



**Tidworth Town Council  
Leadership**



**May 2020**

Minutes of the Leadership Committee held on 28<sup>th</sup> May 2020 virtually on Google Meet at 7pm.

<b>Attended</b> Councillors H Jones (HJ) (In the chair), S Anderton (SA), M Connolly (MC), P Hedge (PH), S Slater (SS). Town Clerk (CL) C'Ilr G Paine		<b>1.Apologies:</b> C'Ilr M Shepherd (Deployed)
<b>Item</b>	<b>Agenda Item</b>	<b>Action by</b>
2	<b>Declaration of interest</b> None	
3	<b>Minutes of meeting held on 13<sup>th</sup> May 2020</b> To be approved at June 2020 full town meeting. No matters arising	
4	<p><b>Civic Centre</b> Further to the meeting held on 13<sup>th</sup> May 2020, quotes had been sought for the required professionals. Not all who had been contacted have replied. Due to time constraints and the need for a business case to be presented to the PCC the members discussed the pros and cons of the quotes which have been received.</p> <p><b>MC proposed that Tim Goodman be employed as a Project Manager at a cost of £11,700 + VAT for 15 days work up until the end of November 2020. It is expected that there will be 3 days work a month throughout the project totalling £80,000.00 + VAT estimated to finish November 2023. He also proposed that Tim is also contracted to write the Financial Business Case for the project at a cost of £3,750.00 + VAT, seconded by PH, carried.</b></p> <p>Quotes for VAT advice had also been received and the preferred option was the firm Wilkins Kennedy at a cost of £3,500.00 + VAT. <b>MC proposed that Wilkins Kennedy be employed for VAT advice at a cost of £3,500.00 + VAT, seconded by HJ, carried.</b></p> <p>Only one quote had been received from a Quantity Surveyor, being Gardiner and Theobald at a cost of £62,500.00 + VAT.</p> <p><b>MC proposed that Gardiner and Theobald be employed at a cost of £62,500 + VAT , seconded by SS, carried.</b></p> <p>MC has been looking at reserves and his recommendations had been circulated. All of the members are in agreement with his suggestions and recommend to full town council that the accounts are updated to reflect this.</p>	

	<p><b>MC proposed that the reserves are to be moved as shown in appendix I, seconded by SA, carried.</b></p> <p>A comprehensive breakdown of TTC's financial position for 2020-2025 had also been circulated and MC read through this with explanations. The Committee thanked MC for the hard work he has put in putting all the information together and moving things along for the project. CL is to contact WALC to discuss the PLWB application.</p>	
5	<p><b>Financial Matters</b></p> <p>HJ explained that due to COVID-19 getting bills for payment signed off by two members is cumbersome and causes delays in processing. All were in agreement that due to the current unusual circumstances one signatory would be sufficient until circumstances change. He noted that now the majority of payments are now made by BACs the signatories do not have to be account signatories.</p>	
6	<p><b>Correspondence</b></p> <p><b>None</b></p>	
7	<p><b>Date of next meeting</b></p> <p><b>TBC</b></p>	<p>Agenda items to be submitted to the Clerk 7 days before meeting</p>

**There being no further business  
to discuss the meeting closed at 7.45pm.**