

Parish Council of Coleford

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Minutes of the Parish Council Meeting held Wednesday 10th July 2024

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

In attendance 2 members of the public present
The Clerk, Vickie Watts taking the minutes

1. Public Forum

1.1 It was reported that mine surveys were being completed in the Gladman field. It was confirmed that this was part of the conditions of the planning permission.

1.2 It was asked what the building was which was being constructed behind the Cemetery.

Action: Clerk to investigate

1.3 It was asked what the shed was for at the end of the Hub. The Chair explained it was for the Foodbank, which they had been purchased from a grant that they had obtained.

1.4 It was noted that the wall behind the Kings Head Public House needs attention.

Action: Clerk to liaise with Cllr Moulding regarding contacting the owner.

1.5 A complaint has been received regarding the grass cutting contractors for Somerset Council who have left the grass really long before cutting and after cutting they have then blown the cut grass onto the neighbouring gardens, increasing the chance of weeds growing on their land.

Action: Cllr Ham to speak with appropriate contact in Somerset Council

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

Cllr Allen, Bell, Douglas-Burke, Drescher, West and PCSO Mortimer had sent apologies which were accepted by the Chair.

3. Declaration of Interest and Dispensations granted since last meeting

There were none.

4. Approve the minutes from the meetings held on 12th June 2024

The minutes had been circulated to all. It was agreed that the minutes accurately reflected the meetings and should be signed by the Chair.

Vote: 6 For, 0 Against and 1 Abstention

Action: Clerk to upload to the website

5. Actions arising from the minutes

All actions had been completed or would feature later in the agenda apart from:

- 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

- Cllr Allen has sought specification and quotes to improve the footpath between Mendip Vale and Farley Dell.

Action: Agenda item once the information has been received

- **Discuss prospect of having a Christmas Tree for December 2024**

Quotes for lights to be considered at the next meeting.

Action: Agenda item for August meeting

- The Footpath at the boundary of Goodeaves play area has been cleared by Somerset Council.

- Review of water pumping process including procedure notes and risk assessment

It was agreed that a trolley (maximum price of £50), should be purchased by the Clerk to enable the generator to be moved out of the container to an agreed location to complete the pumping.

The generator can then be chained to the container to keep it safe during the process.

The Clerk to complete the procedure notes and risk assessment for approval at the next meeting.

Action: Clerk to purchase a trolley for £50 or under. Complete the procedure notes and risk assessment.

6. Reports

7.1 Somerset Council

Somerset Cllr Ham said that due to the elections there was no written report. Somerset Cllr Clarke said that Suez who has the contract to collect rubbish, recycling and garden waste in Somerset had confirmed that they were unable to deliver the contract for the price agreed and were prepared to pay the penalty to withdraw. Somerset Council have since agreed to pay an additional £46 million over the remains of the contract which ends in 2030 to ensure the service continues.

The Clerk confirmed that there had been no response to the letter sent to Somerset Council regarding the Somerset Council redundancies.

The Clerk had sent the agreed letter to Somerset Highways and the Planning department regarding the highway concerns on the Rainer planning application. A response had been received from Somerset Highways which stated that it had been shared with Jon Fellingham and placed on the planning application file for consideration.

7.2 PCSO

PCSO Mortimer did not attend but reported that Coleford is visited on numerous occasions throughout the week. A crime report had been provided and dates agreed for the drop-in sessions at the Hub. These will take place on:

5th August

2nd September

30th September

28th October

25th November

23rd December

7.3 Climate Action Group

On Sunday 7th July Coleford Climate Action ran its first Energy Help Cafe event, which was a great success. The event offered advice on Saving Energy, Staying Warm for Less, Damp and Mould and Draught Proofing. Forty-six people attended and they gave out 25 energy packs, which contained useful leaflets, a thermometer card, under door draught excluder, draught excluder tape, a shower timer, a letter box draught excluder, a heatable wheatgerm bag and a Hygrometer (which measures relative humidity). Each pack included a larger item which could be a heated throw, a slow cooker, a dehumidifier or an electric blanket. These had been purchased and would be distributed shortly.

The majority of the visitors came from the Highbury area of the village. The event was marketed through Facebook, posters in the GP surgery, The Co-op, Parish Notice Boards and a poster in the Parish Magazine. We also leafleted Dags Cafe with the promise of free cake from Dags herself. The event was wholly funded by The Centre for Sustainable Energy and they hope to run similar events in the future.

Cllr Moulding arrived at 18.25

7. Planning Applications

There were none.

8. Planning updates including enforcement issues and Publication of Mendip Local Plan Limited Update

The Clerk had circulated an up-to-date record of the planning decisions on outstanding applications.

A Highways report had been submitted by Rainier for application 2024/0163/OUT. A draft response will be circulated to all Councillors ready for approval at the next meeting.

Action: Draft response to be circulated by the Clerk. Agenda item for 24th July.

It was agreed that the Parish Council should respond to the Local Plan consultation. A draft would be prepared for approval at the next meeting.

Action: Draft response to be circulated by the Clerk. Agenda item for 24th July.

9. Update on the water leak at Highbury Playing Field Car Park

The water leak was repaired promptly.

