

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 Tuesday the 20th February 2018

Present

Cllr P Ham (Chairman)
Cllr Townsend, Banks, Conn, Evans, Fisher, Gurd, Turner and Pearce

There were 2 members of the public present

PF The Chairman welcomed Mr Adam Drescher who had attended the meeting with a view to becoming a Councillor.

Mr Rob Elliot attended the meeting and explained that he currently has 40 ewes and the barn is needed for lambing, storing hay and straw as well as his tractor and kit. It will really make life easier during the lambing season and give him somewhere dry and clean to work on repairing equipment.

The Chair explained that the planning application would be discussed shortly.

1 Apologies for Absence (acceptance of any reasons offered)

Cllr Littlechild sent his apologies which were accepted by the Chair.

2 Declaration of Interest and Dispensations granted since last meeting

Cllr Pearce declared an interest in the planning application 2018/0122/FUL.

3 Planning

2018/0122/FUL Proposed erection of a barn for agricultural purposes.

Wheal Friendly, Ham Hill, Holcombe, Radstock

Cllr Pearce said that he has known Mr Elliot for some time and feels that he should be supported in his quest to keep farming and was the type of application that the Council should be supported.

Cllr Conn said that he agreed with what Cllr Pearce had said.

Cllr Townsend asked how the barn would be accessed. Mr Elliot said that the existing agricultural access was on Common Lane about 100m from the Ham Hill junction.

It was proposed by Cllr Turner and seconded by Cllr Gurd that the application should be approved.

Vote: 6 For, 0 Against & 2 Abstained (2 District Councillors, Cllr Pearce didn't take part in the vote)

4 Consider and agree parameters for the Pump track working party acting on behalf of the owner

Cllr Conn had put together some guidelines for the Project Team during construction of the BMX Pump Track as follows:

Objective

To provide simple guidelines ensuring that a reasonable balance is maintained between the following needs:-

- a) the Project Team, as representatives of the Parish Council, to be able to respond quickly and flexibly to any necessary changes to the construction brief
- b) All Parish Councillors to be kept informed of progress and issues during construction
- c) Expenditure to be controlled.

Proposed Guidelines

1. The named contact –Cllr Tony Gurd - to communicate with the contractor. Reserve contacts are (1) Colin Turner (2) Andy Conn
2. The Parish Councillors and Clerk to make any communications with the contractor only via the named contact, or acting reserve.
3. The named contact (or reserve) to update all councillors and the Parish Clerk by weekly e-mail, on progress made with construction, invoices received, authorised or queried, and any expenditure additional to that identified in the contract (see 7 below)
4. The named contact, with full involvement of the project team, to check and, if necessary query invoices submitted by the contractor in accordance with expenditure agreed in the contract, before authorising payment and informing the Parish Clerk
5. The named contact to arrange for timely delivery of materials offered free of charge for the contracted works.
6. Should additional materials be required, the named contact to arrange their purchase and delivery.
7. Should expenditure additional to that identified in the contract be required, due to unforeseen ground conditions, circumstances or events, the named contact, with full involvement of the project team, to:-
 - a) after due consideration, permit acceptable expenditure of up to £500
 - b) For acceptable expenditure exceeding £500 (including cumulative expenditure) seek clearance from the Chairman of the Parish Council or the Chairman's nominated Councillor.

Recommendation

Cllr Conn proposed that the guidelines be agreed by the Parish Council.

Cllr Townsend recommended that a Contract Change Notice procedure be agreed. The document could include as follows:

- Date
- Description
- Statement of work
- Drawings
- Price
- Program
- Payment
- Anything else appropriate
- Liability
- Category

Ag

The Councillors present agreed that the Contract Change Notice (CCN) was a good idea. Cllr Conn suggested that point 7B of the Guidelines be amended to tie in with the CCN. This will be brought back to the next meeting.

AC

Cllr Gurd explained that he along with Rob Wareham and Cllr Turner visited Rick Masseys quarry. It transpires that Rob was not happy with the mix/size of stone available. But after discussion with Cllr Ham and other suppliers it is hoped that there will not be a need to purchase any aggregate.

Rob Wareham is looking to start work on Monday the 26th February so the contract now needs to be signed.

Now that the Guidelines and CNN are in place it was agreed that Cllr Gurd should sign the contract in the presence of two witnesses.

Vote: 7 For, 0 Against & 1 Abstained

Cllr Gurd encouraged all Councillors to come and look at the site as the track is being created. If any Councillors have any questions or sees anything that they are concerned about during the build then they should speak out at the time rather than holding back.

5 Discuss and agree ways of promoting sponsors of the BMX pump track

Cllr Gurd **suggested that a note of** thanks should be put together to acknowledge everyone who has donated to make the project happen. He suggested that this could be done immediately by post on Facebook but also in a permanent plaque (maybe etched stainless steel) to be sited at the BMX pump track.

TG

Cllr Conn highlighted that within the terms of the Sport England offer there are stringent rules with regards to publicity which he would look into. Also, Sport England required that news of their grant offer be embargoed until completion of the project.

AC

Cllr Townsend said that it might be worth writing to all donors thanking them for their donation and to ask if they are happy to be publicly acknowledged in such a way.

VW

Cllr Gurd said that we should start to think about a formal opening ceremony. Again some of the grants received have mentioned that they would need between 4 and 6 weeks' notice of such an event.

The Clerk asked if it might be an idea to invite the press to include an article regarding the start of the project. Cllr Gurd said that he had already spoken with the Midsomer Norton journal who were keen to run the story.

TG

It was agreed that further investigation would take place around the plaque and the opening ceremony.

6 Sign Post Renovations - Stage 1; Agree specification of work to allow quotes to be sought for the painting of the easy signs.

Cllr Pearce provided a very useful document which showed the 11 finger post signs which are located within Coleford, which were identified as green, amber or red to show the condition and how easy the post will be to renovate. The 2 posts highlighted as green are located at The Cross (by the Co-op) and Luckington Cross (plus 1 at Soho which is Leigh on Mendip and 1 at Vobster which is Mells). Cllr Pearce was keen to seek quotes so that a contractor can then be chosen to start work.

CP

The amber coded posts will need the hedges either trimmed or removed before work can take place and the red coded posts will also need to be realigned.

Cllr Pearce will investigate landowners regarding obstructing hedgerows (amber coded) so that they can take second priority after the green coded posts are completed.

CP

7 Matters of Urgency – at the Chairman’s Discretion

Environment report – Cllr Evans will not be present for the March meeting and therefore reported that the Community Payback team attended today with a team of 7. They have continued with the work which was started at Careys Mead some time ago where they have cleared the brambles and nettles that have grown out from the hedge onto the grass over a period of time. Cllr Evans ensured that roots were removed so that in the near future grass seed can be sown to reclaim the grassy area so that in time the contractor can resume grass cutting.

During the day they also cleared the glass from the Highbury car park and undertook a litter pick of that area. It was agreed that the PCSO should be notified of the ongoing problem of glass being broken in the car park and hard courts.

VW

A complaint had been received regarding the build-up of leaves on the pavement opposite Jones stores which the Payback team also cleared.

Cllr Evans said that the bins in the changing room were full and the shower area in the away changing rooms was very muddy. Cllr Gurd will speak with CAFC.

TG

It was noted that the newly licensed Pizza man was outside the Kings Head Inn on Sunday.

8 Date of Next Meetings:

Wednesday 14th March 2018 Parish Council Meeting
Tuesday 20th March 2018 Planning Meeting

The meeting finished at 20.07hrs