



Coleford Town Council

**Amenities Committee
Tuesday 10 March 2021
(via zoom)
Minutes**

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

1. There were no apologies
2. Cllrs. Penny, and M Cox declared a personal interest in Item 9, as Chair of Coleford Twinning Association, and Cllr. Penny, also a personal interest, as treasurer, and members. of Coleford Twinning Association
3. There were no dispensation requests
4. There were no members of the public present
5. The minutes of 9 February were noted

The minutes were unanimously agreed, and Cllr. Lusty signed as a true note, and will forward to the office

6. To receive an update and make recommendation to progress:

i. Parish Phone Boxes

The Assistant Clerk updated on phone boxes, re: Whitecliffe, and Milkwall, and after further discussion, the following recommendations, were proposed, unanimously, that:

Recommendation

Re: Milkwall

The Tufthorn Inn are formally commissioned to arrange installation of the purchased defibrillator, on an external wall of their premises, covering any installation costs, from their charitable money already raised, for this purpose, and for residual monies from that specifically raised amount, to be paid to the town council, as the communities contribution to this community provision.

Recommendation

Re: Whitecliffe

Greenacres are formally written to, accepting their offer of £175.00, for the purchase of this identified phone box, and to be informed that all removal, reparation, and installation costs, will be at their expense, and that the ownership must, as a condition of sale, be kept within their ownership, for at least 5 years, and that this will be formalised by agreement, on receipt of payment.

Note: Discussions re: Coalway phone box, were deferred, as part of the planned site visit to Bells Field

The Assistant Clerk would update the Phone Box summary Document, accordingly, and for this Item to be kept in view, through this Committee.

ii. Stepbridge Play Area

The Assistant Clerk updated on latest contact with Creative Play, following their impromptu site visit, and, after further discussion, the following recommendation was proposed, unanimously, that:

Recommendation

The Assistant Clerk works with Cllr. Penny, to formally write to Creative Play, making a claim, under warranty, in light of evidenced material defect

i. Mushet Walk Lighting

The Assistant Clerk updated following his latest summary report from contractor and, after



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further discussion, the following recommendation was proposed, unanimously, that:

4. Recommendation

Decisions, relating to alternative options, are deferred, subject to replacement products, being installed, and tested, which the contractor has been asked to progress asap, and for the Assistant Clerk to confirm the warranty terms of the product(s)

i. Trees at Angel Vale

The Assistant Clerk updated, following an initial report re: costs, from Trunk Arb and, after further discussion, noting that the immediate work has been carried out, for safety reasons, the following recommendation, was proposed, unanimously, that:

Recommendation:

This item is deferred, and considered further, once a fully costed quotation, has been submitted re: tree work at Angel Vale.

Note: Cllr. Penny asked for outstanding payments re: previous tree work, to be deferred to Finance & Office committee meeting next week (16 March 21)

ii. Clock Tower Maintenance and Repairs

The Assistant Clerk updated, following the commission of the quinquennial report, and safety issues, that have been raised immediately by the commissioned officer. The closure to all personnel actions, taken by the Assistant Clerk, were noted, and endorsed unanimously by council, and for all keys to be returned, from known key holders. After further discussion, the following recommendations, were proposed, unanimously, that:

Recommendation:

The Assistant Clerk liaises further, with the officer undertaking the Quinquennial report, and brings the completed report to full council's attention, once received, with an additional, one agenda item meeting, to be called if necessary, and urgent.

Recommendation:

Re: Access to the Clock Tower by contractors

In light of agreement, that no precedents should be set, and access is out of bounds to everyone, an alternative water supply is sought, for contractors needing access to water, and for the Assistant Clerk to look at the hire/or purchase of a water bowser.

7. To make recommendation re 2021 Burial Charges

Cllr. Elsmore summarised and, after further discussion, particularly noting increases elsewhere, it was proposed, unanimously, that:

Recommendation:

Burial Charges, as listed, with anomalies addressed, are increased by 5%, except for charges pertaining to Saturday funerals, and the Natural Burial Ground (NBG), with effect from 1 April 2021

8. To make recommendation re provisional dates for Cemetery and Bells Field site visits

Cllr. Penny updated, on latest Covid social distance restrictions and, after further discussion, it was proposed, unanimously, that

Recommendation:

The Assistant Clerk schedules site meetings, at both the Cemetery, and Bells Field, as soon as is practicably possible after 29 March, and after Easter weekend, with Cllr. Penny, the Assistant Clerk, and 5 other councillors, who are available.



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9. To make recommendation re the request from Coleford Twinning Association re a 'buddy bench'

Cllrs. Penny, and M Cox summarised and, after further discussion, in light of wider regeneration committee activities, it was proposed, and unanimously agreed, that:

Recommendation

The Twinning Association's 'buddy' bench request, is considered further, in the wider context of the enhanced Gateway 7 project, with consideration to also include an associated notice board, as part of the promotion of the twinning project.

10. To consider application re: purchase of land at Primrose Drive, Coleford

The Assistant Clerk summarised the request from a resident, and, after further discussion, in light of the wider environment issues, associated with the NDP: Green Spaces, and more information required re: ownership, location, and plans, it was proposed, unanimously, that

Recommendation:

This application, and any other requests, were not progressed, until the town council, had reviewed and agreed its Environment Policy, through the work on the newly established Environment Committee

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

7.57pm Cllr. Johnson left the meeting

11. To note any recent Parish Inspections

The Assistant Clerk reported on concerns reported by a resident, re: garden flooding from Bells Field, which was noted and, it was agreed, that this would be assessed further at the scheduled site visit after Easter (Item 8 refers)

Cllr. Penny also reported on long established holes at Bells Field and, it was agreed, would be assessed further at the scheduled site visit (Item 8 refers). The Assistant Clerk was also asked to liaise with the new contractor, for Bells Field soft landscaping, regarding re-seeding.

The meeting ended at 8.09pm