

WARBOYS PARISH COUNCIL

Minutes of the inaugural meeting of New Parish Centre Committee held on 7th May 2024 at the Parish Centre, Warboys.

IN ATTENDANCE:

Building Contractor Ben Iandico
Cllr S Withams (Chair)
Cllr D England
Cllr D Fabb
Cllr Ntuk

Principal Architect Russell Payne
Cllr J Land (Vice Chair)
Cllr J Parker
Cllr M Collins

Mrs J Drummond:- Parish Clerk

NPC 15/24 - WELCOME

Chair Withams opened the meeting, the meeting commenced at 7:00pm

NPC 16/24 – APOLOGIES FOR ABSENCE

Apologies were not received and not accepted from Cllr Ambrose Ntuk.

Apologies received from Cllr Michelle Collins (will be late) and accepted.

NPC 17/24 – MEMBERS’ INTEREST

Cllr D England formally declared an interest with dispensation to speak not vote by letter. It was unanimously agreed for the meeting to continue with this dispensation in place. Note:- Cllr Michelle Collins arrived 19:03pm

NPC 18/24 - MINUTES FROM 02/04/24

Noted minute 13/24 should read ‘subject to our structural engineer signing off.’ This was amended and signed by the chairman as correct.

NPC 19/24 - OPEN FORUM

There were no members of the public present.

NPC 20/24 - EXCLUSION OF PUBLIC

Members discussed the positioning of exclusion of the public on the agenda, and agreed its positioning should achieve balance. Moving forward non-contract items to be

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positioned higher on the agenda without compromising any contractual/financial information through discussion.

NPC 21/24 - TERMS OF REFERENCE

Terms of reference for the New Parish Centre Committee were signed by all members present.

NPC 22/24 - AGREEMENT OF INVOICE FOR APRIL

Members approved the invoice for work carried out in April and for it to be presented at Full Council 13th May.

NPC 23/24 - BUILDING PROGRAMME UPDATE

Building progress report was verbally given by Ben Landico and Russel Payne, it was confirmed that:-

- a. Unfortunately, weather and ground conditions footings have resulted that the footings be 'shored' up strengthening with sheets of ply-wood to prevent collapse. This has caused delay however, completion date remains end of March 2025.
- b. The ongoing issues with the foul drainage continue, it was agreed that the NPCC will hold a meeting with MTC, to discuss solutions.
- c. Within building control - Condition 10 has been rejected, the ecologist is rewriting the report at no extra cost, however, we will need to reapply. (about the bats/lighting and plants that attract moths)

Note: Cllr Ambrose Ntuk arrived 7:23pm

NPC 24/24 - PROGRAMME OF WORK FOR APRIL

The considered works for next month were reported as:-

- a. Continue with the footings and pouring of concrete
- b. Ground beams, steel cages going in and the steel framework started.
- c. Target date for steel frame completion 17th June.

NPC 25/24 - FINANCIAL PROFILING – CASH FLOW

Cllr D Fabb produced and presented the updated cash flow analysis, confirmation of 'completion of project' clarified cash flow implications over a 3-4 month period early next year. After discussion it was unanimously decided that:-

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- a. The clerk would make enquiries with DCHLU, PWLB and the Parish Council Bank – Co-Op to explore temporary loan facility to plug the temporary short-fall
- b. Cllr Fabb, Cllr Land and the Clerk to continue to meet and add the finer detail to the cost flow projections and present at the next meeting.

NPC 26/24 - POSSIBLE COST SAVINGS

Through discussion the following cost savings were identified, Ben landico and Russell Payne will explore.

- a. Not install cladding on both side elevations keeping it brick work.
- b. Staircase constructed from timber not concrete.
- c. Explore new PVC windows and not aluminium.

Note: Cllr Ambrose Ntuk left the meeting at 8:25pm

NPC 27/24 - REMOVAL OF SAFE

The clerk highlighted that there would be a requirement to access the safe to retrieve documents required for an insurance dispute. Ben landico, confirmed that with notice he could ensure access, it was further suggested that the safe be removed and taken down to Cllr Fabb and put into storage with the rest of the Parish documents. The decision was made for the Clerk to have discussions with claimants and report back to the committee next meeting.

NPC 28/24 - WI INVITATION

Unanimously decided to Invite the WI for a site visit on 1st July, when they can meet Ben landico, Russell Payne and the Committee. Meet at the Parish Centre for 6:30pm. The Clerk to formally invite by letter.

NPC 29/24 - TIMELINE & COMMUNICATIONS

Expecting the grant contract from CCC to come through this week, thereafter all communications with release of photographs must come through the Clerks. Emmeline will work alongside Julie to ensure best coverage, once this is established, please cascade any editorial / photographs through your own networks. A new page will be created and added to the Parish Council website.

NPC 30/24 - NOTICES AND MATTERS FOR THE NEXT AGENDA

To be forwarded to the Clerk.

MEETING CLOSED 8:55pm