



Coleford Town Council

Bells Field Implementation Committee

Tuesday 4 June 2018

Minutes

Attendees: Cllrs Thompson, C Elsmore, E Elsmore, Lusty, Penny, Kay, Holloway, Allaway-Martin & Baird

1. There were no apologies
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 1 May 2018 were agreed
5. **To receive a project update for the Landscape and Building Contracts**
Cllr Thompson reported that the site visit by councillors had gone very well and both contractors and visitors were impressed with the progress so far. Both contracts were slightly behind schedule but steps were being taken to recover the loss and both maintain the completion date.
6. **To review project timelines**
Both contractors are slightly behind schedule but both confirm they need no movement on the completion date.
7. **To review project finances and cash flow predictions**
Attached
8. **To make recommendation re Landscape and Ecological Management Plan**
Bellinger Design are still awaiting the price from the ecologist. It was requested that this figure plus the time line be available for Full Council to make the decision.
9. **To agree to the plans for the opening ceremony**
Members were asked to consider the type of event they would like. It was agreed that it would be a community event offering a variety of activities using the different aspects of the park. If possible "a name" would be approached "to cut the ribbon". A weekend date as close to the completion date would be the preferred.
It was agreed that an informal working group of Cllrs Penny, Holloway, Allaway Martin & the Clerk would meet to pull the ideas together.
10. **To have an update on funding applications**
It was noted that the application for £13,500.00 for the boardwalk had been submitted to Glos County Council. No news had been received from the Biffa grant or GET.
11. **To agree project decisions**
 - **To provide for maintenance of the central grass area**
It was noted that the quote for a cut from the Town Council contractor was £65.00 per cut. It was agreed that the Bellinger Design should check the wording of the tender document and negotiate with Afan to either provide the service free or incorporate the cost.
 - **To agree to the duct to the amphitheatre**
 - **To agree to the fitting out of the additional toilets**



Coleford Town Council

- **To agree to the alarm system for the disabled toilet**

It was proposed that these three elements be agreed and that Finance & Office Committee is requested to cover the expenditure from budget adjustments to be considered at their July meeting or if this is not possible it would be taken from the contingency.

Proposed Cllr Penny

Seconded Cllr Lusty

On being put to the vote it was unanimously agreed

- To agree to the number of rubbish and dog waste bins
This item was not taken as the bins have been ordered.

Bells Costings

Organisation	Date	VAT	Project Totals
Landscape Contract Afan			£783,113.85
	27/02/2018	£1,700.88	£,504.40
	04/04/2018	£12,855.79	£64,278.95
	24/04/2018	£6,492.10	£32,460.60
	22/05/2018	£20,374.54	£101,872.68
Remaining Total			£575,997.72
Building Contract Heals			£125,876.32
	04/04/2018	£4,998.30	£24,991.48
	24/04/2018	£4,259.10	£21,295.51
		£6,667.60	£33,337.99
Remaining Total			£46,251.34
Professional Fees			£50,000.00
SMP	24/04/2018	£336.55	£1,682.75
FC Licence	22/05/2018	£80.00	£400.00
S104 legal		£0.00	£271.00
SMP		£325.60	£1,628.00
Thornton		£0.00	£1,680.00
Bellinger		£1,986.10	£9,930.50
Bellinger		£1,617.40	£8,087.00
SMP		£240.60	£1,232.00
Remaining Total			£25,088.75
Contingency			£90,088.50
Trans to land Cont		£0.00	£8,978.00
Additional bunds			£1,250.00
FES Clean up			£139.63
Drainage balance cost			£14,280.68
			£65,440.19
Project Mngment			£10,000.00
M Beard		£40.00	£200.00
M Beard		£115.00	£575.00
M Beard		£70.00	£350.00
			£8,875.00



Coleford Town Council

Grant Funding			
Section 106	21/03/2018		£212,434.67
	25/04/2018		£212,434.67
			£133,434.67
			£79,000.00
GET	24/04/2018		£75,000.00
Precept			£80,400.00
			£80,400.00
GPFA			£2,000.00
Received		£792,704.01	
Total			£954,104.01

Cashflow Analysis:

Outflow:

Predicted £622,310.54

Actual £411,019.40

Benefit £211,291.14

Inflow:

Predicted £820,593.62

Actual £739,593.62

Benefit - £81,000.00

OVERALL CASH FLOW POSITION:

Positive £130,291.14 versus plan

Predicted June income:

S106 Balance £79,000

GPFA £ 2,000

Precept balance £80,400 (Bells element only)

VAT Reclaim £45,902.25

TOTAL: £207,302.25

N.B. Other than VAT reclaim and possibly drawing down the loan there is no other forecasted income beyond June 2018 for this project.