

**CANTLEY WITH BRANTON PARISH COUNCIL**

**Minutes of the Special Meeting of the Parish Council held on Monday 20 October 2014 at Kilham Hall commencing at 9.15 a.m.**

**PRESENT:** Councillors J Worthington (Chair), G Warrender (Vice-Chair), B Fussey and M Sidebottom.

**IN ATTENDANCE:** J A Staniforth (Clerk to the Council).

**1) APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Y Butterworth

RESOLVED (1)

That the apologies be accepted and duly recorded.

**2) DECLARATIONS OF PECUNIARY OR OTHER DISCLOSABLE INTERESTS**

There were no declarations of interests.

**3) PLANNING OF THE CONVERSION OF THE CHANGING ROOM BUILDING**

The Clerk reported that there had been no interest in purchasing the showers that had been advertised for sale other than an enquiry from a local resident indicating an offer of £75. It was agreed that this offer be accepted. Members commented that it was possibly the wrong time of year and it was agreed that a further advertisement be placed in the February 2015 Branton and Ackley Arrow if any remained unsold. Councillor Sidebottom reported that there was a free local advertising channel via Facebook and it was agreed that an advert in line with that included in the Branton and Auckley Arrow be placed with the price of the showers £90.

In order for any building work to commence there was a need to remove the wooden benching and coat pegs it was agreed that an advert be placed in the Branton and Auckley Arrow inviting offers for the items otherwise these would need to be removed and disposed of by the building contractors. The Clerk to provide an advertisement for publication.

A final check was given to the plans provided by Saxton Designs Ltd free of charge and it was agreed these were as agreed by the parish council at the July meeting and would meet the requirements of the parish council. The Clerk was asked to obtain three further sets of the plans in preparation for when tenders were sought and to express the Council's thanks for the work undertaken.

The Clerk stated that a copy of the plans had been sent to a second DMBC Planning Officer to ascertain whether formal planning consent was required as it was known that the officer to whom the plans had been sent to initially had now left the Planning Department. A response was still awaited. Members agreed that in the event that a response is not received in the near future the matter be raised with Ward Councillor Y Woodcock to seek a response.

Discussion took place on contractors to be invited to tender for the work and the following were agreed: Danum Developments Ltd, GP Property Developments Ltd, Coen Construction Ltd. and Lindsay Barber & Co. Ltd.

Consideration was given to the specification for the tender document and it was agreed it should be based on the outline specification provided originally by Danum Developments Ltd with each section quoted for separately and the following additions included:

- Three electric radiators one for the entrance lobby, office and larger one for the main meeting room with five double electric sockets, one for the entrance and two in each of the main rooms.
- An external type water tap to be fitted in the Handyman's storeroom
- An extractor fan and disabled access/facilities for the toilet area
- Electric shutters to the three windows (same as fitted to Kilham Hall)

The Clerk to draw up a draft specification for consideration at the November 2014 meeting.

Signed:.....Dated:.....