

# Parish Council of Coleford

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## Minutes of the Parish Council Meeting held Wednesday 22<sup>nd</sup> April 2026

**Present** Cllr Ham (Chairman) Allen, Bell, Banks, Douglas-Burke, Evans, Fisher, Moulding, Paterson and Pearce.

**In attendance** 16 members of the public present  
The Clerk, Vickie Watts taking the minutes

### 1. Public Forum

1.1 A person spoke on behalf of many local residents that attended the meeting expressing concern over the Tyler Hill Solar Farm at Hackmead. He made the following points:

1. The proposed location of the site will have a huge impact visually on the local area. Photographs were shared from various locations around the site which highlighted that the photographs shared by Tyler Hill are misleading. It is highly visible from the Grade 1 listed site at Ammerdown.
2. Glare from the panels in the sun will stand out far and wide.
3. The application states that the land is of low quality but its not, a large percentage is in fact classed as 'Best and most versatile land'
4. The site is North facing so panels will need to be angled to catch the sun.
5. There is the concern that if approved, further applications will follow to link into the main grid.

The Chair said that the Parish Council had already been notified of another potential site between Kilmersdon and Coleford. The company managing the project has been in touch to say that they are undergoing preliminary investigations to ensure the site is suitable and will be in touch for public consultation if an application is to be submitted.

The Clerk confirmed that the public consultation is to take place on 14<sup>th</sup> May 2026 from 3pm til 6.30pm at the Coleford Royal British Legion. Concern was expressed that this did not allow sufficient time for residents that worked to get to the event. It was agreed that the Clerk would ask for the time to be extended until 7.30pm

**Action:** *Clerk to seek an extension in time so that the consultation runs from 3pm til 7.30pm*

1.2 It was noted that the funeral of Myra Perry would be taking place on the 29<sup>th</sup> April 2026 with a service at the Church at 2pm followed by Shepton Crematorium at 3.30pm and a wake at the Centurion, Westfield.

1.3 Cllr Evans reported that the Street lights in Preachers Vale are not working. Cllr Banks confirmed that they had been reported.

1.4 Cllr Banks confirmed that the rotted timber from the benches at Preachers Vale have been removed.

**Action:** *Quotes for replacement timber to be agreed at the next meeting. Agenda item.*

### 2. Apologies for Absence

Cllrs Palmer, Swords and Townsend sent apologies which were accepted by the Chair.

**3. Declarations of Interest and dispensations**

There were none.

**4. Planning Applications**

There were no applications to consider.

**5. Planning updates**

There were none.

**6. Update on applying to extend the Asset of Community Value certificate on the Coleford British Legion which is due to expire June 2026**

Cllr Ham confirmed that he would complete the application and submit on behalf of the Parish Council.

**7. Consider whether a further response is required regarding the Freedom of information request**

Cllr Townsend will circulate the draft for consideration prior to the next meeting.

*Action: Agenda item for the next meeting*

**8. Update on leveling of the playing field**

8.1 The Clerk confirmed that a message had been received from a resident that lives adjacent to the Highbury Playing Field asking what the finished heights would be next to their house. The Clerk checked the heights with Pennys and passed the information to the resident explaining that the project had been subject to planning process and public consultation. The resident had purchased the house recently and was not aware of the levelling.

8.2 The Clerk had noted that there had been a suggestion on social media that the Council are paying Pennys to complete the levelling work. It was agreed that a statement outlining the key points would be shared online.

8.3 It was agreed that Pennys would carefully remove the benches which are pitch side at Highbury and keep safe so that the levelling can be completed.

8.4 Pennys marketing department had been in touch to ask if banners could be displayed once the leveling had been completed. This will need to be considered as an agenda item in the future.

**9. Finance:**

**9.1 Payments**

To be paid at the next meeting.

**9.2 Agree transfer of funds between bank accounts**

After discussion it was agreed that £20K should be transferred from the current account to the instant savings account.

**Vote: 10 For, 0 Against, 0 Abstentions**

*Action: Clerk to set up the transfer to be authorized by 2 Councillors*

9.3 Consider request from Coleford Sheddars for financial help to install electric into the shed @ the Hub  
Cllr Banks said that he had received a quote of £500 plus VAT to install the electricity into the Shed. The Clerk confirmed that there was a balance of £350 not spent from last years budget and £150 in the current year making a total of £500.00. After discussion it was proposed by Cllr Bell and seconded by Cllr Patterson that the Parish Council would pay the £500 invoice for installation of electric into the shed.

**Vote: 10 For, 0 Against, 0 Abstentions**

*Action: Clerk to ensure that the invoice is submitted for payment*

- 9.4 Consider and agree quotes for Parish Council Noticeboards  
This would be carried forward to the next meeting.

*Action: Agenda item for the next meeting*

**10. Complete Data Protection training for Councillors**

Cllr John Fisher compiled a training presentation which was shared and presented to all Councillors. Cllr Fisher discussed why data protection was important and how the Council and Councillors can reduce the risk of breaches. The Chair thanked Cllr Fisher for completing the GDPR training.

**11. Consider and Agree:**

- 11.1 Publication scheme
- 11.2 IT Policy
- 11.3 Personal Use Policy

The abovementioned policies had been prepared by the Clerk and checked by Cllr Fisher in the first instance, who recommended that they be approved which was seconded by Cllr Ham.

**Vote: 10 For, 0 Against, 0 Abstentions**

*Action: Clerk to ensure that the policies are uploaded to the website.*

11.4 Generator Risk assessment

The Clerk confirmed that the risk assessment had been reviewed for the 2026 season but no amendment was required. It was recommended by Cllr Ham and seconded by Cllr Allen that the risk assessment be approved.

**Vote: 10 For, 0 Against, 0 Abstentions**

*Action: Clerk to ensure that all volunteers trained for the generator are provided with a copy of the risk assessment.*

**12. Date of Next Meetings:**

- |                           |                        |
|---------------------------|------------------------|
| 6 <sup>th</sup> May 2026  | Parish Council meeting |
| 27 <sup>th</sup> May 2026 | Planning meeting       |

The meeting ended at 21.20hrs