

Parish Council of Coleford

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Gallant Hill Farm
Foxcote
Radstock
BA3 5YB

Minutes of the Parish Council Meeting held Wednesday 8th July 2026

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

In attendance 5 members of the public present
The Clerk, Vickie Watts taking the minutes

1. Public Forum

1.1 Concern was raised over the proposed changing room improvements as the waste from the changing rooms feeds into the drains linked to the Eagle. When the changing rooms are being used, the drains regularly back up. Any increase on use or volume would be a concern. It was suggested that this should be discussed with Wessex Water

1.2 It was asked what could be done to address the weeds that are growing on the pavements.

Action: Ask the Community Payback to address the worst areas

1.3 A resident raised concern over some trees which are overhanging a footpath and pose a risk. They are located at The Green end of the footpath which runs behind the Kings Head. It was felt that a tree surgeon should be asked to look at them to assess the risk. It was noted in the same area there are also brambles and weeds all making it difficult to safely negotiate.

Action: Clerk to visit the site.

1.4 It was highlighted that the hedgerows and verges between Stockhill and Vobster are out of control and making it difficult for tractors and lorries to safely negotiate. The Lipyeate end of the village is also the same in places. Action needs to be taken.

Action: Clerk to visit the site.

1.5 Cllr Evans passed on thanks from Cllr Paterson who had resigned from being a Councillor. She was sorry that she had not been able to pass on her sentiments in person but the move had been brought forward making it difficult for her to now attend.

1.6 A resident raised concern over:

- The state of the pavements around Beacon View

Action: Cllr Townsend to investigate and report to Somerset Highways.

- The gully bank in Beacon View needs to be cut back to prevent fly tipping

Action: Clerk to ask the contractor to trim the bank

- The storm drain cover had become dislodged during the recent storm. The Clerk had visited the site and the cover had been replaced.

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

Cllr Ham declared an interest in Agenda item 8 Planning, 10 Consider joining Somerset Communities Raging Against Poor Planning and 11, Consider response to the Somerset Council Regulation 20 Scoping Consultation for the Somerset Local Plan

4. Resignation of Councillor

A letter of resignation with immediate affect had been received from Cllr Annie Paterson. The Chair thanked Annie for her commitment over the 6 years of her being a Councillor.

Action: Clerk to notify the monitoring officer and advertise the vacancy

5. Approve the minutes from the Parish Council meeting held on 10th June 2026

The draft minutes had been shared and displayed on the website. It was agreed that they accurately reflected the meeting and should be signed by the Chair.

Vote: 8 For, 0 Against and 0 Abstentions

6. Actions arising from the minutes

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

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

Action: Clerk to arrange meeting with Nick Margison

7. Reports from:

7.1 Somerset Council – The report had been shared amongst Councillors and was available in full on the Parish Council website.

7.2 PCSO – The report had been shared amongst Councillors and was available in full on the Parish Council website.

7.3 Climate Action Group – No report had been received.

7.4 Coleford Shedders - Cllr Palmer said that the Coleford shedders were making good progress on several projects including the renovation of the phone box at Careys Mead. Cllr Ham confirmed that the Hub committee had agreed to pay the balance of funds required to install the electricity supply to the shed.

8. Planning Applications

2026/1165/FUL - Erection of play equipment. Newbury Manor School, Tinkers Lane, Newbury, Frome
All Councillors had considered the applications prior to the meeting. Cllr Townsend proposed and Cllr Fisher seconded that the application be recommended for approval subject to:

1. Installing suitable measures to reduce the noise to acceptable levels
2. The equipment is installed in such a way that it cannot be used to aid climbing on the walls or the buildings

Vote: 7 For, 0 Against and 1 Abstentions

Action: Clerk to notify the planning officer

9. Planning updates

The Clerk circulated the updated spreadsheet showing status on all planning applications considered by the Parish Council. Cllr Townsend gave the following highlights:

- Appeal ref: 6003059 – 4 Rope Walk, Coleford. Appeal was dismissed on the 22nd June by the Planning Inspectorate
- Gladman Reserved matters – there has been no updates since our last letter dated the 13th March 2026
- Rainier – the appeal was won a year ago but there have been no updates since.

