

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Special Meeting of the Council held on Thursday 9 February 2023 at **7.00pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks. HP10 8DS.

The meeting was open to members of the public and press.

Present:

Cllr D Johncock (Vice-Chairman)	Cllr C Dodds
Cllr L Johncock	Cllr R Wilks
Cllr L Willis	Cllr A Barron
Cllr C Jordan	Cllr J Herschel
Cllr I Forbes	Cllr H Darch

In the absence of Cllr Wood the meeting was chaired by Cllr Johncock and supported by Cllr Dodds

1. Apologies for absence

Apologies for absence were received and approved from Cllr K Wood (family), Cllr J Gurney (meeting), Cllr S Herron (Ill), Cllr S Digby (holiday) and Cllr L Webb (meeting)

2. Declarations of member's interests in agenda items

There were none.

3. Office Refurbishment

Council was asked to consider the recommendation from the Works & Services Committee to approve the quotation in the sum of £40,000 for the above works.

Council was asked to note that six tenders were received and from those three companies were interviewed on 24 January 2023.

Council received a verbal summary of the tenders from Cllr Dodds who led the interviews.

Cllr Dodds highlighted the current state of the kitchen and toilet area the fixtures and fittings to be replaced and the area remodelled to create an extra space that could be used for meeting and having lunch. The changes will be a huge improvement reducing energy costs, increasing staff security and will be the culmination of the office complex planned works.

The other quotations received were all in excess of the above figure but were from larger companies with larger overheads. Cllr Dodds advised that completed jobs had been seen and that he had confidence in the company chosen. He also advised that he was going to act as supervising officer.

In a bid to reduce costs the depot had been offered as a storage area and the depot toilet would be made available.

It was RESOLVED that;

The quotation in the sum of £40,000 be approved. The expenditure to be taken from the EMR and vired from the General Reserve.

The chairman of the meeting thank members for their attendance and closed the meeting at 7.13pm

Signed: 

Dated: 23 February 2023