



Coleford Town Council

Bells Field Implementation Committee Tuesday 4 September 2018 Minutes

Attendees: Cllrs Baird E Elsmore, Lusty, Allaway martin, Penny, Holloway & C Elsmore

In the Chairs absence Cllr Lusty took the Chair

1. Apologies were noted from Cllrs Thompson, kay & ball
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 20 August 2018 were agreed
Cllr C Elsmore asked about the outstanding section 106 funds

In Committee

The Clerk reported that this was still being pursued.

Return to the public domain

5. To receive a project update for the Landscape and Building Contracts

Building

Cllr Penny reported that practical completion had been achieved on 31 August 18. The building was in good shape. An agreement had been reached with the landscape contractor about having access to a water supply. All aspect of completion had been documented by the architect including meter reading and photographic evidence of condition. The contractor has agreed to return prior to opening to clean the building of any dust etc. The final bill minus 2.5% retention would be paid at the end of September

Landscape

Practical completion was not achieved on 31 August 18 and a 3 week extension has been requested. There is to be a site visit tomorrow where the landscape architect will grant what is to be considered a reasonable extension. Cllr Penny will attend. There was some concern expressed about the amount of work still left to complete and the impending opening event. Cllr Penny assured the committee that the landscape architect was well aware of the situation and holding the contractor to account

6. To review project timelines

Covered in the above item

7. To agree the Landscape & Ecological Management Plan

The plan was not available. It was noted that the plan was being contracted as a separate item to Bellinger Design and that it was planned for submission by mid-August

It was proposed that the working group be given delegated authority to agree the plan so it can be submitted prior to practical completion. It was noted that the FoDDC had confirmed that submission if the plan would be sufficient prior to opening to the public.

Proposed Cllr Lusty

Seconded Cllr Baird

On being put to the vote it was unanimously agreed

8. To review project finances and cash flow predictions

The Clerk reported on all payments which have been made.

In Committee

Cllr Penny drew attention to the cash flow situation and emphasised that a close watch need to be kept.

Return to the public domain



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9. To have an update on the boardwalk

The Clerk reported that 2 companies had been identified that could design and supply the boardwalk. This will be put into action once practical completion had been achieved

10. To agree to the plans for the opening ceremony

It was reported that the Minister for greenspaces was not available to attend. It was suggested that another suitable guest is identified and the Clerk was charged to look into this immediately. A meeting of the working group to be arranged in the very near future.

In Committee

11. To agree to the alarm system provider for the disabled toilet

It was proposed that the system from the local Gloucester Company be engaged for a 6 month contract whilst the Council explore the costs of installing a land line and then moving to the link line system

Proposed Cllr Penny

Seconded Cllr Baird

On being put to the vote it was unanimously agreed

12. To agree to the contract for the maintenance of the park prior to opening

This item was not taken

13. To agree to the contract for the maintenance of the park after the opening

That the present contractor take over the duties and that a suitable cleaner for the toilets is found.