



Coleford Town Council

Amenities Committee Tuesday 12 January 2021 Minutes

Attendees: Cllrs Lusty, Penny, M Cox, Elsmore, Holloway, and Johnson

Cllr. Holloway agreed to Chair this meeting

1. There were no apologies
2. There were no declarations of interest on items on the agenda
3. There were no dispensation requests
4. There were no members of the public present
5. The minutes of 8 December were noted

Cllr. Holloway signed as true note, and will forward to the office

Item 10: It was agreed that Grit Bin issues, would be carried forward under Highways Committee agendas.

6. To have an update on improvements to the Cemetery Building

The Assistant Town Clerk updated, on asbestos negative survey, and that the Contractor's commissioned work would not be able to undertake work until Spring. It was agreed that the Assistant Clerk should seek more immediate action, already with delegated authority, for safety issues, and would report back, and seek alternative contractors, if necessary.

Cllr. Holloway requested that the Asbestos report is added to CTC Asbestos Register

7. To have an update re Clock Tower works

The Assistant Clerk reported on the internal remedial internal works, and these were noted. Cllr. Penny emphasised the urgent need to still seek assessment of external safety issues, for those to be addressed. The Assistant Clerk reported that he is taking forward with Tony Gwynne, FoDDC, and would report back.

Note: Subsequent to this meeting, a site visit with Tony Gwynne is scheduled for 11.00am, Monday 18 January 2021

8. To make recommendation re. Cemetery Improvement Plan

Cllr. Penny summarised, and referred to Cllr. Allaway-Martin's verbal report, although her formal report is still awaited. The Assistant Clerk was asked to obtain this from Cllr. Allaway-Martin. After further discussion, and recognition that a suggested joint councillor site walk visit would not be possible, during Covid 19, in light of guidelines, it was proposed that:

Recommendations:

1. **Cllr. Penny would circulate Cllr. Allaway-Martins summary comments, following her Cemetery visits, seeking further comment from other councillors**
2. **Re: Budget implications: to note that £10k had been identified for improvements, and this would be considered further within the impending budget setting**

9. To make recommendation re. Bus Shelter Improvement Plan

Cllr Penny summarised, following previous discussions, and further parish visits to assess bus shelters, raising concerns re: the overall condition of some of the bus shelters; stating what he felt needed to be undertaken more urgently, to properly address. After further discussion, it was proposed that:

Recommendations:

1. **The town council seek to clarify ownership, and responsibilities for each of the bus shelters in respect of its boundaries and ,**



Coleford Town Council

- 2. The town council should undertake a plotting exercise, using 'Parish Online', with an associated documented report, re: condition, dates, context and overall assessment**
- 3. The town council clarify fully its contractual commitments, with a summary chronological report of the history of these arrangements, contractual expectations, specification brief, and costs**
- 4. The town council, once recommendations 1 -3 above, have been completed, consider next stages to take Bus Shelter Improvement Plan forward**

10. To have an update re. Phone Boxes in the Parish

The Assistant Town Clerk updated re: Greenacres, and Tufthorn Inn options and, after further discussion, it was proposed that:

Recommendations:

- 1. The town council urgently liaises with the owner of Tufthorn Inn re: Defibrillator completion, clarifying costs, in light of it not being installed in the phone kiosk, and to report back**
- 2. The town council liaise, and take forward arrangements for transfer to Greenacres Campsite the identified phone kiosk**
- 3. An urgent, consolidated summary report is presented to the next Amenities Committee meeting re: status of each kiosk, and any associated issues requiring attention.**

11. To have an update re. Mushet Walk lighting

The Assistant Clerk reported on the difficulties encountered with the solar lights, and Cllr. Penny raised a number of concern. After further discussion, it was proposed that;

Recommendation

- 1. The Assistant Town Clerk prepares a chronology of events re: commissioning of work, sourcing of product, costs, and to report back to the next Amenities meeting, to inform next steps.**

The meeting ended at 8.20pm