

Parish Council of Coleford

Gallant Hill Farm, Foxcote, Radstock, BA3 5YB

Miss V Watts, Clerk to the Council

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Minutes of the Parish Council Meeting held on Wednesday 14th December 2022

Present

Cllr Ham (Chairman presiding) Cllrs Allen, Banks, Bell, Drescher, Evans, Pearce, Townsend and West.

There were no members of the public present. The Clerk, Vickie Watts taking the minutes

2 Public Forum

1.1 The Chairman asked for a letter of thanks to be sent to:

- Coleford Theatre Group for the recent pantomime production which was so well received.
- Huckyduck Carnival Club for winning Overall County Cup
- Luckington Carnival Club for quality of their float

Action: Clerk to write the letters of thanks

1.2 Cllr Townsend explained that he and his family would be taking on the production of a village magazine. It will have a new name and it is hoped that the first edition will be produced for February. He asked whether both Coleford and Holcombe Parish Councils would be prepared to underwrite the costs until it was in a position to cover its own costs which all agreed could be discussed as an agenda item at the next meeting.

Action: Agenda item for the January meeting

1.3 The Post Office are considering swapping the days they are open @ the Hub, but this is yet to be confirmed by the Post Office

1.4 A complaint has been received regarding a J Witt lorry which is regularly driving at excessive speeds through the village and Charmborough Lane early in the morning. It was suggested that the registration plate is taken down which can then be passed to the management at J Witt for them to address the problem.

1.5 There is new graffiti at both the Legion and on the side of the Highbury Changing Rooms.

Action: Clerk to report to PCSO.

3 Apologies for Absence

Apologies were received from Cllr Barrett and Cllr Paterson which were accepted by the Chair. Cllr Moulding did not attend.

4 Declaration of Interest and Dispensations granted since last meeting

Cllr Pearce declared an interest in agenda item 7, the planning application 2022/2368/FUL - Lynden House, Common Lane, Holcombe. Demolition of existing dwelling and garage and erection of replacement dwelling.

5 Agree the minutes

The minutes from the Parish Council meeting held on the 9th November had been circulated to all Councilors prior to the meeting. It was agreed that they accurately reflected the meeting and should be approved. Clerk to upload to website

Vote: 9 For, 0 Against, 0 Abstentions

6 Actions from the minutes

All actions had been completed or would be discussed as an agenda item apart from:

1. It was noted that the notice board outside the piano shop was no longer as visible as it was when parishioners were visiting the post office and shop. It was agreed that the new co-op would be approached to establish if they would consider a new noticeboard outside the store.

Action: Clerk to write to the store manager at the earliest opportunity.

2. There has been a report of flooding at Beacon View. Water was coming from the drainage man hole cover and crossing the path, which has resulted in the soil being swept away from a neighbouring garden.

Action: Clerk to investigate.

3. Consider quote to repair the Youth Shelter at Highbury Shelter at Highbury Playing Field. It was agreed that Cllr Ham will arrange for the shelter to be removed from the field to explore the possibilities of re cladding the structure with rubber matting.

Action: Cllr Ham to action

7 Co-option of Councilors

There is currently one vacancy, which the Clerk will continue to advertise.

8 Planning Applications

2022/2368/FUL - Lynden House, Common Lane, Holcombe

Demolition of existing dwelling and garage and erection of replacement dwelling.

Cllr Pearce left the room

All Councillors had considered the plans prior to the meeting. It was noted that there were no objections listed on the Mendip Planning website. After discussion it was agreed that there were no breaches to material planning considerations and the application should therefore be recommended for approval.

Vote: 7 For, 0 Against, 2 Abstentions

Action: Clerk to notify the planning office.

Cllr Pearce returned to the room

9 Planning updates including enforcement issue

There were none.

10 Reports

- 9.1 PCSO – A generic report had been received and circulated. It did not mention Coleford specifically.
- 9.2 Somerset County Council – Cllr Ham had no report.
3. Mendip District Council – Cllr Townsend and Ham provided the following report:
Council meetings - Due to “lack of substantive business” both the Full Council meeting scheduled for 19th December and the Cabinet Meeting scheduled for 9th January have been cancelled.

Planning - At the next Planning Board the Council will attempt to unravel some of the issues which have prevented the Mayday Saxonvale proposal from offering a viable alternative to the

one already approved for Mendip and Acorn Developments. Inadequate provision of affordable housing is one barrier. Many fear that the site will remain derelict for years to come.

