



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday 27 March 2018 at 7.00 pm there were present:

Cllrs	Mr N Penny	(Mayor)
	Mrs C Allaway-Martin	
	Mr I Baird	
	Mr K Ball	
	Mr C Elsmore	
	Mrs E Elsmore	
	Mrs H Lusty	
	Mrs M Cox	
	Mr T Hale	
	Mr R Drury	
	Mr C Haine	(Administrative Assistant)

Public: Mr W Williams,

A minutes silence was held as a mark of respect for Mike Thomas, a former serving Councillor, and an original member of the NDP Working Group.

Public Forum

There was no comment.

253. Apologies were noted from Cllrs Kay, Hale and Thompson

254. Cllr Penny declared a pecuniary interest in Items 259 and 260, and Cllr Baird declared a pecuniary interest in item 259.

255 There was one dispensation granted.

256. To approve the minutes of 27 February 2018

It was proposed that the minutes of 27 February be agreed.

Proposed: Cllr Ball

Seconded Cllr Lusty

On being put to the vote it was unanimously agreed.

257 To raise matters arising from the meeting of 27 February 2018

There were no matters arising from 27 February minutes.

Cllr Penny signed off the minutes.

258 To note reports from District and County Councillors (for information only)

GCC Cllr Allaway-Martin reported attendance at various meetings, drawing particular attention to further positive meetings of the Air Quality Task Group. Meetings as follows:

January 2018

5	Conference call HCOSC
9	Health Overview and Scrutiny meeting
10	OSMC Budget meeting
11	Child and family O and S Meeting
12-14	LGA training for Scrutiny Chairs, University of Warwick
16	Air Quality Task Group

Handwritten:
JCB
24/4/18



Coleford Town Council

- 19 Work planning HCOSC
- 24 Briefing re: grants, Length men and Highways
- 25 GCS and CCG Board meeting at Forest Hills Golf Club
- 26 Green paper consultation (Children's mental health) C and FOSC

February 2018

- 1 20:50 Vision Event, Cheltenham Race Course
- 5 LGA Peer review, interview
- 7 Feedback re review
- 14 Full Council Budget
- 19 Interview 6th form work experience
- 23 Meeting AC
- 2 Meeting re: Agenda AC
- 28 Meeting Sanger House

March 2018

- 5 Agenda review meeting
- 6 HSOS Committee
- 7 Environment Scrutiny Committee
- 8 Child and Family OS Committee
- 20 Health and Wellbeing Board
- 20 Corporate Briefing LGA Peer review
- 21 Air Quality Task Group
- 22 Highways briefing
- 23 OSCM Meeting
- 27 Meeting with Leader GCC
- 28 Full Council
- 29 Commons and Rights of Way Committee (CROW)

At District level, Dist. Cllr. Allaway- Martin reported attendance at:

January 2018

- 10 Treasury management meeting
- 11 Strategic Overview and Scrutiny meeting Budget
- 15 Planning Committee
- 23 Planning Committee
- 25 Staff Joint Consultative and Safety Committee
- 31 Visit House of Lords, Community Engagement Event

February 2018

- 13 Planning Committee
- 15 Cabinet Meeting
- 22 Full Council
- 27 Visit Welsh Assemble, LMQ's Cardiff

March 2018

- 7 Licensing Committee
- 8 Cabinet meeting
- 15 Meeting with Leader
- 19 NHS70 Awards coaching nominees including:
GD team, Forest health Forum, Gt. Oaks Hospice, Children's Opportunity Centre,
Colliers Court, GPs
- 27 Locality Allocation planning Meeting



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Dist. Cllr C Elsmore reported that FoDDC are considering SIL, Objective 106 Funding and how to move forward.

Dist. Cllr T Hale had nothing to report.

Cllrs Penny and Baird left the room.

Chris Haine (covering for the Town Clerk) asked for a nomination to Chair Item 259 & 260, in the absence of the Mayor and Deputy Mayor. Cllr. Ball was nominated.

Proposed: Cllr Lusty

Seconded Cllr Allaway-Martin

On being put to the vote it was unanimously agreed.

Cllr Ball took the Chair

259. To agree payments

It was proposed that the payments be agreed.

Proposed: Cllr Lusty

Seconded: Cllr Allaway-Martin

On being put to the vote it was unanimously agreed.

Cllr Baird re-entered the room.

