



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday, 30 October 2018 there were present:

Cllrs.	Mr B Thompson (Deputy Mayor)
	Mrs M Cox
	Mr K Ball
	Mr P Kay
	Mr I Baird
	Mr R Drury
	Mrs C Allaway-Martin
	Mrs H Lusty
	Mrs M Cox
	Mr C Elsmore
	Mrs E Elsmore
	Mr C Haine (Administrative Assistant)

Public Forum

No comments from the member of the public present

138. Apologies were noted from Cllrs Penny, Hale and Town Clerk, Annie Lapington

139. No declarations on interest

140. There were no dispensation requests.

141. To approve the minutes of 2 October 2018

It was proposed that the minutes of 2 October be agreed, subject to some amendments raised by Cllr. Cox.

Proposed: Cllr. Lusty

Seconded: Cllr. C

Elsmore

On being put to the vote ten were in favour, with one abstention.

142. To raise matters arising from the meeting 2 October 2018

Item 119: Cllr Cox stated re St Johns the Next Generation Project, that an extension of time had not been agreed at that time, but requested.

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

GCC Cllr. Allaway-Martin gave a report in respect of her attendance at a number of meetings, including seeking applications for grant monies at several luncheon clubs. GCC Cllr. Allaway-Martin also gave the following written report:

24 September	Planning training
25 September	Review with Monitoring Officer
26 September	2G+GCS Public Board meeting
28 September	OSMC
3 October	October GCC and administration
5 October	CROW Committee
15 October	Leader meeting
17 October	2G and GCS meeting at Pullam Place and Peer Scrutiny Group
18 October	2G and GCS meeting NEDs cancelled
24 October	Community Grant: Dr Charles luncheon group
25 October	Scrutiny Review and Health Reference Group
26 October	Community Grant: St Mary's luncheon group (3hrs)



Coleford Town Council

29 October Briefing HOSC and administration

Dist. Cllr. Allaway-Martin gave a report in respect of her attendance at a number of meetings, encouraging councillors to access webcast of District Council Full Council meeting, as a good example of democracy at work. Dist. Cllr. Allaway-Martin also gave the following written report:

26 September 'Warm and Well' presentation
27 September Sept. MAIDEN and data systems
1 October Five Acres meeting
3 October Member Development Group
8 October Administration, DSU
11 October Cabinet meeting
18 October Full Council meeting

Dist. Cllr. C Elsmore gave the following report:

27 September MAIDEN presentation
1 October Environment Scrutiny committee
1 October Five Acres presentation
3 October Licensing committee
4 October Scrutiny Review
11 October Cabinet meeting
18 October Full Council meeting

143. To agree payments (see attached)

The Administrative Assistant provided some clarification on a number of payments and it was proposed that the payments be made.

Proposed: Cllr. Ball

Seconded: Cllr.

Allaway-Martin

On being put to the vote it was unanimously agreed.

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

The Administrative Assistant provided some clarification on a number of payments and it was proposed that the payments be made.

Proposed: Cllr. Ball

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed.

145. To note the cash books and bank reconciliations

The cashbook and reconciliation were noted.

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

The figures were noted

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

Cllr. Kay summarised and proposed recommendations en-bloc.

Proposed: Cllr. Kay

Seconded: Cllr.

Thompson

On being put to the vote ten were in favour, with one abstention.

148. To agree to the recommendations of the Amenities Committee

Cllr. Lusty summarised and proposed recommendations en-bloc.



Coleford Town Council

Proposed: Cllr. Lusty

Seconded: Cllr. E

Elsmore

On being put to the vote it was unanimously agreed.

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

Cllr. Thompson summarised items 5 and 7 proposed recommendations.

Proposed: Cllr. Thompson

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed.

Item 6: After further discussion, Cllr Cox proposed that Standing Orders are deferred for adoption, for councillors to fully consider and seek any further clarification from the Town Clerk, in advance of next Finance & Office Committee meeting.

Proposed: Cllr. Cox

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed.

