



Coleford Town Council

Regeneration Committee Wednesday 18 November 2020 Minutes

Attendees: Cllrs Elsmore, M Cox, S Cox, Drury, Penny and Barnham
Richard Morgan, FoDDC, and Mr Williams (member of the public)

1. Apologies were received from **B Watkins GCC Highways**
2. There were no declarations of interest in items on the agenda
3. There were no dispensation requests
4. The minutes of 21 October were noted and approved

Cllr. Elsmore signed a copy of the minutes

5. To raise matters arising from the minutes of 21 October

Item 5: Cllr. Drury sought an update on the Lidl site, in respect of tree planting, and a site meeting was proposed for next week (4 November) with Brian Watkins, Cllrs Elsmore, Drury, Barnham, Walt Williams and Caroline Silverwood

Cllr. M Cox updated on outstanding actions re: Woodland Trust; and Assistant Town Clerk to clarify conditions, of planting (if any) of trees, also clarification re: ownership, and locations.

6. There were no comments from the member of the public present

7. To have an update regarding UWE student's activity

Cllr Cox updated on UWE activity, including a visit schedule for Friday, 19 Nov. and it was confirmed that the students had also been given access to previous year's students' work.

8. To have an update on People and Places benchmarking work

Cllr. Penny updated, and summarised the report that had now been received (that morning), and it was agreed that this evidence further confirmed that the town council were on the 'right path', and now had more helpful data/information to build upon. Cllr. Penny reported that the data is still low regarding responses from local businesses, and has sought to improve through direct engagement. In turn, clearly noted that there is still a need to more effectively interact with local businesses/traders, and that this is further evidence for the appointment of a Town Centre Manager.

Richard Morgan, FoDDC updated on their Forest Towns Audit Report, and Cllr Penny stated that the People and Places Report would further validate information, and to be feedback at the draft stage of the FoDDC Report

9. To make recommendation re: members of the Town Centre Management Board; and any other Working Group 1 updates

Cllr. Penny summarised and, after further discussion recognition that this Management Board was a key aspect of progressing the appointment of a Town Centre Manager, and that the sourcing, through organisations, such as the Institute of Town Centre Managers, which Cllr. Penny would explore, would help secure some high calibre candidates. Recognition that the preparation work should begin, regarding this recruitment, ready for a March 2021 campaign.



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Recommendation:

- 1. That a Town Centre Management Board, is formally established, with a membership representative of the Coleford community, to include FoDDC representation, key local business / traders, a representative from Forest of Dean & Wye Valley Tourism, and at least 2 Town Councillors, and Town Clerk.**
- 2. That formal approaches are made to identified individuals/organisations, inviting them to be members of the Town Centre Management Board**

10.To have an update on transport & Infrastructure actions (Working Group 2)

Cllr. Elsmore update, particularly on bus services / routes and, after further discussion, there was general consensus that the formation of the town council's new Highway Committee, will serve to address some of the transport. Infrastructure issues. There was also some discussion re: under utilisation of FoDDC offices, and the possibilities that this might provide for a new Health Centre.

Recommendation:

That the town council formal approach to FoDDC, seeking clarification re: alternative use of FoDDC offices, and to request that further consideration is given to it being allocated for health

11.To have an update on Marketing the Town(Working Group 3)

Cllr. Barnham summarised and, after further discussion, it was noted that there were a number of aspects that needed to be progressed, including Focus Group findings re: USP, signage, market licensing, and quick 'wins'.

Recommendations:

- 1. That Cllr. Barnham's report is considered, in full, along with People & Places Report, at next Regeneration Committee, to develop a set of actions, proposals, and priorities, in advance of TC Manager appointment, through another focused working Group on this aspect of work (WG3)**
- 2. That, the town council, formally apply to FoDDC, re: market licensing**
- 3. That the town council look or further 'quick wins re: signage, notice boards, etc. and seek clarification, from FoDDC re: signage, finger posts, and funding streams to progress this work.**
- 4. That the town council commit to a newsletter in early New Year, to update, and engage Coleford residents, with emerging activities, plans, and celebration of what the town council has still delivered upon, through this unprecedented year.**
- 5. That the town council seek funding clarification from FoDDC re: signage, particularly 'finger post'**

12.have an update on Walking and Cycling initiatives for the town (Working Group 4)

Cllr. S Cox updated, and some good progress Re: identification of walkways, cycle routes, and links to National paths. It was noted that promotional resources could be progressed, and enhanced, in conjunction, with TIC Co-ordinator, and identified illustrators.

13.To make recommendation re: the proposed footfall counters for the town (FoDDC / Publica initiative)



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Cllr. M Cox summarised, and updated on contracts to be offered to all 4 market towns, that locations had been suggested, and it was now for FoDDC to finalise.

14. To make recommendation re: budget items for 2021 / 2022

Cllr. Penny summarised, and proposed a budget timeline, taking account of Covid-19 disruption, to include a workshop, where budgets would be fully considered for each committee, as part of the budget setting exercise. It was emphasised, for this committee, to consider salary allocation for Town Centre Manager post, and for possible monies to be 'earmarked, from reserves, linked to UWE work, and possible purchase of buildings.

Recommendation:

That this item is deferred to the wider town council budget discussion meetings/workshop

Meeting ended at 1.55pm