

Marlborough Town Council



Property Committee

Minutes of an Extraordinary meeting of the Property Committee held Monday,
4 December 2023 in the Court Room, Marlborough Town Hall at 9.42pm

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|----------------|----------------------------|----------------------------|
| PRESENT | Councillor Mervyn Hall | Chair |
| | Councillor Nicholas Fogg | Town Mayor |
| | Councillor Mark Cooper | |
| | Councillor Caroline Thomas | |
| | Councillor Kelvyn Shantry | |
| | Richard Spencer-Williams | Town Clerk |
| | Dawn Whitehall | Corporate Services Officer |
| ALSO | | |
| PRESENT | Councillor Andrew Ross | Observing |
| | Neil Goodwin | Marlborough.News |

PUBLIC QUESTION TIME

There were no members of the public present.

359/23 APOLOGIES
Apologies for absence were received from **Councillor Cleasby**.

360/23 DECLARATIONS
There were no declarations of interest.

361/23 CHAIR'S ANNOUNCEMENTS
There were no announcements.

362/23 MINUTES
RESOLVED: that the minutes of the meeting held 23 October 2023 were approved as a true record and signed by the Chair.

363/23 EXCLUSION OF PRESS AND PUBLIC
RESOLVED: that under the Public Bodies (Admission to Meetings) Act 1960, to exclude the public and representatives of the press and broadcast media from the meeting during the consideration of the following item of business as publicity would

be prejudicial to the public interest because of the commercial or confidential nature of the business to be transacted

Mr Goodwin left the meeting

364/23 WORKSHOP EXTENSION PHASE 1

Members considered three quotations for phase 1 of the workshop extension, and whether to delegate authority for procurement of services.

The Chair, Town Clerk and Grounds Manager had met with the Town Council's agent to review the three quotations in detail, and the Town Clerk recommended their preferred supplier where the quotation was the most comprehensive, being the only one that met all specifications and included electrical costs. It was also the least expensive.

RESOLVED: (i) to accept the quotation by W J A Fabrication & Construction Ltd for the supply, delivery and erection of a steel framed building at a fixed cost of £59,850 +VAT

RESOLVED: (ii) to delegate authority up to £15,000 for additional aspects to the Chair of the Property Committee, Town Clerk/Responsible Financial Officer, Grounds Manager and the Town Council's agent

The meeting closed at 9.50 pm

Signed:

Chair

Date: