



Coleford Town Council

At the Meeting of the Coleford Town Council held via 'Zoom' remote video conferencing facilities, on Tuesday 3 November 2020, at 7.00 pm, there were present:

Cllrs. Mr N Penny (Mayor)
 Mrs C Allaway-Martin
 Mrs H Barnham
 Mr S Cox
 Mrs M Cox
 Mr R Drury
 Mr C Elsmore
 Mrs H Lusty
 Mrs Holloway
 Mr J Simister
 Mr P Kyne

 Mr C Haine Assistant Town Clerk (seconded)

Cllr. Penny opened the meeting, thanking all those who were able to attend via 'Zoom'. Further stating that this meeting was not to be recorded for formal purposes, and that a 5 minute break would be taken at 8.00pm.

374. There were no apologies.

375. There no declarations of interest

376. There were no new dispensations requests

377. To approve minutes of 27 October 2020
It was proposed that the minutes of 27 October 2020 be agreed.

Proposed: Cllr. Elsmore

Seconded: Cllr. Allaway-Martin

On being put to the vote 7 for, and 4 abstentions

Cllr. Penny signed off the minutes

Corrections were noted regarding dates, in the heading, and at Item 255 (both to be corrected)

378. To raise matters arising from minutes of 27 October 2020

Page 4 Item 371: Cllr. Penny further raised, for discussion, his thoughts regarding this year's budget forecasting this year, and a possible half day workshop was discussed further, as were various other options, as well as resources. 19 uncertainty. There was general consensus that the budget process should be deferred until December, in order to have the most accurate forecasting information, to budget accordingly. It was also noted that Cllr. Penny was to have some time with the Assistant Town Clerk (seconded), to review financial data in readiness for that exercise.

379. There were no members of the public present



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380. To select a Deputy Mayor for the remainder of the Civic Year

Cllr. Penny proposed Cllr. M Cox to be selected, as Deputy Mayor for the remainder of the Civic Year

Proposed: Cllr. Penny

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed

Cllr. Penny, on behalf of the members present, congratulated Cllr. M Cox on her appointment, and presented her with the Deputy Mayor medal.

381 To review the secondment of the Administrative Assistant to position of Assistant Clerk

Cllr. Penny updated on the current arrangements and, after some clarification, and discussion regarding resources, and redeployment of other personnel, it was proposed that the current arrangements should continue for another month, and to be reviewed again at the end of November 2020.

Proposed: Cllr. Elsmore

Seconded: Cllr. M Cox

On being put to the vote it was unanimously agreed

Cllr. Penny, on behalf of members, expressed thanks, and appreciation, for the work being undertaken by the Assistant Town Clerk (seconded).

382. To agree next steps in relation to parish maintenance, grass cutting and flower contracts

Cllr. Penny summarised the current plans to undertake a tendering exercise in respect of parish maintenance, grass cutting, and flower contracts, and the quotation provided by Andrew Maliphant, to undertake locum work, to progress this exercise, was discussed. After some discussion, it was proposed that the quotation, as presented, was agreed.

Proposed: Cllr. Penny

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed

383. To agree the NDP Monitoring Report

Cllr. M Cox summarised, in detail, the monitoring report (already circulated in advance), at Annex A of these minutes, and after further discussion, regarding the various options to be considered, implications, and rationale, it was proposed that the town council consider a review of the NDP, and to begin gathering evidence, data, information, in anticipation of this future exercise.

Proposed: Cllr. Allaway-Martin

Seconded: Cllr. Lusty

On being put to the vote 10 for, 1 against

It was further noted the resource demands involved in this work, would be considerable, and this needed to be borne in mind

Cllr. Penny called a 5 minute break, to reconvene at 8.11pm



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384. To agree priorities for Coleford Town Council in relation to Climate Change and the Environment

Cllr. S Cox presented his Summary Report, following attendance, along with Cllr Elsmore, and Drury, at the FoDDC Climate Action Day, on 7 October 2020, and stated that it had been a very positive, constructive, interactive, and informative workshop event. After further discussion, it was recognised that the issues were vast and urgent, with unanimous agreement that the town council needed to start 'scoping' its activities, and priorities, as a demonstration of its commitment. In turn, as an urgent first stage, it was proposed that the town council establish a new Environment Committee, to determine and drive forward, environment issues to reduce the impact across the parish of Coleford. It was also proposed that a working group should be scheduled, within the month, to consider the range of issues, to focus on the new Committee's aims, objectives, role, remit, and responsibilities. This work, to then inform the inaugural meeting of the new Environment Committee, in the first week of December, to enable the formalising of a Committee Framework document, for Standing Orders.

Proposed: Cllr. Penny

Seconded: Cllr. Holloway

On being put to the vote it was unanimously agreed

Meeting ended at 8.57pm