

Dereham Town Council

Full Council

12<sup>th</sup> June 2018

Agenda Notes

**12. To consider tenders for 58 Norwich Street.**

This item was deferred from the May full council pending additional information. The Council's building's surveyor has been asked to check the two tenders for accuracy and make sure the comparison is on a like for like bases.

The cost of the refurbishment will come from the Buildings Repair budget as profiled below.

**Building Repairs**

May 2018

	2018-2019	2019-2020	2020-2021	2021-2022	2021-2023
<b>Opening Balance</b>	£93,800	-£8,277	£46,964	£109,615	£174,771
<b>from revenue</b>	£57,923	£60,241	£62,651	£65,157	£67,763
58 Norwich Street	£100,000				
Windmill painting	£11,000				
Chapel Windows	£8,000				
Painting Memorial Hall	£20,000				
Assembly Rooms internal decoration		£5,000			
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reinstall speed humps	£6,000				
Painting timber cemetery	£5,000				
Toftwood football	£5,000				
<b>Closing Balance</b>	<b>-£8,277</b>	<b>£46,964</b>	<b>£109,615</b>	<b>£174,771</b>	<b>£242,534</b>

In consider a new project the Council must consider any risks.

Risk	Mitigation
Unforeseen issues identified during refurbishment, significantly increasing costs	Professional surveyor has prepared the scheme of works. 20% contingency has been budgeted for . Any further costs would require the budget to be reprofiled.
Unexpected significant repairs required for other buildings while refurbishment is carried out.	Depending on level of repairs, would need to reprofile budget by delaying other repairs.

**13. To consider contracting Councillor A Bowyer to train staff on maintenance of the garden at the Norwich Road Cemetery.**

The Garden at the Norwich Road Cemetery has been designed to be low maintenance, but it will require some maintenance. Council staff currently do not have the experience to manage such an area.

Cllr Bowyer is a professional garden designer and gardener, she has offered to work with council staff to maintain the garden for initially a year, in order that council staff can develop the experience to continue the maintenance.

Under section 112 of the 1972 Local Government Act 1972, it would be unlawful to appoint a councillor to a paid officer post. This proposal would not be an appointment to any post nor is it appointing an officer. It is a temporary contract to deliver a specific service.

The cost would be £12.50 per hour and would require 32 hours for spread over 12 months - a total cost of £400.

Councillors are being asked to consider contracting Cllr A bowyer to train council staff in maintaining the Garden at the Norwich road Cemetery.

**15. To consider contributing to Highways England Transport Modelling for Dereham.**

Councillors will be aware that Highway England have proposed to compile a micro-simulation model of the highway network in Dereham. A meeting will be held on the 12 June between Highways England, Breckland District Council and Norfolk County Council and the contractors who would be carrying out the work. The meeting will discuss the scope of the work provide a clear estimation of the costs.

Currently the estimated cost is £40,000 and Highways England have offered to contribute between 50% and 75%, and would be looking for contributions from the other partners.

The Clerk will bring an update to the Council meeting.