

Parish Council of Coleford

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Minutes of the Parish Council Meeting held on Wednesday 10th June 2015

In light of Cllr Ham sending apologies, Cllr Townsend will stand in as Chair for this meeting

Public Discussion

The following matters were highlighted:

Cllr Evans raised concern over the horses which graze in the field which footpath FR4/27 passes through posed as a threat to walkers. Some Councillors present had experienced the horses and said that they always seemed relaxed. It was agreed that no action would be taken at this time.

Cllr Horler said that she had received a report regarding the grass cutting at Underhill on the corner which had been badly cut and left with grass on the both the road and all over the steps which would be a slip hazard if wet.

Cllr Horler produced photographs showing that the strimming recently undertaken on the Footpath FR/4/66 to the back of the Kings Head had left in a very bad state. This had been completed by a Landscape Group sub-contractor who said that it was not in his specification to clear up the area after cutting. They did however clear the path and later informed the Clerk during a telephone conversation that they had made a note to ensure that a clean-up was completed after the second cut later in the year.

Present

Councillor A Townsend (Acting Chairman Presiding)

Cllr Banks, Cllr Evans, Cllr Talbot, Cllr Horler, Cllr Neesam, Cllr Turner, PCSO Mike Storey & no members of the public

1 Apologies for Absence (acceptance of any reasons offered)

Cllr Ham, Cllr Foot and Cllr Parfitt all sent apologies which was duly accepted by the Chair.
Cllr Gurd did not attend.

2 Declaration of Interest and Dispensations granted since last meeting

There were no interests to declare or dispensations granted.

The Clerk remind Councillors present that the completed register of interest forms needed to be passed to her so that they could be sent to MDC as a matter of urgency. VW

3 Approval of minutes and matters arising

Parish Council meetings were held on both the 13th and 26th May 2015. The minutes had been circulated to all Parish Councillors and were agreed as an accurate record of the meetings. The acting chair then duly signed the minutes. The Clerk to forward a copy of the approved minutes for uploading to the website. VW

Vote: 7 For, 0 Against; 0 Abstained

It was confirmed by the Clerk that any notes taken at this meeting had been destroyed.

All matters arising from the minutes were completed or will be mentioned later in the minutes under the appropriate agenda item apart from:

- Cllr Turner confirmed that Mr Wines had purchased a new padlock and keys for the padlock on the bollard at Beacon View and is not asking for reimbursement. Tony Cross, Ian Wines and Cllr Turner now each hold a key.
- It had been noted that there has been grass cuttings left on the paths and steps in the cemetery which could cause a slip hazard if wet. The strimming of the edge of Coleford Playing Field, around play equipment and the tables/benches has not been completed. The contract also states that the inside fence line on Newbury road (inside the Highbury playing field) should be strimmed. The Clerk to write to Tony Cross and ask that these issues be rectified. VW
- The Clerk to chase up the Landscape Group again re: VW
 1. Collect the fly tipping that is at the bottom of Beacon Gardens,
 2. The branches etc. that were cut and left at Careys Mead including the additional material generated by the last Environment committee work and
 3. The fly tipping behind the under 9 play area in Highbury play area. (They might need to meet or liaise with Cllr Turner or Cllr Evans regarding this location.) VW
- The Clerk was asked to write to Stuart Finney of Mendip District Council to ask that the grass at the bottom of Careys Mead needs to be cut back where the stinging nettles have started to encroach.
- It was noted that a man had been spotted loitering in Preachers Vale looking at the trees, his intentions were unknown.
- The Clerk confirmed that she had not yet checked the status of the tax on the Peugeot at Orchard Close. PCSO Mike Storey said that he will make enquiries.
- Cllr Banks to review current signage on Church Street and report back to full Council HB
- Lower playing field – a meeting needs to be arranged for Councillors to inspect the various issues related to the Lower Playing in advance of the July meeting. Clerk to arrange, VW

4 Reports

- 4.1 PCSO report – PCSO Mike Storey attended and said that the PACT meeting was held at Nunney Village Hall, Dallimore Lane on 9th June 2015 at 7.30pm, which went very well. The minutes resulting from the PCSO steering group meeting held on the 20th May at Leigh had been circulated to all Councillors. It was agreed that both the PACT meeting and the PCSO steering group meeting will continue alongside for the foreseeable future. Priorities raised at both meetings continue to be speeding and parking. Mike said that there is a useful crime prevention leaflet available which has been distributed at the recent meetings.

Mike explained that he would attend Parish Council meetings when possible and will give stats for the Rural North beat as a whole. During the last month there has been:

Criminal damage	3
Dwelling burglary	0
Non dwelling burglary	11
Theft from vehicle	2
Theft of a vehicle	0
Anti-social behaviour	27

PCSO Mike Storey was notified of:

- Reports of a motorbike in fields behind Rope Walk over the last weekend.

- Fly tipping of hazardous waste at the Miners Ponds.
- Mike confirmed he will make enquiries into both incidents.

