ref: 535984

Stockhill –complaints received that all along the length of the Crescent, mainly on the north side, there is a whole series of ‘potholes’, the majority appear to be sunken iron works of various types.

SCC Highways have arranged an inspection of this site, repairs will be undertaken in accordance with the Highway Inspection Manual. Road Label: T2502/20

SCC Ref: 535986

Soho – coming from Leigh and turning left towards Coleford the inner edge has been badly eroded again.

SCC Highways have said that an inspection of this site has been arranged, repairs will be undertaken in accordance with the Highway Inspection Manual. Road Label: T2058/10

SCC Ref: 535987

Preachers Vale – junction markings have been worn away and drivers are emerging in an unsafe manner.

SCC Highways have said that an inspection of this site has been arranged, repairs will be undertaken in accordance with the Highway Inspection Manual. Road Label: U9236/10

SCC Ref: 535988

High St – Complaints received about drains overflowing on High Street, at several points down the slope towards Mill Lane, including one at the lowest point in the road. Also there is a hole at the edge of the road on the Church St / Underhill bend, close to the metal railings by the corner end house of Rose and Crown Cottages, which appears to be taking a lot of rainwater under the road surface
*SCC Highways have said that an inspection of this site has been arranged, repairs will be undertaken in accordance with the Highway Inspection Manual. Road Label: U2083/11
 SCC Ref: 535989*

Stoke Bottom – Cllr Townsend asked if progress had been made regarding the making good of the eroded edges with Penny.
SCC Highways confirmed they have a meeting planned with Penny's 4/10/19.

Whitehole Lane – Cllr Townsend said that 1) It would be a helpful indication of the bend and the edge of the highways if there were simple reflectors on the new woodwork of the bridge. 2) The diversion of traffic through Stoke caused issues and there were comments that no prior notification had been given.
SCC Highways have said that they will undertake an inspection of completed works.

Cllr Townsend was asked to report that

1. There are 2 drains blocked on Anchor Road and another on High Street.
2. The road signs used for road improvements at Newbury are yet to be collected

VW

Clerk to report the grit bins that need to be refilled.

7.2 Update on safety at Crossways Junction & resurfacing of Coleford Legion Car Park - This is ongoing.

7.3 Consider and agree quotes for bollards and gate for installation at Beacon View - The Clerk had obtained quotes for replacement bollards and for a gate with posts to prevent vehicle access to the field. It was proposed by Cllr Ham and seconded by Cllr Allen that a 10ft gate with posts and fittings should be purchased for a price of £154.15 inc VAT from Reads Agriservices. Clerk to place the order and seek quotes for the installation.

VW

8 Finance

8.1 Income: - Received during August and September:

Curtis Ilott	Burial	£191.00
Western Power	Wayleave	£26.55
Curtis Ilott	Interment of ashes x 2	£132.00
Mrs Nation	Allotment	£27.50
Mr Chapman	Allotment	£55.00
Mrs Perrett	Allotment	£27.50
Mrs Allred	Allotment	£44.00
Mr Rashleigh	Allotment	£27.00
Mr Edgell	Changing rooms	£110.00

8.2 Bank Reconciliation – The Clerk had prepared the reconciliation which was checked by Cllr Banks prior to the meeting and was found to be in order.

8.3 Conclusion of external Audit for financial year 2018/19 - The Clerk had received confirmation that the external audit for the year end 2018/19 had been completed and was all in order. The notice of completion of order had been placed on the notice boards and the website.

8.4 Review 2nd Quarter budget review - The Clerk and Cllr Conn had prepared the budget for the 2nd quarter budget review which had been circulated to all Councillors prior to the meeting. Cllr Conn said that the grass cutting contract 2, which includes the cemetery was showing an estimated overspend for the full year whereas contract 1 was predicted to underspend. The general administration shows an overspend but includes the repair to the laptop which had not been budgeted. There is an environment overspend however this was as planned and lots has been achieved including the purchase of 2 new grit bins, a dog waste bin, a new gate to increase pedestrian safety on the footpath from Church Street to

Beacon View plus additional work around the village, like addressing the hedge at Church Street Gardens. Income is slightly up on the budget.

The finances for the year end will see the bank balance reduced which was agreed was needed. The budget review gave a good insight into where we were at present and for the predicted year end so it was agreed that Cllr Ham should sign the accounts review as agreed.

Cllr Ham suggested that the Clerk seeks a rebate on the water bill which will be increased due to the recent water leak.

VW

8.5 Approve accounts for the Coleford Recreation ground for the Charity Commission

The Clerk had prepared the accounts for the Coleford Recreation ground for the charity commission website. The accounts were approved and the Clerk will upload the details onto the website as required.

VW

8.6 **Payments**

The following payments were presented for approval.

Clerk expenses	£63.82
HMRC – National insurance	£19.55
Brenton’s Garden Care – Inv 230, 240, 264, 288	£700.00
Read Agriservices – Parts to repair the water pipe leak	£19.44
Glasdon UK Ltd – Dog poo bags	£37.87
PKF Littlejohn LLP – External audit	£360.00
Somerset playing Field Association - membership	£15.00
Ben Windell – Water Leak £420.00 and Hedge cutting @ Church St garden £462.00	£882.00
Big Wood Play Systems – Agreed that this should be released by the Clerk providing the invoice is as per the quote received.	£650.00
Institute of Cemetery and Crematorium Management membership	£95.00
Keith Evans – Community payback expenses	£25.96
Joseph Ash – Monohinge gate ALREADY PAID!	£1055.40

It was agreed that all invoices should be approved. The cheques were signed by Cllr Townsend, Conn and the Clerk.

