



Coleford Town Council

Contractor Management Sub Committee Tuesday 18 October 2016 Minutes

Attendees: Cllrs Penny, C Elsmore, Holloway & Baird

1. Apologies were noted from Cllrs Kay & Ball
2. There were no declarations interest in items on the agenda
3. There were no dispensations requests
4. The minutes of 19 July 16 were noted
5. **To make recommendation re the format for a contractor contract**
Recommendation
That the structure of the model contract from Lydney Town Council be adopted
The wording is adapted to fit this Councils needs
A performance review matrix is included.
6. **To make recommendation re the review of the grass cutting & town centre flower contracts**
Recommendation
That the offer to extend the contract for 1 year is made to the current provider to enable the Council to scope the extensive changes occurring at the Bells Field site and to incorporate the changes to the town centre flower provision.
(The contingency plan being that the contracts are offered for 1 year if the offer is declined)
In Committee
7. **To make recommendation re The Sextons Contract**
Recommendation
That the sexton's contract is written to the format recommended