

# POWICK PARISH COUNCIL

**Minutes of a VIRTUAL EXTRA ORDINARY meeting of the Parish Council held on Wednesday 17<sup>th</sup> June 2020 at 7.00 pm due to Covid-19 Coronavirus restrictions.**

**Present:** Cllrs A. Lamb (Chairman), C. Phillips (Vice-Chairman), M. Huckfield, R. Willetts, J. Foy, S. Underwood, D. Jones, F & S Williams, J. Allsopp.  
Also present: Jason Yarwood, MHDC Project Officer

**Apologies:** Cllrs P. Harris, R. Humpage, E. Newman, M. Richmond.

**20.21 Resolution** – It was proposed by Cllr Huckfield, seconded Cllr Willetts that the press and public be excluded from the meeting during consideration of the following item of business because it is likely that in view of the nature of the business to be transacted, there would be disclosure of exempt information as defined in S.100(I) of the Local Government Act 1972. Namely, that the Council will discuss the amount of expenditure proposed to be incurred under a particular contract for the supply of goods and services. All agreed.

## **20.22. Nature of the Business to be transacted –**

20.22.01 Consideration of the tenders received for the building of Hospital Lane Pavilion and adjacent car park – J. Yarwood summarised the x9 tenders received and explained the evaluation matrix as circulated. It was agreed that due diligence was required and that MHDC should check the financial robustness of the successful tender.

It was noted that MHDC would be able to file the forms for utility connections which would reduce costs. The tender price is fixed for 3 months and a penalty clause is included in the specification.

The contract period would be approx. 7-8 months (subject to CV-19 and weather) and a 4-5 lead time is likely before starting.

A 'JCT' contract has been drawn up which includes legal insurance requirements. Monthly evaluations of work will be done and 5% will be held back / snagging 2.5% held back for a 12-month period. The contractor will be responsible for site security within their area.

Approx. £150k has been allowed for the car park to include a permeable tarmac surface.

All environmental aspects have been included in the spec. such as ground source heat pumps, heat recovery for changing rooms, solar panels, rainwater harvesting, thermal windows, wildlife boxes, tree replacement / hedging. Electric charging points and flood lighting can also be added later as capacity will allow for this when applying to Western Power. J. Yarwood will do an initial enquiry shortly.

It was noted that Link Nurseries will require 24/7 access during the build programme, to their site, and that the Footballers will also need access. We will need to liaise re encroachment on to the smaller pitch at some stage and may need to look at options for pitch sharing in other areas.

The storage containers are to be removed after the build currently, but the PC may want to look at options to move on or sell afterwards.

Opportunities for educational activities for school were discussed and will be looked at more closely to see what can be gained from the construction phase. The Chairman will look into this – next agenda.

20.22.02 To agree the successful tender and award the contract for the build –

Based on the prices submitted, evaluation and documentation received for each tender, it was proposed by Cllr Phillips, seconded by Cllr Foy, that the contract be awarded to CAFOS, for the tendered cost of £674,544.36. All agreed.

20.22.03 Next steps –

- Clerk to progress the s.106 funding application asap with MHDC.
- Clerk to progress the Football Foundation funding application.

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- Clerk and J. Yarwood to liaise re invoicing and payments procedure for the contract.
- Clerk to confirm the current Project Steering Group and draft an update for them.
- J. Yarwood to contact CAFOS and the unsuccessful tenders accordingly.
- J. Yarwood to collect references for CAFOS and check financial robustness prior to awarding contract.
- J. Yarwood to set up an initial pre-start meeting between PC / CAFOS. Also, weekly meetings to be arranged during construction phase.
- J. Yarwood to do an initial enquiry to Western Power Distribution.
- Chairman to look into educational opportunities during the construction phase.

**There being no further business the meeting closed at 8.00 pm**