

# Parish Council of Coleford

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## Minutes of the Parish Council Meeting held on Wednesday 11<sup>th</sup> January 2017

### PF Public Forum

- 1 Diana Francis Jones reported her concerns regarding the stiles on footpath ref: F/R 4/17 and 4/1, which were challenging to negotiate. The Chairman explained that Cllr Conn had also inspected the stiles and had put together a report highlighting the problems with recommendations on how they could be improved. This report has been sent to Clare Haskins of the Somerset rights of way team for them to assess and hopefully remedy. The Clerk to follow up. Full report attached to the minutes – Annex 1
- 2 Tony Mayell attended the meeting to speak about agenda item 6.4, The Local Plan Part II. He explained that he welcomed the proposal made by Mendip District Council, which rejects all the large sites proposed with exception of the site by the former recycling centre. The proposal closely reflected the views of the Coleford Parish Council and that of numerous residents. He therefore hoped that the Parish council would endorse the views of the District Council.

VW

The Chairman thanked Mr Mayell for attending and giving his thoughts. He explained that this agenda item would be adjourned until the next meeting to give himself and District Councillor Alan Townsend an opportunity to meet with the team working on the Local Plan at Mendip District Council for an update prior to the Parish Council responding.

A letter from Mrs Conn had also been received which also supported the proposal made by Mendip District Council.

Ag

### **Presentation by Mr Dave Woodridge of Mendip District Council Enforcement**

Mr Dave Woodridge attended the meeting and gave a presentation on the work that the enforcement team undertake including and some of the common misconceptions. He answered questions that the Councillors had, but did not comment on specific cases in Coleford. It was agreed that Mr Woodridge would put together a report giving an update on the current outstanding Coleford cases, which will be emailed to the Council in the near future.

A copy of the presentation which Mr Woodridge was working from will be emailed to the Clerk to be circulated to all Councillors for information.

VW

*Dave Woodbridge then left the meeting at 19.56hrs*

### 5.1 Police report

In light of PCSO Mike Storey and Sargent John Gould attending the meeting the Chairman agreed to take agenda item 5.1 next.

Cllr Ham said that when he lodged the complaint about last month's anti-social behaviour he had activated the trigger. This happens when 6 ASB complaints are received within a set amount of time which then results in the police having to investigate fully to try and rectify the ASB.

Mike reported that the last report of youth related ASB was received on the 17<sup>th</sup> December, which is encouraging. Over the Christmas period a youth admitted to vandalising the Christmas tree which

will be dealt with by the Youth panel. John commented that the tree incident seems to have been a tipping point for many residents and at the community meeting held at the British Legion hall many different incidents were highlighted although they may not have been reported at the time they had happened.

Mike said that last night he had spent an hour at the Youth Club and there had been no issues. Cllr Littlechild reported that there had been some mild incidents after he had left to which Mike reiterated that any incidents must be reported. Mike said that one of the things youths had raised with him was that the Parish Council had received the funding for a skate park which has never been forthcoming. It was accepted that this was true however the Parish Council is now going to pursue a BMX pump track which at a recent meeting the youths were keen to see installed.

Ag

John reminded the Council that crime can also be reported using 101 and the Avon and Somerset Police website: [www.avonandsomerset.police.uk/contact-us/report-a-crime-or-incident/](http://www.avonandsomerset.police.uk/contact-us/report-a-crime-or-incident/)

Mike handed some notices to the Clerk to be displayed on the village notice boards which promoted the next PACT meeting being held on the 19<sup>th</sup> January at the Palairret Hall in Norton St Philip starting at 7.30pm. There was also a notice on how to tackle Anti-social behaviour and how to report it.

The Chairman thanked Mike and John for coming. They left the meeting at 20.01hrs

### **Present**

Cllr P Ham (Chairman)

Cllr Gurd, Conn, Fisher, Turner, Horler, Banks, Littlechild, Neesam, Evans and Townsend

There were 2 members of the public present for the public forum along with PCSO Mike Storey and Sargent John Gould.

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

No apologies were received.

Cllr Talbot did not attend.

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

Both Cllr Conn and Horler declared an interest in Agenda item 6.4 as home owners adjacent to sites mentioned within the Local Plan.

#### **3 Approve minutes of the last Parish Council Meeting held 7<sup>th</sup> December 2016 and matters arising.**

The minutes had been circulated to all Councillors prior to the meeting. It was agreed that the minutes for the 7<sup>th</sup> December 2016 were accurate and therefore duly signed by the Chair.

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

All matters arising have been completed or will be covered under the agenda items other than:

The Clerk needed to pass on the contact name to Trevor Henry for him to try and obtain contact details for the land owner of the dilapidated building to the rear of the Kings Head Public House.

VW

#### **4 Councillor vacancy**

No applicants have been forthcoming. Clerk to continue to advertise again in On the Map.

VW

#### **5 Reports**

5.1 **PCSO report** – The report for the Rural beat North had been circulated to Councillors by email which highlighted the following incidents:

Criminal Damage – 3

Dwelling Burglary- 0

Non Dwelling Burglary – 4

Theft from a vehicle – 2

Theft of a vehicle – 1  
Anti-social behavior – 7

PACT priorities remain the same.

#### 5.2 Somerset County Council report

County Cllr Ham reported that:

- They have been working hard to produce a sound budget for the next year 2017/18.
- A much improved Children's service report has been received, which benefitted from additional funding received in the autumn statement.
- Devolution is under the microscope. There will be some big meetings coming up when this will be discussed.

#### 5.3 Mendip District Council report

District Cllr Townsend reported that he had attended 3 meetings. At the full meeting held on the 12<sup>th</sup> December Chief Constable Andy Marsh gave a presentation. He has a good understanding of rural parishes and highlighted a concern over the rise of digital crime. He said that most police officers are now wearing cameras whilst going about their business, which has proved to be a useful tool whilst fighting crime and providing evidence.

At the Scrutiny meeting a full report was given into the 2016 Glastonbury Festival. The main concern was the traffic chaos which happened as a result of rainfall on the set up days and opening day of the festival. Those attending ignored the warnings to delay their arrival which meant the surrounding roads were gridlocked preventing locals from getting to work, meant some students missed exams etc. The Glastonbury team have been asked to put together a contingency plan.

The 4 day Wells Christmas market was very well received.

District Cllr Ham reported that the Local Development Plan Part II has a forward timetable and includes Gypsy and Traveller sites, CIL's, Working towards a single plan and a national planning reference. It was started in 2006 and needs updating every 5 years so by 2021 it will be out of date!

Decision making around Transformation - £40 million pound has been borrowed and controls are now in place to account for, ensure commercialism, adhere to confidentiality and act in a timely way. The Phoenix Sponsorship board have agreed the structure.

Sort it Plus – agreed for the start of next Autumn. The recycling will be collected weekly but the general waste bins will only be collected 3 weekly. The items taken by the recycling team will be extended to take tetra packaging, cartons etc and extra boxes will be available. This will be phased in gradually across the county. After 2024 there will be no more landfill. It has been agreed that a new fleet of lorries will be provided which will have the ability to carry additional cardboard which has increased over recent years. This has cost £20 million. Mendip District Council has lent £5 million to Somerset Waste Partnership who will pay it back over the next 7 years.

#### 5.4 Meetings attended

Cllr Philip Ham attended the following meetings:

For Somerset County Council:

15/11 Scrutiny

18/11 Highways meeting

30/11 Full Council

13/12 Scrutiny

10/1 Whatley quarry liaison

For Mendip District Council:

10/11 Portfolio holder – Transformation

10/11 Portfolio holder – Finance

14/11 Fly tipping at Berkeley

6/11 Cabinet away day

18/11 Police meeting

21/11 Neighbourhood services  
21/11 Cabinet – Somerset Waste Partnership  
22/11 Equalities  
23/11 CAB annual meeting  
28/11 Cabinet / CMT  
28/11 Scrutiny  
29/11 Review of road closures Gypsy Lane.  
29/11 Portfolio meeting Transformation  
01/12 Stoke St Michal PC  
02/12 Town centre review  
05/12 Cabinet  
06/12 Holcombe PC  
07/12 Frome Independent market AGM  
07/12 Shepton Market review  
08/12 Fusion leisure board meeting  
12/12 Full council  
13/12 CAMG  
14/12 CLT  
19/12 Scrutiny  
20/12 Planning board  
05/01 Stoke St Michael PC  
09/01 Cabinet  
10/01 Cabinet away day

For Parish Council:

30/11 Hub  
14/12 Community meeting at the British legion  
20/12 Police trigger

District Cllr Townsend attended the following meetings:

12/12 MDC Dementia Awareness Training  
12/12 MDC Full Council  
14/12 MDC Outside Bodies Working Party  
14/12 KeyRing Lettings Directors Meeting  
19/12 MDC Scrutiny  
21/12 MDC Planning Board  
03/01 Holcombe Parish Council  
05/01 Stoke St Michael Parish Council  
09/01 MDC Cabinet

