

Minutes of a Special (Extraordinary) Meeting of



Held on Tuesday 15th June 2021, 7.00 pm At the Library@5-7 Church St, Stony Stratford MK11 1BD

Present: Cllrs Roy Adams, Paul Bartlett, Simon Cherrill, Paul Randall, Keith Tilley (Chair), Charlie Wilson-Marklew (6 members) and Lynne Compton, Clerk to the Council (TC)

Absent: Cllrs Bianca Bendig-Ceesay, Hannah O'Neill and Tom Welch (see also Min 21/090 Apologies for Absence)

Remote attendance (Members of the public attended the meeting remotely due to Covid-19 restrictions): One

In attendance: (max of 5 spaces): Mr R Gifford, 5-7 Church Street Project Group and Mr Robert de Grey, Architect

21/087 QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC (15 mins)

There were two members of the public present who made the following representation:

87.1 Stony Theatre Society and StonyWords: Mr Gifford declared an interest as a key member of these groups who extensively use the building.

87.2 Option 4 which omits the insulation should be rejected as the building needs to become more energy efficient to increase its carbon neutrality

21/088 DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA

in accordance with the Localism Act 2011 Section 29(1): There were none..

21/089 REQUESTS FOR DISPENSATION

in accordance with the Localism Act 2011 S33. There were none.

21/090 APOLOGIES FOR ABSENCE:

Council **RESOLVED** to approve apologies received from Cllrs Bendig-Ceesay, O'Neill and Welch

21/091 5-7 CHURCH STREET TENDER

Council **NOTED** the full report, having also had the opportunity to attend a full briefing on the project (to include; removal of the central staircase, installation of a new staircase, rewiring the building, new heating and lighting, new entrance doors) on Tuesday 1st June. Council considered in detail the letting of the 5-7 Church Street contract for the refurbishment of 5-7 Church Street as per the submitted pricing schedule. **See also Min 21/094.**

21/092 Council **RESOLVED** to exclude press and public (with the exception of Messrs. Gifford and DeGrey (members of the 5-7 Church Street Working Group) in accordance with Public Bodies (Admissions to Meetings) Act 1960 sect 1.2 to discuss matters of commercial confidentiality

21/093 5-7 CHURCH STREET PROJECT INCREASE TO CONSULTANTS' FEES

Following discussion and a vote, Council unanimously **RESOLVED** to approve the increase to quoted fees from the Quantity Surveyor(QS) (who was now undertaking a Contract Administrator role in addition to the QS duties) (RA/PR) and Architect (RA/SC) (***RdeG briefly left the room whilst this item was discussed***) due to additional work and responsibilities. **Note:** the increased fees had been included in the revised Project costs in Min 21/094.

21/094 5-7 CHURCH STREET TENDER FINANCIAL INFORMATION (papers for members only due to commercial confidentiality)

Following a lengthy discussion, assessing the viability of the project, the various options presented and the estimated benefits it would bring to the Stony Stratford children, community and surrounding areas and the Council's available funds for the project. A proposal (RA/CW-M) was made to let the contract for refurbishment of the 5-7 Church Street building (which will include; removal of the central staircase, installation of a new staircase, rewiring the building, new heating and lighting, new entrance

doors) to Contractor A: Bespoke Construction Services Limited at a cost of £216,661.30 (omitting the kitchen and Meeting room 4 works costing £8325) plus £30,406.70 to include the items omitted from the value engineered option (Removal and reinstatement of boarding with new roof installation, Glass block partitions and FF glazed screens). Total cost of contract (subject to any variations): £247,068. Following a vote, Council unanimously **RESOLVED** to approve the proposal and let the contract to Bespoke Construction Services Ltd at a total value of **£247,068**.

Council further **AGREED** that Friends of Stony Stratford Library should be asked if they would like to fundraise to reinstate any of the non-essential items e.g. first floor kitchen. Council **NOTED** the following:

1. The Electrical consultants approved Bespoke's value engineered options as being compliant with the specification (Contractor B's did not meet the quality required for the project).
2. The additional funds the TC had secured from MKC for the insulation, lighting and heating from S.106 Carbon Neutral monies
3. The Architect and QS/CA would provide a revised specification with the items previously omitted, reinstated.
4. The TC would now complete the relevant forms to drawdown the Public Works Loan Board Loan for £200,000.
5. The CA would be responsible for keeping the project on track and within budget in liaison with the TC.
6. The main risks identified by the Architect which may cause additional expenditure could be Foundations, Electrical Work and Asbestos. The Council has allowed a contingency of c10% for unforeseen items. The TC had received confirmation that any items related to the original build (40 years ago) would be considered by the Town Council insurers.

Actions:

	Item	Assigned to:
1.	instruct MKC Procurement	TC
2.	organise letter of intent	TC/MW/MKC Procurement
3.	Revised Specification	RdeG/MW
4.	Prepare and issue Press Release	TC/5-7 Church St Project Group
5.	Drawdown MHCLG approved PWLB loan and complete DD mandate	TC
6.	Inform stakeholders and MKC Ward Councillors of decision and publicise on website	TC/Info Officer
7.	Ask FoSSL about fundraising for non-essential items	TC
8.	Further information to drawdown approved MKC S.106 monies	TC
9.	Inform York House that the temporary move to a room at YHC is confirmed date tba after pre-contract meeting.	TC/MW
10.	Organise Pre-contract meeting	TC
11.	TC suggestion to organise flagship event for the opening of finished building	TC to discuss with Projects Committee with possibility Events Working Group will help with.
12.	Organise emptying of electric room (mostly SSTC paperwork and equipment)	TC/DTC
13.	Organise and implement temporary move to YHC	TC
14.	Notify existing contractors of start date (when known) e.g. Intruder Alarm etc. and suspend services where not needed	TC

Meeting Closed: 20:02

there was a brief break before the start of the Finance & HR Committee meeting

Chair signature..... Dated:

Date of next meeting: Tues 20th July 2021, 7.00 pm, Small Meeting Place (subject to confirmation), Barford, Galley Hill, Stony Stratford MK11 1PE



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