

Agenda 3b

Minutes of the **Town Council** meeting held in the Council Chamber. The Council Offices, North Street, Ilminster, on Tuesday 27 June 2017 at 19:00hrs

Present:

Chair: Cllr V Keitch

Councillors Cllr D Belobaba, Cllr P Burton, Cllr J Fagan, Cllr J Fowler, Cllr M James, Cllr I Mackillop, Cllr A Shearman, Cllr S Shepherd, Cllr R Swann and Cllr T Walker.

In Attendance

Officers Miss J Norris (Town Clerk) Mrs D Speed (Deputy Town Clerk)

Project Leader Mr I Pamplin

No members of the public attended the meeting

267 Apologies for Absence

No apologies for absence were received.

268 Declarations of Interest

No Declarations of Interest were made in respect of any items on the agenda.

269 Minutes

Confirmation of the minutes of the meeting held on 20 June 2017 as a correct record was deferred to the next Town Council meeting.

270 Wharf Lane Recreation Ground Toilet Block

a) Tenders

The tenders submitted for the work to the Wharf Lane Toilet block and awarding a contract for the work were considered as the Contractor to whom the Town Council originally agreed (06.06.17) to award the work had withdrawn.

The Project leader Reported that:

- The original contractor withdrew about 2 days after being told they had been awarded the contract
- The Project Leader has spoken to the organisation who submitted the second lowest tender to see if any cost savings could be made on the tender sum they submitted
- The start date would be 4 weeks from the Letter of Intent
- The contract duration would be 10 weeks
- Bank and client references have been sought; the bank reference has been received and is satisfactory
- The original specification was for stainless steel wash basins and a slight change of specification would enable a cost saving
- It may be possible to deep clean the kitchen units and re-use them rather than replace
- The UPVC kiosk door will need to be replaced in some form as it was broken down to gain access to the kiosk area during the fire

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- The Project Leader has previously dealt with the organisation submitting the second lowest tender and believes they are capable and have capacity for the work required
- Any contingency figure has to be part of the contract
- the Contractor's use of the contingency would need prior certification of the project leader

Issues raised and discussed included:

- It has been nearly a year since the fire so there is a need to move forwards with the refurbishment
- The possibility of having "blue" lights to discourage drug use
- The need for a contingency sum

RESOLVED

- (i) that the adjusted tender sum of £75,919.16 be accepted and
- (ii) that the contract sum is the tender sum plus a contingency of £3,000

b) Funding the Proposed Improvements

The funding of the proposed was considered.

Issues discussed during consideration of this agenda item included:

- the length of time it has taken to accumulate the amount in reserves for the toilets
- the amount of money currently in reserves earmarked for the toilets is £17,400
- the sum of money from the insurers towards the building works is £60,000
- that once the contractor is on site decisions about expenditure may need to be made quickly

RESOLVED

- (i) that any funding shortfall to meet contingency costs is taken from un-earmarked reserves
- (ii) that any decision on spending from the £3,000 contingency sum is delegated to the Town Clerk following consultation with the Mayor and any decision so taken is reported to the Town Council at an appropriate meeting

c) to the appointment of 2 Councillors to sign the JCT contract, on behalf of the Town Council, for the building works was considered.

RESOLVED that Cllrs James and Belobaba be authorised to sign the JCT contract for the works to the toilet block on behalf of the Town Council.

The meeting closed at 19:36hrs