



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday 30 January 2018 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	
	Mrs Holloway	
	Mrs M Cox	Joined the Meeting at 7.10pm
	Ms A Lapington	(Town Clerk)
	Mr C Haine	(Administrative Assistant)

Public: Dist. Cllr. Easton, Dist. Cllr. Hill, Mr W Williams, Mrs D Gash and Ms V Morgan.

Public Forum

Mrs Gash and Ms Morgan spoke on behalf of the St Johns Church 'The Next Generation Project' Working Group, summarising the proposals to preserve the building and a viable business case is being prepared to present to the Gloucester Diocese by September 2018.

Mr Walt Williams reported regarding stray sheep on Cinder Hill, and was advised to raise with the Forestry Commission, FoD District Council and, if causing danger, the Police.

202. Apologies were noted from Cllr Hale and Dist. Cllr. James

203. Cllrs Penny and Baird declared a pecuniary interests in Item 209

204. There were no dispensation requests

205 To approve the minutes of 19 December 17 & 16 January 2018

It was proposed that the minutes of 19 December 17 and 16 January 2018 be agreed.

Proposed: Cllr Kay

Seconded Cllr Ball

On being put to the vote it was unanimously agreed.

206. To raise matters arising from the meeting of 19 December & 16 January 2018

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

207. To agree to the co-option of a new Councillor

The Town Clerk reported that only one application had been received from Mrs Marilyn Cox, and it was proposed that she be appointed as a Town Councillor.

Proposed: Cllr Kay

Seconded: Cllr Penny

On being put to the vote it was unanimously agreed.

Cllr. Cox took her place at the Council



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

GCC Cllr Allaway-Martin reported attendance at various meetings, drawing particular attention to Air Pollution Task Group and its relevance to planning and health issues:

5 January	Conference call with Gloucestershire Care Services NHS Trust (GCSNHST)
5 January	HCOSC agenda meeting
6 January	Response to NHS England Consultation (Radiology/Oncology Services)
8 January	Health Care Overview, Scrutiny Committee (HCOSC) challenge and legal opinion
9 January	HCOSC meeting and debrief
10 January	Overview and Scrutiny Management Committee (OSMC) Budget enquiry
11 January	Child and Family Overview and Scrutiny Committee (CFOSC)
12/14 January	Local Government Association Effective Scrutiny Course
16 January	Air Pollution Task Group, engagement event (6hrs)
18 January	Community engagement event Adult Social Care and Public Health at
19 January	HCOSC work based planning meeting
24 January	OSMC meeting and briefing re GCC Cllrs. allocation of grants 3/4yrs
25 January	GCSNHST and Clinical Commissioning Group (CCG) board meeting
26 January	CFOSC meeting re Gov. Green paper on Child and Adolescent Mental Health services, GCC response
30 January	Commons and Rights of Way Committee (CROW)
31 January	Community Engagement event hosted by House of Lords, Westminster (

Dist. Cllrs C Elsmore, Hill and Easton had nothing to report.

Dist. Cllr Allaway-Martin reported Attendance at various meetings:

9 January	Supervision re scrutiny role
15 January	Planning Committee and role in Standards meeting
17 January	Budget discussion
23 January	Planning Committee and issues related to Angel Vale and Cycle path
25 January	Meeting with P re DHC
26 January	Supervision re scrutiny role
29 January	Budget discussion

Cllrs Penny and Baird left the room.

Cllr Thompson took the Chair

209. To agree payments

It was proposed that the payments be agreed. The Town Clerk drew attention to a reimbursement payment in respect of the Mayors Civic Dinner.

Proposed: Cllr Ball

Seconded: Cllr Lusty

On being put to the vote it was unanimously agreed.

Cllrs Penny and Baird re-entered the room.

210. To agree petty cash payments for CTC & TIC

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

Proposed: Cllr Penny

Seconded: Cllr Kay



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On being put to the vote it was unanimously agreed.

211. To note the cash book & the bank reconciliation

The cash book and reconciliation were noted.

212. To note the budget figures

Cllr Penny reminded Councillors that Finance & Office would be carrying out a review of the budget on a monthly basis from February 2018.

213. To agree the actions re: the St John's Church the Next Generation Committee

Cllr Cox further summarised, explaining that a formal committee now needed to be constituted, for the business plan to be created, and Town Council support and representation was sought. It was proposed that the Town Council fully support this Group.

Proposed: Cllr Penny

Seconded: Cllr Thompson

On being put to the vote it was unanimously agreed.

It was proposed for Cllrs. Ball, Thompson and Cox to join this Committee

Proposed: Cllr Penny

Seconded: Cllr Thompson

On being put to the vote it was unanimously agreed.

214. To agree actions re: the state of roadside collections

Cllr Ball reported on the poor state of roadside collections and, after, discussion it was proposed that the Town Council invite FoDDC Cabinet Officer, and Officer of the District Council, responsible to a specific meeting to discuss how services can be improved.

