**Clock Tower Reparation & Restoration Committee**

**20 February 2023**

**Council Chamber**

**6.30pm - 8.30pm**

**Attendees: Cllrs. N Penny, C Elsmore, M Beard, Kyne & Lusty**

 **Chris Haine, Town Clerk**

 **Oliver Forsyth, DHVA (via ‘Zoom’)**

1. Apologies were received from Cllr. Baker
2. There were no declarations of interest
3. There were no dispensation requests
4. **The minutes of 30 January 2023 were proposed, and unanimously agreed.**

**Cllr. M Beard signed a copy of the minutes, as a true record.**

1. There were no matters arising from the Minutes of 30 January 2023, other than those on the Agenda, of this meeting
2. There were no members of the public present
3. **To receive a Summary Report (via Zoom), from Smith of Derby re: Clock aspects, following Site Visit, and to make recommendations, as necessary**

Sam Welton, Smith of Derby presented the Summary Report, following Site Visit on Wed. 15 Feb 23 and following discussion, further clarification, it was proposed, and unanimously agreed for:

**Recommendation:**

1. **Smith of Derby  to prepare, and submit, Quotation : to undertake Service, and Repair of Clock mechanisms, to bring Clock back into working order immediately**
2. **Smith of Derby to prepare, and submit, full Quotation: to undertake full Clock Reparation & Restoration works, in line, and as presented / discussed, at this meeting**

**Note:** It was noted that this immediate activity would not conspire against any

subsequent works discussed Re: Clock, and was also seen as a ‘good news’ story for Coleford Residents, furthermore demonstrating CTC have begun the Reparation & Restoration work on the Clock and Tower

1. **To receive update (Via Zoom) from DHVA following last meeting discussions, Site Visit with Smith of Derby, and to make recommendations, as necessary**

Following Item 7, above, Oliver Forsyth, DVHA (also present at Site visit on Wed. 15 Feb. 23) further summarised, incorporating clock works discussed and, after further discussion, it was proposed, and unanimously agreed that:

**Recommendations:**

1. **DVHA further consider, in light of Smith of Derby Report, and provide updated Report, Drawings, Scope of Works, with timings, for Project, etc. ideally for Full Council next week, understanding the tight timeframe**
2. **To advise on Structural Engineers, for us to Invite/ Commission re: Structural Survey**
3. **To advise on Professional Services, for us to Invite/ Commission re: Ecological, and associated Survey work**
4. **To receive update Re: Funding opportunities, and to make recommendations, as necessary**

Funding streams were further discussed and, both Sam Welton, and Oliver Forsyth advised on process, timing, opportunities, and it was recognised that the Clock work itself would be a specific, heritage, educationally focused project more likely to secure funding, which was noted. After further discussion it was proposed, and agreed, that the Town Clerk began considering more specifically funding aspects, liaising with DHVA, and others, on funding aspects accordingly..

1. **To discuss any Contractual matters, and to make recommendations, as necessary**

It was noted that the Contract, with DHVA, had now been signed, and there was further discussion, and clarification, re: first stages of DHVA activity

1. **To receive updates on any other Clock Tower related matters, and to make recommendations, as necessary**

General discussion on wider aspects of this Project, inc. timeframe, stages, etc. and also subsequent stained glass options, and it was also noted that there were now opportunities to begin more focussed engagement work with residents, with activities, aspects to report, etc.

**7.58 pm Meeting ended**