

# Parish Council of Coleford

Gallant Hill Farm, Foxcote, Radstock, BA3 5YB

Miss V Watts, Clerk to the Council

Tel: 07971 516916 / 01749 880428

Email: [clerk@colefordpc.org.uk](mailto:clerk@colefordpc.org.uk)

## Minutes of the Parish Council Meeting held Wednesday 17<sup>th</sup> May 2023

### Present

Cllr Ham (Chairman presiding) Cllrs Allen, Banks, Evans, Drescher, Pearce, Paterson and Townsend

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

### 1. Public Forum

1. It was noted that an estate agent had secured an advertising board to the name plate for Preachers Vale.

*Action: Clerk to contact Chivers Estate agents and ask them to remove the board*

2. A member of the public attended Frome police station to report an incident only to be told that Coleford was not covered by them.

*Action: Clerk to contact the PCSO to establish if this is correct.*

3. The steps on footpath FR4/6 are a trip hazard and the kissing gate down by the Huckyduck footpath FR4/8 had broken.

*Action: Clerk to report to Somerset Right of Way*

### 2. Apologies for Absence

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

### 3. Declaration of Interest and Dispensations granted since last meeting

Cllr Drescher and Allen declared an interest in Agenda item 13.4 Payments.

### 4. Agree the minutes

The minutes from the Parish Council meetings held on the 12<sup>th</sup> and 26<sup>th</sup> April 2023 had been circulated to all Councilors prior to the meeting. It was agreed that they accurately reflected the meetings and should be approved.

**Vote: 8 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*

- Now that a speed watch group has formed the parish is eligible to apply for funding from Avon and Somerset Police towards a speed indicator device (SID). The Clerk will complete the application.

**Action: Clerk to apply for SID funding**

- Consider asking residents to report accidents to the council to help compile evidence of accidents to fight future development  
It was agreed that the Clerk would ask residents via social media to report any accidents which they had encountered whilst driving on the roads within Coleford

**Action: Clerk to promote via social media and CHCM**

- Discuss upgrade to electricity supply in the changing rooms  
It was agreed that the Clerk would seek further quotes and bring back to a later meeting.

**Action: Agenda item for the June meeting**

- The Clerk had received information from Land Registry which showed the registered plots, that lie adjacent to the wall which runs along the footpath behind the Kings Head public house. Although part of the wall has been repaired the next section also requires work.

**Action: Cllr Ham to establish the address for the person who owns the wall.**

## 6. Co-option of Councillor,

There is currently one vacancy, which the Clerk will continue to advertise online and in Coleford & Holcombe Community Magazine (CHCM).

## 7. Reports

1. PCSO – No report had been received. The Clerk had spoken with the PCSO regarding vandalism of the timber play tower and slide located in the Coleford Playing Field. A claw hammer had been used to rip out chunks of timber in various locations including the slide meaning that it was not safe to use and had therefore been taped off to prevent injury.

The Clerk explained that several young people were at the scene soon after the damage had been done and the police were called. The PCSO has since confirmed that after investigation there would be no further action as there were no witnesses to the vandalism.

There had been 2 other incidents of antisocial behaviour resulting from young people. The PCSO had confirmed that one case was being dealt with by the police. The Clerk said that she had encouraged the resident involved in the other incident to also report it to the police.

2. Somerset Council – Cllr Ham provided the following report:

**Recycling statistics:** DEFRA's recently published league tables shows Somerset's 2021-2022 recycling rate of 56.2% ranking it 28 out of 228 local authorities – putting it in the top 15%. Previously this was 59 out of 228, with a recycling rate of 52.4%. In 2021-22, almost 150,000 tonnes of waste were recycled or reused, saving around 133,000 tonnes of carbon. Of that, 97.2% was recycled into new products and package in the UK. Of the 5,771 tonnes of plastics collected, 99.4% were reprocessed in the UK. Somerset's recycling crews make more than 350,000 collections a week across the County.

**Soft Plastic recycling pilot:** Following the success of Recycle More collections, Somerset Council successfully bid to be part of a national 'FlexCollect' trial of kerbside collection of soft

plastics. As a result, a small-scale pilot of the collection of plastic bags and wrapping for recycling will be starting in around 3,600 homes across two locations in Frome. The pilot collections will pick-up a wide range of plastic bags and wrapping, including carrier bags, bread bags, confectionary wrappers, crisp packets, food wrapping and cling film. Depending on how the trials progress, it is expected that they will be expanded to more Somerset homes next year.

