

Parish Council of Coleford

Miss V Watts
Clerk to the Council
Tel: 07971 516916 / 01749 880428
Email: clerk@colefordpc.org.uk

Gallant Hill Farm
Foxcote
Radstock
BA3 5YB

Minutes of the Parish Council Meeting held Wednesday 14th May 2024

Present Cllr Ham, (Chairman presiding) Banks, Bell, Evans, Douglas-Burke, Paterson. Pearce, Moulding and Townsend

In attendance 2 members of the public present
The Clerk, Vickie Watts taking the minutes

1. Election of Officers

The following officials were elected for the forthcoming year:

Chair Mr. Philip Ham
Proposed by Cllr Pearce and seconded by Cllr Bell

Vote: 9 For, 0 Against, 0 Abstention

Vice Chair Mr Chris Pearce
Proposed by Cllr Bell and seconded by Cllr Ham

Vote: 10 For, 0 Against, 0 Abstention

2. Declaration of Acceptance of Office

Cllr Ham signed the Declaration of Acceptance of Office.

3. Apologies

Cllr Allen had sent apologies which were accepted by the Chair.

4. Formation of Working Parties within the Parish Council

Subject to absent Councilors' confirmation:

| Working Party | Lead Councilor | Team members |
|---|----------------|--|
| Playing Fields, Play areas & Pump Track | Cllr Allen | Cllr Bell / Evans / Ham |
| Environment & Cemetery | Cllr Evans | Cllr Allen / Paterson Townsend / Moulding |
| Allotments | Cllr Pearce | Cllr Ham / Moulding Allen / Townsend / Plus 1 x Allotment holder |
| Finance, Pay Review | Cllr Townsend | Cllr Ham / Pearce Bell / Moulding / Clerk |
| Small Grants | Cllr Banks | Cllr Pearce / Evans |

Vote: 10 For, 0 Against and 0 Abstentions

5. Lead / Link Councillors:

| | |
|---------------------------|---|
| Footpaths / Rights of Way | Cllr Swords |
| Highways | Cllr Townsend / Pearce |
| Open Spaces & Trees | Cllr Swords / Moulding / Allen |
| Community Plan | Cllr Townsend / Bell / Paterson / Douglas-Burke |
| Young People | Cllr Ham / Banks |
| Climate | Cllr Moulding / Swords / Douglas-Burke |
| Community Payback | Cllr Moulding / Cllr Swords |

Vote: 10 For, 0 Against and 0 Abstentions

6. Representatives:

| | |
|--|---|
| Local Community Network group | Cllr Pearce / Townsend (Cllr Pearce has voting rights) |
| @ The Hub | Cllr Banks / Ham / Townsend |
| Bishop Henderson School & Preschool | Cllr Allen / Douglas-Burke |
| Football Club(s) Representative | Cllr Allen |
| PCSO Scheme | Cllr Banks / Evans |
| Somerset Association of Local Councils | Cllr Evans |
| Quarry Liaison Group | Cllr Pearce / Bell / Townsend |
| Mendip Country Practice Patients Group | Cllr Townsend / Paterson / Douglas-Burke / |
| Parochial Church | Cllr Townsend |
| Somerset Bus Partnership | Cllr Moulding and Douglas Burke |

Vote: 10 For, 0 Against and 0 Abstentions

7 Resolve that the Parish Council continues to meet the criteria for eligibility for General Power of Competence

The Clerk confirmed that the Council was still eligible for the General Power of Competence.

8 Authorisation of Signatories for Bank Accounts

Current bank signatories are Cllr Ham, Townsend, Banks, Evans and the Clerk. It was agreed that they should remain unchanged.

9 Confirmation of direct debits / standing orders

The Clerk confirmed that the following items are paid monthly by standing order:

| | |
|---|-----------|
| LSJ Gardening Services - Ground's maintenance | £1,527.48 |
| Clerk's salary | £1,152.90 |
| Somerset Council Pension contributions | £ 353.88 |

The following are paid by direct debit:

| | |
|---|--------|
| Data Protection fee is paid annually | £35.00 |
| Changing room electricity supply EDF – Paid monthly | £16.00 |

10 Confirmation of Insurance cover for Parish Council

The Council is currently tied into a 3-year long-term agreement with Clear Councils (formerly BHIB Councils).

11 Confirmation of Coleford Parish Council meetings for the coming year

The Clerk has put together the proposed dates for the coming 12 months which have been shared with Councillors and are displayed on the website and notice boards.

12 Confirm Councils subscriptions for the year

The Clerk confirmed that the Council subscribes to the following groups:

National Allotment Association
Society of Local Councils Clerks
Somerset Association of Local Councils

Somerset Playing Field Association
CAM Valley
CPRE The Countryside Charity

13 Review and adoption of the following policies

The following policies will be circulated to Councillors for consideration ahead of the next meeting:

1. Financial regulations
2. Code of conduct
3. Standing orders

Action: Clerk to circulate all documents for approval at the next meeting.

The meeting concluded at 19.25hrs