



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday 26 November at 7.00 pm there were present:

- Cllrs. Mr N Penny (Mayor)
 Mr P Kay (Deputy Mayor)
 Mrs C Allaway-Martin
 Mr K Ball
 Mrs H Barnham
 Mr S Brown
 Mrs M Cox
 Mr S Cox
 Mr C Elsmore
 Mrs N Holloway
 Mrs H Lusty
 Mr J Simister
- Ms A Lapington (Town Clerk)
 Mr C Haine (Administrative Assistant)

Public Forum:

Mr D Barnham

Public Forum

Mr D Barnham stated that a Thurstan's Rise Resident's Association was being formed, and would be up and running by the end December 2019. He requested that council support the association in the provision of meeting rooms, administration, photocopying resources, and also assistance in facilitating a meeting with Two Rivers Housing, and David Wilson Homes, concerning the outstanding issues relating to drainage, relocation of play area, traffic issues, and adoption of roads, safety issues and overall site management. Cllr Penny thanked Mr Barnham, and stated that this would be considered further under Item 167 of this meeting's agenda.

155. No apologies were received.

156. Cllr. Penny declared a pecuniary interest in Item 161. Cllr. Kay declared a pecuniary interest in Item 161 and personal interest in Item 164. Cllr. Brown and Cllr Barnham declared a personal interest in Item 167. Cllr. Allaway- Martin declared a personal interest in Item 164. Cllr Holloway declared a personal interest in Item 181.

157. There were no dispensation requests.

158. To approve the minutes of 4 November 2019

It was proposed that the minutes of 4 November be agreed.

Proposed: Cllr. Elsmore

Seconded: Cllr. M Cox

On being put to the vote it was unanimously agreed.

Cllr. Penny signed off the minutes.



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159. To raise matters arising from the meeting of 4 November 2019

Item 152: Cllr. Cox stated that supplementary information was still awaited, and that there were still questions still to be asked, and addressed.

Item: 154: It was noted that Cllr. Cox seconded this recommendation, not Cllr. Holloway.

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

GCC Cllr. Allaway-Martin stated a quiet month due to purdah, and reported on a small working group that had formed, under the Scrutiny Committee, to look at communication and GP hubs, which may raise issues that will inform the town council's position on GP provision in the parish, including new technology and volume of patients, etc.

Dist. Cllr. Allaway-Martin stated a quiet month as she has been unwell.

Dist. Cllr. Elsmore also stated a quiet month due to purdah, and reported on the launch of the FoDDC lottery. Cllr. Elsmore also reported attendance at the following meetings:

7 November Scrutiny Committee
8 November Regeneration meeting with Cllr. Penny
13 November WDPC Digital Scrutiny
14 November Cabinet meeting
20 November Public Health meeting

Cllr. Elsmore reported on a presentation from Public Health, which he was concerned to note that the Forest of Dean District (FoD) stood at No. 303 out of 323 areas, in the list of health and well-being of residents. Cllr. Allaway Martin confirmed this was against ten indicators. Cllr. Elsmore concluded that further questions needed to be asked, and what actions were to be taken.

21 November Audit

Cllrs. Penny and Kay left the room

161. To agree payments (see attached)

Cllr. Elsmore was nominated to chair this item. The Town Clerk clarified several payments, and it was proposed all payments be agreed. The total of payments amounting to **£ 58,570.32.**

Proposed: Cllr. Ball

Seconded: Cllr. Lusty

On being put to the vote it was unanimously agreed.

Cllrs. Penny and Kay re-entered the room

162. To agree petty cash payments for the Council and TIC (see attached)

The Town Clerk clarified several payments, and it was proposed all payments be agreed.

Proposed: Cllr. Ball

Seconded: Cllr. Lusty

163. To note cash books and bank reconciliations

The cash book and reconciliations were noted.

Cllrs. Kay and Allaway-Martin left the room

164. To respond to planning application P1547/19/APP additional information

Land north of A4136, Lower Lane Berry Hill Gloucestershire Approval of reserved matters (Access, appearance, landscaping, layout & scale) of outline planning permission



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P1482/14/OUT (Appeal ref: APP/P1615W/15/3005408) for the erection of 180 dwellings, open space, associated infrastructure & highway access.

