

Parish Council of Coleford

Gallant Hill Farm, Foxcote, Radstock, BA3 5YB
Miss V Watts, Clerk to the Council
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Minutes of the Parish Council Meeting held Wednesday 8th February 2023

Present

Cllr Ham (Chairman presiding) Cllrs Evans, Moulding, Paterson, Pearce and Townsend

1 member of the public was present. The Clerk, Vickie Watts taking the minutes

1. Public Forum

1. Cllr Townsend thanked all those that contributed to the inaugural Coleford and Holcombe Community Magazine (CHCM) those present said that it was well presented and informative. The Chair proposed that a letter of thanks be sent to the Townsend family who have taken over the production. Anyone interested in contributing should email editorschcm@gmail.com The copy date for the March issue is 15th February.

Action: Clerk to write a letter of thanks

2. It was asked whether permission had been given for the advertising boards displayed at the corner of Highbury playing field at the junction of Highbury Street and Dark Lane.

Action: Agenda item for the next meeting

3. It was reported that 2 of the street lights reported last month have been repaired but the rest are still out. Cllr Townsend will continue to press for repairs.

Action: Cllr Townsend to report

2. Apologies for Absence

Apologies were received from Cllr Allen, Banks, Barrett, Bell, Drescher and Cllr West which were accepted by the Chair.

3. Declaration of Interest and Dispensations granted since last meeting

There were none.

4. Agree the minutes

The minutes from the Parish Council meetings held on the 11th and 25th January had been circulated to all Councilors prior to the meeting. It was agreed that they accurately reflected the meeting and should be approved.

Vote: 6 For, 0 Against, 0 Abstentions

Action: Clerk to upload to website

5. Actions from the minutes

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

- It was noted that the notice board outside the piano shop was no longer as visible as it was when parishioners were visiting the post office and shop. It was agreed that the new co-op would be approached to establish if they would consider a new noticeboard outside the store.

Action: Clerk to write to the store manager at the earliest opportunity.

- Establish ownership of the wall which runs along the footpath behind the Kings Head public house.
- Establish if a license is required to fly a drone and take photographs.
- Chase up a response to the letter sent to the Road Safety Team Continuous Improvement Officer.

Action: Clerk to action outstanding items

6. Co-option of Councilors

There is currently one vacancy, which the Clerk will continue to advertise.

7. Planning Applications

There was none.

8. Planning updates including enforcement issue

The Clerk circulated a record of planning applications with the current status and decisions made by Mendip District Council planning officer.

It was noted that application 2022/0979/FUL Upper Vobster Farm had been approved despite both Mells and Coleford Parish Councils recommending refusal. Enquiries will be made to investigate why this was decided without it going to the planning board.

Action: Cllr Townsend to investigate

9. Reports

1. PCSO – A generic report had been received and circulated. The current PCSO's for the Rural Beat North are Robert Nell and Amanda Ware.
2. Somerset County Council – Cllr Ham reported that the budget, new constitution and setting up of committees are all being set up for Somerset. An emergency constitution meeting has been called for this week and it is hoped that the budget, constitution and committee set ups will hopefully be ratified at the full council meeting. The LCN's will not be fully developed in the first year.
3. Mendip District Council – Cllr Townsend and Ham gave the following report:
Planning at Stoke St Michael – the appeal against Mendip's refusal of 47 houses on Coalpit Lane has been allowed. Despite not being an allocated site in the Local Plan it has been allowed because Mendip do not have a future 5 year housing land supply identified in the Plan. Highway safety, harm to the landscape, impact on the setting of the listed buildings at the Mill were not deemed to be Significant and Demonstrable Harm to justify refusal in the Planning Inspector's opinion.

