

# Parish Council of Coleford

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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 14<sup>th</sup> June 2023

**Present** Cllr Ham (Chairman presiding) Cllrs Allen (Part), Banks, Barrett, Bell, Evans, Drescher (Part), Moulding Pearce, Paterson and Townsend

**In attendance:** Somerset Cllr Barry Clarke and 2 members of the public present.  
The Clerk, Vickie Watts taking the minutes

### 1. Public Forum

1. A parishioner said that the non-material amendment relating to the entrance to the new shop at the site of the old garage was approved in March. The delay now lies with the highways department. They asked if it was possible that the Parish Council could do anything to expedite the work.

*Action: Cllr Ham to raise with Somerset highways*

2. A 20mph sign has been installed on the Lipyeate side of the school but there is not a sign when approaching from the other direction. Cllr Ham said that a second sign would be installed at some point.
3. The street light above the junction of Highbury Street and Church Street is now working but is on all the time.

*Action: Cllr Townsend to report*

4. There have been several complaints regarding the footpaths being overgrown. It was suggested that any issues or faults on footpaths be reported via the interactive website.

<https://www.somerset.gov.uk/roads-travel-and-parking/report-a-problem-with-a-public-right-of-way>

*Action: Footpaths to be an agenda item for July meeting*

5. The residents local to the oil spill in the bottom of the village have been contacted by the Environmental Agency highlighting that the likely cause is a leak of housing oil. Those contacted have been asked to check their oil tanks for a leak.

*Action: Cllr Townsend will liaise with residents to establish if the source has been found.*

### 2. Apologies for Absence

Apologies were received from Cllr West which were accepted by the Chair. Cllrs Drescher and Allen were working at the allotment site.

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

There were none

### 4. Agree the minutes

The minutes from the Annual Parish Council meeting and the usual monthly meeting both held on the 17<sup>th</sup> May 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: 9 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 July 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 Evans to inspect the wall and if there still poses so risk, establish the address for the person who owns the wall.*

## 6. Co-option of Councilor,

The Clerk has received a completed consent to co-option form which will be presented at the next Parish Council meeting.

*Action: Agenda item for the next meeting.*

## 7. Reports

1. PCSO –It is disappointing to see that there is no PCSO report again.

*Action: Clerk to contact PCSO to establish if a regular report can be sent to the Parish Council or for them to attend a meeting*

2. Somerset Council – Somerset Cllr Barry Clarke attended the meeting and gave the following report:

Since the creation of the unitary council, there have been many staff changes. 45 people have left due to restructuring which means that a lot of experience has been lost. This was budgeted to cost 8 million but has actually cost 5 million with further savings predicted over coming years.

5.4 million has been allocated for road repairs which equates to 80p per yard. It is encouraging to see that locally white lining has been completed but there are still other improvements to be made.

A policy has been agreed to address the phosphate issues on the Somerset levels, which means that housing applications can again be processed.

Consultation on planning has been weak. If you are aware of any applications where neighboring residents have not been notified as part of the consultation process then let Cllr Clark know so that this can be taken up with Somerset Planning Office.

The Licensing Policy is currently out for consultation. The Council has an obligation to review the policy every 5 years.

There is grant funding available for renovation /upgrading of Tennis facilities via the Lawn Tennis Association and Somerset Council. A local group SASP are also looking for venues with facilities close to Frome that could be used for holiday clubs. As part of the arrangement, they are prepared to invest in the facilities.

***Action: Clerk to investigate funding opportunities***

A pilot scheme for recycling of soft plastics is currently underway in Frome. If successful this will be rolled out across the county next year.

Local Community networks (LCN) are slowly getting up and running. Shepton have their first meeting planned for the 31<sup>st</sup> July 2023 at Pilton Village Hall, 7pm.

Cllr Philip Ham reported that the LCN handbook is now available. Coleford will form part of the Shepton LCN which will be made up mainly of rural parish councils, which will be beneficial in ensuring that rural matters are considered.

There are many road signs within the area that are damaged, twisted or dirty which have been reported to Somerset Highways for attention. If you see any that should be added to the list then let Cllr Ham know.

The center of Stoke St Michael will be closed for 8 weeks from the 3<sup>rd</sup> of July to allow the culvert to be rebuilt.

Cllr Ham said that they were concerned about the number of incidents on the road from Long Cross to the Beacon where 4 lorries had come off the road due to the difficult camber and the size of the carriage way making it tight for lorries to pass. They have been working with Somerset Highways in an attempt to find a resolution.

Recycling collections in some parts of the parish have not been completed for 3 weeks. This has in part been created by the number of bank holidays impacting on staffing. It is hoped that this will be resolved in the next week.

The Planning meetings for Somerset East have taken place and have gone smoothly with all decisions apart from one going the same way as the planning officer had recommended.

**8. Planning Applications**

- 1 [2023/0766/HSE](#) - Single storey rear extension. 57 Mendip Vale, Coleford, Radstock, BA3 5PR

All Councillors had considered the plans prior to the meeting. After discussion it was proposed by Cllr Townsend and seconded by Cllr Pearce that the application should be recommended for approval.

**Vote: 8 For, 0 Against, 1 Abstentions (Somerset Cllr)**

***Action: Clerk to notify the planning office***

2. 2023/0929/SCREEN - Ash Farm, Charlton Road, Radstock, BA3 5EX

Screening Opinion for a proposed solar farm

The landowner Simon Eade attended the meeting and outlined the proposal which would see solar panels and battery storage installed on 15 acres of land to the rear of the industrial units, adjacent to Chamborough Lane. Extensive surveys had taken place and reports generated to address all aspects of the application including sound, trees, soil, geo physics, wildlife, environment etc. Access would be via the existing access to the industrial units and once installed there would be little disruption or impact on the surrounding area. Sheep would still be able to graze under the panels.

A consultation drop-in session is being held at Writhlington Village Hall on the 26<sup>th</sup> June during the afternoon and evening where anyone can turn up to ask questions about the scheme. Residents within a mile radius of the site will be notified to allow them an opportunity to attend.

It was asked what height the battery storage would be. Simon Eade explained that they would be housed in 20ft shipping containers which would -be the tallest item as part of the scheme.

It was noted that Somerset Planning had already confirmed that no EIA was required for the development which implied that it was ready for the application to be submitted.

The Chair thanks Mr Eade for attending and updating the council regarding the project.

3. 2023/0986/VRC - Application to vary/remove condition 2 (Plans List) of listed building consent 2020/0872/LBC (Demolition of conservatory, erection of single storey rear extension, new external door opening and internal alterations) to plan M19-023/10B. Montrose, High Street, Coleford.

The Planning Officer had confirmed by email that this application had not been validated and therefore would not be discussed.

**9. Planning updates including enforcement issues**

The Clerk reported that all Councilors had considered the amended planning documents for the pitch levelling at Highbury Playing Field and some minor additions to the planning statement had been requested. Pennys had since been notified that Councilors were happy with the content and that the application should be submitted to Somerset planning department.

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

1. Review the Action Plan.

The Clerk confirmed that the reports had now been received and circulated to all Councillors for consideration. It was agreed that the Clerk should upload them to the parish website for anyone to access. The reports and action plan will help to prioritise future projects and identify funding requirements. The working party of Cllr Townsend, Bell and Paterson will work with the Clerk to take this forward over the coming year. This will be discussed at the next meeting for all Councillors to feedback their thoughts prior to the working party meeting.

***Action: Clerk to email reports to all Councillors. Agenda item for the next meeting.***

## 2. 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.**

## 11. **Highways including:**

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

- Brewery Lane - reported again and some repair work done to the split in the road and also the sunken triangular covers.
- Charmborough Lane - several areas marked up for attention near Lipyeate House, one of which has been completed. Another smashed wing mirror appeared by my drive last week. Many loose stones on the edge of the Lane as you turn left off Charlton Road - to be reported
- Cherry Gardens Lane - potholes reported, marked up and repaired.
- Rope Walk - pothole reported, marked up and repaired.
- Anchor Road - a new School 20 mph zone sign is being installed. A neighbour has expressed concern that the location is right in the middle of where the pavement should be and it will force pedestrians, including those with pushchairs etc, into the road. Cllr Townsend to point out the danger to Somerset Highways and persuade them to move it to a safer place. It is assumed that another will be installed to the east of the school - we need to ensure this is located safely.

**Action: Cllr Townsend to report**

Street Lights - The suspended light outside the Co-op is working now, all day - to be reported. The defective light by No 8 Preachers Vale has also been repaired.

### 2. Report of any new issues to be reported:

There is a dip in the road at the entrance to Rope Walk Farm.

**Action: Cllr Townsend to report**

## 12. **Finance**

### 1. Agree Bank Reconciliation:

Cllr Bell checked the bank reconciliation prepared by the Clerk which was found to be in order and duly signed.

### 2. Consider quotes for new notice board at Goodeaves

The Clerk had received a quote of £105 from a contractor to replace the notice board at Goodeaves which was in a state of disrepair.

It was proposed by Cllr Ham and seconded by Cllr Barret that the quote should be accepted.

**Vote: 9 For, 0 Against, 0 Abstention**

**Action: Clerk to notify the contractor**

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

The Clerk presented 2 quotes from contractors to complete the work mentioned above. After discussion it was agreed that the quote from Ministry of Play for £785 plus VAT should be accepted. The quote was on the basis that water could be obtained locally which was agreed by Cllr Ham.

**Vote: 9 For, 0 Against, 0 Abstention**

**Action: Clerk to notify both contractors**

4. Consider quotes for tree work at the entrance to Coleford playing field  
The Clerk presented 2 quotes for the tree work highlighted in the last tree survey to complete a crown lift by 3 m to the beech tree on the right of the entrance to Coleford Playing field. The Councillors agreed that the quote provided by Isaac Gregory of £200 should be accepted.

