



Coleford Town Council

**Full Council
Tuesday 31 October 2017
7.00 pm – 9.00 pm
Council Chamber
Agenda**

Public Forum

122. To accept apologies
123. To receive declarations of interest
124. To allow dispensation
125. To approve the minutes of 26 September 17
126. To raise matters arising from the meeting 26 September 17
127. To note reports from District and County Councillors (for information only)
128. To agree payments (This is not a duplication of the transaction listing previously sent)
129. To agree petty cash payments for CTC & TIC
130. To note the cash book & the bank reconciliation
131. To note the budget figures
132. To make comment on the Electoral Review of Forest of Dean Draft recommendations
133. To update regarding the Student voice links with Five Acres High School
134. To have an update on the visit from St Hilaire de Riez Twinning Association
135. To have an update on the Community Hospital Working Group.
136. **To agree the recommendations of the Events & Marketing Committee**
To review 'spare capacity' within CTC Assets and recommend marketing actions
Recommendation
That the Council Chamber hire opportunities are advertised on Facebook along with photographs and rates of hire.
To make recommendation re budget for Christmas Switch on event
Recommendation
That the proposal is implemented and the budget agreed at a maximum cost of £5500.00
137. **To agree the recommendations of the Amenities Committee**
To make recommendation re the quotes for the additional tree works in the Cemetery.
Recommendation
That the second quote is accepted. Plus that 1 tree is left with a large stump approx. 7' so that it can be carved into an appropriate feature for the cemetery
To make recommendation re the works to the trees in Old Station Way
Recommendation
Clarification is sought re the need for traffic control whilst the works are undertaken
To make recommendation re the comments from the NDP re footpaths.
Recommendation
That the maintenance contractor is asked to strim the footpath as a gesture of goodwill

Signed

Town Clerk

To make recommendation re any additions to the grass cutting contract for the Cemetery and the King George V Recreation Ground

The Clerk reported that the Cemetery contracts should be 34 cuts plus 1 and that the hedge height should be 1.7m.

Recommendation

That a small amendment is made to the Cemetery contract regarding weed killing of the roads & footpaths to allow the Council to ask for more applications if deemed necessary

That verti draining of the King George V Recreation ground should be included within the Parish Grass Cutting contract. Although a more permanent solution should be considered for next year's budget.

To make recommendation re the verti-draining of the football pitches at the King George V Recreation Ground

Recommendation

That the 2 pitches are verti drained at a cost of £500.00

137. To agree to the recommendations of the Finance & Office Committee

To make recommendations re the purchase of a laptop for the TIC Coordinator

Recommendation

That a laptop is purchased from a local supplier at a reasonable price and that the hard disk previously purchased for this post is used at the backup source. It was noted that the laptop and hard drive must be stored in separate locations overnight and at weekends.

To make recommendation re the quarterly budget review

Recommendation

That the areas of unspent budget are to be referred back to the appropriate Committee to assess if the works planned are to be completed in this financial year i.e.

4032 Training Budget to all committees

4100 CCTV to Public Safety committee

4032 Statutory advertising budget be transfer to Bells Improvement 4201

That a Facebook appeal is put out for more grant applications

That the 4080 & 4101 both relating to 4 Lords Hill are merged

To make recommendation re the report from the external auditor

Recommendation

That clarification is sought regarding the posting the announcement of public rights.

138. To note the decisions of the Bells Implementation Committee

139. To note the decisions of the Planning Committee.

140. To note the minutes of and hear report from the NDP Steering Group. (Not yet available)

141. To note reports from members (for information only)

142. To note the Clerks Report

143. To note correspondence (for information only)

In Committee

144. To agree to the recommendations of the Finance & Office Committee

To make recommendation re The Town Clerks & TIC Coordinator's working hours

The Clerk reported she would be returning to full time hours from 1 November 2017

Recommendation

That the TIC Coordinator role is increased by 2 hours per week