

**MILLENNIUM HALL DEVELOPMENT WORKING PARTY**  
**22<sup>ND</sup> OCTOBER 2020**  
**10.30 AM**  
**MILLENNIUM HALL**

**PRESENT:** Cllr Mrs M Sherwin (Chair), Cllrs Mr R Flemming, Mr K Lynch, Mr R Mayne and Mr P Williams

**IN ATTENDANCE:** Hazel Thomasson (Principal Officer)  
Juliet Perry (Deputy Principal Officer/Responsible Financial Officer)

**APOLOGIES:** There were no apologies for absence

**Minutes of last meeting held 22<sup>nd</sup> October 2020 – Agreed as a correct record**

The Principal Officer reported that Merisons Ltd had been advised that their estimate of works to address remedial works required for the ongoing issues with Hall 2 floor area was acceptable. A further site visit by Merisons Ltd was still awaited, however, they had accepted the instruction and advised they had at least a 6 week lead time for commencement of works and would be able to give two weeks' notice of an exact start date. With an anticipated start date at the end of November 2020, the playgroup had been contacted to advise of the possible disruption during this period and how that may impact their hire. The Principal Officer reported that the response from the playgroup had been positive and supportive.

The outstanding defect rectification works were confirmed by the Principal Officer as having been completed and satisfactory apart from the rectification works to the double fire doors at the rear of Hall 1, which still required inspection by members of the working party. After inspection and further discussion, it was reluctantly agreed that the doors were acceptable under the constraints of the contract and that all defect rectification works were now complete.

Having established that all contract works were now complete, members considered the final account statement submitted by Mercer Building Solutions. The variations made to the contract sum amounting to an additional £812.49 were agreed, making the total payment for the delivered contract £995,812.72. The Principal Officer was to advise MDA that the final account statement had been accepted and that a final valuation payment request of £12,425.44 (ex VAT) be issued to the Council to conclude the contract.

Conclusion of the contract with Mercer Building Solutions to be reported to Council.

Further discussion took place regarding the additional works outside of the contract which still needed to be addressed. The Responsible Financial Officer confirmed the remaining balance available in the project reserve and it was confirmed that this balance would likely cover 2 of the 3 areas of work still required, namely remedial works to the floor in Hall 2 and replacement of the door frame, doors and external shutter at the rear of Hall 2.

With the imminent round of budget requests for project suggestions to be carried out in 2021/22, members raised the issue of the remaining improvement works required for the hot water delivery system to the showers in Britannia Pavilion. After much debate, it was agreed that the Principal Officer would furnish Cllr Mr Lynch with the information previously gathered in calculating the required capacity of the water delivery system after the deficiency had been established. As a first step, Cllr Mr Lynch would use this information to draw up a requirements template for members to consider at their next meeting. Once a requirements document has been agreed, this will be used to obtain indicative quotations on possible retrospective solutions to meet those requirements.

Meeting closed at 12.07pm