

Shipton Parish Council

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DRAFT Minutes of Extraordinary General Meeting

Held by virtual means on Friday 13th November 2020, 19:00

Councillors present: Cllrs Kealy (Chairman), Griffiths, Chalklin and McKinna
In attendance: 4 members of the public

Shipton Parish Council conducted this meeting by virtual means in accordance with NALC guidelines. The statutory notice for the meeting and the agenda were published electronically on the Parish Council website and the village notice board. Members of the public were invited to attend. Following Government and NALC guidelines. Members of the public were encouraged to pass any comments they had for consideration to the Parish Clerk via email or telephone. Alternatively, comments could also be posted at Mulberry Barn, Shipton Oliffe.

- 201113/1 Chairman's Opening Remarks:** Cllr Kealy welcomed everyone to the meeting that had been called solely to receive an update and recommendation from RR Trustees on the selection of a Project Manager/Contract Administrator for the renovations and extension building works. Cllr Kealy advised that details of the selection process and criteria used had been circulated to Cllrs in advance of the meeting in line with NALC guidelines.
- 201113/2 Apologies: NONE**
- 201113/3 Declarations of Interest:** No DOI's. However, Cllr Kealy confirmed that he was a RR Trustee and Cllr McKinna confirmed she had been involved with RR Trustees for the PM/CA selection process.
- 201113/4 Update from RR Chair on the selection process for a Project Manager/Contract Administrator and subsequent endorsement by PC.** The RR Chair updated Council on the process and selection criteria used before making a recommendation. Having discussed that proposal, Councillors voted and unanimously approved Normandy House. ***It is therefore resolved that the PC will support and agree to the recommendation made by RR Trustees to appoint Normandy House (Steve Ratcliffe) as the contractor for the PM/CA role.***
- 201113/5 Date of next meeting: January 2012 – date TBC.** Cllr Kealy thanks everyone again for attending.

Meeting closed at 19.13

Signed:

Date: