



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday, 31 July 2018 at 7.00pm, there were present:

Cllrs. Mr B Thompson (Deputy Mayor)
 Mr C Elsmore
 Mrs E Elsmore
 Mrs M Cox
 Mrs N Holloway
 Mr I Baird

 Ms A Lapington (Town Clerk)
 Mr C Haine (Administrative Assistant)

Dist. Cllr. R James, Dist. Cllr. R Leppington, Dist. Cllr. M Hill and A Hill

Public Forum

There were no comments

69. Apologies were noted from Cllrs Penny, Kay, Allaway-Martin, Ball, Drury and Lusty

70. Cllr. Thompson declared a pecuniary interest in Item 75, and Cllr Cox a personal interest in Item 85.

71. There were no dispensation requests.

72. To approve the minutes of 6 July 2018

It was proposed that the minutes of 6 July 2018 be agreed.

Proposed: Cllr. C Elsmore Seconded: Cllr. E Elsmore

On being put to the vote it was unanimously agreed.

73. To raise matters arising from the meeting 6 July 2018

There were no matters arising

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

In GCC Cllr. Cllr. Allaway-Martin's absence, the following report was submitted:

3 July Briefing HOSC agenda, admin
4 July Governor review Coalway School
5 July Exhibition 70th year of NHS
9 July Briefing Adult Social Care cabinet member +planning training
10 July HOSC meeting and Staunton Parish Council
11 July Launch Coleford Library Hub
12 July Council of Governors, Rikenel and business meeting 2G
18 July Cabinet meeting +briefing re iMOWER system
19 July Staunton Parish Council, Quarry liaison meeting
23 July Archive task group cancelled and admin
24 July Standards and Conduct training
25 July Scrutiny Overview management Committee and admin and briefing

In Dist. Cllr. Allaway-Martin's absence, the following report was submitted:

2 July Scrutiny Task Group, Five Acres site and Finance and estates panel
9 July Admin and briefing



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10 July	Full Council apologies
17 July	Site Inspection Panel and training
19 July	Active Gloucestershire and Strategic Overview and Scrutiny Committee
20 July	Briefing Artshape
23 July	Planning portfolio panel 'CIL'

Cllr Thompson left the room

75. To agree payments (see attached)

The Town Clerk took the Chair and requested for an additional payment due to Protec for £11,100.00 to be added to the payment schedule. It was proposed that the payments be made.

Proposed: Cllr. Holloway Seconded: Cllr. Baird

On being put to the vote it was unanimously agreed.

Cllr Thompson re-entered the room

76. To agree petty cash payments for the Council & TIC (see attached)

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

Proposed: Cllr. C Elsmore Seconded: Cllr. Cox

On being put to the vote it was unanimously agreed.

77. To note the cash books and bank reconciliations

The cashbook and reconciliation was noted.

78. To note the monthly budget figures (see attached)

The figures were noted.

79. To notify the change to Standing Orders for the creation of a new committee – Coleford Regeneration Committee

Cllr Thompson summarised the rationale for this new committee, and its formation was notified

80. To receive an update on the Lawnstone development and future engagement

Cllr. Thompson welcomed Dist. Cllr. Leppington's and Dist. Cllr. Leppington thanked the Council for the opportunity to update on Lawnstone House. He confirmed that the tender process had been completed, design work is progressing on time, in budget and that all conditions were in the process of being discharged. The groundworks will commence in October 2018 and completion set for October 2019. Councillors raised concerns that as promised the Town council had not been consulted on materials for the building. Cllr Leppington assured Councillors that although the tender had been sent consultation would still be possible and that the District Council were keen to involve the Town Council, and he was happy to attend future meetings, requesting that any concerns/questions could be sent to him, to address. It was proposed that this to be coordinated and sent by the Town Clerk.

Proposed: Cllr. Thompson Seconded: Cllr. Cox

On being put to the vote it was unanimously agreed.

Dist. Cllrs James and Leppington left the meeting



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81. To make comment re: the HGV routes through Coleford

Dist. Cllr. Hill was invited to summarise his concerns about the volume of HGV lorries travelling along the Gloucester Road. Cllr Hill felt that the lorry routes should be reviewed and a safer route would be up Bank Street and along the Staunton Road. Cllr C Elsmore said this had been considered but there were some issues with that route. After some discussion and recognition that this was an issue, it was proposed that this matter be referred to Public Safety Committee.

Proposed: Cllr. Thompson Seconded: Cllr. C Elsmore

On being put to the vote it was unanimously agreed.

Dist. Cllr. Hill and A Hill left the meeting

82. To agree to becoming a dementia friendly town

Cllr. Thompson led a positive discussion in respect of dementia awareness and the Town Clerk confirmed that Coleford was the first Council signed up to the Dementia Alliance. It was proposed that Coleford increases its dementia supporting profile, engages businesses, supports training and overall promotes awareness in becoming a dementia friendly town.

Proposed: Cllr. Thompson Seconded: Cllr. E Elsmore

On being put to the vote it was unanimously agreed.

83. To agree to the recommendations of Events & Marketing Committee

Cllr. Holloway summarised and it was proposed recommendations be taken en-bloc.

