

Parish Council of Coleford

Gallant Hill Farm, Foxcote, Radstock, BA3 5YB
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In line with government guidance and recommended social distancing and self-isolation rules for those who are vulnerable, it was agreed that this meeting would be conducted as a virtual meeting using Zoom video technology.

Minutes of the Parish Council Virtual Meeting held on Wednesday the 24th February 2021

PRESENT

Cllr Ham (Chairman presiding) Cllrs Banks, Barrett, Conn, Evans, Hanney, Pearce, Townsend and Turner. No members of the public attended.

1. Public Forum

The Clerk reported that Mr Osborne had been in touch prior to the meeting and requested that the following points be raised:

- 1.1 There was a large pothole next to the 30mph limit sign as you enter the village from Vobster.
Action – Cllr Townsend to investigate and report to Somerset Highways
- 1.2 The Bateman lorries leaving Springwater Farm are now driving through the village due to the road closure at Brewery Lane, Holcombe. They had made the roads particularly muddy and were throwing up mud and grit onto passing vehicles. It was reported that the tipping at Springwater Farm will stop at the end of the month.
- 1.3 It was reported that a person had been spotted leaving a property adjoining Highbury Playing Field with a dog which had been allowed to run free across the Football pitch and beyond where it then proceeded to defecate.
Action – Clerk to draft a letter asking for dog owners to stick to the footpath, keep dogs on a lead and to clear up after them. The letter will be delivered to all houses which join the playing field.
- 1.4 Cllr Townsend said that he had sent his apologies to CPRE who were holding their AGM tonight. They have provided support over the years with the Gladman planning application.

2. Apologies for Absence (acceptance of any reasons offered)

Cllr Drescher had sent apologies which were accepted by the Chair.

Cllr Talbot, Harding and Allen did not attend

3. Declaration of Interest and Dispensations granted since last meeting

There were none.

4. Planning Applications

2021/0262/FUL - Retention of temporary dwelling at Springwater Farm.
Springwater Farm, Anchor Road, Coleford, BA3 5GX

Cllr Townsend outlined that 4 years ago planning permission had been approved for a temporary dwelling at the site for a 3 year period, which expired 15 months ago. Since then the applicant had applied for a permanent dwelling which was refused by the planning officer on the grounds that the proposal failed to demonstrate a functional need for a full time dwelling on site.

It was noted that the number of cattle on site and the acreage would not provide an income for one person but this had been supplemented by tipping on the site.

Councillors felt that if the permanent dwelling had been refused then the temporary accommodation should not be extended as the purpose of the original 3 year period allowed the applicant time to provide evidence that the farm needed onsite accommodation which had not been done.

It was asked if there were parallels between this application and the one considered for farm accommodation on Dark Lane. This was discussed, but it was stated that the scale of the farm was much larger and therefore there was a need for onsite accommodation for maternal reasons.

It was proposed by Cllr Conn and seconded by Cllr Turner that the application be recommended for refusal on the grounds that:

- The Planning Officers reasons for refusing the application for a permanent dwelling (2020/1033/FUL) were compelling and the same reasons should stand for this request to extend the temporary accommodation
- The business has not shown its financial viability

Vote: 7 For; 0 Against; 2 Abstentions (District Councillors)

Action – Clerk to notify the planning officer

5. Planning updates

The Clerk confirmed that 2 letters regarding the request for the TPO on the Elm tree on Anchor Road had been sent to Bo Walsh the Tree Officer at Mendip District Council (MDC) but as yet no response had been received

Action – Clerk to chase up a response

Cllr Townsend reported that there was as yet no news from the Inspectorate regarding the Gladman planning appeal.

The MDC planning portal is not yet showing the Parish Council response to the Gladman application 2020/2201/OT sent by the Parish Clerk on the 14th February.

The Mendip Plan Part II consultation phase will run for 6 weeks from the 9th February 2021.

Cllr Conn said that the recent report on Mendip Landscapes is clear and makes references to Coleford and Highbury which could be useful and could be quoted by the Parish Council against the Gladman case.

6. Payments

The following payments were presented for payment:

Mark Reynolds Context Planning – Planning advice	£2040.00
Geeking It Simple – Laptop review	£25.00
Cartridge Save – Print cartridges	£473.56

Vote: 9 For; 0 Against; 0 Abstentions

7. Select Contractor for Grass Cutting Contract 2021

Cllr Conn presented a spreadsheet which evaluated the tenders provided by the 4 contractors which had been opened at the meeting on the 10th February. The tenders were evaluated using a points system to consider the possible capabilities of the tenderers as well as their prices, with 60% of points for pricing and 40% for quality.

Prices are totaled for each year of the contract. Totals reflect the number of cuts likely to be made, including an allowance of 14 cuts for grass.

Extract from Table 1	Hill and Hill	LSJ Garden Services	Greenways Grounds Maintenance Ltd	Idverde Ltd
Cost 2021	£7554.00	£11530.00	£5800.06	£9928.55
Cost 2022	£7554.00	£11530.00	£5800.06	£9928.55
NB excludes hedges				

The PC's draft budget for the contracts is currently £5,500.

Table 2 below shows points (60%) for each element of pricing, with maximum points being awarded to the lowest tender price for each element specified by the PC. Available points reflect the cost of each element. The table also evaluates the quality information given by the tenderers (40%).

Extract from Table 2	Hill and Hill	LSJ Garden Services	Greenways Ground Maintenance Ltd	Idverde Ltd
	Shepton Mallet	Knowle, Bristol	Bleadon Nr WSM	Waterlip,
Total Score - Prices	42	20	48	38
Total Score – Quality	36	33	35	40
Scores Sum Total	78	53	83	78
Insurance Cover?	Yes	Yes	Yes	Yes
Tender for all work?	Yes	No (not hedges)	Yes	Yes
Distance (m/s) travel	7	19	31	5
Referees Supplied?	Yes *	Yes *	Yes *	No **

At this point references have not yet been taken up although referee names have been provided for all but Idverde who are a well-known local company who works for Mendip District Council.

Cllr Conn had also provided information on how some simple performance indicators could be used to help the Parish Council assess the contractor's work and assist the decision whether to continue the contract into 2022 and the decision whether to offer the contract for a third season in 2023. It is also suggested that photographs are taken by the Clerk during playing field inspections after cuts, to provide a record.

During the discussion, Councillors were concerned that an experienced contractor be appointed, to avoid a repeat of issues with previous contracts. Good references were required.

After discussion it was proposed by Cllr Townsend and seconded by Cllr Pearce that Greenways Ground Maintenance Ltd be should be awarded the contract subject to the quality of the references provided. Hill and Hill would be the second choice if Greenways fails to secure encouraging reports from the referees.

Vote: 9 For; 0 Against; 0 Abstentions

Action: Clerk to contact referees and discuss with Cllr Ham and Conn

8. Discuss and agree whether additional cuts are required before the start of the cutting season 2021

In light of the grass not being cut as late into the last season as it should have been it was agreed that the contract should be brought forward to allow the grass to be cut earlier than the 1st of April if possible. This will ensure that the grass doesn't grow too much before the first cut. An early cut should exclude areas with Spring Flowers such as the small greed at the foot of Church Street. If extra cuts are required at the end of the year then the Parish Council will have to pay for them then.

Vote: 9 For; 0 Against; 0 Abstentions

9. Consider credit card for the Parish Council

This will be considered at the March meeting.

Action: Agenda item for March. Clerk to source.

10. Consider quotes for Clerks new laptop

Geeking It Simple had reviewed the Clerks laptop and had recommended that it was not financially viable to repair due to the age. The Clerk sought 3 quotes for a new laptop and software but presented quotes from Apollo Technology £993.34 inc VAT and Geeking It Simple £1059.38 inc VAT. The Clerk said that Geeking It Simple had been supportive and provided a good level of service to Holcombe Parish Council over the last year.

It was proposed by Cllr Ham and seconded by Cllr Conn that the laptop from Geeking It Simple should be purchased along with the required software.

Action: Clerk to make the purchase.

11. Update on Royal British Legion (Coleford) Asset of Community Value

Cllr Ham said that there had been little progress to report at this point but it was intended that the application will be finalized this week and circulated to all Councillors prior to submission.

Action: Cllr Ham and the Clerk to progress

12. Matters of Urgency – at the Chairman’s Discretion

12.1 Cllr Ham reported that it had been Wayne Futchers wishes to have his ashes spread on the Highbury Football Pitch. The Clerk confirmed that providing the landowner agreed this was acceptable. All Councillors agreed that his wish should be granted but that the Football Club should be notified prior to the event.

Action: Cllr Ham will inform the family and the football club

12.2 Volunteers are keen to put together a litter picking scheme, which will be discussed at the March meeting. Cllr Ham suggested that a letter of thanks be sent to the regular litter pickers, Alli Still, Teresa Hopkins, Graham Edgell, Keith Marshall and Alan Townsend. It was agreed that the Clerk would seek advice from the Councils insurers regarding the volunteer scheme.

Action: Agenda item for March. Clerk to draft a letter of thanks to regular litter pickers. Clerk to seek advice from Insurer on cover for litter picking scheme.

13. Date of Next Meetings:

Wed 10th March 2021 Parish Council meeting