

Marlborough Town Council



16th November 2021

Dear Councillor

Full Town Council

I hereby **summon** you to an extra-ordinary meeting of **Marlborough Town Council** which will be held on **Monday, 22nd November 2021** at **7pm** in the **Assembly Room, Marlborough Town Hall**.

Yours sincerely

Richard Spencer-Williams

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Town Clerk

This meeting will be held in the Assembly Room at the Town Hall according to the latest Government Covid Safety Guidelines, and managed according to the Health and Safety at Work Act 1974(2)e.

There will be twenty places for members of the public to attend. If members of the public wish to attend they should notify the Town Clerk of this by noon on the Friday prior to the meeting. Places will be allocated on a first come first served basis. Organisations and interest groups are asked to send one delegate.

All those in attendance at the meeting will be required to wear a face mask when moving around the Town Hall, unless or exempt, or when seated.

If members of the public wish to attend and ask a question they should also notify the Town Clerk of this by noon on the Friday prior to the meeting and provide their question in writing at the same time. Some members of the public may not be allowed to attend if all the allocated seats are taken.

If members of the public wish to ask a question, but not attend, they can provide the question in writing to the Town Clerk by noon on the day of the meeting, and a written response will be provided.

PUBLIC QUESTION TIME

In accordance with Standing Order 3(f), members of the public may ask questions of the Planning Committee. The time allocated for this should not exceed 10 minutes and be limited to 1 question per person unless directed otherwise by the Chairman. A full response may not be possible without further research, and the Chair may direct that a written or oral response be given.

AGENDA

1. Apologies for absence

2. Declarations of interest

a) To receive any Declaration(s) of Interest under Marlborough Town Council's Code of Conduct issued in accordance with the Localism Act 2011

b) To consider any dispensation requests received by the Town Clerk

Members are reminded that they are obliged to notify the Monitoring Officer of a change to disclosable interests, or a new interest as defined in Appendices A and B of the Code of Conduct within 28 days of becoming aware of it. These should be passed on to the Town Clerk to register online.

3. New Workshop

To consider the feasibility of the new workshop

4. Common Seal

To authorise the fixing of the Common Seal of Marlborough Town Council to all documents necessary to give effect to the decisions of the meeting

Planning

1. The planning application for the new workshop at land off Port Hill was approved on the 16.7.21.

Site Ground Preparation

2. Woolly and Wallace, who are acting as agents for the project, have been liaising with companies to obtain quotes for removal and levelling of the site. This entails the removal of 3000 tonnes of soil. Although the waste is arguably inert it is officially classed as waste and needs to be dealt with accordingly.
3. The requirements for this work have also been advertised on Contract Finder, in keeping with the Public Contracts Regulations 2015, and advertised via local networks also.
4. To inform the soil excavation quote process, a topological survey was commissioned to assess the soil quality of the site. The survey reported the site was 'contaminated' with oil. It is hoped this is superficial and does not reflect the full extent of the soil. If excavation were to begin it will be easier to ascertain the full soil quality. However, it should be noted the soil quality has a bearing on the removal cost as the condition of the soil inform to some extent how it dealt with once removed.
5. Additionally, it was envisaged some of the soil could have been used for Marlborough Golf Club to create bunds to 'demark' the driving range area. If this were to be the case the soil would need to be of a standard compatible with the Common, and its various wildlife and biodiversity. It is not clear at this stage if the Golf Club are to proceed with creating bunds, or if the timeline of the Workshop project fits with the Golf Clubs aspirations (NB the Golf Club would need planning consent from the Planning Inspectorate, and planning permission from Wiltshire Council if they were to proceed).
6. If Marlborough Golf Club took some of the spoil to use around the course, this would assist in lowering the project costs, however we would have to ensure that they have all the correct waste acceptance licences and exemptions in place.
7. Also, in line with the Public Contracts Regulations 2015 the contract to build the Workshop has also been advertised on Contract Finder, with a deadline of the end of October, and advertised via local networks also.
8. Quotes to date for the soil removal have been obtained from four companies and range from between £65,000 - £100,00. It is worth being aware that the above quotes have been provided on the basis that the soil is not contaminated.

Building Construction & Cost

9. We have received a number of quotes for the building. Indicative costs for budgeting purposes see the below quotes range from circa 90k -100k for the main building only, with and additional sum of circa 100k for the internal fit out, including such things as utilities and sewerage.
10. It is also worth noting that over the last 12 + months, the cost of steel and wood has risen by 100%.
11. It has been advised that to realise this project a budget of £225,000 for the construction would be needed to ensure that all the hidden costs can be covered.
12. The build costs combined with the soil removal would mean £290,000 would be needed to now support this project.
13. Currently in the Councils has an EMR reserve of £166,112 allocated to this project.
14. Therefore, if the Council wants to proceed with this project, in which case it will need to budget and plan for an increased budget of circa. £124,000.

Options

15. The options are;
 - A. **To proceed as planned** - to create additional funds from any underspend in 2021-22, other EMRs or reserves, as well as via the precept; and **pressing ahead in 2022 to completion.**
 - B. **To proceed as planned** - to create additional funds from any underspend in 2021-22, other EMR or reserves, as well as via the precept; and managing the project **over a 2–3-year period until completion. i.e., have a 2–3-year financial plan.**
16. A **Public Works Loan** of the necessary funds.
17. **Consider alternative options** e.g., could the workshop be redeveloped at the existing site for less cost?
18. Given the significant increase in the budget needed and the potential impact on other areas of the Councils services or projects the Full Council are asked to consider and re-confirm how it wants to proceed with this matter prior to the 2022-23 budget agreement and precept setting.

Town Clerk 26.10.21