



# Coleford Town Council

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## Bells Field Implementation Committee Tuesday 1 May 2018 Minutes

**Attendees: Cllrs Thompson, Lusty, Baird, Penny, Holloway, Kay, Allaway-Martin and C Elsmore**

1. Apologies were noted from Cllr E Elsmore.
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 3 April 2018 were noted and signed

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

Cllr Thompson provided an update with regards to the Building Contract. Good progress is being made and scaffold is in place to commence the roof structure. The water connection has been completed.

Cllr Penny provided an update on the Landscape Contract. Whilst a lot of work has taken place since the last meeting there was little evidence of any elements of the scheme having been completed. This has been raised with both the principle designer and contractor and a revised time plan has been issued. Afan have provided assurance that manpower working on site will be increased to claw back any lost time.

An issue had arisen with a void being discovered at the top part of the site, which was excavated, investigated and then filled in line with the structural engineers' recommendations.

Cllr. Baird thanked Cllrs Thompson and Penny for their ongoing involvement with the project and reporting to this committee.

The site review meeting on the 29<sup>th</sup> May will be open to all members of this committee to attend. This will require Hard Hats, Hi Viz Vests and Safety Footwear for all members.

The timelines were also reviewed and it was noted that the Building Contract will likely over-run by 1 week but the Landscape Contract should deliver on time.

**6. To review project finances and cash flow predictions**

Cllr Penny reported that valuation certificates had been received from both Bellinger Design and Paul Thornton Building Design for works completed to date. Based on these certificates the actual cashflow was reviewed versus the predicted cashflow:

Outflow: Predicted	£318,559.87	Actual	£187,182.05	Benefit	£131,377.82
Inflow: Predicted	£587,562	Actual	£587,562	Benefit	£0

The above provided a positive cashflow of £131,377.82 versus plan. An additional £18,596.85 is due back from HMR&C for VAT paid during the next couple of weeks.

**7. To make recommendation re Landscape and Ecological Management Plan**

Following discussion it is **recommended** that:

- Bellinger Design be asked to provide a firm price for the production of the management plan
- Bellinger Design be asked to provide a timeline as to when the plan will be produced.

**Proposed: I.Baird**

**Seconded: H.Lusty**

**On being put to the vote it was unanimously agreed.**



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## **8. To have an update on the funding applications.**

- Cllr Allaway-Martin stated that she had identified some of her Council Council funding that could be allocated towards the board walk for the wildlife garden that is currently removed from the scheme.
- Cllr Penny reported that the full £75,000 from Gloucestershire Environmental Trust had now been received.
- Town Clerk to be requested to apply for the £2,000 from Gloucestershire Playing Fields Association.
- Town Clerk to provide update regarding the Biffa Grant and also potential for additional funds from GET.

## **9. To agree the actions regarding engagement with the Skate and Bike Communities.**

After discussion it was agreed that Matthew Pugh, Billy Pugh and Katy Curd should be contacted to be involved in the detailed design of the pump track. Town Clerk to seek their views and coordinate via Bellinger Design. Town Clerk to identify the group of skaters that have been involved to date so that we can provide them with an update regarding the skate park.

**The meeting closed at 8:00pm**