



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday, 26 February there were present:

Cllrs. Mr N Penny (Mayor)
Mr B Thompson (Deputy Mayor)
Mr P Kay
Mr K Ball
Mrs H Lusty
Mr C Elsmore
Mrs E Elsmore
Mrs Carole Allaway-Martin
Mrs M Cox
Mrs N Holloway

Ms. A Lapington (Town Clerk)
Mr C Haine (Administrative Assistant)

249. Apologies were noted from Cllrs. Drury, Baird and Dist. Cllr. James

250. Cllr. Penny declared a pecuniary interest in Item 255

251. There were no dispensation requests

252. To approve the minutes of 5 February 2019

It was proposed that the minutes of 5 February 2019 be agreed.

Proposed: Cllr Kay

Seconded: C Elsmore

On being put to the vote it was unanimously agreed.

253. To raise matters arising from the meeting of 5 February 2019

Page 1. Cllr. Ball sought clarification in respect of Item 246 re: foul water, and Cllr. Penny clarified.

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

GCC Cllr. Allaway-Martin reported attendance at the Scrutiny Committee, and also reported on the Surgical Pilot Study, which the Health Authority have brought forward to September without notice. In turn, a Task Force has been established as there could be a significant impact on the County, including Coleford.

Dist. Cllr. Allaway-Martin reported that the FoDDC budget had been set, and that the Economic Growth, Joint Scrutiny Committee was well attended. This had been a purposeful meeting, although with possible repercussions for the financial year, with a lot of local issues having been raised, particularly about economic growth in the Forest. Pupil premium has also become a bigger issue, as concerns were raised that pupils might attend other schools out of area.

Dist. Cllr. C Elsmore also reported attendance at the Scrutiny Committee, and that the FoDDC budget would bring financial constraints. Innovative ways to make savings/ generate income were being considered.

Cllr. Penny left the room.



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255. To agree payments (see attached)

The Town Clerk explained the resubmitted invoice for the Workshop, agreed and paid last month, in light of their error, and an additional amount of £123.30 was agreed for payment. It was also proposed that all other payments be made.

Proposed: Cllr. Ball

Seconded: Cllr. Lusty

On being put to the vote it was unanimously agreed

Cllr Penny re-entered the room

256. To agree petty cash payments for the Council & TIC (see attached)

It was proposed that payments be made.

Proposed: Cllr. Thompson

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed

257. To note the cash books and bank reconciliations

The cashbook and reconciliation were noted.

258. To note the monthly budget figures (see attached)

Cllr. Penny and the Town Clerk provided some clarification on several budget codes and expenditure/income and the figures were noted. Cllr. Ball asked for an update on Cost Code 4037: Newsletter and Cllr. Penny confirmed that a newsletter would be prepared and distributed within this Financial Year.

259. To agree to the action plan for the Single Use Plastic Free Coleford initiative

Cllr. Penny summarised meetings to date, and further summarised the circulated 'Plastic Free Coleford' Pilot Scheme Action Plan with its overall aim: 'To reduce the use of Single Use Plastics (SUPs) by 50% by 31 December 2022, and eliminate SUPs by 2025 within the Coleford Town Council Parish Boundary'.

After some positive discussion, it was proposed that the Town Council should support the plan, and continue working in partnership with The Forest of Dean District Council (FoDDC), to include looking more critically at kerbside plastic recycling, litter bin bag usage in the context of household waste collection, particularly items such as crisp packets. Cllr. Penny also stated that all Councillors, and staff, should be personally challenged in respect of their individual plastic usage, following a challenge from the Town Clerk's granddaughter, Violet, at a recent Town Council event, regarding the use of plastic buffet plates. Cllr. Ball also added that plastic can be minimised through specifying 'no plastic packaging', in any purchase order delivery specification.

Proposed: Cllr. Penny

Seconded: Cllr. Thompson

On being put to the vote it was unanimously agreed

260. To make comment on the proposed name Foxglove Gardens for the High Street Development

Cllr. Penny led the discussion, and proposed that the Town Council support the name Foxglove Gardens.