Cllr. Penny stated that the further information received on this application did not amount to any significant change and therefore this item would not be taken.

Cllrs. Kay and Allaway-Martin re-entered the room

165. To agree to request from Berry Hill Rugby Club (Youth team) for financial support towards their Easter 2020 trip to St Hilaire

Cllr. Penny summarised and, after further discussion, it was proposed that the Town Council make a payment of £1000. to subsidise the costs of travel and a letter to be sent to Berry Hill Rugby Club confirming, subject to a report back by the players from their visit. The monies to be paid directly to the coach company.

Proposed: Cllr. Penny

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed.

166. To agree additional representatives for the Bells Trust

Cllr. Elsmore summarised the aims and purposes of this trust, and explained that two vacancies were to be filled on the committee. After further discussion, and clarity it was proposed that Cllrs. Barnham and Simister represent the council on this committee.

Proposed: Cllr. Penny

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed

167. To consider request from Thurstan's Rise resident to support a Residents Association on the estate

It was noted that this council had already agreed to administrative support for the forming of the association. Cllr. Penny further summarised Mr Barnham's comments, from the public forum, and recommended that the support requested was given.

Proposed: Cllr. Penny

Seconded: Cllr. Simister

On being put to the vote it was unanimously agreed.

168. To agree to the request from FODDC re support for their 'Gateways' project

Cllr. Penny summarised and, after further discussion, it was agreed that this request was unclear, needed further clarification, and it was proposed that a letter is sent to Cllr. Bernie O'Neill, seeking clarity re: the level of support required, the benefits to the parish of Coleford, what other councils are offering, and also seeking clarity regarding the involvement of GCC Highways, Forestry Commission and the police.

Proposed: Cllr. Ball

Seconded: Cllr. Penny

On being put to the vote eleven were in favour, and one against.

169. To agree to the request from Forest Talk re use of 'Studio' in No 4 Lords Hill

Cllr. Penny summarised and, after further discussion, it was proposed that Forest Talk are given discrete access to the room they rent in No. 4, Lords Hill, to be secured for their equipment, and for arrangements to be reviewed on a yearly basis.



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Proposed: Cllr. Penny

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed

170. To agree to the request from Dean Radio re transmitter installation at No 4 Lords Hill

Cllr. Penny summarised and, after further discussion it was proposed that the request be agreed, in principle, and that a meeting with Dean Radio should be arranged to clarify the final arrangements.

Proposed: Cllr. Penny

Seconded: Cllr. Lusty

On being put to the vote it was unanimously agreed

171. To agree the recommendations of the Events & Marketing Committee

Cllr. Penny summarised, and corrected Item 8 under Twinning Budgets: Administration & Gifts, which should read £500 not £5k. It was proposed that the recommendations were taken en-bloc

Proposed: Cllr. Penny

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed

172. To agree the recommendations of the Amenities Committee

Cllr. Lusty summarised, and Items 5, 6, 7 and 8 and were proposed en-bloc.

Proposed: Cllr. Lusty

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed

173. To agree The recommendations of the Finance & Office Committee

Cllr. Kay summarised, and corrected Item 6 under new budget codes, which should read: Main Office Improvements, £1000, and Main Office Maintenance £5000. It was proposed that the recommendations 5 & 6 were taken en-bloc

Proposed: Cllr. Kay

Seconded: Cllr. Allaway-Martin

On being put to the vote it was unanimously agreed

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

Cllr. Holloway summarised and Items 7, 8, 9, 10 and 11 were proposed en-bloc. After further discussion re: Item 8, Cllr. Ball proposed an amendment to seek further clarification on adoption and to recover costs, as appropriate, from developer.

Proposed: Cllr. Holloway

Seconded: Cllr. Banham

On being put to the vote it was unanimously agreed

175. To agree the recommendations of the Regeneration Committees

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

Proposed: Cllr. Elsmore

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed



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176. To note the decisions of the Bells Implementation Committee

The decisions were noted.

