

Contractor Management Sub Committee Tuesday 19 September 2017 Minutes

Attendees: Clirs Kay. C Elsmore, Lusty, Penny, Holloway, Allaway Martin .

1. To elect a Chair of committee Cllr Kay was proposed as Chair

Proposed Cllr Lusty Seconded Cllr Penny

On being put to the vote it was unanimously agreed

- 2. There were no apologies
- 3. There were no declarations of interest in items on the agenda
- 4. There were no dispensations requests
- 5. The minutes of 23 May 2017 were noted
- 6. To make recommendation re Town Centre Flowers and Grass Cutting contracts from Spring 2018

It was noted that the contracts will need to re written into the agreed standard format **Recommendation**

Grass Cutting Contract

The Contract is split into 2 separate contracts

They will be ready for issue mid-October

Applicants must provide references & examples of work

The Cemetery

This will be for 1 year with an option to extend for another 1 year This is to include the agreed height of the hedges Costs for both picking up the mown grass and leaving it should be given The Amenities Committee to consider any other inclusions

The Remaining Areas

This will be for 2 years with an option to extend for a third year This will include the cutting of the rights of way Costs for both picking up the mown grass and leaving it should be given Quotes to be broken down into King George V Recreation Ground - grass & hedges Bells Field - grass & hedges Outlying areas - grass & hedges Rights of way

NB Bells Field will only form part of this contract until construction commences. It will then be permanently removed from the contract.

Town Centre Flower Contract

This to be renamed to Coleford Parish Flowers Contract Contract to be ready for issue by late October Applicants will have to be a member of an appropriate professional body Provide references & examples of work This will be for 2 years for an option to extend for 1 year



Coleford Town Council

Divided in 2 parts Part 1 Existing provision

Quotes to be broken down into

Town centre hanging troughs, hanging baskets in St Johns Street & the TIC & the watering trough.

Town centre flower beds & standing troughs, 4 town centre planters & Newland Street planters, the bicycle rack.

The gateway planting.

3 planting seasons of spring, summer & autumn. The existing planting can be replaced (the memorial holly tree in town centre bed to be preserved but can be relocated) A cohesive colour scheme Planting to provide colour and interest all year around Low maintenance A detailed planting plan with illustration for each area must be included

Part 2 Future Provision

A creative plan to increase the flowers and greenery in the Town centre.

To include High Street, Newland Street, Gloucester Road & Lords Hill.

This is at the discretion of the applicant.

It must however meld with the existing scheme.

Give interest at different heights.

The Council is open to additional trees, lamppost planters etc

To extend the gateway planting.

The plan can be spread over 3 years

Costing must be given for equipment, plants and ongoing maintenance It must be a realistic budget