

MINUTES OF THE OPEN SPACES COMMITTEE

Minutes of the open spaces committee meeting of Theale Parish Council held in the Peter Gooch Room, Pavilion on Monday 11th April 2022

Members present: Cllrs P Clifford (chairman), S Coker, L Cox, Z Fenwick, R Gallop & K Gash.

Clerk: P Manley

Others present: None

Meeting started 7:30pm

OPE/24/21/22 To receive apologies for absence

Apologies for absence were received from Cllrs Clark, Hopcroft, Paul & Richardson.

OPE/25/21/22 To adopt the minutes of the meeting on 16th February 2022

RESOLVED to adopt the minutes of the meeting on 16th February 2022 as an accurate record of the meeting.

Proposer: Cllr Cox. Seconder: Cllr Gallop. Vote in favour with two abstentions.

There were no matters arising from the minutes.

OPE/26/21/22 Public forum

No members of public present.

OPE/27/21/22 Chairman's remarks

Cllr Fenwick asked that the committee form a strategy for managing the whole of the village's green spaces.

Clerk to include this item on the next meeting's agenda.

OPE/28/21/22 To award the contract for the play area and Multi-Use Sports Area (MUSA) tender

The following general comments were made:

- a The council had received two tender submissions for the work: from Proludic Limited and Soft Surfaces Ltd. Committee disappointed at low number.
- b The clerk had sought advice from HALC on awarding a contract based on one acceptable submission. HALC had informed the clerk that, as long as financial regulations are adhered to, this is acceptable.
- c The clerk had granted a week's deadline extension after two requests from bidders.
- d The work specification was based on the community's feedback.

1. Proludic Limited

The committee noted the following:

- a Proludic had swapped the requested arched monkey bars for horizontal bars, due to budgetary limitation.
- b There was an insufficient number of bins. The council could buy more of these itself and position them as it sees fit – perhaps split bins for recycling and general waste.
- c Concern over location of Hurricane Swing and safety of people approaching the play area from the north. Committee reminded that it had changed the location from that originally proposed.

- d Need to ensure the Proludic app is GDPR compliant and that users will not receive spam emails.
- e Need to leave green space west of the MUSA for informal kickabouts and to protect the wild area.

2. Soft Surfaces Ltd

- a It was noted that this submission provided surfacing and fencing only, thus failing to meet the criteria in most respects.

Members were asked to score both submissions against the evaluation criteria listed in section 11 of the invitation to tender. These results were then weighted accordingly.

RESOLVED to award the contract for the play area and MUSA tender to Proludic Limited.
Proposer: Cllr Fenwick. Seconder: Cllr Gash. Four in favour, two against.

Cllr Coker and Cox stated that while very much in favour of the project, they were uncomfortable awarding the contract based on one satisfactory submission. Therefore they voted against.

RESOLVED to delegate the signing of the contract to the clerk.
Proposer: Cllr Fenwick. Seconder: Cllr Gallop. Vote in favour.

OPE/29/21/22 To award the contract for the new CCTV system

The council had received three quotations for the replacement of the current CCTV system and installation of additional CCTV to cover the play area, skate park and MUSA from

- a AlertSystems Limited
- b Safeguard Security Systems Ltd
- c Smart Integrated Solutions Limited.

The clerk stated that all three quotations had not been extended beyond the 30 days, but that all companies were aware of the committee's meeting today.

RESOLVED to discard the quotation from AlertSystems Limited on the basis of an unjustifiably high price and inferior technical specification.
Proposer: Cllr Gallop. Seconder: Cllr Gash. Vote in favour.

It was decided to put the remaining two quotations to a vote. With four in favour of accepting the quotation from Safeguard Security Systems Ltd, one in favour of the quotation from Smart Integrated Solutions Limited, and one abstention, it was

RESOLVED to award the contract for the new CCTV system to Safeguard Security Systems Ltd, as long as the price does not rise by more than 5% of that quoted. If the price rise did exceed 5%, the decision would return to the committee for another vote.
Proposer: Cllr Gash. Seconder: Cllr Fenwick. Vote in favour.

The meeting ended at 8:33pm.

Signed _____ Dated _____