

**Minutes of the Extra Ordinary Town Council Meeting held on Thursday 7<sup>th</sup> March 2013 at 7.00pm based at Social Centre, Westfield Lane**

Present:	Cllrs	R Brown	Mayor
		B Capstick	
		R Hayhurst	
		P Jordan	
		J Thomas	
		S Tulley	
		E Tunstall	
		J Tunstall	
In attendance		Mrs C L Baxter	Town Clerk
		Mrs J A Patton	Deputy Town Clerk

**1. To receive apologies for absence**

None received

**2. To receive declarations of interest (Disclosable Pecuniary)**

None received

**3. Westfield Centre**

Five tenders were received by midday on Tuesday 5<sup>th</sup> March 2013. Tenders were received from D J Allen Ltd, D Noble Ltd, Saul Construction Ltd, O&P Construction Services Ltd, Triton Construction Ltd.

**a. To consider tenders for work – Hall project, Westfield Centre and approve chosen Contractor**

**Resolved.** The following members, Councillors Capstick, Hayhurst, Jordan and Thomas were appointed to meet with the two lowest tenderers – Nobles and Tritons to discuss the work and possibility of reducing costs should the two portions of work be combined.

**b. To consider tenders for work – Reception and Toilet project, Westfield Centre and approve chosen Contractor**

**Resolved.** The following members, Councillors Capstick, Hayhurst, Jordan and Thomas were appointed to meet with the two lowest tenderers – Nobles and Tritons to discuss the work and possibility of reducing costs should the two portions of work be combined.

The appointed members will report back to the Town Council with the selected Contractors details and breakdown of costs at the next available meeting.

**c. Town Clerk to report progress of PWLB application – Westfield Centre**

**Resolved.** The Town Council agreed a further Public Work Loan of £150,000.00 to assist in the refurbishments of Westfield Centre (report circulated at previous meeting). The Town Clerk reported she had been contacted by DCLG for further information before the loan approval can be processed. The loan approval is expected to be received shortly.

**d. Town Clerk to report progress of WREN funding – Westfield Centre**

**Resolved.** WREN has requested the following information be provided before they can issue the Contract:

PR plan

Quotations to cover all elements of the project (or)

Copies of the tenders including WREN funded elements

The Town Clerk and Mr I Deighton will organise the additional information to be forwarded.