



Brundall Parish Council

Minutes of the Parish Council Meeting held on Monday 25 September 2023 at 18:00 at the St Laurence Centre, Brundall

Present:

Cllr K Wilkins (Chairman), Cllr G Abbott, Cllr L Britt, Cllr P Gabillia, Cllr J Mickelburgh, Cllr R Tungate, Cllr J Warne, Cllr C Whitehouse

Parish Clerk(s): S Smyth, C Dickson

	<i>Details</i>	<i>Action</i>
	Housekeeping Cllr Wilkins welcomed those in attendance and advised the locations of the fire exits. Cllr Wilkins advised that this meeting is held with the public and press being excluded from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960 for the following items of business on the grounds that they may involve the likely disclosure of confidential and exempt information.	
2023-0120	Apologies for Absence Cllr A Bonham, Cllr G Buckley, Cllr M Savory, Cllr J Warns. Noted.	
2023-0121	Declarations of Interest Cllr Gabilia – family friend of the recommended contractor.	
2023-0122	Sports Hub Pavilion tender review and to approve the preferred contractor. REAL Consulting were engaged to help manage the tender and build process. 7 tenders were received and a thorough examination of all the costs and details was undertaken. 2 tenders were selected for further scrutiny and REAL and the architect met with both of them to understand what they could offer the Council. From this one contractor, H Smith & Son, was recommended to the sub-group, who held a meeting with them last week. The Council resolved, with one abstention, to appoint H Smith & Son as contractor for the Sports Hub Pavilion, with a contract price of £722,623.25.	
2023-0123	Signatories for the Pavilion contract The Council resolved that the Chairman, Cllr Wilkins, and the Vice-Chairman, Cllr Warns, be the signatories on the contract for the Sports Hub Pavilion.	
2023-0124	Review of the delegated spending authority of the Sports Hub sub-group The Sports Hub sub-group's delegated spending limit of £15,000, with the RFO's veto to send the decision to full Council, was unanimously confirmed. The Sports Hub sub-group going forward will be Cllrs Wilkins, Warns, Gabilia, and Whitehouse. Cllr Britt has stepped back and was thanked for his contribution and help to get the project this far.	
Signed as a true record Date		