Proposed: Cllr Ball

Seconded: Cllr Penny

On being put to the vote eight were in favour, and two abstentions

215. To agree actions re: the state of the parish roads

Cllr Ball reported on the poor state of roads - especially potholes and, after discussion, it was recommended that the Town Council invite Cllr Vernon Smith responsible for Glos CC to a Public Safety Committee meeting in February. Cllr Penny also suggested that the quarterly meetings with the Committee & GCC Highways was re-established.

Proposed: Cllr Ball

Seconded: Cllr Kay

On being put to the vote it was unanimously agreed.

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

Cllr Allaway-Martin reported that she, and Cllr C Elsmore, had since met with Forest Sensory Services and a grant of £1,400 was now recommended (increased from the £1000 requested), in light of these services being extended to Coleford. Cllr. Allaway-Martin to monitor the application. It was noted that the FoD Sea Cadets accounts had been received and these were satisfactory. It was proposed that the recommendations be taken en bloc.

Proposed: Cllr Penny

Seconded: Cllr Thompson

On being put to the vote it was unanimously agreed.



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217. To note the decisions of the Bells Implementation Committee

Cllr Thompson summarised the meetings, and pleased to report that commencement of works will begin in February. Cllr Ball proposed that Cllr Thompson's hard work in leading this Committee to this stage was recorded, and all agreed. The decisions of the Committee were noted.

218. To note the decisions of the Planning Committee

Planning decisions were noted, and also the support given to Newland PC in respect of Stow Hill Quarry.

DC Cllr Easton left the room

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

Cllr Baird summarised, and circulated, his report, drawing attention to an updated timetable. Cllr Penny noted that a decision for the Town Council to submit the plan by February and proposed an NDP specific Full Council meeting on Wednesday 21 February, to ensure that the NDP goes to referendum before the summer.

Cllr Baird also reported on Lawnstone Square, expressing disappointed that a planning application had now been submitted, without any further consultation with NDP.

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

Cllr Penny

2 January	Attended official opening of FOD Children's Opportunity Centre shop
3 January	Meeting with Paul McMahon re Heritage Lottery Funding for WW1
8 January	Attended launch of Forest of Dean Economic Partnership at Vantage Point
8 January	Attended Coleford regeneration meeting with FODDC
15 January	Laid flowers on the grave of Private Benjamin White who died 15/1/16 (WW1)
16 January	Attended Wye Valley and Forest of Dean Tourism Meeting in Monmouth
16 January	Attended meeting with Brockweir CIC and Cllr Barry Thompson re potential Soapbox Derby
17 January	Attended NDP Steering Committee meeting
21 January	Site visit in Coleford regarding potential Soapbox Derby
22 January	Attended Severn Growth Summit at Celtic Manor re potential for regional growth once tolls are removed from the Severn crossings
22 January	Meeting with Rob Saunders regarding St George's Day service
23 January	Meeting with Bells Hotel re civic dinner
24 January	Meeting between NDP representative and FODDC Coleford Councillors re Lawnstone House site and Coleford parish issues
28 January	Laid flowers on the grave of Private Staite who died 28/1/19 (WW1)
29 January	Attended Market Towns Tourism Meeting in Monmouth
30 January	NDP Policy review meeting with Nigel Gibbons

Cllr Thompson

January	Meeting with Police
January	Bells Field activity
January	Regeneration Working Group



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Cllr Kay

10 January Meeting with police.
15 January Twinning Association meeting.
16 January TIC pm.
17 January C S P Meeting.
18 January Deliver Bells Field letters

Cllr C Elsmore

January Meeting with Police
Next meeting this week, Councillors invited to submit any issues
January Broadwell Memorial Hall Annual meeting

Cllr Ball

January Attendance at Five Acres High School
Positive observations in respect of significant improvements

Cllr Allaway-Martin

2 January Celebration of Christmas Lights
9 January Full Council
10- 14 January Snow watch, parish walk, support and monitoring
21 January Discussion with CAB, funding opportunities

Cllr Baird

8 January Re-generation Meeting
15 January Twinning Association meeting
17 January NDP meeting

Cllr Lusty

January Housing meeting

221. To note the Clerk's Report

Town Clerk pleased to report works on the Clock Tower had now been completed. Cllr Penny asked that the up-lighting was re-instated. The Clerk's Report was noted.

222. To note correspondence (for information only)

Cllr Cox reported in respect of her concerns re: Boundary Commission decision and not having followed due process. The correspondence was noted.

The public left the room

In Committee

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

It was proposed that authority be delegated to Finance & Office Committee for the day to day running of the office. That increased powers be given to the Administrative Assistant to ensure that the legal requirements of the Council are met. This would be rewarded with a small salary increase to be payable from the first day of the Clerks absence to her return. The situation would be reviewed if the Clerks absence was to be prolonged.

Meeting ended at 8.50 pm