Local Plan – an Extraordinary Meeting of Full Council has been called on Thursday by the Opposition to request an explanation of the circumstances which have cost the Council some £60,000 in its unsuccessful defence of a Judicial Review (JR) of its failings on Local Plan Part 2. The JR specifically related to the mis-handling of the allocation of 505 dwellings in the north east of the District. Additional questions are being asked about the failure to produce a 5 year housing land supply and what the programme is to rectify the shortfall. The effects of this failure are evident with 3 sites within 3 miles of here, Gladman, White Post and now Stoke, all being approved on greenfield sites not designated in LPP2 despite massive opposition. The recently launched Consultation on Community Involvement states that a new Local Plan has to be in place by 31/03/2028 - that's 5 years away, does this mean another 5 years exposure to unwanted development? The Council is also being asked how it is handling the Government's Open Consultation on reforms to national planning policy which was launched on 22nd December.

10. Unitary update

Now that the LCN boundaries have been decided it is believed that things will start to progress over the coming months.

11. Update on the Community Review Project.

The Clerk confirmed that the results of the survey have been received and were being reviewed by the steering group. The data is being compiled to highlight key points with graphs and tables to form the final report.

1. Discuss whether to host an event to showcase the groups active within the village

A member of the working party attended the meeting and reported that the data gained from the survey had showed that there was some confusion over what facilities, groups and clubs are currently offered within the village. As King Charles III had suggested that Bank Holiday Monday 8th May should be a volunteering day it was proposed that groups and clubs could attend to promote their events to encourage new members and volunteers. Love 2 move, Dungeons and Dragons and Knit and Natter have already said they would be keen to attend and there are many more that could be asked. A child entertainment and refreshments could be provided. Would the Parish Council be prepared to fund the event?

After discussion the Councillors present agreed in principle to the idea but asked that the working party consider the total cost to cover advertising, hall hire, entertainment and refreshments. The event could be advertised in the Coleford and Holcombe Community Magazine if submitted by the 15th of the month.

Action: Agenda item for next meeting

2. Announce winners of the Community Survey prize draw

The Clerk reported that 2 people had been selected. An under 18 to win the £20 Amazon voucher and over 18 to win £50 Co-op voucher.

Action: The Clerk to purchase the vouchers and contact the prize winners and ask if they will be photographed for the parish magazine.

12. Highways including:

1. Councillor update – Cllr Townsend advised that Charlie Higgins of Somerset Highways had suggest meeting on either 14/15th February. Agenda items include Charmborough Lane, Newbury House school passing places nearby, overhanging branches at Stockhill and Stoke Bottom.
 - Charmborough Lane - temporary repairs done by Lipyeate House. The root cause, the culvert under the road has been unblocked but needs a storm to test it out. The loss of highways width is an issue round the blind bend. 2 patches of edge erosion further down - reported and made good, several others are candidates.
 - RBL exit - white lining requested to mark out the pavement. No response received.
 - Holcombe- huge pothole (8 ft long, a foot wide and up to 6 inches deep) on Stratton Rd repaired within 4 hours of notification.
 - Dark Lane - deep pothole at north end marked up for repair.

Action: Cllr Townsend to action

2. Update of 20mph zone and speed watch

Cllr Ham reported that he had a long telephone conversation with Sara Davis the Somerset Highways Engineer regarding implementing yellow lines at the junction of Highbury Street & Church Street, White lining outside the entrance of the Legion, along with improving signage and road markings on Church Street. They did speak about making Church Street a 20mph zone but it is unlikely that this will happen in the immediate future. A meeting is planned for early March to take these matters forward.

The Clerk reported that Speed watch training will take place in early March.

Sara Davis the Somerset Traffic Engineer has confirmed potential sites for a Speed Indicator Device which will need to be considered if the Council wishes to pursue this line of action in the future.

Action: Cllr Ham to meet with Sara Davis and report back

3. Report of any new issues to be reported:
There were none.

13. Finance

1. Bank Reconciliation
The reconciliation had been prepared by the Clerk and will be checked by a Councillor ahead of the next meeting.
2. Consider quote for hard cut to the hedge at Church Street Garden
The Clerk presented a quote for £300 from the current grounds contractors to cut the rear hedge at Church Street Gardens. The work has already been completed with the hedge is now considerably reduced enabling it to be maintained each month during the cutting season.

