



Coleford Town Council

Amenities Committee Tuesday 9 February 2021 Minutes

Attendees: Cllrs Penny, M Cox, Elsmore, Holloway, Allaway-Martin and Johnson

It was agreed, in the absence of the Chair, that Cllr. Penny chaired this meeting

1. There were no apologies
2. Cllr. M Cox declared a personal interest in Item 8, as Chair of Coleford Twinning Association, and Cllr. Penny, also a personal interest, as treasurer, and member. of Coleford Twinning Association
3. There were no dispensation requests
4. There were no members of the public present
5. The minutes of 12 January were noted

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

6. To make recommendation re dog waste at play areas (Mowtech email)

Cllr. Penny summarised the email received from the town councils grass cutting contractor, raising concerns re: dog waste, particularly in the Primrose Drive area and, after further discussion it was proposed that:

1. Recommendation:

This matter is brought to the attention of the FoDDC Street Wardens, seeking their assistance and advice in respect of how to resolve and address

2. Recommendation

Town councillors consider further, within their ward activities, and responsibilities, and to encourage residents groups, similar to Angel Vale, to improve community engagement.

7. To make recommendation re Clock Tower works

The Assistant Clerk updated, and it was proposed that

Recommendation:

This commissioned quinquennial report work is progressed, subject to clarification that the commissioned person, whose services are being paid for, is fully covered in respect of liability cover,

8. To make recommendation re request from Coleford Twinning Association re: a buddy bench

Cllr. Penny summarised the request submitted by Coleford Twinning Association re: the placing of a bench, recognising the enhancing benefits to the town centre, and promotion of the twinning arrangements, it was proposed that:

Recommendation:

That the town council approach the 2 landowners responsible for the land that the bench might be cited upon and, subject to their agreement, to then schedule a meeting, to include representatives of the Twinning association, to consider further how to progress.

9. To make recommendation re Bells Field Improvements

Cllr. Penny summarised and, after further discussion, it was proposed that:

1. Recommendation:

As soon as it is possible, and timing allows, in light of Covid restrictions; that councillors have a site meeting at Bells Field, to walk the site, to assess, and review, what improvements and actions need to be undertaken, by setting a priority schedule

2. Recommendation:

The VC bench designers are pursued further, re: maintenance/advice on how to restore, due to weather damage.



Coleford Town Council

10. To make recommendation re Bus Shelter Maintenance

Cllr. Penny asked the Assistant Clerk to summarise the history of the Bus Shelter maintenance arrangements and, in the absence of any evidence of any formal contractual arrangement, that it was 20 years established, after further discussion, it was proposed that:

Recommendation:

1. Recommendation:

That a maintenance schedule is defined, by the town council, to form the basis of a bus shelter maintenance contract, and for local contractors, including the present incumbent, to be invited to submit quotations to undertake the bus shelter maintenance tasks, as part of a formalised contracted arrangement.

2. Recommendation:

That, in light of the current condition of some of the bus shelters, a site visit of each, is arranged, and for an improvement assessment to be written for each shelter

11. To receive an update re Parish Phone boxes

Cllr. Penny summarised, and it was noted / agreed, that this exercise needed to be progressed urgently, and that the best way forward was to progress each of the phone boxes, more specifically, one-by-one. After further discussion re: the phone boxes located at Milkwall and Whitecliffe, and having noted the monies already expended, by the town council, for the defibrillator at Milkwall, an estimate to install the defibrillator, now not in the phone box, having now been received, and an offer having been received, to purchase the phone box at Whitecliffe, by Greenacres campsite, it was proposed that:

1. Recommendation:

That agreement for the defibrillator to be installed on the wall of the Tufthorn Inn, subject to the landlord, of the Tufthorn Inn, providing 2 more estimates re: installation of the defibrillator, and to also confirm how much money has been raised within that community, towards the installation of the defibrillator, to further inform any further decisions, by the town council, in respect of whether any further financial support is appropriate.

2. That, in respect of the phone box located at Milkwall, in light of it now not being utilised for a defibrillator, the residents of that area consider alternative uses, and submit these suggestions to the town council, for further consideration.

3. Recommendation:

That the town council engage further with Greenacres Campsite, in respect of the phone box currently located at Whitecliffe, re: their proposed offer, seeking for it to be increased to £175.00, with a condition of purchase that it remains in the ownership of Greenacres Campsite for at least 5 years.

Note: It was noted, and agreed, that the Assistant Clerk would look more critically at the outstanding actions identified, in respect of the other phone boxes/kiosks listed on the summary schedule, for the parish, and to work with Cllr. Penny on this, to consolidate, to then progress asap.

Cllr. Hollow proposed, and it was agreed, a 10 minute extension

12. To have an update re Mushet Walk lighting

Cllr. Penny summarised, and the Assistant Clerk was further asked for a more accurate chronology of events re: installation, purchase dates, contractor's commitments, activities, work undertaken, costs, etc. to further inform decisions the town council need to make, in resolving this



Coleford Town Council

13. To make recommendation re Parish Inspections

Cllr. Penny updated on his recent inspection report, already circulated re: Town Centre and, after further discussion, on parish inspections more widely also, it was proposed that:

1. Recommendation:

Cllr. Elsmore raises outstanding issues with Glos CC, Highways re: railings still not repaired on the 'Crusty Loaf' corner, and also the seating having been damaged in the Town Centre bus shelter, as its responsibilities still lie with GCC Highways.

2. The Assistant Clerk speaks with the current flower maintenance contractor re: planters located by the Baptist Church, for them to attend urgently, to improve, and enhance.

3. A revised Parish Inspection schedule to be prepared by Cllr. Penny, to cover the whole parish, and for each councillor to undertake their inspections, in line with their ward areas, / sites identified; taking note of the Mile End & Broadwell Ward having less facilities, in turn for the schedule to be 'weighted' accordingly, and for the representative councillors for that area, to undertake the wider bus shelter and phone box site assessments.

The meeting ended at 8.09pm