

ASHBOURNE TOWN COUNCIL

Minutes of the Meeting of Ashbourne Town Council held on Wednesday 11 October 2017 in the Council Chamber, Town Hall, Ashbourne.

Present: Cllrs: A. Bates; Mrs D Brown; Mrs S Bull; S. Clayton; A. Golding; Mrs J Harris; N. Harris; Mrs S Spencer and M. Spencer

In attendance: Carole Dean; Town Clerk; Samantha Higton; Assistant Clerk; The Architect

C/17/1722 To consider accepting apologies for absence:

It was agreed to note apologies from Cllr's I Bates; Mrs C Cooper; D Moon and Mrs A Smith

C/17/1723 Variation of Order of Business

The Clerk asked that one additional item be added to the agenda due to urgent time scales. The collection of five trophies belonging to the Town Council given to sporting groups; these are in the possession of a solicitor in Derby following the release of items from Lionel Webster's shop in Ashbourne. The Clerk asked whether the Town Council wished to re-claim the items which had to be collected from the Solicitor in Derby on either Tuesday 24th or Tuesday 31st October at 2.00pm. It was Proposed by Cllr Bull seconded by Cllr Mrs Spencer and RESOLVED to add the item as 5(c) on the Agenda; Minute C/17/1727

C/17/1724 Declaration of Members Interests

None.

C/17/1725 To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest

None.

C/17/1726 Public Questions and Comments – (3 Minutes per speaker a maximum 15 Minutes in total)

No Members of the public were in attendance.

Police Matters

No police representative was in attendance.

District Councillor comments

Cllr Bull said she had nothing to report.

C/17/1727 Collecting of Trophies

The Clerk advised that the trophies had been held at the Jeweller's in Ashbourne; and a solicitor from a firm in Derby had called to ask if the Town Council wished to have them returned to their possession. Members agreed that they would like them back and Cllr Mrs Harris said that she would collect them on Tuesday 24th October at 2.00pm. This was proposed by Cllr Mrs Harris seconded by Cllr Clayton and RESOLVED.

C/17/1728 To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following item

It was Proposed by Cllr Bull seconded by Cllr Mrs Spencer and RESOLVED to exclude members of the press and public.

C/17/1729 Presentation by Architect on the Professional Services associated with Tender Preparation and Project Management of works to the Town Hall Fascia

Cllr Brown welcomed the Architect to the meeting and asked him to present his proposal to the Members. The Architect explained the background to the company and the proposal to administer the terms of the contract and the tender process. He explained the need for an independent Health and Safety Consultant which is included in the quotation separately.

The Architect's work would involve liaising with the DDDC Conservation Officer, weekly site visits and fortnightly site meetings to review the programme of works, financial and health and safety issues plus the tender process, certificates for work, administration and project management.

Councillors asked about the preparation and brief stage; the Architect confirmed that this had been produced from the technical specification drawn up by the Stone Mason who has a high reputation and is an expert in stonework restoration. He also said that the hourly rates quoted in the proposal were for any unforeseen issues that may arise once work has commenced.

The Architect gave examples of other work that he had been involved in and Councillors asked if he had the capacity and resources to take on this project, which he confirmed. He also confirmed that the best time to start the work would be spring due to the weather and materials used.

Councillors asked if it would be possible to cosmetically hide the scaffold, the Architect said that this would be possible with digital photography but this had not been costed into the proposal and he would forward the quotation to the Clerk. The Architect confirmed that there will be access to the building for the majority of the time.

The timeline for the project would be preparation of the tender documents by Christmas 2017, tender returned by the end of January 2018 with work to commence April 2018, work expected to take approximately 6 to 8 months.

The Architect said that contractors would be responsible for third party public liability insurance and that the Town Council would need to inform the insurance company. He also said that there would need to be an area for storage close to the Town Hall for the duration of the work, this would need to be sourced as the Town Council do not own any land.

Councillors were concerned about the roof and asked that an inspection be included in the tender documents.

The meeting closed at 8.30pm

Chairman.....

Date.....