

**MINUTES OF A VIRTUAL MEETING OF THE COMMUNITY CENTRE BOARD held  
on Wednesday 1<sup>st</sup> July 2020 VIA ZOOM AT 6.30pm**

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PRESENT: Cllr M Flashman, in the Chair  
Cllrs Boyle C. Williams  
Borough Cllr C Mackonochie (Portfolio holder for Community & Welfare)  
Mrs N Reay (Town Clerk) Mr J White (Project Manager)  
Mrs D Haylett (TWBC Head of Facilities & Community Hubs)  
Mr Dan Deed, Technical Project Manager (Gen2)

CCB46

**MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on the 10<sup>th</sup> June 2020 were APPROVED.

CCB47

**MATTERS ARISING**

There were no matters arising.

CCB48

**PROCUREMENT PROCESS**

The tender evaluation had taken place & members will be updated on the following:

DD advised that 4 tenders had been returned, and all were compliant bids.

The commercial elements of the responses were issued to the QS for review. The quality questions were forwarded to the evaluation team for review. The evaluation meeting had been held and moderated by the KCC Framework.

Where there were concerns, further questions had been sent for clarification. A decision would then be needed as to whether tender interviews were required once those responses had been received.

None of the tenders met the financial criteria, however all tenderers were aware they needed to work on the design to meet the criteria. One tenderer had put forward ideas for value engineering.

The cost to the pre-construction stage will be in the region of £230K which is what the council will be committed to in the first instance. Current funding available is the OPE funding of £70K, the first section 106 payment of £384 k which is currently held by TWBC plus the council's own allocated funds. There will be break clauses in the contract.

A planning application would be scheduled for October – November.

Further pre-application advice would be sought from the Borough Council.

A public consultation period was also allowed for in the schedule.

It was agreed that quality was a key factor for the development. Background checks has been carried out on all contractors. A sum had been allowed for a bond.

Once the final report is ready with the recommended contractor then it will be submitted to members for sign off.

It was agreed that an additional council meeting would be held on the 28<sup>th</sup> July 2020 for a decision.

It was agreed that most of the report should be anonymised and put in the public domain.

Members will receive copies of the exempt papers.

A board meeting would be held on the 16<sup>th</sup> July.

The board thanked members of the evaluation team for their work.

CCB49

**COVID 19 RISK REGISTER**

There were no amendments at present.

CCB50

**DATE OF NEXT MEETING**

The next meetings will be held on Wednesday 16th July & 5<sup>th</sup> August 2020

CHAIRMAN