Tim

Apologies for not keeping you updated/advised. I’ve been spending a large amount of time working with colleagues around getting some Council buildings to a position where we are able to meet essential service need in a Covid safe manner. As a result I’ve been spending less time to some other matters. I appreciate that this is frustrating for you and your colleagues and the wider community. Cllr Brown is aware of the delay.

You may already know that Lewis has received an email from Building Control. The Fire Officer is satisfied with the proposals. Building Control will now issue a plans approval certificate which approves the ‘proposed’ plans submitted.

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| Original Estimate – based on Condition Survey | £18,375 |
| Tender Price | £23,905 |
| Initial Shortfall | (£5,530) |
| NLPC Contribution – Lighting – not part of Condition Survey | £1629.92 |
| Revised Shortfall#1 | (£3,900) |
| Items not covered in Original Estimate:   * Building Regulation works £2055 * Legionella £520.25 * Water Meter £232.45 | £2,807 |
| Revised Shortfall#2 | (£1,902) |

 Lewis has already confirmed to you that the tender prices are a little higher than budgeted for.

There is an additional sum of £1,000 contingency to be added to the tender price of £23,905. Hopefully this will not have to be spent but if it was needed we would ask NLPC to contribute a proportion.

 You have suggested in your email below, and briefly touched upon the point at our site meeting, that the Parish Council may be prepared to make a contribution in addition to the costs of the lighting of £1,629.92. Have you a contribution in mind? I’d be happy to have a phone call to discuss if that is easier for you. Please suggest a couple of times to suit you in the next couple of days.

The contractor is on standby awaiting a start date from us. We’ll let you know as soon as a date has been agreed, along with an outline of the project timeframe.

Please liaise with Lewis direct about colours etc for paint and floor coverings.

Lewis has reminded me that the draft agreement between RCC and NLPC may need updating to reflect the site information around access and parking. It will be important to include these so that all parties are aware of the arrangements on site. We will check this later this week and circulate an updated copy of the draft agreement. At the same time we will send you a plan showing the area to be under the control of NLPC.

 I look forward to speaking with you in the next couple of days.

Thanks

**Mona Walsh** **| Head of Property Services**