

MINUTES of the Extraordinary Estates Committee Meeting held on Wednesday 25th May 2022 at 18.30 in Shire House Suite.

Present: Chairman, Councillor K Philips; together with Councillors T M Barbery, R Joshi, Hilda Blacklaw. Phil Brown.

IN ATTENDANCE: Peter Martin (Town Clerk), Andrew Banner (Estates Manager) Sam Lebbern (Deputy Estates Manager) and Shirley Gooch (Senior Administration Assistant)

Meeting commenced at 18.30

EC/EXT/2022/01 To receive and record the grounds upon which apologies for absence are tendered. LGA 1972, Sch 12, para 40

Apologies were received from Cllr P Cooper, Cllr D Henderson, Cllr E Ahearn.

EC/EXT/2022/02 To receive, if any, declarations of Interest relating to business on the agenda – Standing Order 53 Localism Act 2011, S39 to 34

There were no declarations of interest

EC/EXT/2022/03 **Public representation session:** An opportunity for residents to make representations to Council or ask questions relating to items on this agenda. (Note: a maximum of 15 minutes will be allocated for this session and there will be a time constraint of 5 minutes per speaker). LGA 1972, ss100 and 102, Public Bodies (Admissions to meetings Act) 1960

There were no members of the public present.

EC/EXT/2022/04 To consider and appointment of Vice Chairman for Estates Committee

Cllr R Joshi nominated Cllr M Barbery for Vice Chair and Cllr H Blacklaw seconded the motion. All were in favour

It was **RESOLVED** to elect Cllr M Barbery as Vice Chair of the Estates Committee.

EC/EXT/2022/05 To consider the tenders received for Quantity Surveyor and Structural Engineer for the refurbishment of Shire House and Shire Suite. And, if appropriate agree the officer's recommendation.

Cllr J Cooper joined the meeting at 18.50.

Committee members discussed the tenders received for Quantity Surveyor and Structural Engineer for the refurbishment of Shire House and Shire Suite. It was felt that stakeholder engagement is essential as soon as possible and for expectations and costs to be kept realistic.

Cllr H Blacklaw proposed to agree with the Estates Manager's recommendations contained within his report. The motion was seconded by Cllr P Brown, all councillors were in favour.

It was **RESOLVED** to **AGREE** with the recommendations contained within the Estates Manager's report and appoint Structural Engineers, Integral for the feasibility study at a cost of £5,355 and to also appoint Quantity Surveyors, Ward Williams Associate (WWA) for the feasibility study at a cost of £5,000 for the refurbishment of Shire House and Shire Suite.

The meeting closed at 19.15.

Date of next meeting Thursday 9th June 2022