


Minutes of an Extraordinary Meeting of Doddinghurst Parish Council held at 19.30 on Wednesday 21st September 2016, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

Present: Clrs. Mrs D Dicker (Chairman), Mr A Smith, Mr A Farrow, Mr A Oliver, Mrs D Rogers Harrison, Mr D Potter


1. Apologies for Absence. Received from: Cllrs. Mrs J Le Page, Mr. G Smith, Mr. P Arnell, Mr. M Capon.

2.  Resolved. The committee approved the closure of the meeting to the public and the press.

3. Objective of meeting.

Following a review and update on the Tender offers for the 2016 Children's Play Area Project and questions arising:

- (a) To make any recommendations/ observations to the Clerk relating to the project.
- (b) To approve the successful Contractor from the companies that Tendered.

4.  Resolved: The committee unanimously approved that the Parish Council should make a formal contract offer to Sovereign (Sovereign Play Equipment) against their Tender offer of the 24th August 2016, ref S4/5555, provided that the following items were satisfactorily agreed in writing beforehand:

- (a) Re item 5.0 of the ITT - confirmation of warranty period of 5 years.
- (b) From 4(a) above, if maintenance work is required what is the process for obtaining repair work?
- (c) Re item 8.3 of the ITT - Timescales for the implementation and likely start date on site.
- (d) Re item 9.1 of the ITT – Payment Terms - the Parish Council was seeking payment on completion and a 10% retention against an independent survey.
- (e) Re item 2.3 of the ITT – Contractors Insurance status and limitations.
- (f) Sovereign's accident record – do you have any Health and Safety reports indicating how the company performs in this respect

5. The committee actioned the Clerk to write to Sovereign and proceed with an offer on the basis that satisfactory answers were given to the questions in 4 above.

The meeting closed at 20.00

Minutes Signed:

Date: 3rd November 2016