Proposed: Cllr. Penny

Seconded: Cllr. Kay



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A counter proposal was made, for the name to be Lawnstone Court, to take account of the historic context.

Proposed: Cllr Ball

Seconded: Cllr. Lusty

On being put to the vote six were in favour and four against.
This counter proposal therefore was passed.
The substantive motion fell.

261. To agree response to the Forestry Commission - Our Shared Forest consultation
Cllr. Kay led the discussion. It was proposed that the Town Council should support this consultation, and that a formal response is completed, on behalf of the Town Council, from the Town Clerk.

Proposed: Cllr. Kay

Seconded: Cllr. C Elsmore

On being put to the vote it was unanimously agreed

262. To initiate the annual review of the Neighbourhood Development Plan
It was proposed that this item be referred to the Planning Committee to make recommendation re the review for consideration at Full Council.

Proposed: Cllr. Penny

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed

263. To agree actions relating to the damaged Mobile CCTV camera
Cllr. Kay led discussion. It was proposed that replacement is agreed and an insurance claim is made, providing the excess value is lower than the cost to replace.

Proposed: Cllr. Kay

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed

264. To agree the response to the request for a testimonial re the Dean Writers Mural
Cllr. Penny summarised and led discussion. It was proposed that the Town Council support this work.

Proposed: Cllr. Penny

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed

265. To make comment regarding the Gloucestershire Highways response to the Lidl Application

Cllrs. C Elsmore and Cox both expressed serious concerns that the Planning Meeting process had been compromised, in respect of this application, in light of not having had access to Highways response, which was presented at the meeting, without the Town Council having time to comment. After some discussion, it was proposed that Cllr Nigel Moore (Glos CC, Highways is invited to a meeting to answer questions, explain process, and for Councillors to have opportunity to discuss in the context of Coleford NDP. It was also suggested that this matter should be referred to both Public Safety & Highways and Regeneration Committees.

Proposed: Cllr. C Elsmore

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed



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266. To agree to the recommendations of Events & Marketing Committee

Cllr. Penny summarised Items 5, 6, 7, 8 and 9 and proposed recommendations en-bloc, with agreement to also include Twinning Trip in the forthcoming Newsletter referred to in Item 5.

Proposed: Cllr. Penny

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed

267 To agree to the recommendations of the Amenities Committee

Cllr. Lusty summarised Items 5, 6, 7, 8, 9, 11 and 12, and proposed recommendations en-bloc, In respect of Item 10, it was proposed that this matter is referred to the next Contract Management Committee meeting.in March 2019. In respect of Item 12, Cllr. Penny also requested that, if another contractor is commissioned, any repair work is considered in the context of the expected life of the original unit from when it was installed.

Proposed: Cllr. Lusty

Seconded: Cllr. Penny

On being put to the vote it was unanimously agreed

268. To agree to the recommendations of the Finance & Office

Cllr. Penny summarised Items 5, 6 and 7 and proposed recommendations en-bloc, with Item 8 being taken "In Committee"

Proposed: Cllr. Penny

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed

269. To agree to the recommendations of the Public Safety Committee

Cllr. C Elsmore summarised Items 5, 6, 7, 8, 9 and 10 and proposed recommendations en-bloc.

Proposed: Cllr. C Elsmore

Seconded: Cllr. Cox

On being put to the vote it was unanimously agreed

270. To agree recommendation of the Regeneration Committee

Cllr. C Elsmore summarised Items 5, 6, 7, 8, 9 and 10 and proposed recommendations en-bloc.

Proposed: Cllr. C Elsmore

Seconded: Cllr. Cox

On being put to the vote it was unanimously agreed

271. To note the decisions of the Bells Implementation Committee

Cllr. Penny summarised Items 5, 6 and 7 and decisions were noted. Items 8 and 9 to be taken "In Committee".

272. To note the decisions of the Planning Committee

Cllr. C Elsmore summarised and planning decisions were noted.