150. To note the decisions of the Bells Implementation Committee

Cllr. Thompson summarised Bells Committee meetings, and progress in respect of completion arrangements. After some discussion about safety helmets at the skate park, this was referred to next Bells Implementation Committee meeting for consideration

151. To note the decisions of the Planning Committee

Cllr. C Elsmore summarised planning decisions, and decisions were noted

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

Cllr. Cox summarised current position that all "made" documents were on www.colefordtownplan.com and printing had been ordered. It was agreed that NDP did not need to continue as a separate agenda item at Full Council.

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

Cllr. Cox presented a written summary report, which she further summarised. After further discussion re: Town Council support, including finances, this matter was referred to next Finance & Office Committee meeting.

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

Cllr. Penny

26 September Attended members meeting for Wye Valley and Forest of Dean Tourism

28 September Practical completion meetings for Bells Field and pre for opening

29 September Interview with BBC Radio Gloucestershire re Bells Field

29 September Official opening of Bells Field

1 October Attended Coleford Twinning Association meeting

2 October Walking around Bells Field with Cllr Holloway to prepare snagging list

3 October Meetings re Landscape and Building contracts at Bells Field

3 October Attended Wye Valley & Forest of Dean Tourism Business Development

Meeting

4 October Attended Lidl Coleford Store community event

8 October Meeting with Cllr Allaway-Martin Cllr Baird and Chris Haine re standing orders

10-15 October Visit to St Hilaire de Riez - various visits and meetings re twinning

18 October Meeting with Mr Drew re flood lighting on Bells Field

19 October Discussions/ site visit to Bells Field with members of Winchcombe Town

Council



Coleford Town Council

- 28 October Assisting Neal Harden with final stages of town centre poppy installation
- 29 October Attended Coleford Area Partnership AGM
- 30 October - Attend NALC Star Awards as finalist in the Councillor of the Year category

Cllr Thompson

- October Bells Field Meetings

Cllr Allaway-Martin

- 27 September Halls Charity
- 29 September Bells Field opening event
- 1 October SO administration
- 2 October Bells Field meeting and Full Council
- 1,3,4,8, 10, 11, 22, 23 October Litter Picking audit, engagement and feedback, Bells Field
- 4 October SO meeting and Lidl store exhibition
- 9 October Planning Committee and Amenities Committee
- 12 October Administration
- 23 October Finance & Office committee
- 30 October Planning committee and Full Council

Cllr. Baird

- 29 September Bells Field opening ceremony
- 4 October Lidl presentation
- 7 October Forest Food Showcase
- 8 October Standing Orders meeting

Cllr Kay

- 29 September Bells Field opening
- 1 October TIC volunteer (pm)
- 4 October Lidl Consultation
- 5 October Forestry Commission 'Our shared forest' meeting
- 9 October TIC volunteer (pm)
- 13 October Bells Field water runoff
- 14 October Bells Field water runoff.
- 18 October Winchcombe Parish Council: Bells Field visit.

Cllr. Kay also reported on a Twinning Association Quiz Night event on 16 November, and encouraged councillors to participate. In respect of Twinning, Cllr. Kay also reported on the possibility of a visit next year by Moeul Blue, a moped organisation, with about a hundred participants anticipated and possibly linked to the Bike Festival, and all agreed that this would be a fantastic addition to that event, and the Town.

Cllr Cox

- 29 September Submission of St Johns Business Plan
- 29 September Bells Field launch
- 1 October Twinning Committee meeting
- 2 October Biosphere meeting at FoDDC
- 4 October Lidl consultation meeting
- 5 October Our Shared Forest Forestry Commission
Planning for 25 and 100 year outcomes, with excellent presentations.
Overarching plan based on 6 principles for management with consultation after Christmas. Detailed principles to be developed over 5 years (wildlife and



Coleford Town Council

wild spaces; water; geology and soils; trees and woodland; cultural heritage; built heritage and archaeology

- 7 October Forest Food Fair
- 10 October St Johns committee meeting
- October 11 FoDDC Cabinet observation re: Five Acres
- October 15 NDP meeting: NDP made documents to FoDDC electronically
- October 15 NDP altered documents on www.colefordtownplan.com. and printing ordered
- October 29 CAP AGM and St Johns presentation

