



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday 29 November 2017 at 7.00 pm there were present:

Cllrs	Mr N Penny	(Mayor)
	Mr B Thompson	(Deputy Mayor)
	Mrs C Allaway-Martin	
	Mr I Baird	
	Mr K Ball	
	Mr C Elsmore	
	Mrs E Elsmore	
	Mr P Kay	
	Mrs H Lusty	
	Mr N Holloway	
	Mr R Drury (arrived at 7:10pm)	
	Ms A Lapington	(Town Clerk)
	Mr C Haine	(Administrative Assistant)

Public: Mr W Williams and Dist. Cllr. R James

Public Forum

No comments from the Public Forum

- 145. Apologies were noted from Cllr Hale. Cllr Penny formally recoded the resignation of Cllr Whittington and thanked him for his commitment and service to the Council.
- 146. Cllr Penny declared a pecuniary interest in item 160.
Cllrs Allaway-Martin & Baird declared a personal interests in item 155
- 147. There were no dispensation requests
- 148. **To approve the minutes of 31 October 2017**
It was proposed that the minutes of 31 October be agreed.

Proposed: Cllr Kay

Seconded Cllr Ball

On being put to the vote it was unanimously agreed.

149. To raise matters arising from the meeting of 31 October 2017

There were no matters arising. Cllr Penny signed off the minutes

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

GCC Cllr Allaway-Martin reported attendance at various meetings, drawing particular attention to two meetings. One with Army personnel, and was encouraged by their commitment to engage with the community across all aspects of activity (inc. marching bands, community support, general awareness) and also a meeting with ACE, which was a joint committee of statutory and voluntary sector agencies, looking positively at ways to engage with disengaged young people (from the early years), and Cllr Allaway-Martin believed that this could be a useful framework to better inform community activity and Police liaison work. Meetings, as follows:

1 November	Army Awareness/Engagement event Gloucester Academy,
2 November	CFOS Committee Workshop 'Child Mental health',
6 November	Briefing for HCOSC and review Grants,



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7 November	Community Engagement Event, Waterwells Quedgeley,
10 November	LGA Workshop: Commission & Family Overview and Scrutiny Committee (CFOS)
7 November	Act of Remembrance,
11 November	Remembrance event, Clock Tower
13 November	GCC Highways Meeting,
14 November	Committee and Meeting with Cabinet,
15 November	Cabinet Meeting Researcher meeting,
17 November	CFOS Committee and LGA Workshop,
24 November	Health Care Overview and Scrutiny (HCOS) Committee visit/briefing SW Ambulance Service Foundation Trust (SWASFT), Bradley Stoke,
27 November	Briefing Commission & Family (CF) Services and 'iMpower System'
28 November	Health and Wellbeing Board, Presentation (Adverse Childhood Experiences (ACEs))

Dist. Cllrs C Elsmore and R James had nothing to report

Dist. Cllr Allaway-Martin reported Attendance at various meetings, drawing attention to the Licensing Committee and its positive outcomes in respect of animal licensing issues.

Meetings, as follows:

1 November	Licensing Committee,
11 November	Remembrance Service, Clock Tower,
15 November	Leisure Strategy Meeting,
16 November	Cabinet Meeting,
23 November	Audit Committee
25 November	Briefing.

151. To agree payments

It was proposed that the payments be agreed. The Town Clerk requested payment of two additional invoices, which arrived subsequent to payment listing presented, as follows:

- Custard Band (£150.00)
- British Legion Poppy Appeal (£99)

Proposed: Cllr Thompson Seconded: Cllr Ball

On being put to the vote it was unanimously agreed.

152. To agree petty cash payments for CTC & TIC

It was proposed that the payments be agreed for both petty cash books.

Proposed: Cllr Thompson Seconded: Cllr Elsmore

On being put to the vote it was unanimously agreed.

153. To note the cash book & the bank reconciliation

The cash book and reconciliation were noted.

154. To note the budget figures

The budget codes figures were noted. Cllr Penny requested that a late payment of £900 be noted, and that it related to last year's activity.

155. To agree to the response to the NHS Consultation re Forest of Dean Community Hospitals



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Cllr Penny summarised the position, also reporting two subsequent meetings with the Clinical Commissioning Group and, after discussion it was agreed that a Council response should capture Neighbourhood Development Plan 's comments, as well as Student's views (following Council engagement with Five Acres students) and that in summary, the Council to support single hospital option, the need to consider transport links to any new site, account to be taken of demographics and population increase in respect of bed availability, and also full consideration to be given to any disposable assets.

Proposed: Cllr Ball

Seconded: Cllr Kay

On being put to the vote it was unanimously agreed.

156. To agree a response to the planning application P0626/16/FUL land at Tuffthorn Avenue Coleford Glos. The erection of Class1 limited assortment discount food store with associated car parking, landscaping and ancillary works

Cllr Penny summarised and, after discussion, it was proposed to support the application, and the original decision.

