



**Minutes of an Extraordinary Meeting held on Wednesday 3<sup>rd</sup> March 2010 at 7.30pm in the Parish Office**

Present: Cllrs    S Berlyn (Chairman)                    J Thomson  
                      D Bolwell                                        D Whiteing  
                      H Clacy     M Wood  
                      S Freeman  
                      A Keeler  
                      J Langley

In attendance:    Mrs M Saunders, Clerk

1 minutes silence was held in memory of Cllr Derick Hawkins.

**159 Apologies for absence**

Apologies were received and accepted from Cllrs D Powell and M Telling. Also Cllr A Pemberton who was at a Parish Plan Review Group.

**160 Declarations of Interest**

Members were reminded that they must declare any personal or prejudicial interests they had in any items of business on the meeting's agenda. They were reminded that they would need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest was a prejudicial one. Unforeseen interests must similarly be declared at the appropriate time.

No interests were declared

**161 Public Question Time**

No members of the public were present.

**162 To receive Recommendation from Facilities Committee on 17<sup>th</sup> February, 2010 regarding electrical works to the Sports and Social Centre.**

A report was circulated from the Clerk regarding the electrical works (categories 2 and 3) required at the Sports and Social Centre. This explained the current position. Members also received the resolution from Facilities Committee held on the 17<sup>th</sup> February, 2010.

RESOLVED: that this information be taken into account when a decision is formulated.

**163 To ratify the suspension of financial regulation 11b ii**

Cllr M Wood proposed the suspension of financial regulation 11b ii. This is to suspend the tendering process for an amount over £10,000. This was seconded by Cllr H Clacy. Members unanimously agreed the suspension of the Financial Regulation.

This was due to the following reasons:

- a) The Parish Council had no expertise in this electrical field.

- b) The amount for the works falls just £2,500 above the tendering ceiling.
- c) If a tender and specification had to be produced it would involve the Parish Council in further costs that would be unacceptable.
- d) In asking electricians to quote it had been extremely difficult to explain or ask further companies to quote. As when category 1 items were completed some of the category 2 items were completed so that the wires etc were carried through.
- e) The contractor (SEC) who had the best price knew the building inside out and had offered value for money in the past.
- f) The Parish Council had been pleased with the quality of work completed by SEC to date.
- g) The earthing works had been tested by another electrician and since the Category 1 items had been completed. The readings were better.
- h) The Parish Council were also concerned regarding the timescale for the works to be completed as the periodic report on the building had been prepared six months ago.

RESOLVED: that Financial Regulation 11b ii be suspended. The suspension of the tendering process.

**164 To confirm the Appointment of Contractor**

The Clerk had obtained three quotations for the category 2 and 3 electrical items at the Sports and Social Centre. A further electrician had been asked to quote but had not come back to the Parish Council with any figures.

Sterling Electrical in the total sum of £12,319.46 plus VAT  
 Danbury Electrical Services Limited in the sum of £14,971 plus VAT  
 A further quotation had been received from J G Electrical Services but had quoted an hourly rate which the Council was unable to compare.

Cllr J Langley requested that when ordering the works a request is made for the quality of the work to be guaranteed.

Cllr H Clacy proposed that Sterling Electrical be employed to complete the category 2 and 3 works this was seconded Cllr S Freeman.

RESOLVED: that a) Sterling Electrical be appointed to complete category items 2 and 3 in the sum of £12319.46 plus VAT. To be taken from the DCA Painting Budget and the Grounds Maintenance Budget for 2009 – 2010.

b) a clause be added regarding the quality of the work and the guarantee

The Chairman of the Council wished the staff to be thanked for their hard work on the research for these works.

Signed: ..... Cllr S Berlyn, Chairman

Date: .....