

KEYNSHAM TOWN COUNCIL

Minutes of the Capital Projects Committee meeting held on Thursday 8th September 2022 at 6.30pm in the Baptist Church, Keynsham

PRESENT: Councillors – Andy Wait, Brian Simmons, Clive Fricker, Deb Cooper, Andy McGuinness

IN ATTENDANCE: Dawn Drury – Town Clerk and Alan Jenner – Assistant Town Clerk

11. TO APPOINT A CHAIR FOR THE CAPITAL PROJECTS COMMITTEE FOR THE MUNICIPAL YEAR 2022-2023

Resolved to appoint Deb Cooper as Chair

12. TO APPOINT A VICE-CHAIR FOR THE CAPITAL PROJECTS COMMITTEE FOR THE MUNICIPAL YEAR 2022-2023

Resolved to appoint Brian Simmons as Vice Chair

13. APOLOGIES FOR ABSENCE.

There were none.

14. DECLARATIONS OF INTEREST.

There were none.

15. DISPENSATIONS.

There were none.

16. RECORD OF PREVIOUS MEETINGS.

RESOLVED:

That the Minutes of the Capital Projects Committee meeting held on 9th June 2022 (previously circulated) be confirmed as a true record and signed by the Chairman (Councillor D Cooper).

17. PUBLIC PARTICIPATION.

There was none.

18. COMMUNITY ASSET TRANSFERS

RESOLVED:

- (i) *That the written update be received and noted.*

19. UPDATE ON CAPITAL PROJECTS

a) Keynsham Cemetery

RESOLVED:

- (i) *That the information in the written report and verbal update be received and noted.*
- (ii) *That the Town Clerk seek tenders from suitable suppliers to commission an asbestos report*
- (iii) *That the Town Clerk report back to Council any responses in respect of appointing a supplier*

b) Manor Road Pavilion

RESOLVED:

That the information in the written report and verbal update be received and noted.

20. DATE OF NEXT MEETING.

To note that a meeting will be arranged as required.

21. EXCLUSION OF PRESS AND PUBLIC.

RESOLVED:

In accordance with Standing Order 3(d) to RESOLVE that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted. Item 12 of the agenda - to progress sensitive issues.

22. OFFICE MOVE

RESOLVED:

- (i) *That the information in the verbal report be received and noted.*
- (ii) *That the responses to the tender to appoint an Architect are received and noted*
- (iii) *Capital Projects Committee recommend to full Council to appoint Architect A in respect of this matter.*

The meeting ended at 7.30 p.m.

 (Chairman)

Dated: 