Proposed: Cllr Kay

Seconded: Cllr Ball

It was proposed that this be amended to ensure that the Council response echoes the submission made by Planning Potential in support of the application

Proposed: Cllr Penny

Seconded: Cllr Ball

The amendment was accepted

Proposed: Cllr Ball

Seconded: Cllr Kay

On being put to the vote nine were in favour, and two against.

157. To agree to the next steps re District Council Lawnstone House development

Cllr Penny asked Cllr Baird to lead discussion as Neighbourhood Development Plan had actively engaged with District Council on this development proposal. In summarising, Cllr Baird reported that the Neighbourhood Development Plan had met with District Council and put forward some reasonable suggestions, however all had been dismissed by the District Council. The Neighbourhood Development Plan were, in turn, planning some campaigning activity - through press releases; and sought Council support on this. Following further discussion, Cllr Penny summarised Council views of disappointment, particularly in light of District Council press releases stating that they were working in partnership with the Town Council and Neighbourhood Development Plan that the community views has been totally disregarded. It was proposed that a press release be issued stating the Town Councils disappointment and that the Council fully supports the Neighbourhood Development Plan.

Proposed: Cllr Ball

Seconded: Cllr Kay

On being put to the vote it was unanimously agreed.

158. To confirm the Christmas opening hours for the Town Council offices

It was proposed that the Town Council offices are closed between 16.00pm on Friday 22 December 2017 and Monday, 1 January 2018 opening again at 9.00am on Tuesday, 2 January 2018. The Clerk confirmed that emergency contact details would be placed in the office windows.

Proposed: Cllr Penny

Seconded: Cllr Bally



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On being put to the vote it was unanimously agreed.

159. To agree the priorities for the setting of the Town Council budget for 2018-2019

Cllr Penny summarised the Finance & Office Committee budget recommendations, seeking Full Council support in advance of next Finance & Office Committee meeting, and proposed his priorities, as follows:

1. Running Costs to include all legal and statutory requirements
2. Bells Field Project
3. Regeneration activity (inc. events, Twinning activity, work with Neighbourhood Development Plan , Wye Valley Tourism
4. Parish improvements

Following discussion, and some clarification, the priorities were agreed, with recognition that grants expenditure be protected and placed ahead of parish improvements.

Proposed: Cllr Penny

Seconded: Cllr Thompson

On being put to the vote it was unanimously agreed.

Cllr Penny left the room

**160. To agree to the recommendations of the Events & Marketing Committee
To make recommendation re budget items for 2018-19**

Cllr Thompson summarised recommendations and, after further discussion, recommendations proposed en bloc.

Proposed: Cllr Kay

Seconded: Cllr Ball

On being put to the vote it was unanimously agreed

Cllr Penny re-entered the room

161. To agree the recommendations of the Amenities Committee

Cllr Lusty summarised recommendations and, after further discussion, recommendations proposed en bloc.

Proposed: Cllr Lusty

Seconded: Cllr Ball

On being put to the vote it was unanimously agreed

162. To agree the recommendations of the Finance & Office Committee

Cllr Penny summarised Items 5 and 6 from last meeting and recommendations for both were proposed

Proposed: Cllr Penny

Seconded: Cllr Ball

On being put to the vote it was unanimously agreed.

163. To agree the recommendations of the Public Safety Committee

Cllr Kay summarised, drawing particular attention to the benefits of the police 'Neighbourhood Alerts system', encouraging all councillors to set up the link and proposed recommendations en bloc.

Proposed: Cllr Ball

Seconded: Cllr Holloway



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On being put to the vote it was unanimously agreed

164. To note the decisions of the Bells Implementation Committee

Cllr Thompson summarised the meetings and again emphasised that it is now a key stage of the project with the tendering processes underway, and imperative that this key phase of meetings should be well attended. The decisions of the Committee were noted.

165. To note the decisions of the Planning Committee

Planning decisions were noted

166. To note the minutes of and hear report from the Neighbourhood Development Plan Steering Group.

Cllr Baird summarised his report (to be made available) and that the Neighbourhood Development Plan Summary Report had now been completed, was being prepared for distribution with a proposed timetable, and included the Lawnstone Square site recommendations. Cllr Penny, on behalf of the Council, acknowledged the hard work and commitment of the Neighbourhood Development Plan - over the past four years (and ongoing), with thanks to everyone involved.

