Extraordinary Meeting of Council 6th February 2024

Mrs Ruth Lyes
Clerk of the Council

30th January 2024

Dear Councillor

You are hereby summoned by the Chairman of the Council, to an Extraordinary Meeting of Winkfield Parish Council to be held in Carnation Hall, Chavey Down Road, RG42 7PA on Tuesday 6th February 2024 immediately following the Special Meeting of Council to Consider Planning and Highways Matters which commences at 7.30pm, when it is proposed to transact the business specified in the agenda hereto.

This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in December 2021. All Councillors are reminded to acquaint themselves with paragraph 2 (Disorderly Conduct at Meetings).

To avoid interruptions to the business of the Council, Councillors, officers, and members of the public are required to ensure that mobile phones are switched off before the commencement of the meeting.

Members should note that in the event of the fire alarm going off, they should make their way quickly to the fire exits, either via the rear or front doors and make their way to the fire assembly point in the car park.

Prior to the commencement of discussion, a time not exceeding 10 minutes is available to the public to address the Members of the Council on any matter relevant and within the Council's responsibility or which affects its area.

Yours sincerely

Ruth Lyes

Clerk of the Council

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AGENDA

1. APOLOGIES FOR ABSENCE

To Receive apologies for absence. Councillors should personally notify the Clerk of the Council by midday of the meeting day of any intended absence along with the reason.

2. DECLARATION OF INTEREST

Members are required to declare any personal or prejudicial interests in relation to any items on the agenda.

3. LOCKS RIDE PAVILION CONTRACT

3.1 Execution of the JCT contract as a deed under seal. The JCT Contract for a sum of £1,028,398 appointing Morris & Blunt as contractor for the design and construction of a new build, timber clad sports pavilion, inclusive of multi-use changing rooms, WCs, kitchen, community room and minor external works at Locks Ride Recreation Ground, Forest Road, RG42 7NJ.

The contract has been reviewed by the Council legal advisors Freeths and overseen by the appointed Construction consultants, Madlins. The Clerk has also reviewed the document for the main elements of contract sum, retention and insurance clauses. The Locks Ride Working Party have also had sight of the contract for consideration.

To review and consider for approval the execution under seal of the JCT Contract as stated above. Application of the seal to be by the Clerk and witnessed by two councillors.

3.2 Delegated Powers

To avoid frustrating and potentially costly delays the Council are asked to consider for approval the following delegated powers which align with WPC Financial Regulations:

i. Delegated Powers to be approved for the Clerk in relation to minor project decisions within contract sum e.g. plug placement, paint colours with the Clerk to liaise with the lead of Locks Ride Working Party on such matters.
ii. Delegated Powers for works that are additional to approved contract amount but within contingency of £50K: up to £2k Clerk to agree in conjunction with Locks Ride Working Party lead, up to £5K Clerk & Chairman to agree in conjunction with Locks Ride Working Party Lead.