

Parish Council of Coleford

Miss V Watts
Clerk to the Council
Tel: 07971 516916 / 01749 880428
Email: clerk@colefordpc.org.uk

Gallant Hill Farm
Foxcote
Radstock
BA3 5YB

Minutes of the Parish Council Meeting held Wednesday 10th June 2026

Present Cllr Ham (Chairman), Allen, Banks, Evans, Fisher, Palmer, Paterson, Pearce and Townsend

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

1. Public Forum

- 1.1 It was noted that the car park entrance owned by Somerset Council had the entrance wall damaged. Councillor Townsend said this had previously been reported.
- 1.2 A Councillor asked whether there was a contract for the grass cutting at the church or whether volunteers were completing the work. Councillor Townsend said that a contract was in place.
- 1.3 It was noted that the path behind Douglas Yates Court is overgrown.

Action: Clerk to request that Mr. Barrett strims the length of the path.

- 1.4 The Clerk confirmed that a young person had completed 3 months of litter picking for their Duke of Edinburgh scheme which the Clerk had signed off. A letter of thanks has been sent to the person.

2. Apologies for Absence

Apologies were received from Cllr Bell, Swords and Moulding which were accepted by the Chair. Cllr Douglas-Burke did not attend.

3. Declarations of Interest and dispensations

There were none.

4. Approve the minutes from the Annual Parish Council meeting and monthly meeting held on 6th May and planning meeting 27th May 2026

The draft minutes from all meetings had been shared and displayed on the website. It was agreed that they 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:

- The highways road closure signs are still in situ despite being reported.

Action: Cllr Townsend to report again

- The Clerk to arrange a meeting with Nick Margison to discuss community car share scheme.

Action: Clerk to arrange meeting with Nick Margison

- The Clerk confirmed that she had received a response from Hillside Trees regarding the lime tree at Highbury bus stop, which suggested it was unlikely that the trees were causing damage to neighbouring properties.

Action: It was agreed that the report would be shared with the property owner for them to further investigate.

- A draft response to Bill Cotton's letter regarding the Ranier appeal had been prepared but required further amendment before sharing with full council for agreement prior to sending

Action: Cllr Townsend to prepare and share the draft copy

6. Reports from:

6.1 Somerset Council – No report had yet been received.

6.2 PCSO – No report had yet been received.

6.3 Climate Action Group – Cllr Ham said that the Hub Committee would invoice the Climate action group the full cost of hall hire, and it was for the group to then seek the agreed support from the Parish council directly.

6.4 Coleford Shedders - Cllr Palmer said that the Coleford shedders were making good progress on the renovation of the phonebook at Careys Mead, which included cleaning the glass ready for reinstallation. It had been suggested that the phone box could be called the 'Highbury library'.

The Council was invited to the Coleford shedders barbecue which was taking place Saturday, the 13th June between 2 and 6pm at @ The Hub

7. Planning Applications

There were none.

8. Planning updates

8.1 Cllr Townsend said that he would circulate a draft response to the email from Bill Cotton the interim Service Director, Planning at Somerset Council received on 22nd April apologising for the lack of response to the Parish Council letter dated 17th December regarding the Rainer Appeal ref 2024/0163, Anchor Road, Coleford.

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

Cllr Townsend attended a meeting regarding the Local Plan. It was accepted that no plan would be in place for at least three years with no interim plan and therefore no defence against planning developments.

9. Update on the local Solar Farm applications

There had been no updates from the consultants with respect to the Cherry Gardens Solar Farm or the Hackmead application.

Cllr Townsend said that the 'Save Hackmead' group had hoped that Coleford Parish Council and Kilmersdon Parish Council would contribute towards funding the cost of a consultant to help fight the application. It was noted that at this moment there were no planning applications on the table to consider so it would be inappropriate to consider funding at this point. It was noted that the Save Hackmead group could get a quote for a consultant which, could then be deliberated at a later date. Councillors felt that the village should be consulted before any funding requests be considered by the Parish Council.

10. Update on the extension of the Asset of Community Value certificate on the Coleford British Legion which is due to expire June 2026

Cllr Ham and Banks continue to progress the application and request for the building to be registered as a listed building.

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

11. Highways including:

11.1 Councillor update – Cllr Townsend provided the following report:

- Vobster - rough surface giving Alton Towers ride, since marked up
- Between White Post and Charlton Lane - edge erosion reported and repaired
- Charity Lane - pothole reported and repaired
- Stoke Bottom - pothole on bend reported
- Highbury St - road closure challenged but Highways insisted it was vital for safety purposes.
- Stockhill - removal of Road Closure sign requested

Footpath issues reported to me -

- Back of Kings Head, FR 4/27, becoming badly overgrown particularly with nettles making it unsafe for the elderly who use it regularly
- Anchor Rd to Farley Dell, possibly FR 4/5, invaded by overhanging beech hedge from No 81 on the south side.

