



BRIDLINGTON TOWN COUNCIL
Minutes of the Contract Committee
held on 9th July 2019 in the
Bridlington Town Councils Offices, 62 Quay Road, Bridlington

Present: Councillors Finlay, Holmes, C Marsburg, T Milns, Norman & Walker.
Mr Melles attended the meeting and the minutes of the meeting were taken by Mrs King.

01.19 To Elect a Chairman:

Resolved: *Councillor C Marsburg is elected Chairman for the Council Year 2019-2020.*

02.19 To Elect a Vice-Chairman:

Resolved: *Councillor Holmes is elected vice-chairman for the Council Year 2019-2020.*

03.19 Apologies for absence:

Resolved: *There were no apologies as all were in attendance.*

04.19 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.*

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

Resolved: There were none.

06.19 To consider the architect internal design and compile the Town Council specifications (to follow):

The Project Manager briefed the Council with all matters relating to the redevelopment of the building. The meeting discussed the designs, architects, building regulations, access and flooring and all the necessary requirements to be able to commence works. The meeting considered setting a deadline for tender re-submissions and future appointment of a Principal Contractor would be the best way forward.

Resolved: *The next Contracts & Policy Committee meeting date was set for Wednesday 31st July 2019 at 10:30hrs.*

07.19 Funding Application Updates:

The meeting was advised that both the CLLD and Lottery initial stages grants had been submitted and the timescales regarding. Councillor Walker shared that in the recent Rural Bulletin many grants were outlined that could be suitable for the redevelopment of the building.

Resolved: *Cllr Walker was given permission to investigate alternative grants suitable for the project that didn't detract or undermine the submitted CLLD or Lottery grants. Cllr Walker would feedback to the two nominated Councillors (Holmes & C Marsburg) and the Project Manager all progress.*

08.19 To receive a verbal Finance update & works commencement dates (for rates):

The meeting was advised of the current situation with the finances. The project commencement date was discussed to be able to arrange a request to the Valuation Office to reassess the property with regards to business rates. The update for project commencement will have to be included on the next committee meeting agenda when it is hoped that dates will be finalised.

09.19 To receive a verbal update regarding Contracts Works Insurance Cover:

The Project Manager advised that in effect the Council would be handing over the building to the Principal Contractor who will have insurance in place to cover any insurable loss in any event. Specifically Contract value up to £1,000,000, Employer Liability up to £10,000,000 and Public Liability up to £5,000,000. The Bridlington Town Council will have to notify their insurance of what works are being undertaken and if the cover they have in place is adequate and still valid at the time of commencement of works.

Signed:
Mayor of Bridlington**Date:**17th July 2019