**Primary School places:** Nearly 99% of Somerset’s youngest children were offered a primary school place at one of their top three choices, Somerset Council’s latest school admission figures show. Overall, 98.94% (98.62% last year) of the 5,182 applicants were offered a place at one of their top three choices, with 94.54% (93.4% last year) receiving their first choice.

**Mental Awareness Week:** Somerset residents are being asked to share photos of their favourite ‘Happy Place’ in advance of **Mental Health Awareness week** (15 – 21 May). The theme of the 2023 campaign is anxiety, and those taking part can share photos of places they go in Somerset to help them to feel calmer and happier, using the hashtags #SomersetMyHappyPlace . The images that are shared before 15<sup>th</sup> May can be seen at [www.healthysomerset.co.uk/mental-health-awareness-week/](http://www.healthysomerset.co.uk/mental-health-awareness-week/).

**Alternative Energy payments:** Household in Somerset could still be due for government payments to help towards the costs of heating their homes, under two separate schemes. The first scheme is for those who heat their homes with an alternative fuel such as wood pellets, LPG or oil, as many do in rural urban areas. Those householders could be due a £200 one-off payment from the government, but they must apply by 31 May and the payment isn’t means tested. The second scheme is for households that have not received a £400 discount on their energy bills from an electricity supplier. They may still be entitled to a £400 one -off payment from the government.

**Making Somerset Accessible:** A year-long project to make Somerset more accessible for Disabled people was launched in April 2023. To deliver the project, Somerset Council has teamed up with WECIL Ltd – a Disabled People’s Organisation who offer a range of services supporting independent living. The project is now seeking volunteers to share their views and is asking for individuals and organisations to get involved by contacting [disability.in@wecil.org.uk](mailto:disability.in@wecil.org.uk)

**Highway contravention fines:** Nearly £15k of fines have been handed to BT for roadworks offences in Frome. The telecommunications firm was found guilty of two offences which included failing to ensure the safety of pedestrians by failing to install traffic management and for carrying out works without a valid permit.

**Covid booster vaccination:** The NHS in Somerset began the next phase of Covid-19 vaccinations on the 17th April with its Spring programme, geared up to protect the most vulnerable residents. More than 80 thousand people across Somerset are eligible which includes those aged 75 and above, those with a weakened immune system, and older adult care home residents. Invitations are being sent out via letter, text messages or the NHS app and appointments can be made online through the National Booking Service.

**New childminders:** Somerset Council is offering a “Golden Hello” grant worth £250 to those who would like to be a childminder. The £250 can be used to help with training and set up costs. The Council offers guidance and training to newly registered childminders and supports them through Ofsted registration and beyond. To find out more about becoming a childminder, and for an information pack please call 0300 123 2224 or visit [www.somerset.gov.uk/children-families-and-education/early-years-and-childcare/starting-a-childcare-business/](http://www.somerset.gov.uk/children-families-and-education/early-years-and-childcare/starting-a-childcare-business/)

## 8. Planning Applications

- 1 2023/0765/REM – Application for approval of reserved matters following outline approval 2021/2676/OUT for the erection of a single dwelling and associated access. Matters of access/appearance/layout/scale to be determined.  
1 Roseberry Cottages, Highbury Street, Coleford

All Councillors had considered the application prior to the meeting. The Clerk read out a letter from the planning agent asking the Council to consider approving the application. After discussion it was proposed by Cllr Pearce and seconded by Cllr Townsend that the application be approved.

*Action: Clerk to notify the planning office*

- 2 2023/0747/TEL - Application for prior approval of telecommunications development for the replacement of the existing 15m monopole with a new 17.5m monopole supporting the relocation of 3no. existing antennas with 3 no. new antennas, 2 dishes and ancillary development thereto. Land At 368540 149739 Anchor Road, Coleford

All Councillors had considered the application prior to the meeting. After discussion it was proposed that the Council should write to say that they had not received a response to the questions that were put to the applicant after considering the application earlier in the year. Cllr Townsend to draft a response for the Clerk to submit to the planning officer asking for them to taken into consideration the same questions before making a decision.

Vote: 8 For, 0 Against, 0 Abstentions

*Action: Cllr Townsend and the Clerk to notify the planning office*

**9. Planning updates including enforcement issue**

Clerk to report at the next meeting.

