



**Minutes of the Estates Committee Meeting
Town Council Chamber, Cinderford
Tuesday 6th September 2022 at 7pm (prior to Council meeting)**

Present:

Cllr C Witham (Chairman)
Cllr C Brown
Cllr S Reader
Cllr M Turner
Cllr T Holder
Cllr N Taylor
Cllr D Martin
Cllr G Morgan
Cllr R Sterry
Cllr J Charlton-Wright
Cllr L Love (Estates Manager)
E Bennett (Clerk)
1 member of the public

Apologies:

Cllr A Davies

1. To receive apologies for absence

Apologies for absence were accepted as detailed above.

2. Declarations of Interest – to receive any declarations of interest in any matter to be discussed at the meeting. Members and Officers are requested to identify the nature of the interest.

Cllr D Martin and Cllr G Morgan declared a non-pecuniary interest as Trustee of FVAF (who were tenants of Dockham Road).

Cllr C Brown declared a pecuniary interest as CEO of FVAF.

It was noted that FVAF would be potential tenants for Dockham Road.

3. Public Participation Session – to provide the opportunity for Members of the Public to raise questions or comment on items on the Agenda (limited to 15 minutes, with a maximum 3 minutes per person)

Not applicable.

4. Chairman's Urgent Business (information only item)

None raised.

5. To confirm the Minutes of the Meeting held on 26th July 2022 (copy herewith)

The minutes of the 26th July 2022 meeting, having been previously circulated, were confirmed and signed as a true record.

6. Matters Arising from Minutes

7. To receive quotes for emergency boiler repairs at Dockham Road and recommend contractor(s) to Council

As the owners of the building CTC were liable for the boiler repairs. It was noted the boiler had broken down between exchange of contract and completion. Emergency repairs were necessary. Three quotes had been received for consideration and approval

at the meeting. A further three companies had not quoted due to the scale of works or timeframe demands. The Estates Manager took the Committee through the three quotations received:

Quote 1 - was comprehensive and provided a high number of features at a cost of £83477.51 + VAT.

Quote 2 - was more tailored to building needs for all boiler, heater and electrical works at a cost of £47,481.27 + VAT.

Quote 3 - was for two builders, heating and electrical works at a cost of £27147 + VAT and could be fitted within one month from ordering.

All quotes complied fully with Gas safe regulations and included certificates.

After a detailed discussion it was proposed by Cllr Di Martin and seconded by Cllr G Morgan that the Committee agreed to accept Quote 3 (T.H. Haskett & Son Ltd) based on cost and installation times noting the boiler needs to be installed as a priority. The quotes had been reviewed by CTC's Maintenance Officer with plumbing experience.

8. Date of next Meeting – TBC

Signed:.....

Date:.....