**Marketing and Regeneration Committee**

**Tuesday 18th June 2024**

**6:30pm – 8.30pm**

**Coleford Town Council Chamber**

**Minutes**

**Attendees:**

**Members: Cllrs P Kyne, N Penny, C Elsmore, S Cox, M Cox, K Robbins**

**Laura-Jade Schroeder (Town Clerk)**

**Chris Jones**

1. Apologies received from Cllrs R Dix and R Drury
2. There were no interests to declare
3. There were no new dispensations received
4. There were no members of the public present
5. **The minutes of 21 May 2024 were unanimously approved.**

**Cllr. P Kyne signed a copy of the minutes, as a true record of that meeting**

1. **Matters arising from the minutes of 21 May 2024.**

NP sent a letter of thanks to UWE.

EV charging points – they are reducing Newland St car park from 4 to 2 and putting 10 in Main Place car park.

1. **To receive update re: Chris Jones Regeneration Consultancy, and make recommendations as necessary**

Chris Jones updated.

Regen plan needs further direction from here.

Youth investment – how do we need Chris’ time with this? Grants? CTC will have something on this next week at Full Council.

Cycle track has progressed to end of stage 2 – producing drawings to put in for planning permission. Need the diagram of drainage and know where cycle shelter is going to be. Tiger crossing on road Old Station Way to cross from cycle track past Main Place.

**Clock Tower** – Heritage Lottery funding - deadline 21st November 2024 for full application. EOI 1000 words before that. PK, MB, LS, CJ and DHVA to meet asap to discuss – strategic – where Clock Tower regen work sits. It was proposed and unanimously agreed:

**Recommendation: For CJ, DHVA and cllrs to meet to decide who is going to do the EOI.**

Could tie in with FODDC consultation of Local Plan.

**Heritage trail**: we said we would do 4 to start with. Stones need permission from GCC to site in tarmac – what are the parameters. Can NC install? Get costs and permission aligned – 4 locations TBC.

Ned is specialist in his field and don’t think anyone else supplies this. Hard wearing and no wear even after 25 years in Chepstow.

CAP have images to use on stone.

Go to app developers for permission to print Coleford’s Hidden Heritage map to hand out in TIC.

CJ to go to Ned to spec this and get costs.

1. **To consider quotes for cycle shelter, and make recommendations as necessary**

Grant for £4995 from GCC. Additional costs for installation. CJ’s recommended supplier will do install as well.

CJ to talk to Co-op re: land for siting this.

NP to meet landlord on Thursday.

FODDC parking space also considered – on active travel route 4 parking spaces being lost to travel route.

It was proposed (NP), seconded (MC) and unanimously agreed:

**Recommendation: To accept the Bike Storage Company as supplier, in principle, pending a decision on location and to continue to seek an agreed decision on location.**

Installation pending decision on location – no decision on contractor for this yet.

ASB: solar PIR light in shelter?, get youths involved

1. **To consider quotes for map signage, and make recommendations as necessary**

Freestanding map case in grass next to toilet block, where existing finger post is. Black map case. Need a contractor to put posts in the ground. Needs underground survey. 600-750mm into ground – Fitzpatrick Woolmer will say how deep. CTC are happy with terms of Tenancy at will. It was proposed

**Recommendation: To accept Fitzpatrick-Woolmer quote**

**Recommendation: CTC to seek a contractor to install – contractor to do the survey (catscan). To include the removal of existing fingerpost and disposal.**

1. **To consider quotes for artwork for map signage, and make recommendations as necessary**

As long as map, QR, images, etc (key components) are there, CJ is happy for map he created to be amended to suit graphic designers’ view.

It was agreed that a complete re-design of the map was not necessary.

Can the contractor who has not yet given a visual of the slightly amended existing map, please send by Full Council and a decision will be made then? Take CJ concept and set it how he would graphically design.

On manufacturing side, we will need 2 prints of this map – one for Clock Tower map case and one for Railway drive car park.

1. **To consider event insurance quote, and make recommendations as necessary**

**NP declared a pecuniary interest and left the room at 20:00pm**

The Town Clerk updated. It was proposed and unanimously agreed:

**Recommendation: Accept the quote within the leeway of not a significant difference for not exceeding 2000 at any one time.**

**NP returned 20:01pm**

1. **To receive an update re: First floor of 4 Mushet Walk, and make recommendations as necessary**

Cllr Penny updated. Priority is to get TIC in. Minimal costs to get locks etc. Guitar show at CMF is test to take learnings from this event. Stair only access to work with for now. We need to define what access needs we have.

**Meeting ended: 20:05pm**