A 15 minute extension was proposed

Proposed by: Cllr. Penny Seconded: Cllr Kay

On being put to the vote it was unanimously agreed

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

Cllr Penny

- | | |
|-------------|--|
| 1 November | Supporting RBL with poppy sales in the Co Op |
| 1 November | Meeting with Caroline Smith, NHS CCG re Hospital Consultation |
| 2 November | Meeting with FODDC and NDP Steering group re Lawnstone Square |
| 7 November | Meeting with Kevin Adams, Caroline Smith and Adrian Rowley re Hospital Consultation potential sites |
| 7 November | Attended Five Acres High School Student Voice meeting to discuss hospital consultation |
| 7 November | Attended meeting with Coleford Christmas Lights committee (Cllr Penny recorded thanks for the hard work of the Committee, in readiness of 'switch-on') |
| 10 November | Attended and laid posies and wreaths on War Graves at Coleford Cemetery |
| 10 November | Supporting RBL with poppy sales in Tesco |
| 11 November | Attended and laid a wreath at the Armistice Service |
| 11 November | Attended Royal British Legion Remembrance Concert |
| 12 November | Attended Remembrance Parade and Service and laid wreath on behalf of Coleford Town Council |
| 13 November | Attended AGM of Orchard Trust at Bishopswood Hall |
| 15 November | Attended Dementia Friends training |
| 16 November | Attended NDP Steering Group meeting |
| 17 November | Attended St John Street Traders meeting (to ensure continuity with town events) |
| 20 November | Attended Coleford Regeneration meeting with FODDC, GCC Highways and Coleford NDP |
| 20 November | Attended meeting with Coleford Christmas Lights committee |



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- 22 November Visited Dean Forest Railway with TIC Volunteers
- 22 November Attended Tourism Presentation by Forest of Dean and Wye Valley Tourism to FODDC
- 24 November Attended Gloucestershire College Awards at Gloucester Cathedral
- 1 December Shop Window competition planned – with awards to be given

Cllr Thompson

- 11 November Attended Royal British Legion Remembrance Concert
- 12 November Attended Remembrance Parade and Service
- 13 November Regeneration working group,
- November Police Liaison Meeting
(Cllr Thompson pleased to report constructive meeting and that Town Council nominated priority being taken seriously. Next meeting scheduled for 5 Jan 18, and Councillors encouraged to raise issues in advance)

Cllr Kay

- 1 November Hospital working group.
- 7 November Acres High School, Student voice meeting.
- 11 November Armistice Day Parade,
- 12 November Remembrance Day parade.
- 15 November C S P Meeting.
- 15 November Dementia awareness training.
- 22 November T I C am.
- 24 November Police liaison meeting.
- 25 November T I C pm.

Cllr Drury

- November Lantern Workshops (Cllr Drury reported well attended positive events with over 100 lanterns having been made, to be displayed at a Lantern Festival. Cllr Ball reported positive feedback from Five Acres School about this activity)

Cllr C Elsmore

- 11 November Attended Royal British Legion Remembrance Concert
- 12 November Attended Remembrance Parade and Service
- November Bells Foundation meeting (Cllr Elsmore reported on bursaries still available, although he question has been raised whether in light of the changes at Lakers School, to Five Acres High School and was keen to see continuity, although no uptake for bursaries yet.

Cllr E Elsmore

- 11 November Attended Royal British Legion Remembrance Concert
- 12 November Attended Remembrance Parade and Service

Cllr Ball

- 12 November Attended Remembrance Parade and Service
- 24 November Cinderford Youth Theatre
- 25 November Gloucester Wildlife AGM
(Cllr Ball reported on an initiative to re-introduce Pine Marten into the Forest of Dean, and it was mentioned that it was a wider initiative than Coleford, and was advised to pursue possible District Council grant funding)
Concerns expressed about Palmers Flats Road closures and access.



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(Dist. Cllr. Allaway-Martin has taken up concerns)

Cllr Allaway-Martin

31 November Planning and Full Council,
7 November Bells Committee,
11 November Remembrance event, clock tower, Great Oaks Hospice Christmas event,
12 November Remembrance and Church parade, Baptist Church,
13 November Regeneration working group,
21 November Finance and Office Committee,
22 November CAB Board meeting, (SLA) Cinderford
22 November TIC visit FoD Railway,
27 November Bells Committee.

Cllr Baird

1 November NDP meetings re; Forest Hospitals
2 November Meeting with FoDDC re: Lawnstone Square development
3 November NDP meeting
16 November NDP meeting
20 November Coleford Regeneration meeting with FODDC, GCC Highways and Coleford NDP
21 November NDP meeting re: Lawnstone Square development

168. To note the Clerk's Report

The Clerk's Report was noted.

169. To note correspondence (for information only)

The correspondence was noted.

In Committee

170. To agree to the recommendations of the Finance & Office Committee

Cllr Penny proposed recommendations of Items 7 and 8 were taken together.

Proposed: Cllr Penny Seconded: Cllr Kay

On being put to the vote it was unanimously agreed.

Cllr Penny summarised why this recommendation had been deferred, and proposed recommendation that this Contract is re-advertised and a press release is issued.

Proposed: Cllr Kay Seconded: Cllr Penny

On being put to the vote it was unanimously agreed.

171. To agree to the recommendations of the Bells Field Implementation Committee

Cllr Thompson summarised discussions and proposed recommendations en bloc, with recognition that an additional Full Council meeting would be required to agree recommendations.

Proposed: Cllr Penny Seconded: Cllr Ball

On being put to the vote it was unanimously agreed.

Meeting ended at 9.10