### OVERTON COMMUNITY COUNCIL

**MINUTES OF EXTRA ORDINARY MEETING**

**26th NOVEMBER 2019**

**PRESENT**: Cllr Ashton (Vice Chairman), Cllr Coles, Cllr Copeman (Chairman), Cllr Hellingman, Cllr Pugh, Cllr Walker and Cllr Whittaker.

Clerk

1. **4493. Motion to exclude Motion to exclude the public and press from this meeting**

In view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public and press be excluded from this meeting.

 **Resolution: All in favour.**

1. **4494. INTRODUCTION OF IMPARTIAL OBSERVER TO MEMBERS OF THE COUNCIL.**

 The Chair introduced Mr David Bellis who would oversee the tender process to ensure due process and consideration was followed.

1. **4495. APOLOGIES RECEIVED**

 **Apologies received**

 Cllr Alstead

 Cllr England

 Cllr Roberts

 Cllr Lynch – not in attendance as he was one of the Contractors who submitted a Tender

1. **4496. TO DISCUSS AND APPROVE THE SUCCESS CONTRACTOR, IF APPROPRIATE, FOR THE TENDER TO MAINTAIN THE PLAYINGFIELD, CEMETERY AND CENOTAPH FROM 1ST APRIL 2020 TO 31ST MARCH 2023.**

 The Clerk handed out an evaluation sheet which listed how many individuals had expressed an interest and how submitted a completed tender (Five expression of interest, with two submitted on time) and the price for each section of work. Members were also given a copy of the redacted references for each of the contractors.

 Members noted the two submissions were very close in price (although there was disparity in some sections) and there was no benchmark for them to work from.

 After a lengthy discussion, the Chair asked for a show of hands:

 2 voted for A

 5 voted for B

 **Resolution: Members awarded the 3 year contract to Contractor B – Mr Jonny Bell.**

 The Chair asked for members to consider additional information which may assist the decision making process in the future;

* Handwritten covering letter
* Hourly rate given by Contractor

**The Chairman closed the meeting at 18.15 hrs.**