*Action: Agenda item for the next meeting*

**10. Update on the Community Review Project**

The Clerk gave the following report on the community event held on Monday 8<sup>th</sup> May. 18 organisations came along to publicise their presence in Coleford, they were:

|                              |                              |
|------------------------------|------------------------------|
| Knit and Natter.             | Craft and Flower Show.       |
| Dungeons and Dragons.        | Church of England.           |
| Coleford Methodists.         | Coleford ROCKS.              |
| Coleford Scout Group.        | Climate n Environment Group. |
| Time is Precious.            | The Hub.                     |
| Coleford Conservation Group. | Cam Valley Conservationists. |
| Theatre Group.               | Parish Council.              |
| Walking Group.               | New Coleford Allotments.     |
| Tuesday Afternoon Group.     | Speed watch.                 |

5 further organisations asked for us to display their literature.

|                    |                        |
|--------------------|------------------------|
| Love to Move.      | Village Agent.         |
| Food Bank.         | Fitness and Wellbeing. |
| Health Connectors. |                        |

White boards were available for people to make suggestions for new activities that they would like to see in the village, or for people who wanted to be put in contact with a group that were not attending. These are the suggestions so far.

|                |                  |
|----------------|------------------|
| Repair Shed.   | LGBT Group.      |
| Play Skittles. | Adult Choir.     |
| Play Cribbage. | Photography Club |
| Youth Choir    |                  |

A person has come forward to say that they would set up a youth choir but needs a free/low-cost room. Another is willing to set up a LGBT group and a third was linked to someone interested in

photography. Judging by the amount of talking that took place we're sure that many more connections were formed.

Cllr Ham thanked the volunteers for putting together the event which was obviously a success.

#### **11. Update on forming a Coleford Climate and Environmental Group**

A presentation 'Green Wedmore, a guide for Green Coleford' has been arranged for Tuesday 27<sup>th</sup> June 2023 at 7pm at the Hub. The presentation will be given by Steve Mewes the Chair of Green Wedmore who will talk about how Wedmore has been reducing its carbon and building a stronger community. At the end of the meeting people will be invited to sign up to join the Coleford Climate and Environmental Group to implement change in Coleford.

*Action: Clerk to promote the event.*

#### **12. Highways including:**

1. Councillor update – Cllr Townsend provided the following report:

Potholes opposite Rope Walk, at Ham junction and along Charmborough Lane reported, noting that limited work had been carried out along Charmborough Lane and at Ham.

Cllr Townsend met with Mr Higgins of Highways to discuss Charmborough Lane. He recognised the concerns around Lipyeate House in particular and marked up several areas for repair and also at Rope Walk.

Holcombe planning – Cllr Townsend had personally objected to the proposed landfill site towards the bottom of Holcombe Hill. A specific objection was the lack of Transport Management Plan meaning there would be no limit on the routes to the site thereby exposing Coleford to the risk of seriously increased HGV movements.

Street Lighting - The defective light outside No 8 Preachers Vale has been reported along with a chaser message about the failed suspended light outside the Co-op and the one opposite Douglas Yates Court.

2. Report of any new issues to be reported:

Potholes on Brewery Lane. Cllr Townsend has inspected but didn't think they were big enough but will report.

*Action: Cllr Townsend to report*

It was agreed that a letter would be sent to Mr Devanny of Avon and Somerset Road Safety team with a copy of the Gladman report highlighting the issues on Charmborough Lane and invite him to visit.

*Action: Cllr Townsend to draft the letter*

Cllr Ham had circulated an update on Highways maintenance from Somerset Councillor Mike Rigby the Lead Member for Transport & Digital which outlined why the roads had deteriorated so much and what was being done to address the problem.

The road through Stoke St Michael from Waterlip to Holcombe will be closed on the 7<sup>th</sup> July for 8 to 10 weeks to allow for major work to be completed.

#### **13. Update on the Allotments including water supply**

On Saturday 17<sup>th</sup> June 2023 an allotment open day will take place starting at 10.30 til 12.30hrs. Alan Cavill from the National Allotment Association will attend, give a presentation and take part in a question-and-answer session.

*Action: The Clerk will promote the event*

Cllr Pearce confirmed that the plots are now marked out but the grass will require cutting before the 1<sup>st</sup> June when Somerset Cllr Dyke will attend the allotments and the Playing Field orchard. The visit is a follow up to see who the Somerset Climate Emergency grant funding has been spent. The gates are still on order so the fencing cannot be completed until that has been received.

