

**OVERTON COMMUNITY COUNCIL  
MINUTES OF AMENITIES COMMITTEE MEETING  
4th DECEMBER 2017**

**PRESENT:** Cllr Coles (Chairperson), Cllr Lynch, Cllr Miller and Cllr Walker

1. 38/17. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE meeting - none present
2. 39/17. TO ACCEPT APOLOGIES FOR ABSENCE

Not present: Cllr Hellingman

3. 40/17. TO DISCLOSE ANY PERSONAL OR PREJUDICIAL INTEREST

Cllr Lynch - Cemetery Project - May submit a quotation - Cllr Lynch left the meeting.

4. 41/17 TO DISCUSS MATTERS ARISING FROM THE PREVIUOS MINUTES  
No matters arising from the previous minutes

5. 42/17. TO CONSIDER AND DISCUSS FOLLOWING ITEMS

**Tender for the Public Toilet Upgrade**

Members discussed how the project could be moved forward:

1. Full Council to discuss and approve the requirement and cost to engage an Architectural Assistant to compile a Schedule of Works and Costs.
2. The above mentioned would be presented to members during the February Meeting and any necessary amendments would be made
3. The Tender would then be advertised through Facebook, on the Website, Noticeboards. Members were reluctant to pay for tenders to be advertised through newspapers (and their websites).

**Resolution: Full Council to discuss the above mentioned during the December 2017 and agree on the precept figure.**

**Cllr Lynch left the meeting**

**Tender for the Cemetery Project'**

Members read through the Scope of Works and agreed that it could be submitted to Full Council during the December meeting for approval and agreement on the start and finish dates. This Tender would be advertised through Facebook, on the Website, Noticeboards. Members were reluctant to pay for tenders to be advertised through newspapers (and their websites).

**Resolution: Full Council to discuss and approved amended Scope of Works and agree on timescale**

Meeting closed at 18.45 hrs