

## **ANSTON PARISH COUNCIL**

### **MINUTES OF THE EXTRA ORDINARY MEETING OF THE PARISH COUNCIL**

Minutes of the Extra Ordinary Meeting of Anston Parish Council held at Anston Parish Hall, 15A, Ryton Road, North Anston, Sheffield, S25 4DL On Wednesday 5<sup>th</sup> June 2024 at 6:00pm.

**Present:** S Concannon (Chair), C Jepson, C Tawn, A Scholey, D Graham, E Pack, A Pack & S Scott.

**Public:** one member present

**In attendance:** A Woodhead, Clerk to the Council, Mr J Cawkwell-Stansfield CS Surveying & Architectural Design Ltd.

#### **32/0624 Public Participation**

To receive questions for consideration by the Parish Council from members of the public:

**Q** When is the Water Boiler and the Outside lights be repaired at Anston Bowling Club

**A** An electrician had looked at the work and although unable to give a quote for the lights, would be asked to fix the water boiler. The member of the public then left.

#### **33/0624 Apologies**

To consider apologies for absence.

No Councillors absent.

#### **34/0624 To record any Declaration of Interest**

No declarations.

#### **35/0624 To consider any matters which should be dealt with in open, or confidential session.**

The meeting entered closed session.

#### **36/0625 Update on COF23 182- Anston Old Library**

##### **Chairmans announcement**

The Chair stated that he was not happy to have been told by a member of the public that work on the Old Library Building had commenced and felt that Councillors should have been told. There was also issue with the contractor for the works given the period of time that the tender process was completed and the arrival of funds into the Councils Bank account, an explanation is required as Council should have been given the opportunity to consider.

a)-It was stated that the Project manager had asked for a meeting with the Clerk and the Contractor to discuss the project on Friday afternoon, at that meeting it was stated that the Contractor wished to start on Site on Wednesday. It was noted that the application to the funding had been successful a letter of confirmation received in December 2023 stated that the project had to be completed by December 20<sup>th</sup> 2024. Despite the funding not being received until May 2024, all agreements and paperwork had this date. Given that the Council has agreed that this project should be undertaken, and agreements signed together with the fact that CS has been appointed to manage the whole process, the contract tendering had been undertaken

and on the advice of CS the Clerk agreed that given the size and scale of the project it was agreed that the Contractor should start on the date as requested by the contractor.

b)-The Clerk stated that he followed the professional opinion of the Project Manager in granting permission, to ensure that the project could start and that had a delay been caused to the start of the project, by not agreeing to this, the liability for any project overrun would rest with the Council and not the project manager or contractor. Mindful that project of this size always have unexpected issues that can quickly cause overruns- which will run the project closer to the 20<sup>th</sup> December deadline.

c)-Councillors were told that works had started a couple of days after the event together with a statement that the site was now under the Contractor and Project Manager and Councillors were not permitted to access the site.

d)-It was felt that the clerk had exceeded his authority, and the matter should be referred to the staffing committee.

e)-Questions were asked around due diligence and correct procedure, the Project Manager assure the Council that everything had been undertaken properly and followed proper process.

f)-It was agreed that the Working Group would meet every other week during the project delivery stage, it was noted that the buildings colour scheme and furnishings needed to be given consideration and furnishings would require a budget as such revenue items were not part of the project budget.

g)-The Clerk was instructed to contact SC to ascertain a date for the working group to meet (The time was set at 4pm) and circulate to working group members. Cllr Jepson and Clerk gave apologies in advance for this meeting.

### **37/024 Old Library Risk Schedule**

Item not covered.

### **38/024 Date and time of next meeting**

Monday 17<sup>th</sup> June 2024 at 7pm at the Parish Hall, 15a Ryton Road, North Anston.

The meeting closed at 6:50pm