

MINUTES of ALLOTMENT COMMITTEE meeting of 22 April 2021 via Zoom.

Councillors present:

Cllr C Jones (Chair)	Cllr N Hall	Cllr A Oddy
Cllr E Jones (Vice Chair Project Mgr)	Cllr J Matson	Cllr D Rigg
Cllr P Fellows	Cllr K Reed	Cllr A Riggott
	Cllr H Tune	Cllr S Walker

Officers present:

D Platt, A Platt

1. Apologies

Received from A Mayoh.

2. Declarations of Interest

None declared.

3. Public participation

No members of the public present.

4. Minutes of the last meeting

Resolved: Minutes of the meeting held on 30 March 2021 were agreed to be an accurate record and signed by the Chairman.

5. Lease and s106 Update

The Clerk reported that Chorley had informed that the lease now required Executive Member sign off and this has been requested for as soon as possible. When done the lease will be finalized.

6. Drainage works updates and ratification of the additional work on the lower section of the site

The Project Manager updated on works on the site and some fly tipping which had been reported to Chorley Council to follow up.

Resolved: The Committee ratified the decision of the Chair, Clerk and Project Manager – discussed by and agreed by consensus of all the members of the Committee on the 15th April – to retain drainage contractors on site to do the works on the lower section of the site whilst the plant is in situ and the weather is good. The cost of the work quoted at £14,400.

7. Tender returns, analysis and recommendation for Committee to choose the contractor

The Tender working group had worked on the tender returns and the Project Manager had analysed and questioned the figures and items. Members had a report circulated to them with the working groups findings and recommendation.

Resolved: The Committee agreed for the Tender to be awarded to Contractor 5 for a fixed price of £150,000.00.

Contractor 5 is John Fynamore Limited.

8. Any other items which need attention or research

Members asked a number of questions about progress which the Project Manager and Clerk responded to.

Members queried the need for an office building and so the power/water/drains – this was discussed and the building was planned for the use of the allotment site if an allotment society was set up, but also could be used for Allotment Committee meetings, staff and small meetings.

9. Date of next meeting

27 May 2021.

Meeting closed 7.40pm