

# Parish Council of Coleford

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Miss V Watts  
Clerk to the Council  
Tel: 07971 516916 / 01749 880428  
Email: [clerkcolefordsomerset@gmail.com](mailto:clerkcolefordsomerset@gmail.com)

Gallant Hill Farm  
Foxcote  
Radstock  
BA3 5YB

## Minutes of the Parish Council Meeting held Wednesday 22<sup>nd</sup> May 2024

**Present** Cllr Ham, (Chairman presiding) Allen, Banks, Evans, Paterson, Pearce, Moulding and Townsend (Part)

**In attendance** No members of the public present  
The Clerk, Vickie Watts taking the minutes

### 1. Public Forum

- 1.1 Thanks were expressed to the resident that cut the stinging nettles down along the cinder path between Church Street and Careys Mead.
- 1.2 A complaint had been received that the footpath which runs between Careys Mead and Church Street (Opposite the Doctors surgery) was overgrown with stinging nettles.

*Action: Clerk to write to the landowner and request the path be cut back.*

- 1.3 A complaint had been received that the tree at Careys Mead is blocking the TV signal.

*Action: Cllr Ham to respond*

- 1.4 A complaint had been received that the footpath which runs along the boundary of Goodeaves allotments has become overgrown. The Clerk has asked LSJ to quote to clear it although it could be a job for the Community payback team.

*Action: Clerk to progress*

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

Cllr Barrett, Bell, Douglas-Burke, and West had sent apologies which were accepted by the Chair.

Cllr Drescher was working at the Coleford allotments and therefore unable to attend.

### 3. Declaration of Interest and Dispensations granted since last meeting

There were none.

### 4. Planning Applications

2024/0809/FUL - Extension to existing property, and front porch. Raising of the ridge height. Change of use to residential two storey, two bedroom dwelling, Asgarth, Highbury Street, Coleford

All Councillors had considered the plans prior to the meeting. After discussion it was proposed by Cllr Moulding and seconded by Cllr Paterson that the application be approved providing no more than one parking bay be lost from the highways and that no new boundary fences exceed the height of the current fences.

*Vote 6 For, 0 Against and 1 Abstention (Somerset Councillor)*

**5. Planning updates including enforcement issues**

There were none.

**6. Accounts approved for payments**

The following invoices were presented for payment:

Andersen Solutions Ltd – Compostable toilet and accessible cabin	£6195.00
HMRC - National Insurance	£ 102.87
V Watts - Clerks Expenses	£ 31.95

It was proposed by Cllr Pearce and seconded by Cllr Allen that the payments should be made.

*Vote: 7 For, 0 Against, 0 Abstained*

**7. Discuss and agree quotes for fence repair at Highbury Playing Field and the removal of the bench at Stockhill**

It was proposed by Cllr Paterson and seconded by Cllr Banks that the quote for £70 to repair the rail at Highbury playing field and to remove and renovate the Stockhill bench be accepted. It was agreed that once the renovation work was completed a new location for the bench would be agreed.

*Vote: 7 For, 0 Against, 0 Abstained*

*Action: Clerk to notify the contractor*

**8. Update on Allotments**

**8.1 Agree who will build the new compostable toilet for the allotments**

Cllr Ham confirmed that the ground work for the toilet should be completed within the next 2 weeks. The Clerk confirmed that the order for the toilet had been placed and should be delivered in 4 weeks. After discussion it was agreed that the Clerk would seek volunteers from the allotment holders to build the accessible cabin and install the compostable toilet and urinal. If there no one comes forward the Clerk will seek quotes from local contractors. The recommended contractors from the supplier would be the third option.

**Vote 7 For, 0 Against, 0 Abstentions**

*Action: Clerk to source competent volunteers.*

**8.2 Consider and agree cost and location of additional water points**

After discussion it was agreed that 3 new containers with taps would be installed on the allotment field: 1 next to the accessible plots, 1 at the West end of the field next to the organic plots and the 3<sup>rd</sup> next to the fruit trees with two taps feeding both the orchard and the allotment. It was confirmed that the cost of installing the pipes will be covered by the balance of the car parking allocation and the pipe fittings should be no more than £300. It is hoped that this will be completed by mid-June.

*Action: Cllr Ham to oversee the installation.*

**8.3 Agree placement of picked stones**

Clerk to ensure that allotment holders do not leave stones on the pathways as they will damage the mowers. Stones to be left on plots or placed by the container.

*Action: Clerk to inform allotment holders*

- 8.4 Discuss amending the rules to include:
- Prevention of ponds being created
  - No tall covered frames
  - Removal of top soil

Cllr Pearce had circulated a draft document to address the 3 points above. It was proposed by Cllr Allen and seconded by Cllr Banks that the additional 3 rules should be added to the existing Allotment rules for circulation to all allotment holders.

*Vote: 6 For, 1 Against, 0 Abstained*

*Action: Clerk to update and share with allotment holders. Update on website*

**9. Discuss and agree Grant Application time table**

It was agreed that there would be a working party meeting on Weds 29<sup>th</sup> May at 7pm at the Hub to discuss the different elements required to pull together the application for the Health and Well-being grant. There were several elements relating to the allotments and therefore the allotment working party members should attend but also any other Councillors who might be interested in getting involved.

*Action: Attend meeting on 29<sup>th</sup> May at 7pm @ The Hub.*

**10. Discuss whether to apply for a grant towards emergency planning**

Cllr Ham explained that there was grant funding available for emergency planning. It was agreed that at this stage this was not something that we could progress with, but would revisit in the future.

*Vote: 7 For, 0 Against, 0 Abstained*

**11. Consider quotes and agree whether to purchase a security box for the generator**

It was agreed that the current set up would be monitored and discussed again at the June meeting.

The Clerk will draft instructions for the water pumping volunteers and complete a training session with them prior to handing over the responsibility for this task.

*Vote: 7 For, 0 Against, 0 Abstained*

*Action: Clerk to progress. Agenda item for June.*

**12. Date of Next Meetings:**

12<sup>th</sup> June 2024          Parish Council Meeting

The meeting ended at 20.53hrs