

Minutes of the meeting of the **CARAVAN PARK**
BEST VALUE WORKING GROUP held at the
Town Hall on **FRIDAY, 16th APRIL 2004**
at 11.00a.m.

Present:-

Councillor A.H. Miller – Chairman
Councillor C. Bright
Councillor Mrs J. Farrow

Also in attendance:-

Councillor Mrs. C. Gainsborough – Deputy Mayor
Mr C. Callingham Leisure Concepts (Design Consultant)

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Agelink and Trite.

2. **REFURBISHMENT SCHEME**

Further to Minute No. 6 of the Special Meeting of the Council held on 5th March 2004, Mr. Craig Callingham of Leisure Concepts, the Council's appointed consultant, gave a detailed analysis of the amended proposals submitted by Elm Contracts, which showed a potential saving of approximately £83,700 on the original tender prices submitted.

During the ensuing discussion, Members expressed concern that the savings should not be achieved through lower standards of materials, finishes or workmanship, and they were given an assurance by Leisure Concepts that the quality of the refurbishment scheme would be maintained, although some materials and finishes had yet to be determined.

The Mayor referred to previous discussions, whereby consideration had been given to the possibility of re-tendering for the refurbishment project in the autumn to allow the contractor extra time to prepare their submission. He then posed the question to Mr. Callingham:-

If the contractors were invited to re-tender, could Leisure Contracts negotiate a better price?

Mr. Callingham was of the opinion that re-tender would not necessarily result in a lower priced contract, particularly as favourable negotiations were continuing with Elm Contractors, who had initially submitted the lowest tender.

The Town Clerk confirmed that the tendering and evaluation process had been carried out in accordance with the Council's Standing Orders, and it was AGREED:-

To approve the proposed amendments to the contract price, with the following exceptions:-
Item 13 – Re-examine finishes.

20 – Remove from contract price.

22 – Clarification to be sought on this item.

29 – Reduction of £11,000 (increased from £7,500)

30 – PC sum electrical element – Do not remove.

31 – Remove from contract price.

It was noted that the overall contract price had now been reduced to £450,000, and it was AGREED:-

That this information be referred to the Special Meeting of the Council to be held on Monday, 19th April 2004.

During the discussion, the Town Mayor enquired whether savings could be made on the landscaping and ramps at the entrance to the Reception Building, and it was AGREED:-

That separate costs be obtained for these works.

CouncillorBrightrequesteddetailedclarificationofthewindowstobechangedandthe associatedcostsinvolved.Itwassuggestedthatpricesbeobtainedfortherevisedscheduleof works,ratherthanestimatingthereductionintheinitialtenderprice.

TheTownMayorreferredtoearlierdiscussionsregardingapossiblealternativeuseofthe IndoorBowlsHallduringthesummerperiod(MinuteNo.3oftheCaravanParkBestValue WorkingGroupheldon1stMarch2004),anditwasAGREED:-

ThatLeisureConceptsberequestedtoseekaquotationfromElm Contractorsfortheconstructionofanadditionaldoorandwindowin theUpstairsBar(adjoiningtheBowlsHallandoverlookingthePool area)and

toprovidemoredetailedconceptdrawingsoftheIndoorBowlsHallin orderthatacostbenefitanalysiscan beundertakenpriorto consultationwithusers.

Mr.CallinghamlefttheMeetingbeforeconsiderationofothermattersontheAgenda.

3. **BUSINESSPRIORITIES**

Havingregardtothelargecapitalinvestmentintheproposedrefurbishmentscheme,itwas AGREED:-

Thatdetailedconsiderationbegiventoefficienttoallmatters relatingtotheVistaBarsandcateringservicesi.e. bars,stock,menusementertainmentetc.

Themeetingconcludedat1.00p.m.