The Government announcement that nationally imposed housing targets are to become 'advisory' rather than 'mandatory' has yet to be translated into Local Plans. This means that speculative development may still be approved.

Scrutiny - The Board meeting reviewed the debrief from this year's Glastonbury Festival. The main concern expressed by local residents was about noise nuisance outside permitted hours. Although Mendip are the Licensor, they considered that any drug concerns were matters for the police. The other major issue was crowd control and the experiences of people who had been swept about by mass movements of humanity.

11 Unitary update

The Clerk will circulate the minutes from the recent Town and Parish Clerk working meeting which gave an update on the current position on the implementation of the Unitary Council.

Action: Clerk to circulate the minutes

12 Consider Draft Publication of supplementary planning – Greenspaces

Cllr Townsend will liaise with known local residents who have a sound knowledge of the wildlife and environmental status of certain areas in the surrounding area, which may command a response within the draft document.

Action: Cllr Townsend to investigate

13 Update on the new Website and Emails – Decide on date to launch.

The new website had been circulated to all Councillors for comment. The Clerk to make some amendments to include the Post Office timetable, remove reference to CRG, add CROCKS and Steve Hodges latest book about the history of Coleford.

Action: Clerk to publicize the website and launch the new email addresses on 1st January 2023

14 Update on the Community Review Project.

The Clerk said that there had been a good turn out for the open day where people were able to complete the survey online whilst enjoying refreshments. There has been a final push to encourage parishioners to complete the survey which closes on 15th December.

15 Highways including:

1. Councillor update – Cllr Townsend advised as follows:

Inconsiderate Parking - persistent parking on the dragon's teeth on the upper pedestrian crossing opposite Anchor Close. Also parking within the Bus Stops meaning buses have to stop in the middle of the road blocking traffic both ways. The road markings were redone in the last 12 months so are clearly visible. It was agreed that the Clerk would request that the PCSO patrols regularly to look at both issues.

Action: Clerk to notify the PCSO.

Charmborough Lane - two major potholes by Lipyeate House were reported and rapidly repaired but the bank on the east side has been pushed down into the road making vehicles move into the middle of the road at this blind bend. Highways have been requested to clear. The cause of the flooding is being investigated.

Church St - the raised water board cover on the pavement by Douglas Yates Court has been reported to Highways as a trip hazard.

Vobster, at the bend by Hollow House - potholes repaired as requested.

Pedestrian Crossing by Beacon View junction - defective light on west side repaired as requested, light on east side is obscured for vehicles going south by overhanging tree growth.

Royal British Legion - Highways have been requested to mark-up white lines at both edges of the pavement at the car park Exit.

Dark Lane - edge erosion reported.

The Clerk had circulated the most recent response from Michele Cusack of Somerset Highways. She had suggested that the Council wrote to Avon and Somerset Police Continuous Improvement Officer regarding the inconsistent records for accidents on Charmborough Lane. A draft letter prepared by Cllr Townsend had been circulated to all Councillors for consideration. All agreed that the response should be sent.

Action: Clerk to send the letter

2. Report of any new issues to be reported:
There were none.

16 Finance

1. Bank Reconciliation
Cllr Banks completed the reconciliation which was found to be in order.
2. Consider Budget and Precept for 2023/24
The Clerk had circulated 2 reports showing a first draft of the budget for 2023/24 with supporting notes. There was a discussion about the allocations and it was agreed that the finance working party would meet prior to the January meeting to fine tune the budget. All Councillors were encouraged to review the reports and contact the Clerk with any suggested proposals.

Action: Clerk to arrange a meeting of the Finance working party before 11/01/22. Agenda item for January meeting.

3. Consider quotes for maintenance work at the Butterfly bank
The Clerk had received an initial quote to complete the work which would help to increase sunlight on the Butterfly Bank to encourage wildflowers, to create a glade and secondary path in the woodland at the top of the site. As this had not been included in this year's budget the Clerk was asked to seek funding sources to help cover the cost.

Vote: 9 For, 0 Against and 0 Abstentions

Action: Clerk to seek grant funding

4. Agree purchase of fruit trees for the orchard at Coleford playing field:
The Clerk had provided 3 quotes from Banwell Garden Centre, Rocky Mountain and Chew Valley Trees all were within budget but it was felt that the quote received from Rocky Mountain was the most comprehensive.

