

Parish Council of Coleford

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Gallant Hill Farm
Foxcote
Radstock
BA3 5YB

Minutes of the Parish Council Meeting held Wednesday 12th August 2026

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

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

1. Public Forum

1.1 Complaints were received regarding e-scooters travelling dangerously around the village.

Action: Clerk to report to the PCSO

1.2 Poor parking was reported around the junctions for Careys Mead, Preachers Vale and Beacon View making it difficult to safely navigate onto the main road through the village.

Action: Clerk to report to the PCSO

1.3 There have been complaints from residents regarding the trees growing between Preachers Vale and Careys Mead. They have reported to Somerset Council but no response. Cllr Ham has agreed to try and progress.

Action: Cllr Ham to progress the complaint with Somerset Council

1.4 A resident has asked for a litter bin in Mendip Vale. It was noted that the Parish Council would need to pay for the emptying of any new so the need would need to be justified.

Action: Cllr Allen to consider location and send photos for further discussion.

1.5 Cllr Ham said that he had been asked if a location could be found for a Community Fridge.

Action: Agenda item for the next meeting

1.6 It was requested that a Tree Protection Order be applied for 4 oak trees on the edge of the Rainer field as they are an important bat roost.

Action: Cllr Townsend to make enquiries into how to apply. Agenda item for the next meeting

2. Apologies for Absence

Apologies were received from Cllr Banks, 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. Resignation / Co-option of Councilor

There were none. Councilors were asked to consider / approach other residents that might consider becoming a Councilor.

5. Approve the minutes from the Parish Council meeting held on 8th and 22nd July 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:7 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 confirmed that Somerset Rights of Way officer had inspected the overhanging trees which were causing concern on the footpath to the rear of the Kings Head. He said they will ensure there is a further inspection completed by the Somerset Arboricultural team to assess risk and what action is required if any.
- Elan have agreed to hold the price for the SIDS until the end of September whilst we wait for Somerset Highways to respond to our queries.
- Clerk to resend the email regarding publication of Councillors addresses.

Action: Councillors to respond

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 – No report had been received.

7.3 Climate Action Group – No report had been received.

7.4 Coleford Shedders - Cllr Palmer said that he was pleased to report that the Coleford Shedders had a grant application approved which meant that they would be able to extend and fit out the shed. The renovation of the of the phone box at Careys Mead was complete apart from the internal shelving. They hope to hold an opening ceremony with local press to showcase the work of the Menshed.

8. Planning Applications

There were none.

9. Planning updates

There had been no updates.

10. Highways including:

10.1 Councillor update – Cllr Townsend provided the following report highlighting the items actioned since 8th July meeting:

- Anchor Rd Pedestrian Crossing - original damage repaired, additional damage reported and marked up for action and repaired
- Stockhill overhanging hedges - request for cutting back,
- Charmborough Lane overhanging hedges - request for cutting back
- Chilcompton Rock Lane towards Champions - pothole reported and repaired,
- Stock Hill - large pothole reported and repaired
- Morris and Perry - large pothole at quarry entrance reported and repaired
- Beacon View - broken up pavements reported
- Downhead Luxtons Lane - large pothole reported and repaired
- Vobster Hill - damaged drain marked up and repaired
- Stoke Bottom - dropped drain by stream repaired
- Stoke Bottom - pothole by Giddy Lane reported and repaired
- Vobster Hollow House - washboard humps partially repaired
- Vobster Hollow House - poor repair made good and pothole opposite repaired
- Preachers Vale - hole in footpath reported

- Dark Lane - pothole repairs completed off Brewery Lane
- Brewery Lane - potholes opposite Dark Lane reported but classified not a safety defect
- Tinkers Lane - some potholes repaired, at last
- Drains - clearance along Charmborough Lane and Stockhill
- Beacon View junction Pedestrian Crossing - brighter lights installed, need to request for Anchor Close crossing?
- Brewery Lane by Holcombe rec - redundant Road Closed signs removed following my request,
- Holcombe Stratton Rd - what can we do to help remove closure? Request sent to Chair of Holcombe Parish Council
- Beacon Cross - 2 more near misses reported. LCN Working Group persuaded Highways to put in 40 mph limit on A37. More reporting of incidents crucial to get further action.

- 10.2 Report of any new issues – It was noted that the condition of the road surface of Brewery Lane from Lipyeate crossroads has deteriorated and should be raised as a concern to Sara Davies.

Action: Cllr Ham to raise with Somerset Highways Engineer Sarah Davies.

11 Finance

- 11.1 Agree Bank Reconciliation – Clerk had prepared the reconciliation which was checked by Cllr Allen and signed as an accurate report.
- 11.2 Consider and review electricity suppliers for January 2027 for the changing rooms – Clerk presented quotes for consideration. After discussion it was proposed by Cllr Allen and seconded by Cllr Ham that the quote provided by Yu which had no daily standing charge should be accepted which would offer a saving.

Vote: 7 For, 0 Against and 0 Abstentions

Action: Clerk to confirm the order

- 11.3 Summary of payments made electronically last month
The following payments were authorized for payment by Cllr Townsend and Banks:

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
V Watts	Allotment Fuel Expenses	£34.41
S.C.R.A.P.P	Annual subscription	£150.00
Sign Efex Ltd	Coleford village sign	£238.80
Stone King LLP	Reviewing Deeds & advising on ownership	£3,000.00
Somerset Council	1st Quarter bin emptying for 6 bins weekly	£608.40
Henry Banks	Materials for renovation of Preacher Vale benches	£40.32
	Total:	£14,175.80

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

V Watts	July Expenses	£126.09
HMRC	£38.60 PAYE & £155.77 NIC's	£194.37
Menshed	Renovations to the phone box	£190.96
ROSPA Play Safety	Annual inspection of play areas	£408.00
Stone King	Professional charges 01/7 to 31/07/26 for Playing Field advice	£345.60
	Total:	£1,265.22

It was proposed by Cllr Evans and seconded by Cllr Townsend that the payments should be approved.

Vote: 7 For, 0 Against and 0 Abstentions

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

11.5 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	£ 307.42
LSJ Gardening services – Grass Cutting	£1,527.48
EDF – Electricity at the Changing Rooms	£ 33.04

12 Highbury Playing Fields Charity

12.1 Update on leveling of the playing field and points raised about registered levels – Cllr Allen attended a meeting with Penny's engineer who confirmed that there was a discrepancy with the height of the junior pitch. The levels were promptly corrected and the topsoil brought in to finish the levelling process. Pennys confirmed that the engineer would return to complete final checks and provide a report confirming the built to levels in line with the plans.

12.2 Review and agree contractors for preparation and seeding the pitch – Agenda item for the next meeting as waiting for final quotes.

12.3 Review and agree maintenance plan to satisfy planning conditions – Agenda item for the next meeting as waiting for final quotes.

12.4 Update from Stone King on playing field charity – It was agreed that the trustees would meet on Wednesday the 19th August at 7.15pm to discuss solicitors report and the way forward.

Action: Clerk to draft an agenda. Agenda item for the next meeting

12.5 Review annual inspection reports for the village playgrounds - The Clerk had shared the reports with all Councillors. It was encouraging to see there were no major concerns. It was agreed that a meeting to review all playgrounds and long-term plan would be held in October.

Action: Arrange meeting date for October

13 Discuss and agree criteria and procedure for Coleford PC Small Grants

It was agreed that Cllr Banks, Pearce and Evans would review the sample documents shared by the Clerk and propose suitable guidelines for Coleford Small Grants.

Action: Cllrs Banks, Pearce & Evans to review. Agenda item for September meeting.

14 Update on the Community Review

It was agreed that Cllr Townsend, Palmer, Bell & Ham to review and report back with an update. Clerk to provide a hard copy for Cllr Palmer.

Action: Agenda item for September meeting. Clerk to drop hard copy to Cllr Palmer

15 Meetings to attend / attended

20/07/26 – Meeting with representatives of Coleford Athletic Football Club and the Football Association to discuss upgrades required at the changing rooms. Cllr Allen, Townsend, Ham and the Clerk attended. Quotes and plans to be provided for discussion.

Action: Agenda item for the next meeting

21/07/26 – Whatley Quarry. Cllr Ham attended.

29/07/26 - LCN Highways Working Group. Cllr Townsend attended. It was noted that the number of LCN officers has been reduced from 9 to 6.

30/07/26 - Mendip Country Practice Patient Participation Group. Cllr Townsend attended. The group would like to see a copy of the draft emergency plan, which was agreed.

16 Correspondence

22/07/26 – Somerset Council – Bus update including the good news that as of 1st September there will be 4 busses running from Frome to Midsomer Norton. The time table is on the website, noticeboards and advertised on social media.

28/07/26 – Parish Briefing from Somerset Council regarding Opinions sought on Somerset Connectivity. Shared with all Councillors for comment.

29/07/26 – Email from a non-resident regarding Councillors use on social media. Response sent from the Chairman on 05/08/26 stating that Cllr Allen was not speaking on behalf of the Parish Council. No further action required.

30/07/26 – Email from resident concerned about road safety Church Street. Chairman has responded highlighting ongoing discussions with Somerset Highways and that the Parish Council will continue to apply pressure for action.

31/07/26 – Email from resident concerned about road safety at Newbury. Chairman has responded highlighting ongoing discussions with Somerset Highways and that the Parish Council will continue to apply pressure for action.

06/08/26 - Email received pointing out discrepancies with the levelled football pitch but was later withdrawn. Pennys will be providing a final document reporting the finished levels are built to plan.

17 Date of Next Meetings:

26th August 2026

Planning meeting

9th September 2026

Parish Council meeting

The meeting ended at 21.40hrs