## 6 **Planning applications**

### 6.1 Decisions on Previous Applications

The following applications have been approved by MDC:

2016/2434/FUL – Erection of 2 agricultural buildings and temporary (3 year) permission for the siting of agricultural workers accommodation. Re-submission 2016/1488/FUL

Spring Water Farm, Anchor road, Coleford, BA3 5PG

Approved with conditions by MDC

Cllr Townsend reported that there is an application currently with MDC from Aaron Foot seeking approval for a telephone mast. Case ref 2016/2968 Telecoms Mast at Coleford. The application was a prior approval application where the development is permitted subject to the LPA assessing its siting and design. It transpires that the application is similar to a prior approval for an agricultural building so there is no need to carry out a full consultation.

The Clerk had received an email from Ramesh Yadav on behalf of Mr Prasant Manandhar asking if he could come along at one of the council meetings to answer any questions/queries the Councillors might have. It was felt that in light of the appeal process being underway it was probably premature to meet with Ramesh Yadav. The deadline for comments about the appeal is the 8<sup>th</sup> February 2017 and will be discussed at the next meeting

VW

6.2 Complaints received by the Planning Enforcement Team, Mendip District Council  
There were no new items raised.

6.3 Present Applications  
There were no new applications.

6.4 Response to email rec'd from MDC re progress on Local Plan Part II - Coleford  
The Village Summary Assessment for Part II of the Mendip District Local Plan had been circulated to all Councillors via email. Cllr Ham and Cllr Townsend were meeting with the team at MDC who have been working on the Local Plan for an update on the assessments mentioned within the aforementioned correspondence. It was therefore agreed that this item should be adjourned to take place at our next full council meeting on Wednesday the 8<sup>th</sup> February. An extension of time for us to respond will be requested.

Ag

## 7 **Highways and Footpath Issues to include:**

### 7.1 Lead Councillor Report

Cllr Townsend reported the following items:

- The road markings at the bus stop have been done.
- The faulty light bulb at the pedestrian crossing has been repaired.
- The work completed on Cherry Tree Lane at the bridge has been completed although the repair looks flimsy and is a concern.
- The pothole located opposite Lipyeate House, has been repaired.
- An email has been received from Chris Betty with the proposed new HGV signage for the village, which will be circulated by the Clerk.

### 7.2 Outstanding issues

The street light located opposite the post office is still out. Clerk to chase up the repair.

### 7.3 Items Reported by Councillors

- The road at Soho has started to break down at the junction.
- At the junction of Anchor Road with Brewery Lane the road has deteriorated

Cllr Townsend to investigate and report.

### 7.4 Review footpath report

Mr Stanley had submitted his report covering the footpaths South of Highbury Street. The report is thorough and informative. It was agreed that it should be sent to the Somerset Rights of Way team for them to action.

Cllr Littlechild reported that the footpath which starts at Stockhill has barbed wire coiled and left on the ground, which could be a risk to walkers and dogs. Cllr Ham will report to the farmer, Mr White.

## 8 **Finance**

### 8.1 Agree Precept 2017/18

The Chair confirmed that it has been agreed that for this year only Councils with a precept of more than £100,000 will be capped but the threshold could be lowered in the future.

After discussion it was agreed that a Precept of £35,000 should be requested for the financial year 2017/18. The Clerk will explain in OTM that this equates to an increase of £0.21p per week to a Band D homeowner.

Clerk to submit the Precept request form to MDC finance team before the end of the month.

### 8.2 Third Quarter budget review

The Clerk has started to prepare the budget review and will met with the Finance working party members (Cllr Conn and Cllr Townsend) prior to the next meeting. The approval of the review will therefore be adjourned until the next meeting.

VW  
Ag

8.3 Request for funding towards cost of training volunteer for Strimmer Scheme - £65 + VAT

A request had been received from Tracy Sutton, the Volunteer and Trails Officer asking if we would be prepared to share the cost of training for Debbie Pickford who had volunteered to become a Strimmer volunteer. The cost would be £65 + VAT for our half. It was agreed that more information was required before a decision could be made. The Clerk to liaise with Keith and Tony to progress this matter.

VW  
KE  
TG

8.4 Accounts Approved for Payment

The following payments were read out.

Darren Wilkins Electrical Contractors Ltd – 2 x showers for changing rooms	£303.82
Bristol Wessex Billing Services - Water & Sewerage charge for Playing field	£115.10

All Councillors voted unanimously in favour of the cheques being authorised. They were then signed by the Cllr Horler, Townsend and Ham.

