



Coleford Town Council

Contractor Management Sub Committee Tuesday 19 March 2019 Minutes

Attendees: Cllrs Penny, Kay, C Elsmore
Cllr Lusty also attended

1. Cllr Penny was nominated and unanimously elected as Chair
2. Apologies were noted from Cllrs Allaway-Martin & Holloway
3. There were no declarations of interest in items on the agenda
4. There were no dispensations requests

5. To make recommendation re the Town Centre Flower contract

There was a discussion around the delivery of the contract, including elements which have not been delivered as well as the contract itself which all agreed was not as prescriptive as it should be

Recommendation

That a check list relating to the contract is used as the basis of the office checks

That the contractor is contacted and the unsatisfactory areas are highlighted

That the contract is rewritten to be more specific about the needs of the Council prior to the next quote process.