

Open Spaces Committee 11 April 2017

Decisions Required:

- (i) Whether or not further quotations should be sought
- (ii) If further quotations are not sought, whether or not the work should proceed with the funding to be taken from un earmarked reserves as there is no specific budget
- (iii) If the work is to proceed which price should be accepted

Introduction

1. The Committee has on previous occasions discussed the area prone to puddling outside the Wardens' Workshop. Some remedial work was undertaken and the provision of a washdown area with filters was discussed at the Committee meeting on 27 September 2016 when it was agreed to seek quotations for such work.
2. The provision of such a facility will give the Open Spaces Team a place to washdown their vehicles and equipment, prevent the puddling and enable the town Council to meet its responsibilities of preventing inappropriate material and liquid getting into watercourses.

Action taken

3. Two prices have been obtained, a third contractor was approached but declined to give a price as a detailed specification was not available.
4. Quotation 2 is dependent upon the work being undertaken at the same time as the demolition of the grandstand.

Financial Regulations

5. Financial Regulation 11h states
"When it is to enter into a contract of less than £25,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below £25,000 and above £500 the Clerk or RFO shall strive to obtain 3 estimates."
6. As 3 organisations have been asked to submit prices the criteria of "striving to obtain 3 estimates" has been met.
7. The estimates received will be made available to Councillors as confidential information so that should further estimates be received after the Committee has met the estimate process is not compromised.

Report prepared

9 April 2017

For further information contact the Town Clerk email town.council@ilminster.gov.uk or telephone 01460 52149