



**MINUTES OF AN EXTRAORDINARY ALCESTER TOWN COUNCIL
MEETING
HELD AT GLOBE HOUSE, PRIORY ROAD, ALCESTER
ON TUESDAY 29TH MARCH 2022**

Present

Councillors G Forman, V Blake, M Bowe, C Neal-Sturgess, D Henderson, E Wilson, K Greenaway, S Blackman and W Mills.

In attendance Mrs V Lowe, Town Clerk

In the absence of the Mayor, Councillors voted for Cllr Forman to chair the meeting.

1. Apologies

Apologies had been received and were accepted from Cllr K Cargill, Cllr M Cargill, Cllr A Foster and Cllr K Foster. Cllrs Leask, Randle and Pusey were absent without apologies.

2. Declarations of Interest

There were no declarations of interest on the agenda items.

3. Greig Hall

The Town Clerk explained that the tender process for a new heating system for the Greig Hall had been completed in accordance with the financial regulations. The Town Clerk shared details of the tenders received with Councillors.

She confirmed that after a period of negotiation with the preferred supplier, revisions had been agreed to the original tender specification and a revised quotation was expected shortly following a final site visit. This revised quotation was within the budget set for the heating system for which a Public Works Loan Board loan application had been submitted.

The Town Clerk confirmed that she would take up references for the preferred supplier. She also confirmed that the tender documentation had included the use of a JCT Minor Works contract to record the agreed contract terms for the project.

Cllr Bowe confirmed that agreement had been reached with the preferred supplier on the basis of a fixed price contract and also that they were available to undertake the installation within the required time frame to enable the project to continue on schedule.

The proposition before Council was as follows:

"Following the completion of the tender process, to authorise expenditure of up to £95,000 plus VAT in respect of the new heating system for The Greig Hall and to delegate authority to the Town Clerk to accept a quotation from the preferred supplier."

This was proposed by Cllr Neal-Sturgess, seconded by Cllr Greenaway, and carried unanimously by Council.

Cllr Forman closed the meeting.