177. To note the decisions of the Planning Committee

The planning decisions were noted.

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

Cllr. Penny

31 October Attended the GAPTC Exec committee meeting at Highnam
2 November Volunteering in Coleford Tourist Information Centre
5 November Attended Coleford St John School Governors meeting
7 November Bells Field for adjustment of flood lights
7 November Attended Christmas Lights meeting
8 November Attended morning assembly at Coleford St Johns C of E Academy and visited war graves in Coleford Cemetery with pupils from Year 6.
9 November Attended Royal British Legion Poppy Concert
10 November Attended the Remembrance Parade and Service and laying a wreath with fellow councillors at Bells Field

11 November Remembrance at the Clock Tower

12 November Hosted Lord Lieutenant Edward Gillespie for visit to Coleford

Cllr. Penny reported on a very positive visit, and how impressed the Lord Lieutenant had been regarding the work of the council, its activities and especially positive about Bells Field.

13 November Attended the CPRE Awards at Highnam - collected award for Bells Field

14 November Attended Coleford Area Walking Festival meeting

16 November Hosted the Pride of Coleford Awards

Cllr. Penny enthusiastically reported on this being his highlight of the year so far, having had the privilege to present awards, in acknowledgement, and recognition, of so many volunteers, serving the people of Coleford, and to see so many people gathered at the awards ceremony too.

19 November Attended meeting with Gloucestershire Highways and Perrygrove Railway re possible cycle track

19 November Met with Ian Frost Five Acres High School

19 November Attended governor training with the academic trust for St Johns School

23 November Attended John Muir awards and presented certificates at Angus Buchanan VC recreation Ground

24 November Delivering Newsletters within the Parish

25 November Attended 'Love Your Forest' meeting at FoDDC

Cllr. Kay

4 November TIC volunteering (pm)

7 November Sexual Violence Domestic Abuse Forum.

8 November Whitmead Park Twinning meeting

10 November Remembrance Sunday Parade.

11 November Remembrance Day Clock Tower.

13 November CPRE presentation for Bells Field.

15 November TIC volunteering (am)

16 November Pride of Coleford Awards.

21 November Twinning Meeting.

25 November News Letter delivery.



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26 November News Letter delivery.

Cllr. Kay also promoted the French Cuisine Twinning Event next February, encouraging people to sign up, as tickets were selling fast

Cllr. Simister

November Various meetings with residents of Mile End and Broadwell.

10 November Remembrance Sunday Parade.

16 November Pride of Coleford Awards.

Cllr. Simister impressed with these events

Cllr. Lusty

10 November Remembrance Sunday Parade

16 November Pride of Coleford Awards

Cllr. Lusty echoed comments made already, how positive the whole event had been.

Cllr. M Cox

November Coleford Area Partnership meeting

Cllr. M Cox reported on the Partnership preparing its Strategic Plan, of which the Town Council will be invited to comment.

10 November Remembrance Sunday Parade.

16 November Pride of Coleford Awards

Cllr. M Cox impressed with this event too

Cllr. Cox stated that, in her activities, around the parish, she had noted variances across the car parking charges, and that this should be raised with FoDDC.

Cllr. M Cox stated that whilst delivering newsletters, she had noted parts of the parish which were not in good state. e.g. footpaths.

Cllr. Holloway

10 November Remembrance Sunday Parade

Delivering newsletters

Cllr. Holloway stated that whilst delivering newsletters, she had noted the state of the boundary fence at Sylvan Close play area.

Cllr. S Cox

10 November Remembrance Sunday Parade

Cllr. S Cox reported on some positive feedback re: red lights on the Clock Tower, and suggested this facility being used for other events, accordingly

16 November Pride of Coleford Awards

Cllr. S Cox also reported that, whilst delivering newsletters, he had had some positive conversations, and this was a good way for councillors to get to know the area too.

Cllr. S Cox reported on the 50th year celebrations of Morris Dancing in this area, and pertinent that this year's event had started in the White Hart, Coleford, where it had begun 50 years ago.