260. To agree petty cash payments for CTC & TIC

It was proposed that the payments be agreed for both petty cash books.

Proposed: Cllr Lusty

Seconded: Cllr Allaway-Martin

On being put to the vote it was unanimously agreed.

Cllr Penny re-entered the room and re-took the Chair

261. To note the cash book & the bank reconciliation

The cash book and reconciliation were noted.

262. To note the budget figures

The figures were noted, and Cllr Penny stated that in light of the end of year that he would be working with the office in respect final year figures.

263. To discuss the Forest of Dean District Council request re the public toilets

Cllr Penny summarised the FoDDC request for the Town Council to take on the locking and unlocking of the Railway Drive Car Park Public Conveniences and, after further discussion, it was proposed that the Town Council would write back to the FoDDC to respectfully decline the request, on the grounds that it was felt more appropriate for the FoDDC to engage with a contractor directly.

Proposed: Cllr Ball

Seconded: Cllr Baird

On being put to the vote it was unanimously agreed.

264 To agree to the recommendations of the Events & Marketing Committee

Cllr Penny summarised and, after further discussion, recommendations were proposed en bloc.

Cllr Ball left the room



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Proposed: Cllr Penny

Seconded: Cllr Lusty

On being put to the vote nine were in favour, with one abstention

Cllr Ball re-entered the room

265. To agree to the minutes of the Amenities Committee

Cllr Lusty summarised Items 5, 6 & 7 and proposed recommendations in respect of Items 5, 6 & 7

Proposed: Cllr Lusty

Seconded: Cllr Ball

In respect of Item 8 re: tree works, Cllr Lusty updated on the work that has attempted to be completed in the cemetery and the concerns raised by the Contractor due to adverse weather conditions, which has conspired against completion. It was, in turn, proposed that, if it is not possible at the moment to complete, the contractor should be asked to suspend the tree work on climate grounds, until August (after birds have flown) with condition that price is held (payment has been authorised) on any works outstanding.

Proposed: Cllr Lusty

Seconded: Cllr Ball

On being put to the vote it was unanimously agreed

266. To agree to the recommendations of the Finance & Office Committee

Cllr Penny summarised and, after further discussion, proposed recommendations for Items 5 & 6 and Item 7 to be taken 'in committee'

Proposed: Cllr Penny

Seconded: Cllr C Elsmore

On being put to the vote it was unanimously agreed

267. To note the decisions of the Bells Implementation Committee

Cllr Baird summarised and, after further discussion about the opening ceremony and recognition for dates to be scheduled - if key dignitaries are to be invited, the decisions of the Committee were noted. Further clarification in respect of the 'in committee' item to be provided 'in committee'.

268. To note the decisions of the Planning Committee

Planning decisions were noted.

269. To have a update on the St John's Next Generation Committee

Cllr Cox summarised and distributed a Summary Report for information.

270. To note reports from members (for information only)

Cllr Penny

Cllr Penny summarised his activities, as follows, drawing particular attention to

- 5 March Attended to issue with surface water run off from Bells Field
- 6 March Attended Bells Field site meeting
- 7 March Meeting re Coleford's Hidden Heritage App
- 9 March Attended Tourism Forum at RFDC Theatre
- 12 March Meeting with Annie Lapington and Tim Gwilliam re s106 monies and Bells Field
- 13 March Marketing meeting with Foresters' Forest re Coleford's Heritage App
- 16 March Meeting with Barry Thompson re Coleford Grand Prix



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16 March	Briefly met with teachers and students from St Hilaire de Riez
19 March	Market Towns Tourism Meeting at Ross on Wye
20 March	Meeting with Barry Thompson re Coleford Grand Prix
21 March	Building Contract site meeting at Bells Field
21 March	Hidden Heritage app meeting with Foresters' Forest
22 March	Hidden Heritage app marketing meeting
23 March	Meeting with Peter Williams re s106 and Angel Vale
26 March	Attended site meetings at Bells Field
27 March	Visited Annie

Cllr Penny also mentioned that he is working on CAWF, St Georges Day, Coleford Grand Prix, Hidden Heritage and Bells Field

Date and format of Annual Assembly hoping for a bigger event, to include supported organisations on 21 May, 7pm at the Main Place

Cllr Ball

Cllr Ball expressed concerns re: sewage flow, and asked Dist. Cllr Allaway-Martin to investigate and take further with FoDDC

Concerns re: potholes raised, and Cllr Penny stated that meeting with GCC has sought to address these issues.

Concerns raised re: litter, and the activities being undertaken in respect of litter picking, particularly in respect of the impending tourism season. Cllr Penny asked the Administrative Assistant to invite Dist Cllr McFarling to a Town Council meeting for these concerns to be raised, particularly in respect of the contracted services

Concerns raised re: Wild Boar, particularly in respect of safety and elderly residents, particularly in respect of access across land. Cllr Penny asked the Administrative Assistant to write to Forestry Commission to register these concerns, and for this matter to be discussed at the next Public Safety Committee meeting

Cllr Drury

Cllr Drury reported on Coleford Area Partnership activity, and promotion of Puppet Making workshops, which will feed into the Monmouth River Festival.

Funding for Youth activities also discussed, in light of GCC and FoDDC funding publicity. Cllr Penny asked for Youth Services funding to be itemised as agenda item at next meeting.

Cllr C Elsmore

Police Liaison Meeting: Cllr C Elsmore reported another positive meeting, although some concerns in respect of noise in centre of town and disruptive activity outside the Co-op and central area at night. Request for Mobile CCTV camera, in Centre of Town, to be relocated.

Coleford/West Dean Regeneration Committee: A number of issues raised, and Dave Kent to be invited to next meeting

Cllr E Elsmore

Attendance at Mike Thomas funeral.

Halls Meeting: Cllr E Elsmore money available, although little take up, and some discussion about how money could be given, e.g. residents accessing the Food Bank. Acting Clerk asked to promote Charity through CTC Social Media



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Cllr. Cox

Attendance at Mike Thomas Funeral
Coleford Area Partnership Meeting
St Johns Regeneration Group meetings
NDP Meetings and activity

Cllr Cox raised concerns in respect of the timetable and Cllr Penny suggested NDP is reinstated as an agenda item at Full Council.

Cllr Baird

9 March Tourism Forum
16 March Twinning Association: Hosting students
19 March Twinning Meeting
21 March NDP Meeting

Cllr Allaway-Martin

January 2018

8 Regeneration Working Group (2hrs)
9 Planning and Bells implementation Committee (3hrs)
16 Office and Finance Committee and Full Council (2hrs)
18 Public Health 'know your place' event, Main Place (4hrs)
22 Meeting Sensory Services re Grant, Cinderford (2hrs)
30 Full Council (4hrs).

February 2018

6 Events and Marketing and Bells implementation meeting (3hrs)
13 Planning and Amenities meeting KGV (3hrs)
21 Full Council meeting (1hr)
22 Staunton, Quarry liaison meeting (2hrs)

March 2018

8 Regeneration working group with CE (1hr)
9 Tourism Forum (7hrs)
12 Briefing re Clerks leave (2hrs)
13 Planning meeting (1hr)
20 Finance and Office meeting (1hr)
21/22 Liaison with Vernon Smith GCC (2hrs)
23 Police liaison meeting (1hr)
27 Planning meeting and Full Council (4hrs).

271, To note the Clerk's Report

In the Town Clerk's absence, no report available. Acting Clerk drew attention to the agreed Grit Bin audit, and will engage all Councillors on their area of responsibility, where to visit, taking account of locations, mobility, etc.

A 15 minute extension was proposed

Proposed by: Cllr. Penny

Seconded: Cllr Ball

On being put to the vote it was unanimously agreed

272. To note correspondence (for information only)

The correspondence was noted.

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Coleford Town Council

In Committee

A further 15 minute extension was proposed

Proposed by: Cllr. Penny

Seconded: Cllr Ball

On being put to the vote it was unanimously agreed

Item 273 To consider request from Administrative Assistant

This Item was withdrawn due to change of circumstances

Item 7 of Finance and Office meeting of 20 March

Cllr Penny summarised the request from FoDDC and, after further discussion, it was proposed, in principle, to agree to the transfer based on the conditions discussed.

Proposed by: Cllr. Penny

Seconded: Cllr Ball

On being put to the vote it was unanimously agreed

Part of Item 6 of Bells Field Implementation Committee of 6 March

Cllr Ball sought further clarification with regard to the resignation of the project manager, and Cllr Penny further summarised.

Meeting ended at 9.20pm

Handwritten signature and date: 29/4/18