



Coleford Town Council

At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday 17 December at 7.00 pm there were present:

Cllrs. Mr N Penny (Mayor)
 Mr P Kay (Deputy Mayor)
 Mrs C Allaway-Martin
 Mr K Ball
 Mrs H Barnham
 Mrs M Cox
 Mr S Cox
 Mr C Elsmore
 Mrs N Holloway
 Mrs H Lusty
 Mr J Simister (attended from 7.40pm)

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

184. Apologies received from Cllr. Brown,

185. Cllrs. Kay declared a pecuniary and personal interest in Items 194 and 195, and Cllr. Allaway-Martin a personal interest in Item 194 and 195

186. There were no dispensation requests.

187. There were no members of the public present

188. To approve the minutes of 26 November 2019

It was proposed that the minutes of 26 November be agreed.

Proposed: Cllr. Ball

Seconded: Cllr. Allaway-Martin

On being put to the vote it was unanimously agreed.

Cllr. Penny signed off the minutes.

189. To raise matters arising from the meeting 26 November 2019

Item 178: page 7: Cllr. Penny expressed thanks, and appreciation, to Cllr. Brown for the success of the Coleford Music Festival fundraising event.

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

GCC Cllr. Allaway-Martin reported on another quieter month due to purdah. A positive visit to a health centre was highlighted, following the volume of comments from the patient participating groups, which have raised a lot of issues, and will be submitting a report to the County Council, and will copy to the Town Council.

Dist. Cllr. Allaway-Martin reported on the opening ceremony re: Foxglove Gardens.

Dist. Cllr. Elsmore reported on a presentation event: 'Solar Street', and also planning issues re: the northern quarter.



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191. To agree payments (see attached)

Cllr. Penny summarised, and the Town Clerk clarified several payments, due to ineligible printing on the payment listings, as follows:

Swalec Gas No 1 / 2 Town House, 3 rd quarter gas	£146.56
Correction on LGPS contributions: employee contributions Jun 19	£307.29
T J Jones Christmas Tree	£300
Viking Stationery (5 Invoices)	202.43

Cllr. Penny also stated that he will discuss further with Wye Valley Tourism re: annual subscription, before this payment was made but, to be approved 'pending', the outcome of that discussion.

Cllr. Penny also sought agreement for a donation of £100 to be made to Forest Talk, following the Mummers offering their services for free, and their request for a donation to be made to their charity. It was proposed all payments be agreed. The total of payments amounting to **£ 40,922.02**

Proposed: Cllr. Penny

Seconded: Cllr. Lusty

On being put to the vote it was unanimously agreed.

192. To agree petty cash payments for the Council and TIC (see attached)

The Town Clerk clarified several payments, and the ineligible printing in petty cash payment listing entry 62 was 1.39 and, on TIC petty cash payment listing entry 112 was £5.50 for diaries, It was proposed that all payments be agreed.

Proposed: Cllr. Ball

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed.

193. To note cash books and bank reconciliations

The Town Clerk clarified the £10.00 difference on the reconciliation report for current account, due to lack of funds, and £10 owing to a member of staff. The cash book and reconciliations were noted.

Cllr. Kay and Allaway-Martin left the room

194. To respond to planning application P1547/19/APP additional information

195. Land north of A4136, Lower Lane Berry Hill Gloucestershire Approval of reserved matters (Access, appearance, landscaping, layout & scale) of outline planning permission P1482/14/OUT (Appeal ref: APP/P1615W/15/3005408) for the erection of 180 dwellings, open space, associated infrastructure & highway access

Cllr. Penny led, and then asked Cllr. M Cox to summarise her report (already circulated) and, after further discussion, it was proposed that in light of the additional information, (on reserved matters), and recent historic evidence of other developments in the area, the town council still object, on grounds of access and infrastructure, appearance, landscaping, scale, layout and drainage, and for Cllr. Cox's report to be attached to the formal submission to FoDDC.



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Proposed: Cllr. M Cox

Seconded: Cllr. Barnham

On being put to the vote it was unanimously agreed.

196. To have an update on the progress of the 5 year plan

Cllr. Penny summarised and stated that the work undertaken, to date, would be further consolidated into a meaningful document, to start grouping into project headings, and for this document to facilitate the working group discussion on 14 January 2020.