PCSO Mike Storey said that he would like to have a key for the Hub as discussed last month so that he can drop in and use the facilities whilst writing up his notes. He is also keen to set up a surgery at the Hub in the future, which all Councillors thought would be a good idea. Cllr Horler and Cllr Banks to liaise regarding providing the key. VH
HB

4.2 County Councillor report - County Councillor Ham did not attend and no report had been received.

4.3 District Councillor report - District Cllr Ham did not attend and no report had been received.

District Cllr Townsend reported that it has been a very busy time with 18 meetings attended so far! He confirmed that he will be sitting on the District Council Licensing board. There has been lots of training and last week he spent time looking at the Glastonbury site and will return again on the Friday of the event. Other training has included IT & Data security and Social media with other training session still to come. District Cllr Townsend confirmed that District Cllr Ham would be the cabinet member for Transformation to discuss and agree future shared services.

Cllr Townsend said that the full council meeting will take place on the 18th May the allocation of committee roles was agreed.

4.4 Councillors meetings attended

District Council meetings:

- 14-5 New Councillor Induction
- 14-5 Introduction to senior council managers
- 15-5 Introduction to council services 'market place'
- 18-5 Meet Leigh on Mendip PC Chair
- 18-5 Full Council meeting
- 19-5 IT and Data Security training
- 19-5 Holcombe PC meeting
- 20-5 Planning Training
- 20-5 PCSO Steering Group meeting
- 21-5 Social /Media Training
- 27-5 Planning Training
- 28-5 Licensing Training
- 1-6 Licensing Training site visit Glastonbury
- 2-6 Licensing sub-committee
- 4-6 Leigh on Mendip planning referral site visit
- 4-6 IT set up and training
- 8-6 Finance Training

Parish Council

- 19-06 Coleford PC Environment sub-committee meeting at Careys Mead attended by AT, KE & JN
- 20-05 PCSO steering group attended by VH & CT

Councillor Horler attended:

- 21st May - Meet with SCC and SKANSKA at the Hub re fixed assets
- 1st June - Meet with SCC and SKANSKA re fixed assets at the Hub
- 4th June - Patient Group meeting at Mendip Country Practice

5 **Planning Applications**

5.1 Decisions on Previous Applications

2015/0872/CNT – Extension to existing play court to create a multi-use game area at Bishop Henderson School, Coleford
Planning permission is granted

Cllr Turner confirmed that he has the DVD which shows the effect of the flooding to the front of the school some years ago. It was suggested that Cllr Ham should show the DVD to Somerset County Council planning department. PH

2015/0889/PAH – Single storey rear extension , 47 Farley Dell, Coleford
Application Refused

2015/0955/NMA – Non material amendment to create storage space and an office following permission granted 201/1003, 1 Lower Merryfield, Coleford
Application Refused

2015/0612/APP - Application for approval of details reserve by condition 5. Plot land at Goodeaves Close, Coleford
Application Approved

5.2 Complaints received by Planning Enforcement Team, Mendip DC

Owls Nest – The planning department have put forward a draft that states that it has been proven that someone has been living at the site for 4 years. Work is being done to put together proof that this is not the case. Members of the public are encouraged to write to support the Parish Council.

5.3 Present Applications

There were none to consider.

6 Finance

6.1 Review of the sub-committee expenditure 2015/16

Council reviewed the year-end figures for the sub-committee expenditure which was as expected.

6.2 Review of allotment charges

It was agreed that this would be adjourned until after review of the Coleford Playing Field and the allotment gardens.

6.3 Review of charges of playing fields, ringing pits sports area and changing rooms

The Clerk said that she was keen to use the tennis courts at the ringing pits sports area. After discussion it was agreed that the Clerk should collect the nets from Cllr Hams and have a couple of free sessions to establish that the equipment is in good order. It was agreed that this might also generate some interest and future bookings through the summer. This was proposed by Cllr Horler and seconded by Cllr Evans

Vote: 7 For, 0 Against; 0 Abstained

After consideration it was proposed by Cllr Turner that the current pricing structure for the changing rooms and ringing pits sports area should remain the same which was seconded by Cllr Banks.

Vote: 7 For, 0 Against; 0 Abstained

6.4 Accounts approved for payment

The Clerk explained that she had left the cheque book at home so suggested that the amounts be approved by Council and that the cheques be checked and signed by Cllr Horler and Townsend the following day. All Councillors agreed that this was acceptable and voted unanimously in favour of this action. The Clerk read through the proposed payments which were all agreed.

AON UK Ltd – Parish Council insurance for year	
EDF Energy – changing room electricity (Mar-May)	
John Webb – Playground inspections and key holding	
Somerset Playing Fields annual subscription	
Anthony Cross – Grass cutting (3 cuts on each contract)	
V. Watts (Inc polythene bags for dispenser units)	

Vote taken: 7 For, 0 Against, 0 Abstained

The Clerk confirmed that the VAT claim of £7322.23 for the period Jan 2015 – 1st April 2015 has been received.

7 Highways and Footpath Issues

7.1 Lead Councillor Report

Cllr Townsend confirmed that all matters arising from the meeting held on the 13th May have been reported as listed below:

13.5.15a	Springers Hill – 4 potholes
13.5.15b	Hippys Farm and Pink Acre – 2 potholes

Cllr Townsend also reported that:

- 1) The remaining edge erosion on Charmborough Lane has now been filled!
- 2) Highways have notified that mains water works on Highbury St will take place W/c 08/06/15 for 8 weeks. The question is does the surface dressing really have to wait a whole year as a result as they must have known that it was scheduled and it has already been put back a year. It was agreed that Cllr Townsend will write to the Highways department and if that is not successful then Cllr Ham will be asked to take it up at a higher level.
- 3) Dark Lane on Holcombe boundary – major potholes reported
- 4) Moores Farm Lane Holcombe – flooding reported

AT

7.2 Items reported by Councillors

Councillors highlighted the following issues:

- The potholes at the top of Springers Hill have had 3 of the 5 filled. Cllr Townsend to chase up.
- The last orange street light at Stockhill is still on all day. Clerk to report.
- Cllr Foot has obtained a quote to repair the footpath at the entrance to his farm

AT
VW

Footpaths

- The Pack Saddle Bridge has now been completed.
- There is a gate which has rotted off and been left in the hedge on the Church Lane footpath. Rights of way have confirmed that this will not be repaired as a gate is no longer required at that site.
- Cllr Neesam raised concerns over the cracks in the Hucky Duck arches. Stone and rocks are now starting to fall which is a health and safety concern. The Clerk to report to Rights of Way and Robert Palmer at Mendip District Council Conservation team.

VW

Cllr Horler left the meeting at 21.30hrs

7.3 Street numbering of Church Street

The Clerk read out the letter recently received from Mendip District Council regarding street numbering. They explained about the process and the impact of implementing in essence a change of address. It also gave details of the current postcodes and said that it may be an option to incorporate more postcodes in the street, which they would need to liaise with Royal Mail. They also requested a copy of the letter received from SW Ambulance which the Clerk will try to locate. They said that a letter could be sent to all residents asking that property names be displayed and explaining the benefits of doing so. After a great deal

VW

of discussion it was proposed by Cllr Banks that the Clerk would write to MDC to take up there offer to write to all residents on Church street requesting that they all clearly display the house name and or house number in the first instance. The Clerk will also spread the word in the On the Map. This was seconded by Cllr Evans. VW

Vote taken: 6 For, 0 Against, 0 Abstained

8 Environment Committee report

- 8.1 Lead Councillors report – Cllr Evans reported that the Environment committee continue to meet fortnightly on a Tuesday at 10am to undertake different projects. Careys Mead was cleared this week meaning that there is now a big pile of hedge trimmings that need to be collected by the Landscape group. Clerk to arrange. VW

The next project will be to plant the Church street gardens.

Update on Beacon View

- 8.2 The environment committee will be looking to remove the dead tree when they next meet.

Review of litter bin repair / replacement and any additional requirements

- 8.3 Councillors considered details of some bins available from Glasdons for the Goodeaves play area and for the green adjacent to Highbury Street and Preachers Vale. It was proposed by Cllr Banks that:

1. The red “Topsy” with smiley face @ £134.00 + £12.98 fixings + VAT would be appropriate for the Goodeaves play area and
2. The dark green “Topsy” currently on offer at £118.00 + £12.98 fixings + VAT would be suitable for the green

This was seconded by Cllr Evans with all Councillors voting in favour of the proposal.

Vote taken: 6 For, 0 Against, 0 Abstained

The Clerk to place the order with Glasdons. VW

Cllr Neesam offered to try and fix the bin located in the Coleford Playing Field. JN

The Clerk to write to Robin Bradbury to thank him on behalf of the Parish Council for completing the repair to the bench outside Douglas Yates Court. VW

9 Playing Field update:

- 9.1 Lead Cllr Turner reported as follows:

1. The signs have been installed at the new Goodeaves Play area including replacing the 2 parking signs at Stock Hill Court.
2. John Hansford is keen to attend the July Parish Council meeting. Clerk to notify of the date. VW
3. N E House has provided a budget quotation for the toilet block. Now need to secure grants to enable the work to happen.
4. N E House has provided a copy of his insurance cover, which is in order. He hopes to start work on the Referee changing rooms on the 13th July and predicts he will be finished by the 20th July 2015.

Decision on quotes received for works to floodlights

- 9.2 Robin’s grandson is yet to respond with a quote for the work on the floodlights. Cllr Turner to obtain further quotes. CT

Review of items raised by Mr Hansford at the meeting held on the 26th May

- 9.3 Already covered earlier in the meeting

10 Small Grants

All Councillors had received a copy of the application form for the small grants which was in the same format but with the dates amended for 2015. After a brief discussion it was agreed that everyone was happy with

