

Parish Council of Coleford

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Gallant Hill Farm
Foxcote
Radstock
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Minutes of the Parish Council Meeting held Wednesday 9th September 2026

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

In attendance 4 members of the public present
The Clerk, Vickie Watts taking the minutes

1. Public Forum

- 1.1 Three residents attended the meeting and raised concerns over the land adjacent to the footpath at the rear of Kings Head Public House. They reported that in the past trees have fallen from that land which resulted in damage to their summer house and green house. The path has branches and brambles overhanging and in the past, they claimed that 2 residents have knocked themselves out on the low branch. It was noted that in the past Tanis Hughes or Charlie Lambert had owned the land. The Chair said that this had been reported to the Somerset Rights of Way who had said that they would investigate the issue.

Action: *Clerk to chase up Rights of Way*

- 1.2 A resident complained about inconsiderate parking on junction at Beacon View.

Action: *Clerk to report to the PCSO*

- 1.3 It was reported that up North, 97 houses had been pulled down due to being built on mines and since deemed unsafe.

Action: *Cllr Townsend send to Somerset Council planning officers*

- 1.4 Cllr Banks asked if we had received any feedback from those that we wrote to regarding the overgrown hedges on Church Street and the off the High Street. The Clerk confirmed that letters had been sent but there had been no feedback or action.

Action: *Clerk to write again*

- 1.5 The hedges from Vobster to Stockhill continue to be an issue despite Cllr Townsend reporting to Somerset Highways. It was agreed that Cllr Ham would pass on the landowners addresses so that the Clerk can write directly requesting that they cut back the hedges.

Action: *Clerk to write requesting the hedges be cut back*

- 1.6 Three other locations of overgrown hedges were reported by Cllr Banks. Addresses to be confirmed so that the Clerk can write.

Action: *Cllr Banks to provide the addresses. Clerk to write requesting the hedges be cut back*

- 1.7 Cllr Evans reported that the road closed signs from February are still on the side of the road at Vobster hill.

Action: *Cllr Townsend to report again*

2. Apologies for Absence

Apologies were received from Cllr Swords, 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 Councillors

There were none

5. Approve the minutes from the meetings held on 12th and 26th August 2026

The draft minutes from both meetings 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 2 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:

- **Consider hosting a warm space during the winter 2026/27**

After discussion it was agreed that the current groups which are already set up and running within the village would be approached to establish if they would be prepared to welcome people over the winter as a warm space if needed.

Action: Clerk to discuss with group leaders.

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

Action: Clerk to report to the PCSO

- 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

7. Reports from

7.1 Somerset Council report submitted and displayed on the website.

7.2 PCSO report submitted and displayed on the website. Crime statistics for August were:

Arson & Criminal damage	2
Burglary	1
Theft	4
Violence against the person	2

7.3 Climate Action Group It was reported that the group recently hosted a positive meeting which promoted the Gardening for Wildlife which was all about how to help wildlife in your garden.

7.4 Coleford Shedders – Cllr Palmer said that the group are doing good work. The phone box shelves are nearly completed. Now that the group are more established Cllr Palmer is taking a back seat for a while but will still be available if needed and will keep in touch.

Action: Agenda item for the next meeting - Consider relocating replacement notice boards

8. Planning Applications

There were none.

9. Planning updates

There were none. Cllr Townsend agreed to enquire about time limit of Gladman application.

10. Highways including:

10.1 Councillor update

Items Reported/Actioned since 12th August meeting -

Stoke St Michael , bottom of Moonshill - reported 7.5-ton weight limit sign has dropped making it invisible.

Preacher's Vale - reported light no 8 is on 24/7 Anchor Rd/Brewery Lane - several defects reported, some rectified.

Burrow's Lane, Holcombe - large pothole reported and repaired.

Brewery Lane by Dark Lane - edge erosion reported and made good.

Stoke Bottom - edge erosion and large pothole by lay by reported and marked up.

Stoke Bottom - edge erosion beyond Fairy Cave junction reported and repaired.

Charmborough Lane - edge erosion reported.

Goodeaves - potholes reported.

10.2 Report of any new issues

Drain cover in Preachers Vale outside number 4 – Cllr Townsend had reported last month but was yet to be repaired.

Cllr Palmer asked if the proposed pedestrian crossing at Alford's Ridge, which was mentioned at the last meeting, was in fact too close to bend which may explain why it was never built. Cllr Ham said this could be the reason but he would be raising it with Somerset Highways.

Action: Cllr Ham to discuss the Alford's Ridge pedestrian crossing with Somerset Council

10.3 Update on installation of Speed Indicator Devices (SID's) at Stockhill and Lipyeate

The Clerk explained that a letter had been sent to approx. 20 residents that lived close to the proposed locations for the SID's detailing the proposed locations, the type of unit and the reason for wanting to install them. It invited the residents to get in touch by phone, email or by returning the slip in the envelope provided by posting through the letterbox at the Hub on Church Street, so that the Clerk could discuss any concerns that they might have. The Clerk engaged with several residents at the time of delivering the letters and the feedback was positive. One resident asked whether data could be obtained in both directions as they had concerns about the speed cars were travelling at, as they leave the village. The Clerk will check if the device is capable of this (we believe it is) and report back. It was agreed that the Clerk would also ask Elan to hold the price to allow Somerset Highways to install the posts before purchase to preserve the warranty.

Action: Clerk to contact Elan re holding price and chase Sara Davies for an update on when posts will be installed

11 Finance

11.1 Agree Bank Reconciliation – Cllr Allen checked the reconciliation and agreed it was correct.

11.2 Consider the final external auditor report for the 2025/26 Annual Governance & Accountability Return (AGAR) The Audit had been returned signed as completed, with no recommendations. The certificate has been displayed as required on the website and noticeboards.

11.3 Review the Local Government Pay agreement for 2026/27 and whether to implement, including backpay to 1st April 2026. The pay review was discussed and agreed. Proposed by Cllr Townsend and seconded by Cllr Bell.

Vote:9 For, 0 Against and 0 Abstentions

Action: Clerk to notify payroll and amend the bank standing orders as agreed.

11.4 Summary of payments made electronically last month -It was agreed that all payments were made in line with the minutes agreed from the meetings held last month.

11.5 Accounts approved for payments

The following invoices were presented for payment:

V Watts	August Expenses	£139.29
PKF Littlejohn LLP	External Audit	£504.00
Medisol BV	Customs clearance fee for defibrillator pad pak	£20.40
Western Web	Domain name / Web space & email	£306.00
SLCC	Annual membership	£200.00
RC Sporting Ltd	Grass seed for playing field	£1,050.00
Preston Underground Water Services Ltd.	Replacement of water pipe at Highbury Playing Field	£3,360.00
	Total	£5,579.69

11.6 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	£ 307.42
LSJ Gardening services – Grass Cutting	£1,527.48
EDF – Electricity at the Changing Rooms	£ 33.04

12 **Highbury Playing Fields**

12.1 Update on the levelling of the playing field and subsequent works

The Clerk confirmed that Pennys have to complete reading of the final levels for the lower junior pitch, which should take place within the next week. Pennys have agreed to leave the heras fencing (at no charge) whilst the seed is becoming established but requested that it becomes the responsibility of the Parish Council and or Football Club to monitor and ensure that it remains in good order to deter access. They are committed to reinstating the benches near to the pump track and will tidy the hard standing area adjacent to the pump track.

Once the contractor has cultivated the field it will need to be stone picked ahead of seeding, which the football club have offered to help with.

Action: Clerk to remain in contact with Penny's progress and the contractor.

12.2 Update on information from Stone King regarding the playing field charity

There has been no further response.

Action: Clerk to follow up

12.3 Discuss the proposed improvements to the changing rooms at Highbury playing field.

The Coleford Athletic Football Club have provided a breakdown of the improvements that are required if they are to progress and play in a higher league level. The club have agreed to source some of the materials to a value of £5K and provide free labour for much of the work but there is still a balance to find of £8K. It was proposed that further grant applications, fund raisers or requests for support be sought from local businesses. The Parish Council is keen to support with this and will review the budget to establish if any financial support can be given. If the club is to play at the higher level for 2027/28 season the Somerset FA will need to inspect the facilities by May 2027 to see that the work is completed to meet the required standards.

Action: Agenda item for next meeting.

- 13 Discuss and agree criteria and procedure for Coleford PC Small Grants**
The small grants working party Cllrs Banks, Pearce and Evans met to consider the criteria for the small grants. A document had been prepared which outlined the particular requirements and was circulated to all Councillors for consideration. It was proposed that this should sit alongside the usual application form, unchanged apart from highlighting that future payments would be made electronically rather than by cheques.
- Action: Agenda item for the next meeting.*
- 14 Update on the Community Review**
The Chair thanked Cllr Palmer for completing a review of the action plan and updated accordingly. Great progress has been made but there are some points which we need to try and push forward, like investigating EV charging, Car sharing, a Community Garden and Gardening club. Cllr Palmer agreed to look into progressing these and report back to the Council.
- Action: Cllr Palmer to investigate progressing actions. Clerk to update the website with the current plan and share to all Councillors.*
- 15 Agree date for Autumn Litter pick**
Agreed 25th October @ 10am – Clerk to secure kit and promote event.
- Action: Clerk to organize the event*
- 16 Meetings to attend / attended**
PH met with YMCA who said that they are not securing the grants like they have in the past. They thanked the Parish Council for paying the £6K this year to help run the club, but may need more. There has been a change of finance director and the feeling is that he will be pressing for more than in previous years. Cllr Ham has written on behalf of PC & HUB to YMCA to arrange a future meeting in October to discuss future funding for the club.
- 16/09/26 at 10am – Halecombe Quarry meeting. Cllr Pearce to attend
- 15/09/26 @ 10am – Somerset Bus User online meeting
- 15, 16 & 17/09/26 Online meetings for BANES Area Forum - to discuss Draft Local Plan
- 17/09/26 @ 4pm – Online Parish Briefing to cover National scheme of delegation and the National Planning Policy Framework. Cllr Townsend to attend
- 30/09/26 @ 7pm @ Keinton Mandeville – SCRAPP meeting. Cllr Townsend to attend
- 17 Correspondence**
07/09/26 – Resident seeking update on 20mph limit outside Newbury. PH to respond.
- 18 Date of Next Meetings:**
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|---------------------------------|------------------------|
| 23 rd September 2026 | Planning meeting |
| 14 th October 2026 | Parish Council meeting |

The meeting ended at 21.21hrs