11.2 Update from Cllr Ham after meeting with Sara Davies Somerset Highways Engineer - A detailed report had been circulated to all Councillors. The issues were discussed and it was agreed that the Council would continue to press for action throughout the village roads.

11.3 Report of any new issues – There is a tree in hedgerow on the hill next to Hollow House, near Stockhill.

11.4 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 Sara Davies Somerset Highways Engineer had highlighted the best options for the SID to be located at Lipyeate and Stockhill. There was also a discussion as to whether the Council would be better to consider the Evolis Mobile units rather than Evolis Vision which would enable the council to move the unit more easily if it choose to in the future.

Action: Clerk to seek quote for the Evolis Mobile for consideration at the next meeting. Agenda item for July.

12 Finance

12.1 Agree Bank Reconciliation – Clerk had prepared the reconciliation which was checked by Cllr Fisher and signed as an accurate report.

12.2 Consider purchasing village name plate for Coleford, Lipyeate – Clerk to seek quote for appropriate grade village sign.

Action: Clerk to seek quote

12.3 Consider and agree Allotment Insurance renewal – The quote received from CK Insurance of £260.92 for the annual insurance for the Vobster allotments was accepted.

12.4 Consider and agree appropriate donation to the Great Western Air Ambulance Charity in lieu of payment for the completion of the internal audit. – After discussion it was proposed by Cllr Palmer and seconded by Cllr Allen that the sum of £125.00 would be donated in lieu of work done to complete the annual internal audit.

12.5 Summary of payments made electronically last month

The following payments were authorized for payment by Cllr Ham and Banks:

V Watts	Expenses	£17.47
Travis Perkins	Materials for the Preachers Vale bench	£177.35
Somerset Playing Field Association	Annual membership fee	£15.00
	Total payable	£209.82

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

V Watts	May Expenses	£ 95.98
HMRC	£38.60 PAYE & £155.77 NIC's	£ 194.37
Mogers Drewett	Land registry fee	£ 51.00
Glasdon	2 x Topsy bin	£ 313.87
Chris Knott Insurance	Allotment annual insurance	£ 260.92
PATA Payroll	Q1 Invoice for payroll	£ 52.30
Mountain & Forest Outdoor Education Company Ltd	Installation of 2 x bins	£ 312.35
The National Allotment Society	Annual Membership	£ 84.00
Great Western Air Ambulance	Donation in lieu of work done on Internal audit	£ 125.00
Glynn Pitt	Allotment clearance	£ 300.00
Isaac Gregory	Tree work	£ 1,200.00
	Total:	£ 2,989.79

It was proposed by Cllr Allen and seconded by Cllr Banks that the following payments should be approved.

Vote: 9 For, 0 Against and 0 Abstentions

Action: Clerk to set up the payments for Councillors to authorize.

12.7 Notification of monthly payments made by standing order - The following payments were 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

13 Highbury Playing Fields Charity

- 13.1 Update on leveling of the playing field – The levelling of the Playing field is progressing well. There is a road sweeper on site, but this has rarely been required. It is predicted that the levelling will be completed by the end of July.

The Clerk and Councillor Ham will seek a quote for an Agronomist to provide a management and seeding plan and quote for the required seed.

Cllr Allen met with the football club to discuss improvements to the changing rooms. Quotes are being sought for plumbing and other alterations which will be considered in the future. The football club have been talking with other clubs regarding grant funding and how these can be secured.

There is a club meeting on the 27th of June which Cllr Allen will attend on behalf of the Parish Council

13.2 Update from Stone King on playing field assets

Solicitors have been instructed and the conveyance documents have been provided. It is hoped that the initial phone consultation will take place in the next 2 weeks.

14 Agree cover for the Clerk annual leave

In light of the Clerk being on annual leave between the 22nd and the 29th of June it was agreed that the planning meeting for June will not take place unless essential.

15 Meetings to attend / attended

10/06/26 at 4pm Local Plan – Cllr Townsend attended

19th June from 10am til 12 noon. Wessex Water drop-in meeting at Shepton Mallet Library.

23rd June at 10am til 11.30am & 24th June at 6pm til 7.30pm Gypsy, Roma & Traveler History month via Teams

25th June at 6.45pm Somerset Bus Partnership Annual General meeting

16 Correspondence

01/06/26 – Notification of price increase for Remembrance wreath

03/06/26 – Somerset Bus Franchising Proposal May 2026

09/06/26 – Notification that the fingerpost at Vobster has been fixed

01/06/26 – Clerk and Councils Newsletter

17 Date of Next Meetings:

24th June 2026 Planning meeting

8th July 2026 Parish Council meeting

The meeting ended at 21.10hrs