Vote:9 For, 0 Against and 0 Abstained

9 **Discuss options for safe burial preparations at the Cemetery**

The Clerk confirmed that a meeting had taken place with the Peter Smith a Director from Teleshore along with Cllrs Ham, Turner and the current grave digger to view the equipment and discuss the benefits. The Clerk had received quotes from Teleshore and its competitor Gravshore. It was agreed that having completed the application for membership to the Institute of Cemetery and Crematorium Management that guidance would be sought over whether there was liability with the council for grave preparation when they are actually instructed by the undertaker. This will be reviewed at the November meeting.

VW

10 **Consider quotes received for work to cut back the Cemetery hedge separating the Parish Cemetery and Church grounds and select contractor.**

The Clerk confirmed that 4 quotes had been received from:

- Combe Garden Maintenance £500 to leave chippings or £600 to remove – No VAT
- Brenton’s Garden Care £920 to remove chippings – No VAT
- Fosseyway Tree Services £756 to remove chippings - Inc VAT
- Ben Windell £780 to remove chippings – Inc VAT

After discussion it was proposed by Cllr Conn and seconded by Cllr Allen that the quote received from Combe Garden Maintenance would be accepted and the chippings left onsite if agreed by Cllr Turner. The Parish Council agreed to pay 50% of the total cost.

VW

Vote:9 For, 0 Against and 0 Abstained

- 11 Update on Coleford Parish Plan Questionnaire**
Cllr Conn confirmed that the locations for the return boxes had been agreed and the questionnaire had been amended to include suggested changes and was now ready to go to print. It is intended that the printed copies will be distributed at the planning meeting. The Clerk to organize printing. VW
- 12 Discuss, consider quotes & agree whether to purchase a picnic table for Goodeaves play area.**
The Clerk provided prices for metal picnic tables which were in excess of £1000 plus installation costs. It was agreed that the Clerk would provide Cllr Drescher with details of the metal table in question for him to explore options of having the same manufactured. VW
- 13 Update on Allotments at Orchard Close**
This will be carried over to the November meeting. Ag
VW
- 14 Update on Play areas:**
The Clerk confirmed that Playforce have agreed to replace the 2 cracked posts and rope for the nest swing at Goodeaves under the warranty although they have said that the Council has to pay the labour costs of £250. It was agreed that the offer should be accepted although the Clerk should question the labour charge as the work was only required due to substandard materials. VW
- Cllr Ham confirmed that he had spoken with representatives from the Youth club who were pleased with the news that the old youth shelter would be installed at the Highbury playing field, with the renovations lying with the youth club. Cllr Ham has been clear that if the shelter is abused and not used responsibly it will be removed. It is hoped that the shelter will be installed within the next week. PH
- The see-saw parts have been purchased and are to be fitted by Cllr Barrett MB
There are some swings which are awaiting cable ties to be installed by Cllr Conn AC
The swing shackle for Goodeaves have been ordered but not yet arrived. VW
We are waiting for plans to come through for the combi goals and basketball hoops VW
The broken picnic tables at Goodeaves need to be removed at the earliest opportunity. VW
- 15 VE Day event planning**
Cllr Ham will draft a letter to be sent to Village groups. CRG have confirmed that they are happy to help although do not want to take the lead. Once the level of interest is gauged a committee would be formed to make a plan and take it forward. PH
- 16 Meetings to attend / attended**
PACT meeting will take place on 29th October starting at 7.30pm at Batcombe Village Hall.
Professor Gordon presentation on Deprivation on 29th October starting at 6.30pm at MDC Council Chambers
CPRE AGM – 18th October 1pm until 4pm at Chard Guildhall
- 17 Report of any risks identified**
There were none.
- 18 Correspondence**
Letter from Somerset CC seeking vacancies for the Joint Independent Remuneration Panel – No action required.
- 19 Matters of Urgency – at the Chairman’s Discretion**
Gladman Development application.
It was suggested that professional advice should be sought to review the application with particular help required on 3 key areas, overall Planning advice, Highways and Ecology.
- After discussion and in light of the 150 members of the parish attending the public meeting in July, the Council agreed that a total of £5000 should be spent on expert consultants to review the planning application submitted.

It was proposed by Cllr Townsend and seconded by Cllr Pearce that the Council should instruct: AT
• Nigel Salmon at the rate of £1000 plus VAT and arrange a meeting at the earliest opportunity.

Vote:8 For, 0 Against and 1 Abstained

It was proposed by Cllr Townsend and seconded by Cllr Conn that the Council should instruct: AT
• Key Transport at the rate of £1400 plus VAT and disbursements or another at not more than £1500 plus VAT with the Chairman, Vice Chair and Cllr Townsend to agree

Vote:8 For, 0 Against and 1 Abstained

It was proposed by Cllr Townsend and seconded by Cllr Evans that the Council should instruct: AT
• A consultant should be selected at not more than £1500 plus VAT with the Chairman, Vice Chair and Cllr Townsend to agree

Vote:8 For, 0 Against and 1 Abstained

It was suggested by Cllr Conn that the Action Group should take up the offer of any contributions to cover the costs which they might incur.

20

Date of Next Meetings:

Thursday 24th October 2019

Wednesday 6th November 2019

Wednesday 13th November 2019

Planning Mtg & Finance Working Party Mtg – Precept

Small grants working party

Parish Council mtg

The meeting finished at 22.15hrs