**Vote: 9 For, 0 Against, 0 Abstention**

**Action: Clerk to notify both contractors**

5. Consider request for tree work at the allotment adjacent to the Coleford playing field  
The Parish Council had been approached by an allotment holder who has sought permission to complete a crown reduction on the sycamore trees within the plot which border the Butterfly bank. The work would be completed at the allotment holder's expense. Cllrs agreed this would be acceptable but the Clerk should write direct to the contractor to advise what work had been authorised and that it would not be the Parish Council paying for the work.

**Vote: 9 For, 0 Against, 0 Abstention**

**Action: Clerk to action**

6. Consider quotes for signage at new allotments & no parking  
Quotes had been sought for the signs at the new allotments – this included the site sign 'Coleford Allotments', a banner promoting plots, and no parking signs. After deliberation the quote of £1016.40 inc VAT from Sign Efex would be accepted.

**Vote: 9 For, 0 Against, 0 Abstention**

**Action: Clerk to notify contractors**

7. Consider and select quotes for fencing at the hard courts, Highbury Playing Field  
Two quotes had been received. After consideration it was agreed that a visit to see samples of the fencing to be purchased prior to making a decision. Cllrs Townsend and Pearce agreed to visit sites to see the standard of the material in question

**Action: Clerk to establish where local samples can be seen & arrange visit.**  
**Agenda item for next meeting**

**Cllr Drescher and Allen arrived at 20.40hrs**

8. Accounts approved for payments:  
The following payments were presented for payment:

HMRC - National Insurance	£ 122.02
Somerset Council – Pension back pay	£ 85.59
V Watts - Clerks Expenses	£ 95.46
Adam Drescher – Water system for allotment	£ 299.52
Dave Marshall – Allotment fencing	£4145.03
National Allotment Society – Annual membership	£ 66.00
BHIB – Council Annual Insurance	£ 854.41

Councillors agreed that the payments should be made. Cllr Drescher declared an interest in the payments. Cheques were signed by Cllrs Banks, Townsend and Evans.

**Vote: 8 For, 0 Against, 1 Abstention**

It was agreed that a letter of thanks would be sent to Dave Marshall who had helped to move the container at no charge

**Action: Clerk to write to Dave Marshall**

**13. Consider grants available and whether to apply**

It was agreed that Cllrs Pearce, Townsend, Moulding, Banks and Ham would form a working party to monitor grants and which Coleford based groups might be able to benefit from them

*Action: Cllr Ham to progress*

**14. Update on the Allotments including water supply**

1. Great progress has been made both at the site and with the paperwork. The container is now in place and the water system pumping from Vobster Quay is underway. Preparation is ongoing to ensure all is ready for the open day on Saturday 17<sup>th</sup> starting at 10.30 til 12.30.

The Chairman thanks Cllrs Drescher, Allen, Pearce and the Clerk for the work that they have done on this project.

2. Consider and agree rents and offering reduced fees for all village allotments

Cllr Pearce ran through the proposed rates of rent for the 3 different scenarios for the new allotments at Vobster as recommended by the working party. Table A was for those signing up before 1<sup>st</sup> September, Table B for those signing up after the 1<sup>st</sup> of September and Table C was the annual rent for 12 months starting 15<sup>th</sup> January 2024.

Cllr Pearce proposed that the rates were agreed which was seconded by Cllr Bell.

**Vote: 11 For, 0 Against, 0 Abstentions**

A request from a Goodeaves allotment holder had been received asking if the discounted rates at the new allotments would be applied to Goodeaves. After discussion it was agreed that all the parish council village allotments would be discussed at the August meeting.

*Action: The Clerk to respond to the Allotment holder to say that this would be considered at the August meeting. Agenda item for August.*

**15. Update on the Coleford Playing Field Orchard and diseased Pear Tree**

It was agreed that the diseased tree should be removed as soon as possible to ensure that there is no spread to the healthy trees.

*Action: Clerk to request that the Coleford Conservation group removes the tree*

**16. Meetings to attend or attended**

SALC training dates – Cllrs to notify the Clerk if they wish to attend

LCN pre meeting 03/07/23 virtually for Somerset Cllrs to attend

LCN meeting 31/07/23 at Pilton Village Hall at 7pm – Cllrs Pearce and Townsend to attend

**17. Correspondence**

Licensing Policy consultation – Cllr Townsend to consider and respond if required

Response from Perry Williams regarding the mast at Rush Ash Lane – No response required

BANES Green Space consultation – Clerk to submit the suggestion made by Cllr Townsend to include the green space at Colliers Way, The Greenway and the Wellow brook section all radiating out of Radstock

Response from resident thanking Council for the information relating to highway and sewage issues in the village – no action required

Various emails opposing no parking restrictions at Lower Coleford – Cllr Ham to meet with Cllr Moulding to further discuss

*Action: Clerk, Cllr Townsend and Cllr Ham to ensure matters actioned*  
09/06/23 – Curtis Ilott memorial request for Emery. Approved by council

*Action: Clerk to notify Curtis Ilott*

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

There were none.

**19. Date of Next Meetings:**

28<sup>th</sup> June 2023 @ 7pm Planning meeting

12<sup>th</sup> July 2023 @ 7pm Parish Council meeting

The meeting finished at 21.45hrs