

# Parish Council of Coleford

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Miss V Watts  
Clerk to the Council  
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Gallant Hill Farm  
Foxcote  
Radstock  
BA3 5YB

4<sup>th</sup> May 2017

## \*\*\*PUBLIC NOTICE\*\*\*

A meeting of Coleford Parish Council will take place in the Meeting Room at Douglas Yates Court on **Wednesday 10<sup>th</sup> May 2017** starting after the Annual meeting of the Parish Council (which is starting at 7pm)

Signed

Miss Vickie Watts  
Clerk to the Council

## Chairman's Announcements

The Chair will explain any housekeeping and evacuation procedures in the event of an emergency

## Public Forum Period (Maximum 15 Minutes)

The public will be given an opportunity to speak on any issue prior to the start of the meeting.

## AGENDA

- |          |   |                |
|----------|---|----------------|
| <b>1</b> | <b>Apologies for Absence (acceptance of any reasons offered)</b>  | <b>2 mins</b>  |
| <b>2</b> | <b>Declaration of Interest and Dispensations granted since last meeting</b>   | <b>2 mins</b>  |
| <b>4</b> | <b>Approve Minutes of last Parish Council meeting held 12<sup>th</sup> and 25<sup>th</sup> April 2017</b>   | <b>5 mins</b>  |
| <b>5</b> | <b>Matters Arising</b>  | <b>10 mins</b> |
| <b>6</b> | <b>Councillor vacancy</b>   | <b>2 mins</b>  |
| <b>7</b> | <b>Reports</b>  | <b>15 mins</b> |
| 7.1      | PCSO  |                |
| 7.2      | County Councillor P Ham   |                |
| 7.3      | District Councillors P Ham & A Townsend   |                |
| 7.4      | Councillors – details of meetings attended this month   |                |
| <b>8</b> | <b>Planning</b>   | <b>15 mins</b> |
| 8.1      | Planning Applications   |                |
| 8.2      | Decisions on Previous Applications  |                |
| 8.3      | Complaints received by the Planning Enforcement Team, Mendip District Council   |                |
| 8.4      | Present Applications  |                |
| 8.4.1    | 2017/0891/TPO - 26 Preachers Vale Coleford BA3 5PT  |                |
|          | Oak (A) - Crown lift to a height of 5m above ground, reduce the crown to leave a finished crown spread of 8m high and 6m wide, remove all dead or decaying limbs, branches and foliage. |                |

<b>9</b>	<b>Reports on Highway and Footpath Issues</b>	<b>10 mins</b>								
	Inc 2 x footpath complaints									
<b>10</b>	<b>Finance</b>	<b>30 mins</b>								
10.1	Bank Reconciliation									
10.2	Approve Asset list									
10.3	Approve Risk Assessment Statement									
10.4	Review & agree Cemetery fees & policy									
10.5	Approve Section 1 the Annual Governance statement of the Audit 2016/17									
10.6	Approve Section 2 the Accounting Statement of the Audit 2016/17									
10.7	Discuss & agree Clerks expenses and pay review – Inc NALC pay increase									
10.8	Accounts approved for payment									
	<table border="1"> <tr> <td>Clerk expenses</td> <td>£ 28.64</td> </tr> <tr> <td>Bin shop – Various items</td> <td>£1282.45</td> </tr> <tr> <td>Adrian Mason – Internal Audit</td> <td>£ 87.50</td> </tr> <tr> <td>Douglas Yates Room Hire - Housing &amp; Care 21</td> <td>£ 300.00</td> </tr> </table>	Clerk expenses	£ 28.64	Bin shop – Various items	£1282.45	Adrian Mason – Internal Audit	£ 87.50	Douglas Yates Room Hire - Housing & Care 21	£ 300.00	
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<b>11</b>	<b>Playing Fields Committee Lead Councillor Report – Colin Turner</b>	<b>30 mins</b>								
11.1	Agree action to correct safety issues at Coleford Playing Field play equipment									
11.2	Update on the CAFC									
11.3	Review Allotments at Coleford Playing Field									
11.4	Progress report on BMX track									
11.5	Dog Fouling signage for Highbury Playing Field									
11.6	Community Pay Back scheme -									
<b>12</b>	<b>Review website content</b>	<b>5 mins</b>								
<b>13</b>	<b>Meetings to attend</b>	<b>5 mins</b>								
<b>14</b>	<b>Report of any risks identified</b>	<b>5 mins</b>								
<b>15</b>	<b>Correspondence</b>	<b>5 mins</b>								
<b>16</b>	<b>Matters of Urgency – at the Chairman’s Discretion</b>	<b>5 mins</b>								
<b>17</b>	<b>Date of Next Meetings:</b>	<b>5 mins</b>								
	Tuesday 23 <sup>rd</sup> May 2017                      Planning Meeting									
	Wednesday 14 <sup>th</sup> June 2017                  Parish Council Meeting									

Members are reminded that the Council has a general duty to consider the matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights