

# New Parish Centre Working Group Meeting

## 5<sup>th</sup> February 2024

Working group members in attendance	DE, DF, JL, JP, BL, RP, SW – JD service
Apologies received	MC
Absent with no apologies	AN

### 1. Outstanding action:

- CCC – agreement to paint white line to denote footpath entrance into U5s’
- Letter to residents notifying piling works (on hold)
- Letter to S Tibbett (superseded by visit from BL & RP)

### 2. Updates

- Additional work for U5s’ carried out by handymen: Painting of fire exit white lines, trimming back of shrubs and ivy.
- Bids: CCC (40K) assessed end of March, HDC (80K) assessed in April.
- Boundary hedges removed, site security fence erected, site prepared with building set out. Have needed to erect boundary fence along P Clarke property.
- Received neighbour concerns about foul sewer connection.
- Asbestos demolition survey required.
- Ben & Russell met with S Tibbett, who has sorted out some of the outstanding building control issues.

### 3) Programme Intentions for March

Continue with preparation work for piling, still on target for commencement on 2<sup>nd</sup> April, start to cut out tarmac as building lay out requires. Need to progress piling confirmation of figures required for point loads and line loads for piling and steel framework, presenting an additional cost of 1.4K.

MTC are aware of their error regarding drains, storm water/ foul sewerage, keep an evidence file regarding the impact of this; currently investigations being made to confirm the depth of the foul sewage drain connection that runs along the High Street (AW). Securing this information will assist with informing the best plan of action to be taken for laying sewer connections.

#### Actions:

- DF – Look out drainage file from storage of Parish records to explore if there’s any documentation that confirms depth of AW sewer.
- JD – To explore with AW contact if they can find out depth of AW sewer.
- BL & RP – Continue to pursue with MTC

# New Parish Centre Working Group Meeting

## 5<sup>th</sup> February 2024

### 4) Cost Profile

The Clerk explained the concerns over the profiling of building costs draw down. Parish reserves and associated funding have different criteria to release the funds and doesn't want to put the Parish in a position where money hasn't been released and there's not enough funds to finance the monthly build invoice.

There is understanding of the need to be flexible for both parties, the figures don't need to be exact but ballpark; the structure of the New Parish Centre meetings will absorb this moving forward, member of the group are fully aware of unforeseen issues at the beginning and completion of projects.

#### Action:

- BL to discuss with Amy and then speak with Julie.
- JD to factor in cost profile when received.

### 5) Additional Costs and transparency

Linked with the above the Clerk proposed how the costs would be recorded. The contingency cost has been separated from the tender total price. All invoices relating to additional costs will be drawn from the contingency (this includes Russell's invoices), the remained from the tendered work price. Retention will be included and further drawn from the tendered work.

#### Action:

- JD to circulate spreadsheet as evidence.
- JD to notify Full Council closing of Cambridge & Counties Bank Account, and request release of funds from WI.

### 6) NPC Working Group – or Committee

To enable the NPCWG to progress with due diligence and not impede the build programme it requires to function as a committee. After discussion it was recommended that the group reform as a committee, it has delegated power authorising spend up to £10K as not to impede progress. It further sets membership at 6 members. Currently there are 7 serving members, therefore stricter attendance measures will be applied; should two consecutive meetings be missed, they will lose their place.

Action: Agenda item at Full Council 56/24

7. Report for Full Council - Cllr J Land volunteered to give report on update to Full Council on 11<sup>th</sup> March item 55/24.

**Next Meeting:- Tuesday 2<sup>nd</sup> April, 7pm. Venue TBC**