



Sleaford Town Council

Notes of the Finance & Strategy Panel Meeting held on Wednesday 9th February 2022 at 10:30am, electronically via Zoom

Panel Members Present:

Cllr T Hayat – Panel Lead
Cllr K Fernandes (10.54am)
Cllr D Suiter

Cllr M Smith
Cllr M Shanahan-Kluth
Cllr S Shanahan-Kluth

Officer: Administration Officer (LS)

Non Panel Members Present:

Cllr Oates and Mr Malcom Curt from
DBL Architecture

Please note the Audio Recording from this meeting is available on the Town Council's Website.

1. **Panel Leads Welcome**

Cllr Hayat welcomed the Panel, Cllr Oates and Malcolm Curt

2. **Apologies for Absence:** To be noted by the Finance and Strategy Panel
Apologises received from Cllr M Shanahan-Kluth

3. **Members Declarations of Interests:**

None

4. **Eastgate Car Park Resurfacing project update:**

The Panel Lead welcomed Malcolm from DBL and asked him to give a situational review.

Overview by DBL:-

- Sketches have been done and the Full Council have previously been approved.
- Malcolm attended the F&S Panel meeting on the 1st July 2021, where discussions took place around the facts of the refuse collections which enter the car park. The panel requested that Malcolm investigate if the surface would withstand the weight. DBL reported the revised costs of £317,625.00 excluding VAT back to the Clerk. The increase is due to the Council having additional requirements:-
 - 252k resurfacing
 - 20k drainage
 - 5k bicycle shelter
 - 25k LED street lighting

15k contingency

- Electrical car charging points:- Malcolm explained that currently there isn't enough power in the car park for these to go ahead. Malcolm proposed to allocate the spaces complete with ducting, with a view to go on line at a later date.
- Disabled spaces - for the number of spaces to remain at 6.
- Signage :- Currently the Council do not have any signage up at the entrance of the car park. The Council to instructed Malcom on the design.

Malcom explained the detailed drawings need finalising by Full Council to in turn finalise the tender package to go back to the Full Council for sending out to tender.

Timescales :-

- 1st April 2022 tender to go out, to be returned by the 1st May 2022
- Full Council to make the decision by 1st June 2022
- 6/8 weeks lead time for the contractor to programme the work
- Work to commence end of July 2022

A discussion was held around the needs of the residents that gain access via the car park during the works being carried out. This also include refuse collectors and footpath access for residents to gain access to properties on Eastgate and the Old Police Station. STC do obtain income from 1 member of the public for rights of way

Actions:

A letter to be sent to that require to gain access.

Malcolm to contact NKDC to clarify if planning permission is required or not to carry these works.

Malcolm will check toxicity under the surface and report back the Panel in due course. Cllr S Shanahan-Kluth confirmed the toxicity waste is within the new environmental law.

Malcolm confirmed that the remove vegetation is not permitted after 1st May and commencing after September due to nesting.

Malcom confirmed the ED will be single phase either slow or quick charge.

Malcolm with submit the specification list to F&S Panel by mid March.

The Panel will call an Extraordinary meeting if required for the specification list.

Malcolm confirmed the cost of DBL fees included full project management. To clarify DBL won the tender for the entire project which includes drawings ready for tender, checking the prices of tenders, appointing the contractor looking after the project on site.

Proposal

F&S Panel to request Malcolm to incorporated as part of his remit to deal with the ED, signage as in accordance with the British Parking Association as part of the project management.

Vote: Unanimous

Malcolm to find out who needs access through the car parking once works commence.

Tenders posted back to the Council, opened at Full Council. These will be handed to Malcolm for selection of the appropriate one to carry out the works.

The Panel requested Malcolm to submit a summary of the tendering process to be submitted to Full Council.

Recommendation

To obtain approval from Full Council for the additional increase of 67k up to £317,625.00.

To recommend for DBL to go forward with the tendering proposals

Vote: Unanimous

Meeting closed at 12.05pm

5. **Date of Next Meeting:** 3rd March 2022, 10.30am