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

10. Consider request to join Somerset Communities Raging Against Poor Planning

Cllr Ham declared an interest and did not take part in the discussion

It was proposed by Cllr Townsend and seconded by Cllr Fisher that the Parish Council would become a member for one year to see if the group are able to have any influence. The annual fee is £150.00. Cllr Townsend agreed to be the representative.

Vote: 7 For, 0 Against and 1 Abstentions

Action: Clerk to notify SCRAPP. Payment fee to be an agenda item for the next meeting

11. Consider response to the Somerset Council Regulation 20 Scoping Consultation for the Somerset Local Plan - The consultation will run from Friday 19 June to Friday 24 July

Cllr Ham declared an interest and did not take part in the discussion

After discussion it was agreed that Cllr Townsend would prepare a draft for circulation around all Councillors ahead of the next meeting.

Vote: 7 For, 0 Against and 1 Abstentions

Action: Cllr Townsend to prepare a draft and circulate to all Cllrs. Agenda item for the next meeting.

12. Highways including:

12.1 Councillor update – Cllr Townsend provided the following report:

Dark Lane - several potholes etc. reported, repaired by SCH 19/6

Vobster/Stockhill - tree on edge of highway reported, cleared by SCH 15/6

Dark Lane off Brewery Lane - several potholes reported, inspected by SCH 6/7

Pitcote Lane - pothole at sharp bend reported, repaired by SCH 6/7

Stock Hill - large surface erosion on steep hill reported, inspected by SCH 6/7

Gurney Slade - major pothole at quarry exit reported, inspected by SCH 6/7

Vobster Hill - damaged drain coming down from Vobster X, reported, inspected 6/7

Footpaths:

At rear of Kings Head - cleared

Colliers Way - significant overgrowth of nettles, especially near pipeworks.

Kilmersdon

Concern has been expressed at the disruption and costs incurred by the pavement improvement works.

12.2 Report of any new issues – The drain at the pedestrian crossing at Anchor Close has dropped even more.

Action: Cllr Townsend to report.

12.3 Decision on which speed indicator device to purchase for installation at Stockhill and Lipyeate – Cllr Fisher had reviewed the specification of the Elan Evolis Mobility against the Elan Vision. Cllr Fisher explained that the Mobility unit had the same capability as the Vision but was marginally smaller, could be easily moved and was cheaper.

It was proposed by Cllr Ham that 2 Mobility units should be purchased as previously agreed, with the possibility of adding Church Street as a further location next year which was seconded by Cllr Allen

Vote: 8 For, 0 Against and 0 Abstentions

It was agreed that the Clerk will notify the residents neighbouring the sites out of courtesy and seek progress with getting a quote for the posts to be installed.

Action: Clerk to get quote for posts and notify local residents.

12.4 Agree method to review levels of grit currently in the village grit bins – Cllr Fisher agreed to undertake the review and confirm locations are correct on the SC map.

Action: Cllr Fisher to progress

13 Finance

- 13.1 Agree Bank Reconciliation – Clerk had prepared the reconciliation which was checked by Cllr Allen and signed as an accurate report.
- 13.2 Consider purchasing village name plate for Coleford, Lipyeate – Clerk presented a quote to replace the village sign at Lipyeate end of the village. It was proposed by Cllr Townsend and seconded by Cllr Evans that the quote from Signefex of £238 plus VAT be accepted.

