**Planning and Highways Committee**

**Tuesday 25 March 2025**

**10.30am – 12.30pm**

**Town Council Chamber**

**Minutes**

**Present:**

**Cllrs: M Cox, S Cox, R Drury, C Elsmore, M Beard, J Templeton**

Laura Jayne – Assistant Clerk (minute taking)

**GCC Highways: N Choat**

1. **No apologies were received**
2. **There were no declarations of interest declared**
3. **There were no new dispensation requests received**
4. **To approve the minutes of the Highways and Planning Committee****11 Mar 2025**

Cllr C Elsmore proposed the minutes as being correct. Cllr J Templeton seconded.

Cllr S Cox signed a copy of the minutes from 11th of March, as a true and accurate account.

1. **There were no matters arising from the minutes of the 11th of March**
2. **There were no members of public present**

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**Planning items were addressed first on the agenda, to allow GCC Highways rep. to attend the Highways section.**

(See Item 11)

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**HIGHWAYS**

1. **To provide update to GCC Highways on LUC meeting re Conservation Area project**
   1. **To request 25 year plan / map of town centre and proposed junctions**

GCC Highways N Choat to locate archived document and provide copies of any relevant plans to Coleford Town Council’s (CTC) office.

* 1. **To enquire whether proposed ideas re. reconfiguration of the town would work**

N Choat, on behalf of GCC Highways, to provide advice and opinion on whether the above plans could work for the town.

1. **To review and make possible recommendation re Glos Rd/ Market Place lights and their sequencing** every time they are switched off for roadworks

After some discussion, it was agreed that the traffic lights get put back to the correct sequencing after each time they are switched off.

1. **To note repairs by Glos CC as Flood Authority and to consider any implications regarding any further works**.

Cllr M Cox provided N Choat with an update regarding all repair works.

GCC Highways will not be completing any works to the road surface at the Spout, as the road is not an adopted highway.

Actions: to investigate who is the current landowner is.

Cllr M Cox to go back to garage owner with update.

1. **To review tracker and response from GCC Highways** re items noted.

All Planning & Highways members went through each item on the Highways Tracker with N Choat and updated accordingly.

**Additional comments from N Choat:**

Works to: Lambsquay Road and Victoria Road / Bowens Hill Road crossroads to be carried out in 2025/26.

Tables in the road, around Market Place, for example next to Coleford Cinema are not needed. GCC Highways will be looking at removing these and resurfacing.

Form of pavements in lower Market Place gives some problems for buses, parking and surface of road, in light of Regeneration Plan + NDP Review will await further feedback.

**PLANNING**

1. **To consider the following applications:**

|  |  |  |
| --- | --- | --- |
| **Reference** | **Address** | **Proposal** |
| P1536/24/FUL | The Royal Forest Factory Rock Lane Coleford | Erection of substation building, compound, 2 no. transformers and associated  works. Additional information added |
| We note the additional information in response to our comments, with thanks.  We also note that the planning officer is awaiting further information. | | |
| P0256/25/DISCON | Woodlawn House Gorsty Knoll Milkwall Coleford Gloucestershire GL16 7LR | Discharge of condition 07(CEMP report) relating to planning permission P0258/23/FUL |
| Note, we are aware that glow worms have been resident in the local Conservation Area.  We also note that Boar pass through the vicinity. | | |
| P0274/25/FUL | 7 Prospect Close Coleford Gloucestershire GL16 8DB | Erection of a single storey rear extension with associated works |
| No objection.  However, mitigation is required regarding the checking of drainage requirements given the extension of the slab paving and the changed location of the retaining wall. | | |

1. **To note recent planning decisions and comment as necessary**
   1. **Recent planning decisions:**

P0163/25/FUL

Application Validated: Mon 10 Feb 2025

Address: 36 Coombs Road Coleford Gloucestershire GL16 8AY

Proposal: Erection of a two-storey front extension and porch with associated works.

Status: Consent

Decision: Granted Permission

Decision Issued Date: Wed 19 Mar 2025

**Noted**

**Highways section taken at this point**

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Cllr M Beard left the room.

1. **To consider correspondence received**
   1. Town and Village Green Voluntary Registration (TVG)
      * This element is to be included within NDP Review.
      * Poolway development could potentially include a Local Green Space, which could then set a precedence for future developments.

**It was agreed to give Cllr M Cox and the office delegated authority to investigate the question of liability of Local Green Spaces, with FoDDC Planning - to come back to the next meeting.**

* 1. Ellwood Road housing

We note correspondence received. After some discussion the below was agreed:

**Action: For CTC office to write to FoDDC Planning Enforcement, as an urgent consideration, to state that infringement of Condition 11 of the Construction Method Statement and of Condition 19 are clearly not being adhered to.**

**To request that Enforcement visit the site to access.**

Cllr J Templeton left the room.

1. **To consider any further aspects for FC discussion re FoDDC Local Plan**
   1. Active travel strategy – concern was shown around the delay of FoDDC Full Council (FC) agreement of the Strategy.
   2. Update section 106 – No update
2. **To consider CNDP Review and make recommendations as necessary**
   1. Update re meeting 13 March 6.30 at Main Place
   2. Steering Group / Theme Groups – steering group first, then theme group.
   3. Update re Locality grant spending

Cllr M Cox to provide a more detailed update at CTC’s Full Council.

* + - Members for steering group needed.

This meeting will be held on the 1st of April at 4 Mushet walk.

It will involve looking at what the Review is / does and to look into the T&C’s.

The question was raised around whether non-Council members need to sign documentation when joining the steering group. Office to look into.

**Note: subsequent to this meeting, a procedure was agreed at FC, with draft terms and declaration to go for discussion at Steering.**

1. **To update tracker and consider specific actions/recommendations**
   1. CAP meeting with Planners – to view useful slides provided by FoDDC

It was agreed to view the slides at the next meeting, when more members are present.

A request was made for additional training session, around Planning and the NDP part of planning. To raise this at the next Full Council meeting.

**Meeting End: 12.13**