

SWAFFHAM TOWN COUNCIL

Minutes of the **Extra-ordinary Finance Full Council** meeting on **Monday 27 February 2023** at **6.30pm** in the Council Chamber.

Present: Mayor Cllr S Bell (in the Chair),

Cllr Anscombe, Cllr Beech, Cllr Darby, Cllr Edwards, Cllr Eves, Cllr Houghton,
Cllr Pilcher, Cllr Scott and Cllr Skinner

Town Clerk: R Bishop

Deputy Clerk: H Carrier

Member of public: None

Representatives from Icen Partnership: Claire Cotterill and Dennis Tallon

1. Apologies received for Absence

Apologies were received from Cllr Matthews.

Cllr Scott arrived at 5.15pm

Cllr Pilcher left at 5.30pm

Cllrs Bensley and Cooper were marked as absent.

2. Declarations of Interest

Cllr Anscombe declared an interest in Item 5.1 as a trustee and unpaid volunteer of Icen Partnership

Public Open Forum

No public in attendance

3. Urgent Items at the Chairman's Discretion

One item received to be discussed at 5.5

4. Public Forum

No public in attendance

5. Admission to Meetings Act (Public Bodies) 1960:

CONFIDENTIAL BUSINESS following the exclusion of the public and press

5.1. Information relating to the Insurance Claim for the Assembly Rooms

Confidential Documents circulated to councillors prior to the meeting:

- a. Legal advice re-various claim options.
- b. Assembly rooms photos.
- c. Norfolk ceilings & interiors survey of Regency Room.
- d. Icen Assembly Rooms Ceiling failure chronological report.
- e. Icen repair and maintenance log extracted.
- f. British-Gypsum Gyp-ceiling – hanger to joist.
- g. E-mails with Loss adjuster McLaren's.
- h. E-mails with Zurich account manager.

5.2 Information related to previous project manager and contractor of Assembly Rooms

Confidential Documents circulated to councillors prior to the meeting:

- a. Emails with project manager/architect.
- b. LATE Emails with building contractor, ref ceiling sub-contractor.

5.3 Quotations for the removal of debris and necessary repairs to the Assembly Rooms

Confidential Documents circulated to councillors prior to the meeting:

- a. Email Icen Partnership recommendation.
- b. Summary of reinstatement quotes.
- c. Option 1a Norfolk Ceilings & Interiors like for like quote.
- d. Option 1b Norfolk Ceilings & