



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday 26 September 2017 at 7.00 pm there were present:

Cllrs	Mr N Penny	(Mayor)
	Mr C Elsmore	
	Mrs E Elsmore	
	Mrs H Lusty	
	Mr K Ball	
	Mrs C Allaway-Martin	
	Mr I Baird	
	Mrs N Holloway	
	Mr P Kay	
	Mr R Drury	
	Ms A Lapington	(Town Clerk)
	Mr C Haine	(Administrative Assistant)

Public: Mr W Williams, Dist. Cllr. R James and Ms V Morgan

Public Forum

Mr Williams raised concerns in respect of the Lawnstone Square consultation process in particular, that the FoD District Council had not taken into account the comments of the Town Council or Neighbourhood Development Plan (NDP). Cllr Penny stated that the Council shared concerns and a meeting was scheduled with Dist. Cllr Gwilliam. Dist. Cllr James emphasised that nothing was finalised, and that the responses from the NDP had been noted. The Cabinet noted the desire for green spaces but overall costs and income generation would be a key criteria for the project. Dist. Cllr James thanked Town Council for registering no observations on Pingry Farm planning application as this contributed to regenerating and retaining employment in the area. Cllr Penny informed Cllr James that the Council was not a consultee as the premises was outside the parish.

100. Apologies were noted from Cllrs Thompson and Hale
Cllr Whittington did not attend

101. Cllr Penny declared a pecuniary interest in item 106. Cllrs Penny, Allaway-Martin, Baird and Kay declared a personal interest in item 110 and Drury a pecuniary interest in item 110.

102. There were no dispensation requests

103. To approve the minutes of 29 August 2017

It was proposed that the minutes of 29 August 17 be agreed.

Proposed: Cllr Lusty

Seconded Cllr Baird

On being put to the vote it was unanimously agreed.

104. To raise matters arising from the meeting of 29 August 2017

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

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

GCC Cllr Allaway-Martin reported attendance at various meetings, as follows, drawing particular attention to launch of Business HUB Coleford Library, which was well attended and a positive contribution to local services.

GCC

30 August Health reference Group Hucclecote

2 September Marking, World Suicide prevention Day at Gloucester Cathedral GCC

4 September	GCC briefing
5 September	Highways meeting
6 September	Tour Dilke and Lydney hospitals CCG
7 September	HCOSC agenda
8 September	Coalway School Governor's review
11 September	Cabinet Panel Group
12 September	HCOSC meeting
13 September	Full Council
18 September	Cabinet meeting
18 September	Monitoring officer re WASP declaration
19 September	Launch of business HUB Coleford Library
20 September	Stroke service review, Hucclecote
20 September	Press release 'urgent and confidential' telephone call
21 September	Comms. Discussion re Trading Standards activity, FoDDC
25 September	Children and family Scrutiny

Dist Cllr Allaway-Martin DC events, as follows:

Dist. Cllr C Elsmore reported early days of new Cabinet, although busy and a number of things actively involved with, including NDPs across the District

Cllr Penny left the room

106. To agree payments (see attached)

In the absence of the Deputy Mayor, the Town Clerk invited nominations for chairing item 106, It was proposed that Cllr Kay was nominated

Proposed; Cllr Holloway

Seconded: Cllr Allaway-Martin

On being put to the vote it was unanimously agreed.

The Town Clerk requested three additional invoices to be authorised, which had arrived subsequent to payment listing, as follows:

- Lightmoor Press (£100)
- Lightmoor Press (£46.32)
- Caldwell Creations £100

It was proposed that all the payments be agreed.

Proposed; Cllr Ball

Seconded: Cllr C Elsmore

Cllr Penny re-entered the room

107. To agree petty cash payments for CTC & TIC

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

Proposed; Cllr Ball

Seconded: Cllr C Elsmore

On being put to the vote it was unanimously agreed.

108. To note the cash book & the bank reconciliation

The cash book and reconciliation were noted.

109. To note the budget figures

The budget codes figures were noted.

Cllr Drury left the room

110. To agree to the funding for the Twinning visit in October 2017



Coleford Town Council

Cllr Baird summarised the schedule, and programme for next month's 28 visitors from Saint Hilaire de Riez, and outlined costings (just under £2,000) associated with this visit. It was proposed that funds be agreed from the twinning budget to a maximum of £2,000

Proposed; Cllr Baird

Seconded: Cllr Ball

On being put to the vote seven, with three abstentions.

Cllr Drury re-entered the room

111. To agree to waive the room hire fees for FRED & Bells Foundation.

It was proposed that the fees be waived for both FRED and Bells Foundation.

Proposed; Cllr Penny

Seconded: Cllr Baird

On being put to the vote it was unanimously agreed.

112. To agree to the Town Council and community response to the NHS consultation

Cllr Penny summarised the NHS Gloucestershire Consultation Document 'Community Hospitals in the Forest of Dean' and emphasised the need for Town Council to make a response incorporating the views of the community. After some discussion, it was proposed for a Working Group to be formed with the NDP, in order to form a response. Cllr Allaway-Martin stated that she was keen to attend, in her capacity as GCC.

Proposed; Cllr Penny

Seconded: Cllr Kay

On being put to the vote it was unanimously agreed.

113. To agree the recommendations of the Events & Marketing Committee

Cllr Penny summarised discussions, and proposed the recommendations en bloc.

Proposed: Cllr Penny

Seconded: Cllr Lusty

114. To agree the recommendations of the Amenities Committee

Cllr Lusty summarised discussions, and proposed the recommendations en bloc.

Proposed: Cllr Lusty

Seconded: Cllr Holloway

On being put to the vote it was unanimously agreed

115. To agree to the recommendations of the Contracts Management Committee

Cllr Kay summarised discussions and, after further clarification on contract specifications, proposed the recommendations en bloc.

Proposed: Cllr Penny

Seconded: Cllr Kay

On being put to the vote it was unanimously agreed

116. To note the decisions of the Bells Implementation Committee

Cllr Penny summarised the minutes and provided an update on progress to date. The decisions of the Committee were noted.

117. To note the decisions of the Planning Committee.

Planning decisions were noted

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

Cllr Baird summarised progress to date, and a report submitted. The Town Clerk agreed to chase FoDDC for a response in respect of planning applications and Town Council being consulted at an early stage. Cllr Penny expressed thanks, on behalf of the Town Council in

recognition of the dedication and time that NDP volunteer members had given so far to this important work.

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

Cllr Penny

30 August FODDC Member and public briefing re Lawn stone Square
31 August St John Street traders meeting - exploring a new way forward (as Mayor)
31 August Meeting re WW1 Poppies on the tump - relaunch of WW1 steering group
2 September Litter picking in Coleford cemetery
4 September Meeting with Sunny Bank resident re provision for Children on the estate
4 September Christmas lights meeting
6 September Hidden Heritage App meeting
7 September Wye Valley and Forest of Dean Tourism Association Member Meeting
15 September Delivering Xmas Letters
15 September Meeting with Marilyn Cox re support for NDP and hospital consultation
21 September Halls Charity Meeting
22 September Volunteering in the TIC
22 September Meeting with Ms Jackson FoDDC) re pop up shops and possible premises
23 September Meeting with Caldicot Town Team re Regeneration Projects
23 September Meeting with WW1 steering group re 2018 programme of events
26 September Meeting at Bells Hotel re Charity Dinner 2018 (24th February)
26 September Meeting re potential installation of bells in the Clock Tower
26 September Meeting with Tim Gwilliam and Coleford Business Association members re shop front improvements

Cllr Allaway-Martin

30 August Briefing Lawnstone development
12 September GCS NHS Trust briefing re Hospital Consultation
15 September Mile End Cross roads with PL
21 September Leader discussion
22 September Leader discussion
22 September Monitoring officer re FoDDC briefing on Lawnstone

Cllr Kay

16 August Welcome reception Mount of Olives youth club, St Hilaire.
19 August Farewell event for Mount of Olives youth club, St Hilaire.
14 September C S P meeting.
15 September Meeting with Police.
25 September Twinning Association meeting.

Cllr Ball

August Litter Picking. Concerns expressed regarding the standard of collection (Cllr Penny suggested a meeting with Biffa, as follow up)
Walk about in Town. Two issues identified:
1. Overgrown brambles on path adjacent to Pyarts Court (Cllr Penny suggested approach to landlord to address)
2. Concerns expressed about White Hart and deterioration of brickwork (Cllr Penny suggested that this be addressed through Amenities Committee, in the wider context of other buildings in the Town too)

Cllr C Elsmore

August SCAR Bandstand meetings. Cllr Elsmore congratulated them on the endeavours to regenerate activity
Meeting with Police, including attendance at ed Bells Field
Patient Participation Group. (Surgeries to extend surgery hours discussion)



Coleford Town Council

Halls Charity Committee (Cllr Elsmore keen to see this Charity promoted, in respect of monies available e.g. at Food Bank, Citizens Advice Bureau. NDP Meetings)

Cllr E Elsmore

August

AoNB Meeting. (Positive feedback on visits to Ross-on-Wye)
Halls Charity Committee

Cllr N Holloway

August

World War One/Spitfire Meetings

Cllr Baird

19 September

20 September

25 September

Dean Heritage Centre Trustees meeting
Pre-FoDDC NDP Meeting, Monthly NDP Meeting
Coleford Twinning Association meeting

Cllr Drury

August

Dean Heritage Open Day

120. To note the Clerks Report

Clerks Report was noted

121. To note correspondence (for information only)

The correspondence was noted

Meeting ended at 8.40pm