



Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday 25 February 2020 at 7.00 pm there were present:

Cllrs. Mr N Penny (Mayor)
Mrs C Allaway-Martin
Mr K Ball
Mrs H Barnham
Mr S Brown
Mrs M Cox
Mr S Cox
Mr E Elsmore
Mrs N Holloway
Mrs H Lusty
Mr J Simister
Ms A Lapington (Clerk)

234. Apologies were noted from Cllrs Kay & Drury

235. Cllr Penny declared a pecuniary interest in Item 241
Cllr Elsmore declared a personal interest in item 246

236. There were no dispensation requests.

237. There were no members of the public present

238. **To approve the minutes of 28 January 2020**
It was proposed that the minutes be agreed T

Proposed: Cllr. Allaway Martin

Seconded: Cllr. Lusty

On being put to the vote it was agreed with 1 abstention.

Cllr. Penny signed off the minutes.

239. **To raise matters arising from the meeting 28 January 2020**

page 1 - Cllr Lusty sought clarification re the climate change meeting

page 2 – Cllr Allaway-Martin reported that her email address for the District Council was still problematic and her private or county council email was to be used.

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

GCC. Cllr Allaway-Martin reported that she had been very busy due to her recent appointment. She reported that the Angus Buchanan Memorial Recreation Ground had secured a grant for £8000.00 to improve the play area.

The Council Council are launching a dragons den type bidding system for digital projects to improve life in the home. This will be 10 grants of £20,000.00. Open events will be held on 27 February 2020 and 2 March for those interested in applying. Information is available on the GCC website

She has attend a conference re Celebrating success which was for leaders in the health service from porters to senior managers. 2 members of the Dilke staff attend.

Dist. Cllr. Allaway-Martin reported that the budget had been passed.



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Dist. Cllr Elsmore reported that the budget had been accepted but that no monies had been allocated for the Five Acres site. Money has been taken from reserves to balance the budget

Cllr Penny left the room. Cllr Ball assumed the chair

241. To agree payments (see attached)

Cllr. Ball summarised, emphasising the importance of payment details to be clear for auditing purposes, and the Town Clerk clarified several payments.

The total of payments amounting to **£ 71,865.49**

Proposed: Cllr. Allaway-Martin

Seconded: Cllr. Lusty

On being put to the vote it was agreed with 1 abstention.

Cllr Penny returned to the room & assumed the Chair

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

The Town Clerk clarified several payments. Cllr Holloway raised concern that from the In House audit it was noted that the petty cash receipts were not kept in the main office. The clerk confirmed that this was no longer the case. It was proposed that all payments be agreed.

Proposed: Cllr. Ball

Seconded: Cllr. Lusty

On being put to the vote it was agreed with 1 abstention.

243. To note cash books and bank reconciliations

The cash book and reconciliations were noted.

244. To note the monthly budget figures

The Clerk clarified several points and agreed to look at some cost codes to ensure that there had been correct posting and the figures were noted.

245. To note the In House audit

Cllr. Holloway requested that this be referred back to Finance & Office Committee as she felt some aspects were missing from the form.

246. To agree to progress the Councils input into the Coleford Area partnership 20 year strategic plan

Cllr. M Cox summarised the purpose of the plan & partnership. She clarified that the partnership were seeking what type and number of meetings the town council would like to input into the strategic plan. There was some discussion re the council's five year plan and the NDP being the basis of any input. It was proposed that meeting with the partnership be arranged this coming month.

Proposed: Cllr. Penny

Seconded: Cllr. Allaway-Martin

On being put to the vote it was unanimously agreed.

247. To agree to the Councils representatives to the Clime Change workshop at the Forest of Dan District Council.

After some discussion it was proposed that Cllrs Drury, S Cox & the clerk should attend



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Proposed: Cllr. Penny

Seconded: Cllr. Brown

On being put to the vote it was unanimously agreed.

248. To make recommendation of the Events & Marketing Committee

Cllr. Penny summarised and the items were proposed en bloc. (it was noted that item 5 should read £2500.00)

Proposed: Cllr. Penny

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed.

249. To agree the recommendations of the Amenities Committee

It was proposed that the recommendations were taken en bloc

Proposed: Cllr. Lusty

Seconded: Cllr. Ball

250. To agree the recommendations of the Public Safety Committee

Cllr. Holloway summarised Items 6, 7 & 8 and proposed that they were taken en bloc

Proposed: Cllr. Holloway

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed.

Cllr Holloway raised concern about items 9 & 10, the Annual Risk Assessment and proposed that these items were referred back to the Public Safety Committee

Proposed: Cllr. Holloway

Seconded: Cllr. Ball

On being put to the vote it was unanimously agreed.

251. To agree the recommendations of the Regeneration Committees

Cllr. Elsmore summarised. Cllr Ball raised concern re item 9 feeling these monies could be better spent on repairing the roads. Cllr Elsmore proposed that items be taken en bloc

Proposed: Cllr. Elsmore

Seconded: Cllr. Lusty

Cllr Ball proposed that item 9 be taken as a spare vote

Proposed: Cllr. Ball

Seconded: Cllr. Holloway

Cllrs Elsmore & Lusty agreed to the amendment

Putting the substantive motion to the vote minus item 9, it was agreed unanimously

Putting the amendment to the vote it was agreed with 1 vote against

Proposed: Cllr. Penny

Seconded: Cllr. Lusty

On being put to the vote it was unanimously agreed.

252. To note the decisions of the Bells Implementation Committee

Cllr Allaway-Martin summarised and the decisions were noted. She proposed that the recommendations item 12 be agreed

Proposed: Cllr. Allaway Martin

Seconded: Cllr. Penny



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On being put to the vote it was unanimously agreed.

253. To note the decisions of the Planning Committee

Cllr. M Cox summarised, and reported that the committee would be arranging a planning strategy meeting to include officers from the District Council. More information had been received re the Lower lane application which would be considered by the committee but would come to Full Council at the end of March.

The planning decisions were noted.

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

Cllr. Penny

January:

30 attended student art class as Gloucester College Forest of Dean Campus to launch 'painting your favourite Forest walk scene' which we hope will hang in the TIC during the month of March.

30 attended governor training at St John Church of England School.

February:

1 met with Newent Councillor and resident regarding Bells Field Skate Park scheme

3 met with GAPTC re councillor training

4 conducted a governor Health and Safety audit at St Johns School

5 Bells Field site inspection with Annie Lapington

10 preparing for 5 Year Plan workshop

11 site meeting with Creative Play for Foxglove Way Play Area replacement

11 met with students at Five Acres High School re Young Minds

12 attended GAPTC Exec Committee meeting

13 Bells Field site meetings with GCC and Afan re Tactile paving and installation of board walk

14 attended official opening of the new line at LR Suntory

19 attended meeting for Coleford Area Walking Festival

19 met with PCSO Dawn Teague and representatives from Freedom Leisure re potential play schemes on Bells Field

20 met with Gloucestershire Fire Service re the Emergency Services event

21 carried out inspection of incomplete works at Bells Field with the Town Clerk

22 attended the Battle of Coleford commemoration event

22 hosted my annual charity dinner

25 attended governors meeting at Coleford St Johns Church of England School

Cllr. Allaway Martin

February attended a flooding re the flood grants. Many properties are not reporting the floods into their homes & gardens

the culvert in Newland street manhole covers blew with the volume of water

attended a PCC meeting with a presentation re the GP hub. She will be able to give a full report at a later date

Attended the Seal Knot commemoration & the Civic Dinner

Cllr Ball

February request for a dog waste bin at Coalway forest track –to Amenities committee

concern still the smell from the neighbouring parish poultry farm

request that the flooding is raised at the Area partnership meeting with the water professionals



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grave concern re the state of the roads & lack of investment in repairing potholes.
lost all confidence in reporting issue to Glos CC

Cllr. Barnham

February The Resident's Association Thurstans Rise is up & running with a large uptake of members
helped with the traffic survey
attended the communications workshop
working with Cllr Drury re a youth initiative
is unable to attend the road speed awareness meeting on 2 March . Cllr M Cox to attend
attended the Civic Dinner

Cllr. Brown.

Informed that government monies would be available for repairs caused by flooding so the Council should be watchful of any relevant issues
Attended the Civic Dinner

Cllr. S Cox

February attended GAPTC planning training which was very useful
attended Lower Lane site meeting
Walkers are Welcome meeting 2/3 of signatures required already gained
will be attending a visit to Winchcombe Walkers are Welcome initiative
conducted the traffic survey
attended the Seal Knot commemoration & the Civic Dinner

Cllr. M Cox

February attended the GAPTC Planning training
very busy with Twinning Assoc activity
attended Twinning Assoc quiz night
conducted the traffic survey
attended communications workshop
talking to Coalway School re planning issues
attended the Seal Knot commemoration & the Civic Dinner

Cllr Elsmore

February attended Broadwell Memorial hall AGM – Request for a defibrillator
attended defibrillator training
report that extra monies are available for Glos CC for traffic lights
report that a new pot of money is available for bus shelters from Glos CC
attended the Seal Knot commemoration & the Civic Dinner

Cllr Holloway

February conducted In House audit
conducted annual risk assessment
attended the Seal Knot commemoration & the Civic Dinner



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Cllr. Lusty

February delivered Stepbridge letter re play area
attended the Seal Knot commemoration & the Civic Dinner

Cllr. Simister

February conducted survey of road condition in Mile End & Broadwell
reported pothole to Glos CC
meeting with Bale Memorial Trust & potential new trustee
attended Health Forum talk about Age Concern - meals on wheels
visited Usk & Chepstow to pick up tips for the town
attended the Seal Knot commemoration & the Civic Dinner

255. To raise items for the next agenda

Cllr. Penny summarised items for agenda,
Finance & Office Committee - refer the in house audit
Public Safety Committee – refer the annual risk assessment
Amenities Committee – refer the youth project, memorial topple testing & the meeting with Pantlife & Glos Wildlife Trust
Events & Marketing committee – refer the digital notice boards

Cllr. Holloway proposed a 10 minute extension

256. To note the Clerks report

The Town Clerk reported on another busy month. That a tree had fallen at the cemetery but the local contractor had acted promptly to clear the road and make it safe.
The Clerks report was noted.

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

After some clarification the correspondence was noted.

In Committee

258. To agree the recommendations of the Bells Implementation Committee

Cllr. Penny's report was proposed.

Proposed: Cllr. Penny

Seconded: Cllr. Allaway Martin

On being put to the vote it was unanimously agreed

259. To agree the recommendations of the Regeneration Committee

The recommendation of the Committee was proposed

Proposed: Cllr. Penny

Seconded: Cllr. Allaway Martin

On being put to the vote it was unanimously agreed

The meeting ended at 9.05 pm