Vote: 8 For, 0 Against and 0 Abstentions

Action: Clerk to place the order

- 13.3 Agree bank transfer from savings account to current account – It was agreed that £15K should be transferred by the Clerk which will be authorized by two Councillors

Vote: 8 For, 0 Against and 0 Abstentions

Action: Clerk to make the transfer

- 13.4 Summary of payments made electronically last month

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

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

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

V Watts	June Expenses	£ 76.69
HMRC	£38.60 PAYE & £155.77 NIC's	£ 194.37
Redlynch Leisure Installations Ltd	Supply and installation of goals with integrated basketball hoops	£9702.00
Water 2 Business	Changing rooms water supply 09/01 -23/06	£130.81
	Total:	£ 2,989.79

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

Vote: 8 For, 0 Against and 0 Abstentions

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

- 13.6 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

14 Highbury Playing Fields Charity

- 14.1 Update on leveling of the playing field – Drainage is currently being installed and top soil has started to be levelled on the main pitch whilst there are still more loads to come in for the junior pitch at the bottom end of the field.

The Clerk and Cllr Ham are obtaining quotes from Agronomist to provide the management and seeding plan and quote for the required seed.

Action: Clerk and Cllr Ham to obtain quotes. Agenda item for the next meeting.

14.2 Update from Stone King on playing field assets

- 14.2.1 Agree revised fee – Stone King had advised the increase in fees and the amount of work anticipated meaning the new guide is £2,250 and £2,500 plus VAT. It was proposed by Cllr Allen and seconded by Cllr Evans that the fees should be accepted.

Vote: 8 For, 0 Against and 0 Abstentions

Action: Clerk to notify the solicitor of acceptance.

- 14.2.2 Chair to sign Terms of engagement – It was proposed by Cllr Ham and seconded by Cllr Allen that the Terms of engagement be signed by the Chair.

Vote: 8 For, 0 Against and 0 Abstentions

Action: Clerk to send the signed copy to Stone King

- 14.2.3 Consider information provided – Information had been shared with all Councillors. It was agreed that a meeting with the Cllr Ham, Cllr Allen and an additional trustee should meet with the solicitors to discuss the information provided.

Action: Clerk to arrange the meeting

- 14.3 Consider quote for repairing the water leak at Highbury playing field car park or upgrading the section of pipe (this is the 3rd leak in the same area) – It is disappointing to see that there is a further leak in the same location in Highbury playing field car park. A quote had been sought from the same company that previously repaired it. They agreed that if the leak was as a result of their previous repair there would be no charge. Otherwise, it was £800 to repair or £2,800 to replace the old pipe which has signs of wear in this area.

After discussion it was proposed by Cllr Banks and seconded by Cllr Townsend that the quote to replace the pipe should be accepted.

Vote: 8 For, 0 Against and 0 Abstentions

Action: Clerk to accept the quote to replace the pipe

15 Meetings to attend / attended

10/06/26 - Local Plan – Cllr Townsend attended and reported that there are funds available from the Health and Well being fund. It was questioned whether they might consider funding a handrail for the cemetery or the installation of electricity for the Menshed.

Action: Clerk to make contact to establish if this fits the criteria

19/07/26 @ 10am – Coleford Conservation Volunteers Summer Maintenance at the Butterfly Bank, Coleford playing field. Everyone welcome.

16 Correspondence

15/06/26 – Request for installation of handrail at the steps to the Parish Council Cemetery

Action: *Clerk to notify of the alternative access via the main entrance*

25/06/26 – Air base invite from Great Western Air Ambulance Charity. Cllr Allen accepted the invitation.

03/07/26 – Response regarding the PC request to cut the hedge. Asked for advice on removing the hedge.

Action: *Agreed that the Clerk would reply*

04/07/26 – Update of Bus Issues and Somerset Bus Franchising Proposal.

Action: *Clerk to resend to Cllr Moulding and Douglas-Burke and encourage them to review.*

06/07/26 – Memorial application from Curtis Ilott for Heiron & Jones. Application approved

Action: *Clerk to confirm acceptance*

06/07/26 – Memorial application from Curtis Ilott for Moore. Application approved

Action: *Clerk to confirm acceptance*

17 Date of Next Meetings:

24 th June 2026	Planning meeting
8 th July 2026	Parish Council meeting

The meeting ended at 21.40hrs