

BRADWELL PARISH COUNCIL

Minutes of the Extraordinary Meeting of the Parish Council held at 7:30 p.m. on Tuesday 14th June 2016

Present: Cllr C Furness, Cllr L Granger, Cllr P Higgs (Chair), Cllr N Kirkham, Cllr A Nash, Cllr L Sowerby, Cllr R Stevens.

Mr S Lawless (Clerk)

Members of the public: One member of the public attended this meeting.

PUBLIC PARTICIPATION

There was no public participation.

PART I – NON-CONFIDENTIAL INFORMATION

088/2016 Apologies for Absence

Apologies were received from Cllr P Downing, Cllr K Lancaster & Cllr M Salvage by reason of holidays, alternative arrangements and work commitments respectively. These apologies were accepted by the meeting.

089/2016 Declaration of Interests

No pecuniary interests were declared.

090/2016 Parish Issues / Initiatives

It was **resolved** to suspend Standing Orders to allow Mr. J. Oxspring to take part in discussions. The contractual documents associated with the development of a Car Park on the council's Soft Water Lane site were reviewed. The main areas of concern were a) the impact of a concrete pad remaining on site from the original building on the work required to prepare the site for the car park, b) the possibility that additional work would be required to disable any remaining water / sewage infrastructure, c) other clauses / clarifications required in the contract and d) the budget for the overall project.

Concrete Pad: J Oxspring and the preferred contractor have already reviewed the site and did not find evidence of a remaining concrete pad. Cllr Salvage and the Clerk also made a recent inspection and also found no evidence.

Water/Sewage: Following J Oxspring's inspection, it was felt highly probable that these services had been terminated.

The Contract: J Oxspring spoke highly of the preferred contractor and felt that the contractor would only charge a fair price for the planned work (and for any additional work, if required). After some detailed discussion, council asked J Oxspring to agree the following changes to version 2 of the Specification of Works with the contractor and to document it as version 3:-

* Section 09 - the drainage channel should be specified as being heavy duty

* Section 11 – the fall or slope of the finished plot from the rear to the drainage channel should be specified as 1:30.

- concern was raised that the existing material on site would not be suitable for the new limestone base as it was contaminated with soil and other organic materials. The contractor is to propose how he would overcome this problem and this proposal is to be circulated by Cllr Granger.

* Section 15 – the requirement is for 10mm limestone tarmac

* New Section – a warranty period of 2 years is required.

Budget: J Oxspring left the meeting at this point.

All prices in the budget document are to be shown as ex. VAT.

The main works as required by version 2 of Specification of Works are quoted at £17,000.

The contingency figure of £3,000 should be included to cover possible additional work arising from the existence of a concrete pad or for disconnecting the remaining water/sewage facilities. Any part of this contingency is only to be released by a resolution of the Car Parking committee.

The security posts cost £480, including locks.

A fee for J Oxspring, the council's consultant, was discussed. It was proposed that he be offered a fee of 15% of the ex. VAT value of the contract, which is £2,550, on successful completion of the project.

A contingency of £600 is also to be included to cover the possible cost of having a legal review of the proposed user licence agreement.

It was **resolved**

- a) that subject to the above changes to the Specification of Work being accepted by the contractor (& the contractor's proposal regarding use of materials for the new limestone base being accepted by Cllrs Higgs & Salvage) that the Clerk is to issue the contract to the contractor and
- b) that the budget for the project is to be £20,630 with a separate contingency of £3,000 for Concrete or Water service problems to be released only by a resolution of the Car parking committee.

091/2016 Date of Next meeting

The next council meeting is planned to start at 7:30 p.m. on Tuesday 5th July 2016 in the Methodist Lounge, Towngate, Bradwell.

Cllr Granger gave her apologies for this meeting.

PART II – CONFIDENTIAL INFORMATION

There are no Confidential Matters

The meeting concluded at 09:20 p.m.