

Whitchurch Town Council

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EXTRAORDINARY FULL COUNCIL MEETING

MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON THURSDAY 27th AUGUST 2020

Held online via Zoom due to Coronavirus Government Guidance

PRESENT

Cllrs: B. Duffy, L. Broders, A. Chesters, S. Hamlyn, A. Hall, J. Martin, S. Radford, J. Sinnott, R. Snell and H. Vasey.

IN ATTENDANCE

Zoë Dean –Town Centre Manager/Assistant Town Clerk
Peter Cooper – DCK Accounting, Consultant
1 member of the public.

In line with the Council's Meeting Recording Policy, the Chairman asked if anyone was recording the meeting, Cllr Hall declared that he was recording the meeting.

55. Apologies

Cllr Haynes – Holiday
Cllr Shepherd – work commitment
Cllr Gregory-Peake – no reason given

56. Declarations of Interest

None received.

57. Public Participation

No member of the public present wished to speak.

Cllr Hall raised a motion to move item 59 from Confidential into public session, seconded by Cllr Sinnott.

Following advice from Mr Cooper regarding the upcoming vote to enter Confidential Session, Cllr Hall agreed to retract the motion.

58. Confidential Business

After a proposal from Cllr Hamlyn, seconded by Cllr Martin

It was **WTC/59/2021 RESOLVED** that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

For: 8. Against: 1. Abstention: 1.

All meeting recordings were ceased.

59. Grounds Maintenance Tender

Following receipt of a confidential report and consideration of the report the following resolutions were made:

1. After a proposal from Cllr Sinnott, seconded by Cllr Hamlyn,
It was **WTC/60/2021 RESOLVED** to abort the original tender process. All in favour.
2. After a proposal from Cllr Hamlyn, seconded by Cllr Sinnott,
It was **WTC/61/2021 RESOLVED** to retender the Grounds Maintenance contract to ensure full compliance with the Public Contract Regulations. All in favour.
3. Following a proposal from Cllr Hamlyn, seconded by Cllr Vasey,
It was **WTC/62/2021 RESOLVED** to extend existing contracts until the new contract is in place. All in favour.
4. Following a proposal from Cllr Duffy, seconded by Cllr Broders,
It was **WTC/63/2021 RESOLVED** to agree any increase in costs from the contractors with the caveat that the costs are reasonable, in the region of 5% maximum.
1 abstention. Cllr Chesters briefly left the meeting at this point.
5. After a proposal from Cllr Hamlyn, seconded by Cllr Hall,
It was **WTC/64/2021 RESOLVED** to accept option 3. (b) from the report: That Council employ the services of Shropshire Council Procurement Department to manage the whole process including evaluation and appointment of contractor. All in favour.
6. After a proposal from Cllr Duffy, seconded by Cllr Hamlyn,
It was **WTC/65/2021 RESOLVED** to agree a further meeting of Council to confirm:
 - a. Recommended changes/clarifications to the specification.
 - b. Recommended clarifications to the tender document.
 - c. Whether it is to be a single or two stage process.
 - d. The revised tender process and timescale, including evaluation model and information requests.
 - e. The form of final contract document.All in favour.

The meeting closed at 7.50pm.

Chairman

Date