Councillors commented that it looked much better and agreed that the quote would be accepted.

Vote: 6 For, 0 Against, 0 Abstentions

Action: Clerk to notify the contractor

3. Accounts approved for payments:
The following invoices were presented for payment:

LSJ Gardening – Hard cut to the Church Street Garden	£300.00
LSJ Gardening – Hedge cutting Cemetery & Church Street Garden	£415.00
HMRC - National Insurance	£122.02
Scribe – Annual membership	£414.72
Philip Ham – 2 x Oak Trees	£196.99
V Watts - Clerks Expenses	£70.00

It was agreed that all payments should be made and that the cheques would be signed.

Vote: 6 For; 0 Against and 0 Abstentions

14. Update on the Allotments

1. Approve and sign the lease
The land agent confirmed that they were in agreement with the suggested additions to the lease and their solicitors have been instructed to make the changes, which he hoped would be completed within the next week.

Action: Agenda item for the next meeting.

2. Ratify the tenancy agreement
It was agreed that Cllr Pearce would prepare a draft tenancy agreement.

Action: Agenda item for the next meeting.

15. Consider to declare a Climate Emergency and make a plan on how to address it

Cllr Moulding had circulated a Climate Emergency Toolkit which provided lots of useful information on how Parish Councils can make a difference. After discussion it was proposed by Cllr Moulding and seconded by Cllr Paterson that the Parish Council should adopt a Climate and Environment Plan. A draft document will be produced to layout the parish councils intentions for discussion at the next meeting.

Vote: 6 For, 0 Against, 0 Abstentions

Action: Cllr Moulding and the Clerk to prepare a draft. Agenda item for March meeting

16. Playing Fields and Play equipment

1. Review planning application to level the football pitch

Cllr Ham explained that he didn't believe that we needed to include parking in the planning application as there was already a track into the field and an area of hard standing where the container is currently sited which would not be affected by the leveling work. He suggested that this could be utilized and if it required extending in the future then planning permission could be sought.

A member of the football club said that the pitch with a size of 116yds x 76yds required a minimum of 6yds level ground all around, including the areas behind the goal nets. After discussion and considering the plan which are to scale it was agreed that the Clerk will inform Pennys that the measurements required are 123yds x 83yds (or 113m x 76m)

Action: Clerk to notify Pennys that the planning application should not include the car park.

2. Discuss taking ownership of the CRG container

It was agreed that the clerk would draft an agreement passing the ownership of the container from CRG to Coleford Parish Council.

Action: Clerk to draft the agreement

3. Consider quote to repair the Youth Shelter at Highbury Playing Field

The Clerk has asked a contractor to provide a quote to repair the shelter with rubber conveyor on site. Cllr Ham to provide a sample of the rubber to be used.

Action: Cllr Ham to source the rubber. Agenda item for the next meeting.

17. Meetings to attend or attended

Health & Well Being Parish Forum being held 21/02/23 @ 6.30pm

Frome LCN - 09/02/23 @ 6pm

Extraordinary meeting to discuss the Judicial Review of the Local Plan - 09/02/23 @ 6pm

Coleford Litter pick – 11/03/23 @ 10am at The Hub

18. Correspondence

Allotment magazine – passed to Cllr Ham

Citizen Advice Mendip request for funding – 2023/24 Budget allocated £1K – Clerk to notify it will be paid in April

Kings Coronation Road closure advice -Agenda item for next meeting

19. Matters of Urgency – at the Chairman's Discretion

The tree planting event went well with guards and plaques to be put in place. It was agreed that another plaque for the original oak planted for King George should be purchased.

20. Date of Next Meetings:

22nd February 2023 @ 7pm for Planning Council meeting

8th March 2023 @ 7pm for Parish meeting

The meeting finished at 21.55hrs