It was agreed that Barry Clarke would draft the plans for the allotment car park with spaces for 20 cars so that the planning application can be submitted.

The container will be moved to the allotments before the open day.

A working party meeting will be held on Weds 24<sup>th</sup> May 2023 to continue to progress the allotments.

#### 14. Finance

##### 1. Bank Reconciliation

The reconciliation had been prepared by the Clerk and will be checked prior to the next meeting.

*Action: Clerk to progress*

##### 2. Consider and agree quote from Solicitors to register the allotment land with Land Registry.

The Clerk confirmed that Mogers & Drewett solicitors had quoted £250 plus VAT to register the lease, plus Land Registry fee of £45 and £12 for Land Registry title for freehold.

It was proposed by Cllr Allen and seconded by Cllr Pearce that the quote be accepted.

*Action: Clerk to notify Mogers and Drewett that the Parish Council accepts the quote*

##### 3. Discuss and agree quote to create water harvesting at the new allotments

Cllr Drescher had circulated a diagram showing a water system which pump from the quarry into holding vessel for £450 which would include all pipes and fittings.

It was proposed by Cllr Allen and seconded by Cllr Paterson that an initial amount of £111.39 should be paid tonight for some of the materials purchased.

**Vote: 8 For, 0 Against, 0 Abstentions**

*Action: Cllr Drescher to progress with the water system*

##### 4. Accounts approved for payments:

Cllr Drescher and Allen had declared an interest in payments on the list and would therefore not discuss or take part in the vote. The following invoices were presented for payment:

|   |         |
|---|---------|
| HMRC - National Insurance                       | £122.02 |
| V Watts - Clerks Expenses                       | £ 35.00 |
| Adam Drescher – Water pump                      | £111.39 |
| SALC – Clerk Training                           | £ 60.00 |
| CPRE – Annual membership                        | £ 36.00 |
| Isaac Gregory – Tree removal at Scott allotment | £900.00 |

It was proposed by Cllr Ham and seconded by Cllr Banks that the payments should be made.

**Vote: 8 For, 0 Against, 0 Abstentions**

#### 15. Discuss and review the quotes for signage:

1. Newbury works
2. Coleford Allotment – 36ins x 24ins
3. Banner promoting available plots – 48ins x 24ins
4. No Parking x 2 – 12ins x 18ins

5. Contact details / address etc – 12ins x 18ins

It was agreed that the Clerk would seek quotes for the abovementioned signage for discussion at the next meeting.

*Action: Clerk to seek quotes. Agenda item for the next meeting*

**16. Playing Fields and Play Equipment**

1. Update on vandalism at Coleford Playing Field

Les Allen quoted £120 to rectify the damage caused by vandalism to the play tower located at Coleford Playing Field. It was proposed by Cllr Pearce and seconded by Cllr Ham that the quote should be accepted. Cllr Allen declared an interest and did not partake in the discussion or vote.

**Vote: 7 For, 0 Against, 1 Abstentions**

*Action: Clerk to notify the contractor*

2. Consider quote to remove graffiti from play tower & picnic bench and moss from the safety surfaces at Coleford play area

Clerk to seek a further quote for consideration at the next meeting.

*Action: Agenda item for the next meeting*

**17. Meetings to attend or attended**

The Clerk had attended a presentation by Somerset Association of Local Council promoting funding for Health and Well Being grants of up to £2.5K or £30K. The Clerk felt that the Council should apply for funding to help create the accessible plots at the allotments. Further information to be circulated.

*Action: Allotment working party to create scheme and costings. Clerk complete funding application form.*

**18. Correspondence**

16/05/23 – Email from resident regarding inconsiderate parking at Underhill. Cllr Ham has responded.

17/05/23 – Confirmation received from Play Safety of forthcoming annual play inspections which will take place in June. No action required

14/05/23 – Update from the Bus Partnership circulated to all Councillors and published on social media

05/05/23 – Curtis Ilott memorial request for Booth. Approved by council

*Action: Clerk to notify Curtis Ilott*

**19. Matters of Urgency – at the Chairman’s Discretion**

There were none.

**20. Date of Next Meetings:**

14<sup>th</sup> June 2023 @ 7pm Parish Council meeting

The meeting finished at 22.20hrs