

Minutes of the extraordinary Parish Council Meeting held at 7.30pm on Monday 26 March 2024 at The Pavilion, Meriden Sports Park.

Present: Cllr Hughes (Chair), Cllr Woollard, Cllr Eggar, Cllr Wild and Cllr Finch.

Clerk: J. McDougall.

Apologies: Cllr Eburne, Cllr Campbell and Cllr Johal.

Public Attendees: None.

Min No.	Item	Action
03/24/22 03/24/22.1	Apologies and Acceptance of Apologies Apologies had been received and accepted from Cllr Eburne, Cllr Campbell and Cllr Johal.	
03/24/23 03/24/23.1	Declarations of Personal and Prejudicial Interest Cllr Eggar declared an interest in the Sports Park Company.	
03/24/24 03/24/24.1	Public Participation None.	
03/24/25 03/24/25.1	Purchase of a Gazebo The gazebo design selected by the Parish Council on 18 March 2024 could not be fulfilled by the company originally selected. The Parish Council reviewed two further quotations for a branded gazebo with back and side panels as follows: Event Branding £1,078.80 including VAT. Banner Buzz £1,453.20 including VAT.	
03/24/25.2	Event Branding was selected as the supplier at a fee of £1,078.80 including VAT. Proposed: Cllr Woollard, Seconded: Cllr Finch	Clerk to action
03/24/26 03/24/26.1	Service Contracts Four quotations had been received for the maintenance contract works carried out by the Parish Council on its assets and previously agreed village areas for a three year period. The quotations were as follows: Quote A £36,179.70 plus VAT per annum. Quote B £24,920.00 plus VAT per annum. Quote C £14,985.00 plus VAT per annum. Quote D for some activities in the schedule of works £5,133.00 per annum, no VAT.	
03/24/26.2	The Parish Council discussed the work undertaken by the existing contractors to date and the preference for using local contractors. A combination of using an existing local contractor for some maintenance activities with a new contractor for the remaining maintenance activities was explored but this would not be as cost effective as choosing one supplier.	
03/24/26.3	The Parish Council agreed to appoint Parkway as the contractor for all activities within the maintenance contract, with effect from 1 April 2024, at a fee of £14,985.00 plus VAT per annum. A three year contract would be offered with a break clause after one year, if needed. Proposed: Cllr Eggar, Seconded: Cllr Woollard	
03/24/26.4	Clerk to formally write to the existing contractors to advise the Parish Council had chosen an alternative supplier.	Clerk to action

