

Parish Council of Coleford

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Minutes of the Parish Council Meeting held Wednesday 6th May 2026

Present Cllr Ham (Chairman), Banks, Douglas-Burke, Evans, Fisher, Palmer, Paterson, Pearce, Swords and Townsend

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

The Chair opened the meeting with 2 minutes silence after the sad news of the passing of ex Councillor Nick Harding

1. Public Forum

- 1.1 It was noted that the white lining had been completed at Ham but the potholes are still there.
- 1.2 Concern was raised over 2 cars which are currently up on ramps whilst parked on the main road through the village. It was suggested that the member of the public should contact the police if they believe there is a risk.
- 1.3 A road closure of Charmborough Lane is proposed on the 26th May which raised concern over the diversion route.

Action: Cllr Townsend to challenge the closure.

- 1.4 Was there any news with respect to the proposed solar farm off Cherry Gardens Lane? No correspondence had been received by the Council.
- 1.5 The road closure signs on Vobster are still on the side of the road after the works some time ago.

Action: Cllr Townsend to request collection

- 1.6 The road outside of 'The Hollows' between Stockhill and Vobster needs resurfacing. Cllr Townsend stated that this has already been highlighted to Somerset Highways.

2. Apologies for Absence

Apologies were received from Cllr Allen, Bell and Moulding.

3. Declarations of Interest and dispensations

There were none.

4. Approve the minutes from the meetings held on 8th and 22nd April 2026

The draft minutes from both meetings had been shared and displayed on the website. It was agreed that both sets accurately reflected the meetings and should be signed by the Chair.

Vote: 9 For, 0 Against and 0 Abstentions

5. Actions arising from the minutes

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

- Clerk to arrange a meeting with Nick Margison to discuss setting up a scheme

6. Reports from:

- 6.1 Somerset Council – The monthly report has been shared with Councillors and uploaded to the website under Parish Council meetings.

Councillors were asked for any cases where planning enforcement have not responded to issues reported. Somerset Cllr Barry Clarke is compiling a list so that this can be challenged for an improved service.

- 6.2 PCSO – The report had been circulated to all Councillors and will be available to view as a report on the website. There were:

- 1 x Arson & Criminal Damage
- 1 x Drug Offences
- 1 x Miscellaneous Crimes Against Society
- 1 x Public Order Offences
- 3 x Theft

- 6.3 Climate Action Group – Cllr Ham confirmed that there is only one Climate Group running in Coleford known as The Coleford Climate Action.

- 6.4 Coleford Shedders inc:

- 6.4.1 Update on renovation on telephone box

The renovations are progressing well, the glass has been removed, stripped and primed. A new door has been constructed. A new handle in the same original style will be purchased. There are a few additional costs which will be submitted for payment at the next meeting.

- 6.4.2 Consider & agree quotes for timber to repair Preachers Vale benches

The Shedders have agreed that a recycled material costing approx. £110.00 would offer better value for money over hardwood. It was proposed by Cllr Ham and seconded by Cllr Palmer that the materials should be purchased and submitted to the Council for payment.

Vote: 9 For, 0 Against and 0 Abstentions

Action: Payment to be presented at the next meeting

- 6.4.3 Consider & agree quotes for Parish Council Noticeboard

After discussion it was agreed that the Coleford Shedders will review making a new notice board for outside the Coleford Hub. It was agreed that the new notice board at the new co-op would be put on hold as the Shedders may renovate the existing notice board outside the Piano shop as the posts are solid and parishioners are still using the board.

7. Planning Applications

There were none.

8. Planning updates

- 8.1 An email had been received on 22nd April from Bill Cotton the interim Service Director, Planning at Somerset Council apologising for the lack of response to the Parish Council letter dated 17th December regarding the Rainer Appeal ref 2024/0163, Anchor Road, Coleford. He went on to outline why Somerset Council decided not to defend the appeal. He also outlined that the Planning Inspectorate's decision on the appeal was independent of Somerset Council and if The Parish Council has any concerns about the Inspector's decision, these should be directed to the Planning Inspectorate.

Action: Cllr Townsend to draft a response for circulation to all Councillors. Agenda item for the next meeting.

- 8.2 There is currently no update on the Rope Walk appeal.

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

Cllr Ham proposed and seconded by Cllr Pearce that an extension to the Asset of Community Value certificate should be sought. Cllr Ham and Banks will complete the application.

It was suggested that the building should also be registered as a listed building.

Vote: 9 For, 0 Against and 0 Abstentions

Action: Cllr Ham & Banks to submit the application and enquire about applying for listed building status.

10. Highways including:

10.1 Councillor update – Cllr Townsend provided the following report:

- Pedestrian crossing by Beacon View junction light failed, reported and corrected.
- Charlton Road to Charmborough Lane junction - potholes on junction turning left reported again after twice encountering vehicles on the wrong side of the road avoiding them.
- Charlton Lane - pothole at apex of sharp bend, inspection of whole length requested.
- Anchor Rd - traffic lights by RBL - questioned the need as no work being done on the highway, or anywhere else for 3 days inviting misbehaviour.
- Highbury St - damaged wall at entrance to old Mendip car park

Other issues:

- LCN Meeting - I again raised concern at the safety issues at the Beacon Cross. We were encouraged to record every near miss. I have experienced 4 in the last month and will be reporting them, does anyone have any to add?
- Highbury St closure notified for 26th May. Need to check details to see if traffic lights are proposed as it states that access will only be allowed for Emergency vehicles.

10.2 Report of any new issues – There were no new issues raised.

10.3 Update on whether consent has been given by Somerset Highways to install speed indicator device for use at Stockhill and Lipyeate – Cllr Ham confirmed that there has been no news, but a meeting has been arranged with Sara Davis on the 27th May 2026, when it is hoped this will be addressed.

Action: Cllr Ham to meet Sara Davis of Somerset Highways

10.4 Consider purchasing village name plate for Coleford, Lipyeate

Cllr Ham to establish from Sara Davis if there is a specification that has to be met for the village name plate before quotes can be sought.

Action: Agenda item for June meeting

11 Consider whether a further response is required regarding the Freedom of Information request

The draft had been circulated to all Councillors. It was agreed that Cllr Townsend would confirm any amendments before sending.

Vote: 9 For, 0 Against and 0 Abstentions

Action: Cllr Townsend to confirm when the email should be sent

12. Review Footpath reports for Spring 2026

Agenda item for the next meeting

Action: Agenda item for next meeting

13. **Discuss site for Food Bank and further update**

The Food Bank committee wish to move the Food Bank to the top of the village and introduce a community larder and fridge. After discussion it was agreed that the best option would be to use the Coleford Legion as a base either inside or outside. This would be fed back to the committee.

14 **Finance**

14.1 Clerk Update:

- The Clerk sought permission to hire a skip for Coleford Allotments to allow clearance of the empty plot.
- The Pension payments have been reduced as advised by the Pension provider. The standing order will need to be amended the new amount of £307.42

14.2 Agree Bank Reconciliation – Clerk to ask Cllr Bell to approve before the next meeting

14.3 Accounts approved for payments - The following invoices were presented for payment:

HMRC – Tax & National Insurance	£ 194.37
Mogers Drewett – Registering allotments with Land Registry	£ 300.00
SALC Training – Planning training for Cllr Townsend	£ 40.00
Western Web – Accessibility work on website	£ 54.00
Alison Green – Footpath Warden South	£ 50.00
Paul Gilson – Footpath Warden North	£ 50.00
@ The Hub – Annual Support Grant	£2000.00
Carter Jonas – Annual Allotment rent	£ 543.00
Vickie Watts – Clerk expenses	£ 145.04
Youth Club – Annual support grant	£6000.00
Clear Insurance – Parish Council annual fee	£1091.57
LSJ Gardening Services – Charges Inv 2014	£1527.47

It was agreed that all payments should be approved.

Vote: 9 For, 0 Against and 0 Abstentions

Action: Clerk to set up the online payments, with Cllr Townsend and Cllr Banks authorizing the payments

14.4 Notification of monthly payments made by standing order - The following payments are made by monthly standing order:

V Watts – Salary	£1,181.64
Somerset Council – Clerk Pension (New amount)	£ 307.42
LSJ Gardening services – Grass Cutting	£1,527.48
EDF – Electricity at the Changing Rooms	£ 33.04

15 **Highbury Playing Fields Charity**

15.1 Update on leveling of the playing field – Cllr Ham confirmed that work is progressing well. There has been some vandalism to the fence and just this week to perpetrators were caught by the police. It is hoped that this will stop any reoccurrence.

15.2 Update from Stone King on playing field assets

It was agreed that Cllrs Ham & Townsend would provide ID so they can open a new file for Coleford Parish Council and send you our Terms of Engagement.

Vote: 9 For, 0 Against and 0 Abstentions

Action: Clerk to ensure ID is sent by AT & PH

16 **Meetings to attend / attended**

14/05/26 from 3pm til 7pm - Public consultation event @ the Coleford Legion for the proposed solar farm at Hackmead Farm

13/05/26 @ 5.30pm – Hansons Quarry meeting

17 Correspondence

Email received asking for no parking zone to be implemented opposite the junction with Newbury Hill. Its becoming increasingly difficult for lorries to negotiate the turn.

Action: Cllr Ham to discuss with Sara Davies Somerset Highways Engineer to what can be done.

Somerset Bus Group are looking for a new Chair and Vice Chair. Information circulated to all Councillors

Email received from a resident regarding the vandalism to the fence at Highbury playing field. Police caught the perpetrators at the scene. Pennys were informed of the damage.

CPRE Spring Newsletter – Passed to Cllr Townsend

National Allotment Society magazine – Passed to Cllr Ham. Will then go to the allotments

18 Date of Next Meetings:

27 th May 2026	Planning meeting
10 th June 2026	Parish Council meeting

The meeting ended at 21.33hrs