

**DRAFT MINUTES OF A MEETING OF CONEY WESTON PARISH COUNCIL
HELD ON THURSDAY 30th AUGUST 2018**

PRESENT: Councillors: B. Hogg (Chair), P. Clarke, C. Flood, D. Haycock, J. Ladell, D. Stewardson, R. Jay (Clerk).

Prior to the formal agenda, The Council wished to record their appreciation and thanks for the varied community work undertaken by their late colleague Councillor M. Gooderson.

1. There were no apologies for absence.
2. Declarations of interest: None
3. The draft minutes of the last meeting (5th July) had been pre-circulated; were taken as read and approved.
4. Scheme of public speaking: There were no members of public present.

PUBLIC PARTICIPATION SESSION BEGINS.

5. Not applicable

PUBLIC PARTICIPATION CEASES

6 OPEN FORMAL P.C. MEETING: Matters for decision:

6.1 Village Hall roof refurbishment/renewal: Further to the pre-circulated guidance notes and with reference to Standing Orders section 18 (financial controls and procurement); it was resolved to:

- Confirm the draft specification for the execution of works.
- Draw up an 'Invitation to Tender' document for publication in local press on 14th sept. BH, Clerk
- Prospective contractors to express an interest by close of business 28th Sept.
- Council will despatch work specification together with special return envelope.
- Deadline for submission of tenders will be close of business on 26th Oct.
- Working Party to manage the process will comprise four councillors as decided: P. Clarke, C. Flood, D. Haycock, D. Stewardson.
- Date for Council's response to submissions will be determined without undue delay following the submissions deadline of 26th Oct.
- A scoring matrix will be published for the proper evaluation of tenders. BH

6.2 Review/amend NALC Model Financial Regulations (2016). The variable cash sums in square brackets were determined by paragraph as shown: - para 1.14 £1000, para 4.1 £1000, £250, £250 respectively. Para 4.4 change month to November, para 4.5 £250, para 5.8 amended to read 'all revenue or capital grants to be ratified by resolution of the council'. Para 6.4, delete both square brackets, paras 6.18, 6.19 and 6.20 to be deleted. Para 6.22 delete entirely. Para 14.2 approved unchanged at £250

B. Hogg Chair

R. Jay Clerk

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