



Coleford Town Council

Contractor Management Sub Committee Tuesday 19 July 2016 Minutes

Attendees: Cllrs Penny, Holloway, C Elsmore & Lusty

1. Cllr Penny was nominated as Chair and unanimously elected
2. Apologies were noted from Cllr Ball
3. There were no declarations of interest in items on the agenda
Councillors noted that as a Council appointing contractors all held an interest but in the interest of good fiscal management this committee had been created.
4. There were no dispensations requests
5. **To make recommendation re The methodology which will be used to manage the contractors**

Recommendation

That this committee

- Consider the higher level contracts ice, grass cutting, town centre flowers, CCTV, parish maintenance & sexton
- Copies of all existing contracts are circulated
- An analysis of existing contracts is undertaken
- A comparison of what is contracted and what is delivered is produced
- A wish list for each contract is produced
- The Sexton's contract which is first due for renewal is used to create a uniform format

It was noted that many of these meetings will be held 'in committee' so that no commercial advantage can be gained by prospective contractors