273. To agree the next steps for the St John's Church: the Next Generation Project

Cllr. Cox summarised the current position, and a report was circulated. After some discussion, it was agreed that any further support from the Town Council would be discussed as an agenda item at Full Council, once the outcome of the forthcoming AGM of the project was known.



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

Cllr. Penny

- 30 January Attended meeting with Chris McFarling and Roger Drury re Single Use Plastic Free action plan
- 31 January Discussions with Five Acres High School re Single Use Plastic Free Coleford
- 6 February Site visit to Tarmac Stowfield Quarry to observe a 'blast'
- 7 February Coleford Area Walking Festival planning meeting
- 11 February Gave presentation on 'delivering for our community' at the NALC spring conference in London

Cllr. Penny reported that this Award had really put Coleford on the map, and that he was able to engage with a number of councils on delivery, in light of the successes having been delivered. e.g. Bells Field, TIC, NDP and Twinning. Cllr. Penny also reported some good conversations with Yate Council, re: Youth provision and Devizes, re: High Street pedestrianisation, and suggested that it would be worth pursuing in the life of the next Council

- 12 February Attended FODDC planning meeting re Lidl application
- 14 February Attended meeting with Chris McFarling, Roger Drury and Iain Baird re Single Use Plastic Action Plan
- 18 February Attended Coleford Twinning Association meeting
- 20 February Attended meeting with Gloucester Diocese, FODDC and St Johns Next Generation re the future of St Johns Church building
- 21 February Coleford Area Walking Festival planning meeting
- 21 February Attended Coleford Twinning Association AGM
- 22 February Attended meeting with David Wilson Homes and 2 Rivers Housing re footpaths at Thurstans Rise
- 22 February Attended meeting with Claire Hughes and Annie Lapington re procurement practices
- 23 February Attended and participated in the Sealed Knot Battle of Coleford Commemoration
- 26 February Took part in the BBC Radio Gloucester County Quiz with Steve Gooch Estate Agents

Cllr. Penny also acknowledged Cllr. Ball's concerns re: state of premises in Coleford, and that a meeting was to be held by FoDDC, as they are aware of concerns and want to look at enforcement issues.

Cllr. Kay

- 18 February Twinning meeting
- 21 February Twinning AGM
- 23 February Battle of Coleford

Cllr. Lusty

- 23 February Battle of Coleford
- 26 February In House audit

Cllr. C Elsmore

- 23 February Battle of Coleford

Cllr. E Elsmore

- 23 February Battle of Coleford



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Cllr. Cox

February Online Mapping Training Event

Cllr. Cox reported that this could be useful in respect of cemetery records, although also thought Parish Online could usefully be used on this work. This item to be considered by Amenities Committee.

Cllr. Ball

Cllr. Ball reported that there had been successful follow-up with Western Power, and reported good progress had now been made with outstanding utilities work

Cllr Ball expressed concerns about vandalism, and was advised to raise with District Councillor. Issues raised about litter bins in town were also advised to be raised with District Councillor. Cllr. Ball also raised concerns about unofficial cycle races in the Forest, and was advised to contact Matt. Kirby, Licensing Officer at FoDDC.

Cllr. Allaway-Martin

February Cllr. Allaway-Martin reported on having undertaken 6 Bells Field walkabout checks, with good evidence of prescribing from GPs and encouraging well-being activity at Bells e.g. circuit walks on the Bells Field.

275. To note the Clerks Report

The Town Clerk reported another busy month, and pleased to see Bells Field taking shape. The Clerks report was noted.

276. To note correspondence (for information only, see attached list)

Correspondence was noted.

In Committee

277. To agree the recommendation of the Finance & Office Committee

Item 8: Cllr. Penny summarised, and proposed no further action to be taken.

Proposed: Cllr. Penny

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed

278. To note and agree the recommendations of the Bells Implementation Committee

Item 8: Cllr. Penny summarised, and the recommendation was proposed.

Proposed: Cllr. Penny

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed

Item 9: Cllr. Penny summarised, and this item was noted.

The meeting ended at 8.50pm