10. Highways including:

10.1 Councillor update

Cllr Townsend submitted the following report:

- 1 Anchor Rd/Brewery Lane - Highways have done a more comprehensive marking up for further action in response to our request.
- 2 Dark Lane - one pothole filled, another area marked up.
- 3 Stockhill - some patching/edge erosion work done.
- 4 Anchor Rd - defects on footway by Rope Walk reported to us are not immediately obvious, further information required.
- 5 Pitcot Lane - drains blocked in the floods now cleared by Barlake Farm
- 6 Stoke Bottom - dangerous pothole on Green Lane reported again.

10.2 Report of any new issues to be reported

An email had been received stating that despite drains being cleared in Stockhill area, the drains further out towards Vobster had not been cleared despite complaints being registered. The resident felt that this part of the village had been overlooked as the general condition of the road, the drains and overgrown hedges were all poor.

Action: Cllr Townsend to report to Somerset Highways

It was reported that the pavement outside Rope Walk Farm had deteriorated and was causing a trip hazard.

Action: Cllr Townsend to report to Somerset Highways

11. Update on Allotments

11.1 Update on installation of compostable toilet for the allotments

Cllr Pearce confirmed that the ground work had been completed and was ready for the installation of the cabin and compostable toilet which was being delivered on Friday 12th July.

The Clerk confirmed that a quote had been received from a contractor recommended by the supplier for £1000. After seeking volunteers from an allotment holder, an offer was received for £600. A further offer was received from an experienced carpenter who volunteered to complete the installation with a

neighbouring allotment holder in return for having their plots free of charge for one year starting from January 2025.

After consideration, it was proposed by Cllr Pearce and seconded by Cllr Banks that the offer should be accepted.

Vote: 6 For, 0 Against and 1 Abstention

Action: Clerk to notify the volunteers and thank those that quoted

11.2 Update on the installation of additional water points

Cllr Pearce confirmed that the water pipes had been installed but connection to the additional storage tanks will take place at a later date.

Cllr Ham said that a letter of thanks should be written to Whately Quarry who had not only donated the stone for the car park and area for toilet and raised beds, but provided a digger and driver for several days to complete the work.

Action: Clerk to write a letter of thanks to include photos of the completed work.

11.3 Consider rules and safety measures for ponds on allotment plots

Cllr Pearce to draft rules to cover the inclusion of ponds on the allotments to ensure they remain safe and compliant with our insurance policy. Cllr Pearce will present an initial draft for discussion and approval at the next meeting.

Action: Cllr Pearce to draft. Agenda item for the next meeting

11.4 Discuss and agree maintenance for the orchard at Vobster and the Playing Field

The grass area outside of the fenced allotments is very long, including around the fruit trees. Cllr Ham said he will make arrangements to get the grass cut but someone would need to strim the area around the fruit trees. The area at the base of the fruit trees needs to be removed and it was suggested that wool or mulch could be used to suppress the regrowth. The same applies for the fruit trees at the Coleford Playing field.

Action: Cllr Ham and the Clerk to action

12. Finance

12.1 Agree Bank Reconciliation

Cllr Evans checked the bank reconciliation which was correct.

12.2 Consider quote to repair the nest swing at Goodeaves play area

Two quotes had been received to repair the swing for £454 and £1000 both plus VAT. It was agreed that a working party meeting should be held to consider the options on whether to continue to spend money repairing old equipment at all 4 sites or whether to expand and improve Highbury / Coleford play areas and utilize Goodeaves and Roman Way play area for other purposes once the equipment is passed its use.

Action: Clerk to arrange a working party meeting to discuss further. Agenda item for 24th July.

12.3 Accounts approved for payments:

The following invoices were presented for payment:

HMRC	£ 102.87
V Watts - Clerks Expenses	£ 78.44
PATA Payroll – Payroll services	£ 39.45
Read Agri – Paint for Play equipment	£ 127.49
Steve Pitt – Creation of the car park	£1,305.00

It was agreed that the payments should be made. Cheques were signed by Cllr Ham, Townsend and Evans.

Vote: 7 For, 0 Against and 0 Abstentions

13. Update on the Cemetery Inspection including the Memorials

The Clerk confirmed that notices had been placed on the notice boards and cemetery gate informing visitors that the memorial inspection would be taking place within the next fortnight from w/c 15th July 2024.

14. Update on the Health & Wellbeing grant application

This will be progressed and considered at the next meeting.

Action: Clerk to draft notes for the application. Agenda item for the next meeting.

15. Consider seeking a volunteer for the Somerset Council Strimmer Scheme

The Clerk said that Somerset Council are still running the Strimmer Scheme providing that the Parish passes the Somerset Council criteria. They have done a review of the footpaths in Coleford and have agreed that the Parish is eligible, which means that the cost of the training would be split with Somerset and the Parish Council both paying £82.50 each.

All Councillors agreed that the Clerk should share info about the scheme and see if a volunteer is forthcoming.

Action: Clerk to share information about the scheme and seek a volunteer.

16. Correspondence

Email from Better Buses for Somerset – Share via social media to encourage parishioners to feedback the issues with Coleford bus services

Action: Clerk to share Better Buses for Somerset information

Notes from the LCN meeting held on the 10th June 2024 were shared with all Councillors. They summarized the previous years actions and prioritized the actions for the coming year.

Cllr Ham to establish when the next Highway meeting will take place.

Date of Next Meetings:

24th July 2024

Planning meeting

13th August 2024

Parish Council meeting

The meeting ended at 19.30hrs