



# Coleford Town Council

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## Bells Field Implementation Committee Monday 27 November 2017 Minutes

Attendees: Cllrs Penny, Holloway, Baird, Lusty, Kay & Allaway Martin

Cllr Penny took the chair

1. Apologies were noted from Cllrs Thompson, C Elsmore & Ball.  
The Clerk reminded councillors that apologies are only eligible if they are presented correctly through the office.
2. There were no declarations of interest on items on the agenda
3. There were no dispensation requests
4. The minutes of meeting held on 9 November 2017 were agreed. It was noted that the time line in item 5 had not been included on this agenda. Cllr Penny apologised for this and said it had been an oversight.

### **In Committee**

**5. To make recommendation re the start of contractual negotiations with the building contractor**

This was deferred to the next meeting

**6. To clarify the role of the project manager and make recommendation re the appointment.**

A thorough discussion identified the main points of the role. The Clerk will obtain a specimen job specification

It was proposed that once the role is agreed the candidate asked to attend a meeting where clarification of the role is sought and suitability assessed.