



**OLDBURY ON SEVERN PARISH COUNCIL**  
**Minutes of the Extraordinary Parish Council Meeting**  
**held on Monday 5<sup>th</sup> August 2019 at 7:45 pm in the Memorial Hall**

**PRESENT:** Cllr Keith Sullivan (Chair), Cllr Dylan Griffiths (Vice Chair), Cllr Matthew Riddle, Cllr Chris Jennings.

**Clerk:** Keith Sullivan **Parishioners:** No parishioners were present

**Not present – without apologies:** Cllr John Cornock

**1. Apologies for absence**

Apologies were received from Cllr Matthew Clothier (work commitment), Cllr Sheila Bedford (away).

**2. To receive agenda declarations of interest and dispensation requests**

None received.

**3. To agree Pavilion heating contract arrangements:**

**3.1 To resolve to enter private session**

It was resolved that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**3.2 Installation contract adjustments**

At the council meeting of 2<sup>nd</sup> July 2019, a contractor was selected to install a new boiler and wet heating system at the Pavilion. Since that meeting, various inconsistencies have been found within the accepted quotation which mean that the work is going to cost significantly more than previously approved. Time constraints mean that if the selected contractor is not used, it would not be possible to complete the work this year as there is no other long enough period of time when the preschool is not using the building.

Cllr Sullivan circulated a confidential paper detailing the reasons for the increase in expected costs. The anticipated increase is £1,517, giving a revised total estimated cost of £7,925.

Following discussion of the confidential paper, it was resolved that the meeting should cease to be in private session.

It was resolved that the revised quotation should be accepted and the increased estimated payment of £7,925 approved. This included a payment of £5,211 plus VAT to Travis Perkins for supply of materials.

Cllr Sullivan was delegated to agree and sign the revised contract.

**3.3 Gas supply**

Cllr Sullivan has obtained quotations from three companies for supply of bulk tank LPG for the pavilion. Quotations were presented to the meeting.

It was resolved that the quotation from Calor should not be accepted.

It was resolved that the quotation from either Avanti (at a current cost of 30 or 33p/l) or Flogas (at a current cost of 37p/l) should be accepted. Cllr Sullivan was delegated to seek assurances on ongoing costs and automatic re-ordering and then sign contract on the better option of the two.

### **3.4 Gas tank installation**

Discussion was held as to the best type of LPG tank to install. Either an above ground or underground tank could be used. It appears that, if the supplier contract is changed, the ownership of the tank remains with the original supplier and there could be expense incurred in either installing a new tank or transferring ownership. The cost of installing an underground tank is more than that of an above ground tank

It was resolved that an above ground tank should be installed with a surrounding fence as this would be less prone to interference and damage.

Cllr Sullivan was delegated to arrange the tank installation.

### **4. Close of Meeting**

The meeting was closed at 9.00pm.

Next meeting to be held on **Tuesday 3<sup>rd</sup> September 2019 @ 7.00pm.**

**Signed by Chairman:**

DRAFT