

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the Extraordinary Parish Council Meeting of Herne & Broomfield Parish Council held at Herne Mill, Wootton Room, on Thursday 16th February 2017 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Blatherwick, Cllr Davis, Cllr Sargent, Cllr Moore, Cllr Harvey, Cllr Davison, Cllr Taylor, Cllr Wells, Cllr Saunders and Rafferty.

Not present; Cllr Mitchell and Cllr O'Donnell.

39/17	To receive apologies for absence and approve reasons. Cllr Mitchell has a previous engagement.
40/17	To receive declarations of interest on items on Agenda. None
	ADJOURNMENT FOR MEMBERS OF PUBLIC TO SPEAK ON ITEMS ON THE AGENDA. (ANYTHING ELSE AT CHAIRMAN'S DISCRETION) Members of the public to identify themselves, state their name and address
41/17	To discuss the tenders received for the new Community Centre agree which contractor should be appointed and how much the Parish Council will apply to borrow from Public Works Loan Board. <u>This item will be preceded by a resolution Under Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press due to the confidential nature of the business being discussed.</u> A resolution was passed to exclude Public and press as stated above, due to Commercial Confidentiality. The Quantity Surveyor Peter Thorpe, from Betteridge & Milsom, had been asked to attend to answer questions that members had regarding the tenders and the process. Peter explained the tender process and that it had been decided to go with a Bill of Quantities, which gives an itemised cost; how he had looked at all the quotes received, (7 in total) and had scored them, this led to the conclusion that there were really only two in the running. They were quite close in price. Meetings had been held with both companies, attended by our QS, Architect, Parish Council Chair and Vice Chair, and clerk and the site manager, QS, etc, from the companies. There were savings to be had and it was likely that the quoted prices could be reduced slightly. The parish council had requested copies of both company's accounts, which were sent to a local accountant for his opinion. He has responded that both were broadly similar and show substantial profits on their turnover. One needed to be asked for a detailed breakdown of costs as this was not provided, should parish council decide to appoint them. Both companies have strong balance sheets. Liquid assets of one showed a much bigger cash balance compared to the other. He didn't feel there were any concerns regarding insolvency. Members looked at other issues; the programme, one had a shorter programme for the build by about 3 weeks. Cllr Blatherwick told members that she thought that one of the companies had taken on board the Health and Safety issues, better than the other, especially regarding the pedestrian traffic that would be using the site. One of the site managers took a big part in offering advice during the discussion at their meeting, he understood the necessity of deliveries being controlled out of school time and dealing with the public, when issues arise. Both companies would work with the schools.

	There had been a discussion with Cllr Mitchell prior to the meeting and he had attended the meeting with one of the site managers, his view was that there was little to choose between them, he had worked with both, as had Peter. The clerk thought the architect favoured one over the other. Cllr's Blatherwick and Davis thought that following the meetings with both contractors they felt more comfortable with awarding the contract to the company that had better understanding of the Health & Safety side, but thought either would do a good job. Members asked for clarification of a few points There was a query on fire doors, the alarm system and liquidated damages. Peter confirmed that there would be a 5% retention on completion, half of this would be held for 12 months after completion, which was the snagging period. On snagging Peter was asked about the preferred company's previous projects completed and he said that there were few snagging issues and on one project there were none at all, they were a good company to deal with. There were queries on the restoration of the car park should damage occur and it was confirmed that both companies would be expected to take that on board as part of the contract. There was a question regarding site security at night. Cllr Blatherwick pointed out that site security was down to the contractor, when the site is closed, it should be left secure. Cllr Blatherwick said she had concerns about the soakaway, one company had said they would do it early on, whereas the other was doing it much later in the build, it was in danger of being damaged by the heavy vehicles if it was put in early. There was also a question on 6.5.1 Insurance. After much deliberating members took a vote on their preferred contractor and it was agreed that, subject to the queries raised, and suitable answers received, they would be awarded the contract. The resolution to appoint the contractor, subject to satisfactory answers to the queries, was carried, 9 in favour and 1 abstention. The clerk then went through the figures for the outstanding costs, what was held in earmarked reserves and what was expected to come forward in the way of funding. It was agreed that a loan of up to £1,475,000 would be applied for, the clerk would do some more work on the figures to try and reduce the loan if possible. It was agreed that the parish council needed to ensure there were satisfactory funds to complete the project in full. The repayments will be up to £80,000pa and up to 30 years repayment period. This will be a fixed rate loan. The clerk reported that a meeting had been arranged with Terry Martin from KALC to discuss the loan, as this will take a couple of weeks to agree, once approved the loan could be drawn down in stages and she suggested that the Unity Trust Account be used for the funds and payments. Members were in agreement with this suggestion.
42/17	The next meeting of the parish council will be held on 9th March 2017 at 7-30pm at the Wootton Room Herne Mill, Mill Lane.