Proposed: Cllr. Holloway Seconded: Cllr. C Elsmore

On being put to the vote it was unanimously agreed.

84. To agree to the recommendations of the Amenities Committee

Cllr. Thompson summarised and proposed recommendations en-bloc.

Proposed: Cllr. Thompson Seconded: Cllr. E Elsmore

On being put to the vote it was unanimously agreed.

85. To agree to the recommendations of the Finance & Office

It was proposed that the recommendations for Items 6, 7, 8 and 9 be agreed.

Proposed: Cllr. C Elsmore Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed.

Cllr Thompson moved In Committee

The Town Clerk summarised Item 11, and it was proposed recommendation in respect of the Administrative Assistant's hours be agreed.

Proposed: Cllr. Thompson Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed.

The Council returned to the Public Domain



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86. To agree to the notes of the Public Safety Committee

In light of this meeting not being quorate, Cllr C Elsmore summarised the notes. It was proposed that

A full schedule of works was obtained regarding the works at Mile End crossroads t
Cllrs Holloway & Allaway Martin complete the annual risk assessment
The map of the grit bins is analysed and new locations identified prior to a meeting with GCC
Highways
The current plan Emergency Plan be reviewed and updated prior to a meeting with the
community

Proposed: Cllr. C Elsmore Seconded: Cllr. Cox

On being put to the vote it was unanimously agreed.

87. To note the decisions of the Bells Implementation Committee

Cllr. Thompson summarised progress and the decisions were noted.

Cllr Thompson moved In Committee

The Town Clerk summarised Items 13 and 14, and it was proposed that both
recommendations be agreed:

Proposed: Cllr. Thompson Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed.

The Council returned to the Public Domain

88. To note the decisions of the Planning Committee

The planning decisions were noted.

89. To note the minutes of and hear report from the NDP Steering Group

Cllr. Cox summarised progress, explaining the next key stage of referendum. Cllr. Baird
wished to place on record his thanks, on behalf of the NDP Committee, to Cllr. Cox for her hard
work and commitment in respect of the NDP. Report attached.

90. To receive an update on the St Johns The Next Generation Project

Cllr. Cox summarised progress. Report attached.

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

Cllr. Penny

29 June Cheque presentations to GWAAC and FOD Childrens Opportunity Centre
3 July Cafe 16 Launch of Green Square healthy lunch promotion
3 July Tourism Association Business Plan meeting at Speech House
9 July Attended Coleford Twinning Association meeting
10 July Interviewed by FODDC for their Peer Review on service delivery
14-19 July Cecile Brasseur and Cecily Rees from St Hilaire de Riez
18 July Meeting with Mr Bath re No 4. Lords Hill
20 July Joined Coleford traders and community representatives for the BBC Radio
Gloucester morning quiz
23 July Bells Field Land Management meeting
23 July Attended Coleford Twinning Association meeting re August Trip to St Hilaire



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30th July Bells Field Landscape Contract meeting and site visit

31st July Presented Coleford's case for the location of the Forest of Dean Community Hospital to the Citizen's Jury at Forest Hills

Cllr Thompson

June Judge at Historic Vehicle Exhibition

June St Johns The Next Generation meetings

June Library presentation of new equipment

Cllr. Baird

11 July Coleford Music festival

23 July Bells Field Lead Management Meeting

24-28 July St Hilaire de Riez, 45 Tors Youth Club Visit

July Various NDP and Twinning Meetings

Cllr. C Elsmore

July Angus Buchanan Recreation Ground Committee meeting

Cllr Elsmore reported positively in respect of their Summer Play Scheme activities

July Glos. Market Towns Forum AGM

July Festival of Words

July Coleford Music Festival

July Patient Partnership Hospital Presentations

July Citizen's Jury: Hospital Presentation

July Police Liaison Committee

Cllr. Elsmore summarised a range of issues that had been discussed, once more emphasising the benefits of this forum, also reporting on a new data management system that will more distinctively identify incidents and crimes. Cllr Thompson reported positively benefits of this forum too, and encouraged other Councillors to attend.

Cllr. E Elsmore

July Dementia awareness training

July Patient Partnership meetings

July Citizen's Jury: Hospital Presentation

July Coleford Music Festival

Cllr Holloway

July Coleford Music Festival

Cllr. Holloway raised concerns re: Clock Tower, in light of flooding during this event. The Town Clerk reported that this matter was being addressed, although an available company - in light of asbestos, was becoming difficult.

Cllr. Cox

July NDP meetings

July St. Johns The Next Generation meetings

July Dementia awareness training

Cllr. Allaway-Martin

6 July Admin, room booking

7 July Fire and Rescue Open Day

13 July Parish walk Culvert damage

14 July Open Garden event



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15 July Coleford Music Festival
20 July Police liaison review meeting
26 July Admin, appraisal meeting
27 July Police liaison meeting

92. To note the Clerks Report

The Clerk's Report was noted. The Town Clerk asked that her thanks be recorded to the administrative assistant for his efforts in collecting and transporting key documents to ensure no delays with the Bells Project.

93. To note correspondence (for information only, see attached list)

The correspondence was noted. Cllr Elsmore was passed letters from constituent MP.

The meeting ended at 8:40pm