

Parish Council of Coleford

Miss V Watts
Clerk to the Council
Tel: 07971 516916 / 01749 880428
Email: clerkcolefordsomerset@gmail.com

Gallant Hill Farm
Foxcote
Radstock
BA3 5YB

Minutes of the Parish Council Meeting held on Wednesday the 8th August 2018

Present

Cllr Philip Ham (Chairman presiding)
Cllr Barrett, Conn, Drescher, Evans, Harding, Pearce, Turner, Townsend, and Hanley

There was 3 member of the public present.

PF Public Forum

- 1 Mrs Danielle Hayes attended the meeting for an update on the improvements to the Roman Way play area. It was agreed that this agenda item would be brought forward to be heard at the start of the meeting.
- 2 Keith Wadley attended on behalf of a friend who is a resident in David House sheltered housing in Coleford. Housing 21 are looking to sell some of the properties to another provider and the residents are concerned as to how this may affect them. Cllr Ham and Townsend will take this up with Mendip District Council to establish facts to help reassure the residents. AT/PH
- 3 It was reported that car washing at Kilmersdon Common Farmhouse has started again despite the order from Mendip District Council that it must stop. The police had attended the site over alleged harassment.
- 4 It was noted that the BMX track had recently been quiet, which was thought to be the result of recent anti-social behavior. Several Councillors said that over the last week the children seemed to be returning. Ben Noble had held a BBQ at the track and has been encouraging a friendly atmosphere.

15.3 Discussion on Roman Way play area improvements

The Clerk had received a quote for a wooden play train with slide the same as the one at Holcombe and Kilmersdon play areas. It would be built on site by Big Wood Play Systems at a price of £2680 plus VAT. It was agreed that later in the meeting when considering the budget an amount will be agreed to be spent on the improvements. The Clerk and Danielle will then get together to put together a plan which will suit the resident's requirements, work within the area and come in within budget. VW

1 Apologies for Absence (acceptance of any reasons offered)

Cllr Talbot, Bank and PCSO Storey all sent apologies which were accepted by the Chair.

2 Declaration of Interest and Dispensations granted since last meeting

There were none.

3 Approve Minutes of the last Parish Council meeting held on the 18th July 2018

The minutes from the meeting had been circulated to all Councillors prior to the meeting. It was agreed that they accurately reflected the meeting and were duly signed by the Chair.

4 Matters Arising

All matters arising had been completed or would be covered under the agenda item during the meeting apart from:

Dog Fouling Incident Report Form – The Clerk had circulated the latest version which had been given approval by Ian Glover of MDC. The Clerk will speak with Ian to establish if the street signs need to be erected prior to the use of the form. The Parish Council would be prepared to install if it helped to expedite. VW

Goodeaves Allotments – Clerk to check activity on Plot 8 a & b. Monitor the rubbish in the bottom corner and email all tenants to ask them to ensure the gate is kept closed. VW

5 Councillor Vacancy

It is understood that Mr Mathew Allen is interested in becoming a Councillor and hopes to attend the next meeting to be co-opted. Ag

6 Reports-

6.1 PCSO report:

PCSO Michael Storey had sent his apologies along with a report for the Rural North area. Councillors felt that the report, even with the Coleford statistics was not of benefit. The Clerk highlighted that the Police websites gave information on local topics and crime including the status throughout the Frome Rural North beat. For local information use: <https://www.avonandsomerset.police.uk/your-area/frome-rural-north/> or go straight to Crime statistics using link <https://www.police.uk/>

With recent drug related incidents occurring, the Council has been asked if we would consider removing the phone box at Careys Mead. After discussion it was felt that this was not appropriate at this stage but we would continue to monitor the situation.

The Clerks said that she had tried to identify a local addiction support group that might be able to publicise sessions within the village on notice boards etc. Cllr Townsend said that he would make enquiries with Mendip District Council to see if they can recommend a support group. AT

The Clerk was asked to establish if the defibrillator located outside the Coleford Co-op was registered with 999 and regularly inspected. VW

6.2 District Council Report

District Cllr Ham attended the meeting and reported that the Transformation team have secured a Boots store in Truro which will bring in £300K per year for the next 20 years. There is also a commercial unit in Frome which is in the pipeline along with a solar battery farm which they are looking to purchase.

Cllr Ham confirmed that the purchase of Saxonvale has been agreed after a considerable amount work and effort. A business plan is currently being put together.

Talks have been going on with Hampshire County Council regarding a shared legal service which would be run from MDC.

Moorlands Gypsy and Traveller site - The Judge decided that he would reserve his judgement for 5 weeks.

District Cllr Townsend reported as follows:

MDC Planning Board - following a High Court Appeal, heard a resubmission of an application in North Wootton where the deciding factor was the Housing Needs Survey.

The Parish Forum was poorly attended as usual. An update was given on the wide variety of options that were being considered for a possible Unitary reorganisation of Local Councils triggered by County. The Forum was very keen that any resulting proposal should be subject to a Referendum as happened before. A Recycling presentation emphasised that many more plastics can now be put in the Recycling bin. Residents in Mendip can't yet put extra plastics in the kerbside collection, as the service operating in some parts of Somerset has not yet been implemented here. However, these items can be taken to the household recycling sites. Any suggestions for future topics would be welcome.

Cabinet received a presentation from the Health and Wellbeing Board - an advice service is available for people who care for others who have a Hoarding problem, which causes a fire risk etc.

The Licensing Board approved a new Taxi Policy for the District.

Scrutiny received an update from Capita on Land Charges (Searches) - the backlog is now cleared and the target turnaround time of 8 working days should be the norm by the end of September. We also heard that at the end of the first Quarter the Financial Forecast Outturn for Year End is £51k below budget with no impact on services.

The pile of tyres by the roadside at Charlton have been removed by Mendip.

6.3 County Council Report

County Cllr Ham attended the Audit meeting where the Chair and Vice Chair resigned. It was highlighted that the County will be bankrupt in 2 years if the Government don't step in and help with adult social care.

The Highways scheme is ongoing.

6.4 Councillors – details of meetings attended this month

Councillor Ham attended:

As County Councillor:

18-07-18 Full Council
26-07-18 Audit
26-07-18 Childrens Finance

As District Councillor:

18-07-18 Shape the Future
23-07-18 Phoenix board
24-07-18 Equalities
02-08-18 Transformation
02-08-18 Shared Legal Services
06-08-18 Scrutiny
07-08-18 Holcombe PC
08-08-18 Peonix board
08-08-18 Meeting with Frome Town Council ref Saxonvale

As Coleford PC

01-07-18 Flower Show

Councillor Townsend attended:

18-07-18 MDC Planning Board
19-07-18 Parish Forum
23-07-18 MDC Cabinet
30-07-18 Coleford PC Finance Meetings
01-08-18 MDC Licensing Board
04-08-18 Hub meeting
06-08-18 MDC Scrutiny Board

7 **Planning**

7.1 Decisions on previous applications

There were none.

7.2 Complaints received by the Planning Enforcement Team at Mendip District Council

It had been reported that the car washing at Kilmersdon Farmhouse had restarted.

7.3 Present applications

There were none.

8 **BMX pump track Risk assessment for the pump track**

Cllr Conn had put together a draft risk assessment for the BMX track which all Councillors had considered prior to the meeting. It had been raised that the risk of anti-social behavior should also be included. Cllr Conn read out some words to address the risk of anti-social behavior which everyone agreed was appropriate. It was proposed that the Risk assessment for the BMX track would be adopted with the inclusion as read out. Cllr Conn would amend the document and circulate to all.

AC

Cllr Conn stated that he would now start work on the Risk assessment for the play areas.

AC

In light of the fact that the track has been quite quiet it was suggested that a Facebook campaign be run to encourage Parents to accompany their children to the track. The Clerk will put this together a poster.

VW

The condition of the fence which borders the road to Newbury needs renovation. Agenda item for September.

Ag

9 Highways including agree contractor for renovation of finger post signs

A meeting with Charlie Higgins of Somerset Highways department has been arranged for this week which Cllr Townsend will attend. Issues to chase up include:

AT

- renewing white markings on the roads,
- the pavement outside the co-op needs addressing,
- traffic calming /extended 30mph limit on Newbury Lane leading to Dark Lane including signage to highlight the cows crossing
- establish who is taking over from Chris Betty
- overhanging trees in Common Lane
- remove the 20mph signs erected for resurfacing

Finger post signs

The Clerk ran through quotes that had been received from 2 contractors for Coleford Finger post signs. 3 other quotes had been requested but not yet received. The Clerk explained that all 5 contractors had quoted for renovation of the Holcombe finger posts. The Clerk highlighted that Chris Ingreem who had completed the renovation work on Leigh On Mendip finger posts was by far the cheapest for Holcombe. He was also the cheapest out of the 2 received quoting for Coleford. After discussion it was proposed by Cllr Turner and seconded by Cllr Conn that Chris Ingreem's quote for £275, £225 and £125 for the first 3 Coleford Finger posts would be accepted. The Clerk will contact him and establish when the work will be completed.

VW

Vote: 10 For, 0 Against, 0 Abstained

10 Post Office Update

Cllr Ham confirmed that the Post Office will be opening for the first time on Wednesday the 22nd August from 9am until 11pm and again on Friday the 24th August from 10am until 12noon. This will be repeated each week. Everyone is encouraged to support the service. Dagmars Café will be open on the same days from 12.30 til 5.30 on Wednesdays and 9.30 til 5.30 on Fridays.

11 Speedwatch update

The Clerk confirmed that at present there are 6 people interested in joining speedwatch, 2 of which had already completed the online training. This must be done before the practical training. The Clerk was going to offer a facility for interested parties to complete the online training using the Parish laptop during a period of the café being open. It is hoped that more volunteers will come forward.

VW

12 Finance

12.1 Income – The Sport England grant has not yet been received but should be received imminently.

12.2 Bank Reconciliation – The Clerk had completed the reconciliation which would be checked by a Councillor Hanley after the meeting.

12.3 1st Quarter budget review

Cllr Conn highlighted that:

- G01 – Salary. This will be increasing due to pay review and national pay rise.
- G08 – CAB donations. These will return to normal during this year with a payment of £1K budget
- PF02 – Play equipment inspection. The Clerk has been completing the inspections with no reimbursement to date. This will be discussed at the next meeting,
- PF02 – Funds will be allocated to cover improvements to Roman Way / Hard Court fence and Goodeaves repairs
- PG02 – BMX track grant from Sport England is yet to come in.

Ag

Concern was raised that there are no play facilities to the North West of the village around Beacon View / Mendip Vale and Farley Dell. It was agreed that this should be an agenda item for the September meeting. Cllr Ham will make enquiries regarding the ownership of the land at Farley Dell and Beacon View.

Ag
PH

The Clerk was asked to contact the grass cutter to ensure that the Highbury playing field is cut prior to the village day (26/08/18), preferably on or around the 23rd August and to strim around the base of the Christmas tree which has been fenced off all year.

VW

After consideration it was agreed that a budget of £4K plus VAT should be earmarked for improvements to Roman Way play area.

12.4 Accounts approved for payments

The payments approved:	Clerk expenses (£36 home office)	£68.51	following were
	S J Hill – Grass cutting	£80.00	
	BGSW CRC Ltd – Payback team x 1 day (17/04/18)	£36.00	
	SALC training – GDPR x 2 @ £25 (KE & HB)	£50.00	
	Signe Efex – Roman Way	£98.40	
	Dungeon & Dragons Grant to be made payable to Coleford Youth Club Management Committee	£50.00	
	SLCC – Annual affiliation. To be split with CrPC £36.75 and HPC £36.75. Clerk to raise invoice	£147.00	

The cheques were approved and signed by Cllr Ham, Townsend and the Clerk.

13 **Review quotes and select contractor for installation of new bins and bench**

The Clerk received quotes from Noel House, Justin Hill and Paul Allen for the installation of the litter bins and bench. After consideration it was proposed by Cllr Turner that the quote submitted by Noel House for a total of £320 be accepted which was seconded by Cllr Townsend. VW

Vote: 10 For, 0 Against, 0 Abstained

14 **Review Tree Survey**

Cllr Barrett reported that he and Cllr Harding had completed the inspection which did not highlight any serious risks. The Clerk will liaise with Cllr Barrett and Harding to create a list of works that need to be completed in the future. VW

It was noted that the concrete planter which borders the entrance to Coleford Playing field is in need of an overhaul. It was suggested that Cllr Evans add this to the list of jobs for the Community Pay Back team. KE

The Clerk to continue to liaise with MDC regarding the tree which has been compromised at Careys Mead as it does look vulnerable. VW

15 **Play area update:**

15.1 Update from supplier of Goodeaves Play area regarding the splits in the timber

The Clerk confirmed that Playforce had offered to replace the 3 upright timbers and the see-saw free of charge but the Parish Council would need to pay for the mulch and labour. It was agreed that the Clerk would go back to Playforce to say that we were not prepared to pay the cost of labour when the product used initially was substandard. VW

15.2 Report from the working party regarding the Annual Inspection Reports

This would be carried forward to the next September meeting. Ag

15.3 Discussion on Roman Way improvements

The paint has been delivered to Cllr Evans to pass on the resident volunteers who have agreed to paint the equipment. As mentioned earlier in the meeting the Clerk will liaise with Danielle regarding improvements VW

16 **Meetings to attend / attended**

General Data Protection Regulations training – 25/07/18. Cllr Banks and Evans attended and will meet with the Clerk to discuss what is required to ensure that the Council is compliant. HB/KE
VW

17 **Report of any risks identified**

AD

A wasp nest was reported in the safety surface at Coleford Play area. Cllr Drescher agreed to deal with the nest and make safe again.

VW

The Careys Mead tree as identified earlier under minute ref 14 was considered a risk.

18 Correspondence

The following documents were to be circulated to all Councillors to:

- South West Heritage Trust
- Land Charges
- Trading Standards Service update
- Private sector Healthy Homes
- Contaminated Land
- Avon and Somerset Newsletter
- CPRE newsletter

19 Matters of Urgency – at the Chairman’s Discretion

After the recent fire at Orchard Close allotments, it was agreed that Cllr Barrett and Harding would measure and mark out the allotment plots in line with the tenancy agreements. Tenancy agreements should be also reviewed.

MB/NH
VW

An application had been received from Exclusive Memorials for the memorial headstone for Mrs Pansy Eva Rideout. The dimensions, materials and wording were agreeable to the Council and was therefore approved.

VW

Vote: 10 For, 0 Against, 0 Abstained

20 Date of Next Meetings:

- Wednesday 22nd August 2018 Planning Meeting
- Wednesday 12th September 2018 Parish Council Meeting

The meeting finished at 21.35hrs