It was agreed that the Clerk would liaise with the Coleford Conservation volunteers with respect to the varieties, when the trees should be delivered and then place the order.

Vote: 9 For; 0 Against and 0 Abstentions

Action: Clerk to place the order

5. Accounts approved for payments:

The following invoices were presented for payment:

HMRC - National Insurance	£ 17.73
V Watts - Clerks Expenses	£ 60.04
PATA Payroll – Salary Calculation	£ 20.00
Darren Haines – Printing of Community Plan Flyers	£ 71.25
Western Web – new website	£ 690.00
Isaac Gregory Tree Surgery – Tree work for survey	£3600.00

In light of the agreed increase in Clerks hourly rate and the contracted hours at last month's meeting, PATA Payroll had calculated the clerks back pay and the amounts due to the pension provider and HMRC.

Those present agreed to give the Finance Working Party authority to review and ratify the amounts due and to authorise payment to the Clerk, pension provider and HMRC accordingly on behalf of the Parish Council. This was necessary to expedite prompt payment. All agreed that the payments/ actions should be completed.

Vote: 9 For; 0 Against and 0 Abstentions

17 Update on the Allotments

1. Discuss access and parking

Access and parking for the allotments were discussed and it was noted that the Southern access to the field may be preferable but discussions will continue with the land agent.

2. Approve and sign the lease

The lease is currently with the National Allotment Society legal team who are reviewing the content. This will therefore be carried over to the next meeting.

3. Ratify the tenancy agreement

To be carried over to the next meeting

Action: Agenda items for the next meeting

18 Arrange planting 2 oak trees to mark the Queens Platinum Jubilee

It was agreed that the oak tree planting event would take place on Saturday the 28th January 2023 at 11am. The 'What 3 Word' location is Error.Microfilm.Jetliner. The Clerk to promote the event and invite the Mendip Times to come and take photographs. Refreshments will be served @ The Hub after the planting.

Vote: 9 For; 0 Against and 0 Abstentions

Action: Clerk to action

19 Consider whether to declare a Climate Emergency and make a plan on how to address it

This will be considered at the January meeting.

Action: Agenda item for the next meeting

20 Playing Fields and Play Equipment

1. Consider quote for the removal of the existing fence

3 quotes had been received. After consideration it was agreed that the quote for £ 2100 provided by Steve Pit would be accepted. All Councillors agreed that the fence should be removed at the earliest opportunity.

Action: Clerk to notify the contractor

2. Discuss and agree whether to submit planning application for the levelling of the football pitch at Highbury playing field

An open meeting has been arranged for Monday 19th December 2022 at 7pm @ the Hub for representatives from Pennys to come and explain how the project would be completed and answer any questions that residents may have. The event has been publicized on social media as well as a mail drop completed to each house from Orchard Close to Stockhill, which will be the most affected by the project if it was to go ahead. .

Pennys have requested that if the project is to commence the Parish Council should contribute £2500 towards the cost of the planning application as a sign of commitment to the project. If all goes ahead and the project is completed the investment would be reimbursed with potentially a further donation to the village. The cost of the planning permission alone is predicted to be around £10000.

Action: Attend the open meeting. Agenda item for the next meeting

21 Meetings to attend or attended

06/12/22 – Cllr Banks and Evans attended the meeting with Mark Shelford the Police Crime Commissioner where they talked about the Avon and Somerset policing priorities as well as answering questions of those that attended. Cllr Banks and Evans kindly gave the parish Council a briefing what was said at the meeting.

12/01/23 open meeting at Whatley Quarry from 14.00 to 19.30hrs for an opportunity to view plans relating to the re-opening of Westdown Quarry. Will be held at Whatley Office

17/01/22 at 17.30hrs – Whatley Quarry liaison meeting at Whatley Office

Various dates for Somerset Association of Local Councils training events

22 Correspondence

War Memorial magazine – Cllr Townsend to take away to read.

CPRE Newsletter – Cllr Townsend to take away to read.

Thank you card from the Scouts for the small grants fund.

23 Matters of Urgency – at the Chairman’s Discretion

There were none

24 Date of Next Meetings:

11th January 2023 @ 7pm for Parish meeting

25th January 2023 @ 7pm for Planning Council meeting

The meeting finished approx. 21.50hrs