197. To make comment on the AONB consultation

Cllr. S Cox summarised and, after further discussion, it was proposed that Cllrs. S Cox, and Drury, assisted by any other councillors who wish to contribute, prepare a summary response, and for it to be submitted from the office, on behalf of the town council.

Proposed: Cllr. Penny

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed.

198. To elect a replacement representative to the Halls Charity

In light of Cllr. Allaway-Martin standing down from this role, Cllr. Penny invited volunteers and, after some discussion, it was proposed that Mr Chris Haine, administrative assistant take this on.

Proposed: Cllr. Lusty

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed.

199. To agree to the councils climate change actions

Cllr. Penny summarised, and reported on a workshop in February, hosted by Charlie Leaman, Climate Change and Carbon Assistant, FoDDC, which is seen as a constructive event, to bring the town councils together, to encourage 'joined-up' working, increase awareness and understanding of climate issues. Cllr. Penny further added that this workshop should then provide opportunity for each town council to focus on their areas of responsibility within this overarching structure. It was proposed that Charlie Leaman is invited to a specific town council meeting, in advance of the scheduled workshop, to further inform the town council's climate change planning, as part of the development of its 5 year plan, and to further engage the community on these issues.

Proposed: Cllr. M Cox

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed.

200. To agree the recommendations of the Amenities Committee

Cllr Lusty summarised, and Items 6, 7, 8, 9 and 10 were proposed en-bloc.

Proposed: Cllr. Lusty

Seconded: Cllr. M Cox

On being put to the vote it was unanimously agreed

Cllr. Penny took meeting into 'In Committee



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Item 11: To make recommendation re: quote for Landscape Management Plan work
Cllr. Lusty summarised and led discussion, and a proposal was put forward.

Proposed: Cllr. Lusty

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed.

Cllr. Penny took meeting out of 'Committee'

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

Cllr. Kay summarised, and proposed the draft budget, for it to now be considered further by councillors and for any comments, or counter proposals, to be submitted to the main office, to be considered at the next Finance & Office meeting, where the budget (including precept) will be finalised and submitted for agreement at the January Full Council meeting.

Proposed: Cllr. Kay

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed.

202. To agree the recommendations of the Regeneration Committees

Cllr. M Elsmore summarised and Items 5, 6, 7, 8 and 9 were proposed en-bloc.

Proposed: Cllr. Elsmore

Seconded: Cllr. Kay

On being put to the vote it was unanimously agreed

203. To note the decisions of the Planning Committee

Cllr. M Cox summarised, and the planning decisions were noted.

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

Cllr. Penny

27 November Judging Christmas Windows

30 November Coleford Christmas Lights switch on and Faddle Fair events

2 December Attended Nativity play rehearsal at Coleford St John School

4 December Attended presentation by UWE architecture students

Cllr. Penny reported on an impressive presentation, including some meaningful recommendations to consider as part of the 5 year plan

5 December Attended Coleford Area Walking Festival Meeting

5 December Attended Wye Valley and Forest of Dean Tourism meeting

6 December Attended launch of Twilight Trains attraction at Perrygrove Railway

7 December Facilitated a morning of Brass Bands for Small Business Saturday

7 December Attended Forest of Dean Orchestra Christmas children's concert at the Baptist Church

8 December Attended Usk Town Council Carol Service

9 December Attended official opening of Foxglove Gardens

9 December Attended Coleford Walkers are Welcome meeting

11 December Attended Single Use Plastic Free Coleford meeting

13 December Attended Daily Worship at Coleford St Johns C of E Academy and presented the 'Poppies' poetry book to Oak class

14 December Attended the 'mumming' play in Coleford



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14 December Volunteering in the Tourist Information Centre

Cllr. Kay

30 November Christmas light switch on.
9 December Opening Fox Glove gardens.
12 December TIC volunteer (am)
13 December TIC volunteer (am)
19 December TIC volunteer (am)
19 December 5 Acres High School Carol Concert.

Cllr. Simister

Cllr Simister reported on completing his newsletter distribution, with some good engagement with parishioners, including some discussions about the North Road development.
Attendance at Forest Health Forum and reported on adult social care, the doubling of ambulance crew numbers, and priority arrangements for triple one calls, associated with mental health.
Attendance at Faddle Fair, and conversation with Mark Harper, reporting on positive comments made about Coleford town council.

Cllr. Lusty

Attendance at 'Solar Street's meeting
Cllr. Lusty reported on a positive meeting and presentation, and was keen to see solar energy given more prominence within planning applications, as part of the climate change agenda.

Cllr. M Cox

4 December Attended presentation by UWE students
Cllr. Cox reported on an impressive event, and pleased to see the profile that Coleford is gaining, with an increased reputation through events like this. Some good networking opportunities too.
AONB event
Attendance at FoDDC Planning decision meetings
Cllr. M Cox reported on her observations, and was keen to see that the town council are taken seriously, as consultees, in planning matters, as is the Coleford NDP, and that full recognition is shown.

Cllr. Holloway

30 November Coleford Christmas Lights switch on and Faddle Fair events

Cllr. S Cox

Attendance at Wye Valley AONB meeting
Attendance at 'Solar Street's meeting
Attendance at Coleford Christmas Lights switch on and Faddle Fair events
Cllr. S Cox reported on an excellent event, with a great turnout, and also reported UWE student's attendance, and further observation on their commitment to Coleford, and their project.
4 December Attended presentation by UWE students
Cllr. S Cox also reporting on the reputation that Coleford is gaining at these events, and also great opportunity to network with other towns.
5 December Attended Coleford Area Walking Festival Meeting
5 December Attended Wye Valley and Forest of Dean Tourism meeting
Cllr. S Cox reported on 'leaf peeping', new ideas, and new personnel, which should extend Wye Valley Tourism activities/



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9 December Attended Coleford Walkers are Welcome meeting
Cllr. S Cox reported on the two meetings, and that a steering group has been set up, with an aim to obtain 450 signatories, to proceed toward 'Walkers are Welcome' status, and for Councillors to promote this, and will ultimately be looking for town council support.

Cllr. Elsmore

Attendance at Foresters Forest meeting

Cllr. Elsmore stated that the next Police Liaison Meeting is on 9 January, and that Councillors should submit any issues to him beforehand, to raise at that meeting. At this meeting the newly appointed Sergeant will be present.

Cllr. Barnham

Cllr. Barnham reported on her attendance at the Road safety Liaison Group.

Cllr. Ball proposed a 15 minute extension

Proposed: Cllr. Kay

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed

Cllr. Allaway-Martin

30 November Christmas light switch on.

Cllr. Allaway-Martin reported on an excellent event, which she is still engaging enthusiastically with parishioners about, and testimony to the Coleford, and all who were involved in making it the success that it was.

14 December Attended the 'mummers' play in Coleford

Cllr. Allaway-Martin reported on an excellent event, and would like to see the Mummers encourage more young people to participate in their activities.

4 December Attended presentation by UWE students

Cllr. Allaway-Martin also impressed, and reported that the students had also expressed how friendly the people of Coleford had been, particularly the town council representatives.

Distribution of newsletter

Cllr. Allaway-Martin also stated that this had been a good 'vehicle' to engage with the community, and residents.

Cllr. Ball

Community Newsletter distribution

Cllr. Ball reported on some engagement, not all positive, but overall helpful

30 November Coleford Christmas Lights switch on and Faddle Fair events

Cllr Ball raised concerns about potholes, and was advised to register every incident on the GCC Highways website portal, and to also engage GCC Cllr. Allaway-Martin.

205. To raise items for the next agenda

Cllr. Penny introduced this new agenda item, and summarised items for agenda, as follows:
Consideration of a projector screen to be used in Council meetings, for agreeing text (defer to Finance & Office Committee)

Speed awareness (defer to Public Safety Committee)

Climate Change meeting with Charlie Leaman

Meeting with Mark Harpers (to be considered as part of 5 Year Plan discussions)



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206. To note the Clerks report

The Town Clerk reported on another busy month, including the preparation, and distribution of, Civic Dinner invitations, clarified other aspects of work, and confirmed readiness for extreme weather, and other activities too. The Clerks Report was noted.

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

Correspondence was noted.

Meeting ended: 9.14pm