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

The Clerk confirmed that the direct debit for the electricity at the changing rooms has been set up. The reading had been taken this week and submitted.

9 **Environment Committee Lead Councillor Report**

9.1 Discussion about Dog Poo around the village

The Clerk explained that Robin Bradbury wanted to stand down as the responsible person for refilling the dog waste bag dispensers. Cllr Fisher was happy to take on the roll. The Clerk will arrange the collection of the key from Robin and give to Cllr Fisher.

VW  
JF

Yet again there have been incidents of the dog waste bins overflowing. Luckily Carl Wright was in lower Coleford the other day and Cllr Horler was able to show him first hand the problem. He arranged for the bins to be emptied the same day. It is a concern that this seems to have become a regular occurrence, which is simply not acceptable. The Clerk to write to Liz Dawson of MDC to highlight the problem and seek a solution.

VW

An email had been received complaining about excessive dog muck on the footpath to the rear of the Kings head public house. Cllr Horler personally cleared the path and didn't find it to be that bad.

There has been a report of a dog barking excessively at Goodeaves. Cllr Ham will report to MDC.

PH

9.2 Purchase dog poo bin for Rope Walk

After discussion it was agreed that the Clerk should go ahead and purchase the Glasdon Retriever 60 dog waste bin in green at a cost of £228.09 plus VAT to be fitted at an agreed location at Rope Walk Farm. It was agreed that the Council would ask Alex Marson the landowner of Rope Walk Farm, if he will contribute towards the cost of the new dog waste bin.

VW

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

9.3 Purchase dog poo bags

It was agreed that the Clerk should purchase 1000 black bags at a cost of £29.18 plus VAT

VW

*Vote For:10, Against: 0, Abstained: 1*

9.4 Update on Allotment Plot 8.

The plot has been cleared and the Clerk is in the process of signing up new tenants for the plot which will be split into 2 smaller plots rather than just the one. It was agreed that for a half plot the minimum charge should be £20 to cover the administration costs.

VW

- 9.5 Street cleaning.  
Cllr Horler reported that a team of men have started to clear the streets in the lower part of the village. However it was noted that on Church Street it is particularly bad from Ashhill down. Cllr Horler will write to thank them for the work they have done to date but highlight the area on Church street that needs addressing.
- 9.6 Dog worrying sheep  
An email had been received from a local farmer who has witnessed several cases of dogs worrying sheep, when using footpaths which cross his land. This has been reported to the police who have provided a sign for the farmer to place at the entrance to the ground asking dog walkers to keep dogs on leads.
- 10 **Playing Fields Committee Lead Councillor Report**  
Colin Turner explained that at the working party meeting notes had been produced which have since been circulated to all Councillors. It has been agreed that a meeting should be called with a minimum of 3 representatives from CAFC and 3 from the Parish Council. An agenda should be produced to cover the following points which need resolving:
- Agree fees
  - Cleaning of changing rooms
  - Installing new showers
  - Alterations to the changing rooms – drawings required
  - Signing changing rooms over to the CAFC
  - Condition of the pitch surface
  - Railing off the pitch
  - Junior pitch
  - Covered spectator area
  - Dog fouling
- The Clerk to email all contacts mentioned in connection with CAFC seeking dates for the meeting. VW
- Clerk to obtain a quote from Darren Wilkins for shower for the away changing room. VW
- 10.1 Consider & agree quotes for fencing in 3 locations at the Highbury Playing field  
It was agreed that this would be adjourned for further consideration. Ag
- Cllr Neesam and Cllr Horler left the meeting.
- 11 **Meetings to attend**  
The Neighbourhood planning meeting – 25/01/17  
Memorial inspection training – Cllr Gurd is no longer able to attend. Clerk to email and establish if other dates are available. VW
- 12 **Reports of any risks identified**  
The coiled wire as found on footpath as mentioned in minute ref 7.4
- 13 **Correspondence**  
CPRE newsletter
- 14 **Matters of Urgency at the Chairman’s discretion**  
There has been a request to refill the grit bin on Lawrence Road and a new bin to be located at the top of Preachers Way. Cllr Evans will inspect the bin and establish if it needs refilling. KE
- The Clerk explained that Holcombe PC had received a quote for the dual name plates which had been removed from Common Lane. The cost to each Parish will be £100 + VAT. A vote was taken which was in favour of the new sign being purchased. VW
- Vote For:9, Against: 0, Abstained: 0*
- 15 **Date of Next Meetings:**  
Tuesday 24<sup>th</sup> January 2017                      Planning Meeting

