



BRIDLINGTON TOWN COUNCIL
Minutes of the Contract Committee
held on 7th January 2020 in the
Bridlington Town Councils Offices, 62 Quay Road, Bridlington

Present: Councillors Finlay, Holmes, C Marsburg, T Milns, T Norman & Walker & the Project Manager Mr Melles. Councillor Dealtry attended in an ex-officio capacity. Mrs Exon was in attendance and the minutes of the meeting were taken by Mrs King.

22.19 Apologies for absence:

RESOLVED: *All Councillors were present.*

23.19 Declarations of Interest:

a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

RESOLVED: *There were none.*

b) To note dispensations given to any member of the council in respect of the agenda items listed below.

RESOLVED: *There were none.*

24.19 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes):

RESOLVED: There were none.

25.19 To receive an update with the current situation with the CLLD Grant:

RESOLVED: *The Committee noted the update and were very pleased that the CLLD contracts were signed and that the contract is now in place. The meeting officially noted thanks to Mr Melles and Mrs Exon for their valuable assistance with the application from start to completion. It was noted that the VAT would not be reclaimed until a definitive response had been received from HM Revenue & Customs regarding.*

26.19 To receive an update with the current situation with the PWLB application:

RESOLVED: *The Committee noted the update and were very pleased that the PWLB had been approved and that the application form had been submitted. The meeting officially noted thanks to Mrs Exon for her valuable assistance with the application from start to completion.*

27.19 To receive an update from the Project Manager. The meeting discussed many aspects of the project with the Project Manager including the issues with Building Regulations and the staged payments for the damp proofing and timber work.

RESOLVED: *The Project Manager resolved to investigate the damp proofing elements stated in the staged payments. The Committee noted the update.*

28.19 To consider the budget requirements for the project. The committee discussed many aspects of the project because it is not a new build and an existing building which has differing requirements with regards to Building Regulations.

RESOLVED: *The Committee resolved to approve the following:*

- *installation of the acoustic floor to the community hub,*
- *additional guttering to the extended building on Rope Walk,*
- *frontage ramp installations to accommodate all-inclusive use of entrances,*
- *entrance for Town Council is a double IN opening non-powered door,*
- *entrance for Community Hub is a double OUT opening powered door if Building Regulations require it to accommodate maximum building use. However, if Building Regulations agree that maximum use can be accommodated by double IN opening powered doors then the Committee resolved that they should be installed instead.*

29.19 To consider the design requirements for the project:

RESOLVED: *The Committee did not specifically discuss any design requirements other than what was discussed within the budget resolutions which accommodated both design and budget.*

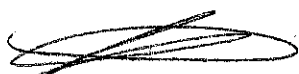
30.19 To consider the correspondence from Martin Belt Architects & information from ERNLLCA and the Legal Advice from the Town Council Insurance company:

RESOLVED: *The Committee considered all the information and resolved to respond to the architect to convey that they will require more detailed information of the elements outlined in the correspondence. The letter to send to Mr Belt will be signed at the next full council meeting.*

31.19 To consider the ERVAS Contract for the Community Hub element and proposal of work to complete:

RESOLVED: *The Committee resolved to seek input and advice from ERVAS, the Project Manager, ERNLLCA and the Town Council's Insurance Legal Department to be able to complete the contract to the satisfaction to meet the needs of all involved.*

Signed:



Mayor of Bridlington

Date:

15th January 2020