Cllr. S Cox also reported on the visit of UWE students, and the privilege of taking them up the Clock Tower, encouraging any councillor who hadn't been to the top, and seen the view, to take this opportunity, which was well worthwhile.

Cllr. Elsmore

30 October Visit to Stroud for a 'green communities' presentation

Cllr. Elsmore reported on some useful information having been provided, with more to come.



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- 9 November British Legion Concert
- 10 November Remembrance Sunday Parade
- 11 November Attendance at Clock Tower for 11 November commemoration
- 12 November Meeting with Lord Lieutenant Edward Gillespie for visit to Coleford
- 12 November Meeting with UWE students
- 12 November Meeting with Lord Lieutenant Edward Gillespie for visit to Coleford
- Cllr. Elsmore impressed by the Lord Lieutenant's enthusiasm about Coleford, and its activities
- 14 November Coleford Area Partnership (CAP) meeting
- 16 November Pride of Coleford Awards
- 18 November Meeting with Stagecoach
- Cllr. Elsmore reported on a constructive meeting, and that Stagecoach appeared to have noted concerns, hoping that some improvements may be forthcoming.
- 25 November Coleford Area Partnership (CAP) meeting
- 25 November Bells Education Trust meeting

Cllr. Brown

- 10 November Remembrance Sunday Parade
- 16 November Pride of Coleford Awards
- Cllr. Brown reported on a future CMF fundraising event on 13 December at Sling Club

Cllr. Barnham

- 10 November Remembrance Sunday Parade
- 16 November Pride of Coleford Awards
- Cllr. Barnham recorded positive comments about both events
- Cllr. Barnham reported on meetings with residents on Thurstan's Rise re: Owens Farm, and boundary issues, and sought guidance on how to proceed.

Cllr. Ball

- 10 November Remembrance Sunday Parade
- Cllr. Ball impressed by the number of people attending.
- Cllr. Ball reported on the parking at Palmers Flats, that offenders had been educated, with new signage erected too, now hoping that this situation will improve.
- Cllr. Ball also reported on the odours, from the Clearwall Poultry Farm, that residents are now collecting evidence, and data, to take this matter further, as it is still a problem in that area.

Cllr. Allaway-Martin

- Cllr. Allaway-Martin also reported on the red- lit Clock Tower, and that she had received many positive comments about this.
- 10 November Remembrance Sunday Parade
- 12 November Meeting with Lord Lieutenant Edward Gillespie for visit to Coleford
- 16 November Pride of Coleford Awards
- Cllr. Allaway-Martin very impressed with this event, and overwhelmed by the whole ceremony.
- 21 November Wine Tasting Twinning Event

179. To note the Clerk's report

The Town Clerk reported on another busy month, including receiving an award from the Campaign for the Protection of Rural England (CPRE) for the Bells Field Project, a visit from the Lord Lieutenant, and the successful, more efficient allocation, and delivery, of the latest newsletter. Civic Dinner planning has also begun for next February's event. The Clerks Report was noted.



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

Cllr. Penny noted the new BT schedule for consultation re: telephone kiosks, which included a kiosk on Lords Hill, and passed to Amenities Committee for consideration.

Cllr. Elsmore sought clarification re: quotation for new boiler, and the Town Clerk clarified

Cllr. Ball sought clarification re: letter from Mark Harper, MP, and the Town Clerk clarified.

In Committee

180. To agree the recommendations of the Amenities Committee

The recommendations of the committee were proposed

Proposed: Cllr. Lusty

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed

181. To note the decisions of the Bells Field Implementation Committee

The recommendation of the committee was proposed.

Proposed: Cllr. Lusty

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed

Cllr. Kay proposed a 10 minute extension

Proposed: Cllr. Kay

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed

182. To agree the recommendations of the Finance and Office Committee

The recommendation of the committee with a slight amendment was proposed

Proposed: Cllr. Ball

Seconded: Cllr. Barnham

On being put to the vote seven in favour, four against, and one abstention.

The amended recommendation was carried

Meeting ended: 9.05pm