Cllr. C Elsmore

- 27 September Halls Charity meeting
 - 4 October Lidl presentation
 - 4 October Lidl Presentation
 - 5 October Patient Participation
- Cllr Elsmore reported that the question had been asked when the Coleford Health Centre would be established.
- 6 October NDP meeting
 - 8 October Regeneration meeting
 - 18 October Coleford Area Partnership meeting
 - 25 October Coleford Area Partnership meeting
 - 29 October Coleford Area Partnership AGM
 - 2 November Police Liaison Meeting

Cllr Elsmore stated that another meeting was scheduled for this week (Friday 2/11), and for councillors to let him and Cllr. Thompson know what issues were to be raised. Cllr Elsmore spoke positively about the constructive nature of these meetings and that the police are willing to listen, engage and address specific issues and concerns.

Cllr. E Elsmore

- 27 September Halls Charity meeting
- Cllr Elsmore reported on the absence of grant applications received by the Halls Charity, and in light of this, money has been put towards some food hampers which have been donated to the FoD Foodbank.
- 4 October Lidl Presentation
 - 5 October Patient Participation

Cllr. Lusty

- 29 September Bells Field launch
 - 10 October St Johns meeting
- Cllr Lusty stated that she was keen to see Cllr. Cox's presentation made available at a larger venue, for more residents to be made aware
- 29 October Coleford Area Partnership AGM
- Cllr Lusty stated how much work the Area Partnership do, particularly the work on the bringing heritage aspects together, and the promotion of the successful Walking Festival, both aspects serving to raise the profile of Coleford.

Cllr. Lusty also expressed disappointment that a number of other events, across the Parish, were not available to her on Sundays, due to the absence of either public transport, or shuttle buses, from the Town Centre e.g. Forest Showcase, at Speech House

Cllr Drury



Coleford Town Council

Cllr. Drury asked what the plans were in respect of Forest of Dean Radio, and suggested that the Council consider supporting its activities, in respect of community-focussed items, local news and promotion, beyond it just being a music-focussed station. It was agreed that this should be referred to the next Amenities Committee.

Cllr Ball

29 September Bells Field opening ceremony

7 October Forest Food Fair

Cllr. Ball also raised concerns in respect of a parked caravan in a layby at Palmers Flats, as well as travellers in the area. It was acknowledged that this was not within the Parish, and the status of the ground that they are parked on was discussed, and should be raised with Glos CC. Cllr. Thompson agreed to raise this with the police at the next Police Liaison meeting, on 2 November.

Cllr. Ball reported on the success of pupils at Five Acres College, and that this significant improvement should be acknowledged. Cllr. Ball suggested that a letter should be sent to the Head Teacher, commending him and his team on their efforts in arising the standards, Councillors agreed.

To note the Clerks Report

The Administrative Assistant clarified a number of items, and reported on the success of the Pride of Coleford awards, which is to be awarded to 5 nominees. The overwhelming responses of recognition and appreciation of their volunteering services, from the winners, having now been notified, has captured the 'spirit' of the award. A presentation event is scheduled for Saturday, 24 November at the Town Council Offices.

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

Cllr Elsmore referred to Lidl's leaflet inviting residents to their presentation about their proposals and, having attended their presentation, asked that the Council sought to engage with Lidl in respect of a number of issues that had been highlighted. After some discussion, it was recognised that this needed to be part of a formal process, once the Planning Application had been received. It was therefore agreed that a letter could be sent, on behalf of the Council, seeking Lidl's response and review of their presentation day in respect of the issue and concerns that were raised.

Cllr Thompson referred to correspondence re: disabled access in the Town Centre and it was agreed that this should be referred to the next Public Safety Committee meeting

Cllr. Lusty referred to the Mireystock Tunnel correspondence, and suggested that the support that is sought should be considered. It was agreed that this should be referred to the next Amenities Committee.

All other correspondence was noted.

The meeting ended at 8:59pm