

# Parish Council of Coleford

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## Minutes of the Parish Council Meeting held on Wednesday 4<sup>th</sup> October 2017

### Present

Cllr P Ham (Chairman)

Cllr Townsend, Pearce, Turner, Littlechild, Gurd, Conn, Neesam, Banks and Evans.

There were no members of the public present.

PF

### Public Forum

Cllr Gurd reported that he had received a complaint from a resident who lived at Underhill. She said that the branches from the trees were hanging low and are now hitting trucks that pass. Cllr Gurd has asked for Oakleigh Garden Services to quote to raise the crown although it is understood that the Spring would be the best time to complete this work.

The recent communication regarding the proposed location for the Pharmacy does not make it clear as to whether it is the Chip Shop or the old garage adjacent to the Chip Shop. The Clerk to write to the Market Entry Officer for Primary Care Support England to establish which property is correct.

Cllr Ham reported that he had heard this evening from Kirsty Brown of the Somerset Youth and Community has confirmed that Coleford Youth Club has been awarded the Safe and Welcoming Award.

Cllr Pearce said the he encountered a situation this week whereby a mobility scooter became trapped on the pavement outside of the Cooperative store due to a car being parked, blocking the dropped kerb. It was noted that this may need addressing in the near future although it is the responsibility of the Co-op – this could be an equality issue.

Cllr Townsend and Cllr Pearce will be putting together a Small Improvement scheme.

### 1 Apologies for Absence (acceptance of any reasons offered)

Councillors Evans, Fisher and Talbot sent apologies

### 2 Declaration of Interest and Dispensations granted since last meeting

There were none.

### 3 Agree preferred contractor & design for BMX pump track resulting from the Formal Tender process

Cllr Tony Gurd had circulated a 4 page document which gave a detailed look at what had been discussed and achieved since conception and what needs to be completed to ensure that we remain on schedule.

The Clerk opened the first envelope from Forte Trailscapes and read out the description of works and the quote provided, which totalled £22610 plus VAT which excluded all aggregates, asphalt and the delivery of products. Drawings had been supplied which everyone agreed were very professionally produced and helped to envisage what the Coleford track will look like.

The Clerk then opened and read out the quote provided from Dirt Kraft Ltd. Labour, plant hire and materials (for drainage etc, but not including aggregates for track shaping) come to £10,982.50. Grind box, additional material and labour £876.62. Tarmac and labour £7000 plus VAT which would make a total of £18,859.50. VAT would only be payable on Tarmac. No drawings had been provided but it was hoped that this would be forthcoming in the next couple of days.

It is important that all aspects of the quotes are considered and that a decision is not just based on price alone.

After discussion it was agreed that the quotes would be emailed to all Councillors to allow consideration. Questions should be emailed to Cllr Gurd to allow him to approach the contractors.

Cllr Gurd explained that the Working party made up of Cllr Turner and himself concentrating on the construction and Cllr Conn looking at Funding options, with the Clerk in a supporting role. The Team has spent 10's if not 100's of man-hours on this project, talking with contractors, parents, interested parties for fund raising events and searching for grants. It was agreed that the working party would do the ground work and bring recommendations back to council for approval. Cllr Gurd felt that this has been fulfilled and have maintained total transparency throughout.

The team requests that the Parish Council reaffirms their confidence in the team by again voting for the members, making changes if required. The team will then continue as before, undertaking the ground work and detail, interfacing with the Chairman as the representative of the Council most closely associated with the various quarries in the area that are likely to support our endeavour with materials etc. The team will report back to the Council whenever there is need or requirement and will in any case, continue to be transparent and respectful updating basis, with the aim of delivering the best BMX Pump Track, of the nature and price discussed, for the Parish of Coleford.

All Councillors affirmed their confidence in the process and what had been achieved thus far by the team. Councillors agreed the current team of Cllr Gurd, Cllr Turner, Cllr Conn and the Clerk should remain in place and continue to work on delivering the BMX Pump Track on behalf of CPC.

4 **Agree required action for planning application process**

It was agreed that the Council should apply for pre planning application. This would establish if full planning is required and if not, the process would be completed in a much shorter period of time.

5 **Update on grant funding applications**

Cllr Conn confirmed that he has submitted 4 grant applications, including one with Sport England. There are still a couple more to complete. As yet no offers have been received.

Cllr March said that outside of Cooperative Funeral Care in Radstock there was a notice advertising grants were available to local groups. Cllr Conn to investigate.

AC

**Review of Parish Plan**

The Chairman explained that the Parish Plan is now 10 years old and could benefit from a review to establish what actions have been achieved and what might be achievable. It was agreed that Cllr Conn would give the document and its supporting action plan consideration and will put together a spreadsheet for Council to consider.

AC

**Grit Bins locations and replacement sites**

Cllr Neesam to email the report generated by the environment committee showing which bins need replacing and proposed new sites. Cllr Turner confirmed that the tarmac around the Church Hall will be completed in a couple of weeks. The contractor has agreed to remove the existing damaged grit bin and bench. Once the tarmac has been completed the new bench and grit bin can be installed.

JN

**Litter Bin locations and replacement sites**

The Clerk to email the code for the padlock to allow the litter bins at Mackintosh View to be collected by Cllr Ham.

VW/PH

Cllr Gurd raised concern that the bins around the village appear to have had the locking mechanism removed. Cllr Ham is meeting with representatives from ID Verde and Liz Dawson next week when he will raise this matter.

PH

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

Cllr Gurd reported that John Hansford of CAFC has confirmed that the materials required to undertake the work on the architrave around the showers can be purchased from Tipadels of Frome at a half the list price. It has been agreed that Cllr Gurd will pick up the materials on Friday 06/10/17. The work will be undertaken by the CAFC members at the end of the season, free of charge.

TG

**Date of Next Meetings:**

Wednesday 11<sup>th</sup> October 2017

Parish Council Meeting

Tuesday 24<sup>th</sup> October 2017

Planning & Finance Working Party Meeting – Precept

The meeting finished at 20.45hrs