

BILLERICAY TOWN COUNCIL

Minutes of the Finance & General Purposes Committee meeting
held in the Coach House on Wednesday 2nd May 2018 at 10.00am

Chairman: Cllr A Adshead

Vice-Chairman: Cllr J Devlin

Councillors: M Dear, M Moore, M Roessler, A Talboys, G Talbot, J Tutton

Also in attendance the Town Clerk

143. Apologies for Absence

Cllrs Clark, Dyer and Tomlin

144. Declarations of Interest

There were none.

145. Public participation session with respect to items on the agenda and other matters that are of mutual interest

None.

146. Minutes of the Finance & GP Committee meeting held on 12th April 2018

Members received and considered the minutes of the meeting held on Thursday 12th April 2018.

RESOLVED: that the minutes of the meeting be approved as a correct record and signed by the Chairman.

147. Chantry Way Centre

Members considered the following:

(a) quotations obtained by Ingleton Wood for all surveys required as part of the demolition process. Cllr Adshead said that in each case bar one, Ingleton Wood recommends the cheapest option apart from the topographic survey. The recommendations are not based solely on price but also on level of service received in the past.

RESOLVED: to appoint the following contractors for the required pre-demolition surveys:

Arboricultural - Harper Consultants £475.00

Archaeology - Allen Archaeology £1,635.80

CCTV Drains - Arvon Drains £275.00

Ecology - Essex EECOS £900.00

Ground Investigation - EPS £3,630.00

Topographic - Dan Lind £2,000.00

(b) Tender Specification for the demolition prepared by Ingleton Wood. Cllr Dear queried the asbestos removal which Cllr Adshead confirmed is included in the tender specification. It was agreed the Council needed to confirm the costs of the asbestos removal, as Ingleton

Wood stating that Kadec are the nominated contractor would mean it is excluded from the specification. It was also felt that Ingleton Wood should be asked why they recommend Kadec. The provision of site security hoardings was discussed and their specification should be checked as solid panels are required. Ingleton Wood are to be asked for their recommendations with regard to the best type of hoarding and how soon it needs to be installed. Members felt it should be in place prior to demolition to prevent the theft of salvageable items and thereby affect the potential returns for the Council. All tenders will be submitted directly to the Town Council for the usual opening process, then passed to Ingleton Wood who will evaluate the responses and prepare a report. Members will have the ultimate decision of which Company to hire. The length of time given to contractors to prepare their tenders was discussed and members felt that two weeks was too short a period for companies to prepare and submit a detailed response. An end date of 31st May was preferred and Ingleton Wood will be informed of this. The disconnection of utility services was also discussed and Ingleton Wood will be asked to clarify who is responsible for arranging their disconnection. Members considered the removal of items currently in the Centre and were informed that the snooker table and piano have been relocated. The Council will look at the furniture that remains and decide whether it can be stored for the new building. As the building is not in use after 3rd May then a reduction in business rates will be applied for from Basildon Council, plus the insurance will no longer be required once Ingleton Wood/demolition contractor takes over the site. The Clerk will seek advice from the Council's brokers and advise members further.

RESOLVED: that all the above points raised are to be fed back to Ingleton Wood for either a response or addition to the tender specification.

148. Consideration of Material for Press Release/Social Media

None.

149. Questions from the Press and Public

None.

Cllr A Adshead
Chairman of the Committee
The Chairman closed the meeting at 10.47am

Chairman:..... Date: