



# Saxmundham Town Council

Market Hall

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## Minutes of an Extraordinary meeting of Saxmundham Town Council held at the Market Hall on FRIDAY 28<sup>th</sup> OCTOBER 2016 at 4pm

**Present:** Cllr R. Plant  
Cllr Mrs L Jardine  
Cllr Mrs A Eves  
Cllr J. Fisher  
Cllr K. Howe  
Cllr Ms P MacKay  
Cllr M Turner

**In attendance:**  
Ms M. Gallop, Town Clerk/RFO

2 members of the public

### AGENDA

#### 4941. TO RECEIVE DECLARATIONS OF INTEREST:

- To Receive Amendments to the Register – **None declared**
- To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda – **None declared**
- To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda - **None declared**
- To Consider Full/Partial Dispensations for Pecuniary Interests Declared – n/a

4942. **TO RECEIVE APOLOGIES AND CONSENT TO ABSENCE:** Cllr Ewart work commitments, Cllr P Dunnett, work commitments, Cllr J Sandbach, work commitments, Cllr Ms Trotter-Langlois, illness

#### 4943. TO CONSIDER AND AGREE ADDITIONAL FUNDING FOR ESSENTIAL WORKS ON THE SKATEPARK VIA A SITE INSTRUCTION RATHER THAN A COMPETITIVE QUOTATION.

Cllr Plant explained that the original specification for the Skatepark was based on it being built during the summer months and being seeded. However it is now being erected in Autumn the job would be below standard if we do not turf the area rather than using seed. The bunds are very high, with a gradient of 1 in 3. Cllr Plant asked the Councillors to consider spending £2750 plus vat on turf. Cllr Miss MacKay had studied the Tender and wondered why the turf had not been kept for re-use and wanted to have clear clarity on this. Top soil and the original vegetative matter has been used to erect the high bunds and as we did not request turf in the Contract we have to pay extra for this. Cllr Plant explained that many genuine things change as the building is erected. Turf will be bonded and pegged in place. Rain would wash seeding

away resulting and have to be replaced at our expense. Once the Skatepark has been built we will have a RoSPA inspection to ensure it will be safe to use. We have a 12 month period with the Contractors for any defects during that time. If we issue a variation for turf that will be inclusive of the defects. We also need consideration on when the Skatepark will be open for use. The bunding will get walked over at times and the turf needs to settle before anyone walks on it. The Town Council will need to underwrite the cost for turf from our reserves pending any success from bids. We have to agree a Variation Order to turf as it is not included in the contract. Cllr Mrs Jardine explained that we definitely need to turf and not seed which would wash away. She advised that we would be happy with this variation of the Tender, to turf rather than seed, seconded by Cllr Plant . Unanimously agreed. **Motion carried.** The question of how long it would be advisable to wait before anyone can use the Skatepark will be queried with the Contractor. Cllr Miss MacKay thought we should not open the Skatepark until it is totally completed.

Cllr Plant explained that the Access path was originally under Phase II. We have received an expensive quote from Freestyle, one from M S Oakes Ltd, who laid the path to the Youth Booth and are awaiting a third quotation from Suffolk Coastal Norse. Cllr Plant proposed that we accept a competitive quotation for us to engage a Contractor up to the sum of £6000 to lay an Access footpath. Cllr Mrs Eves seconded this proposal. Unanimously agreed. **Motion carried.**

Cllr Mrs Jardine explained that our original shortfall of £2890 has kindly been made up by Sarah Shinnie Active Communities Officer.

Meeting closed at 4.45pm

**SIGNED** \_\_\_\_\_

**DATED** \_\_\_\_\_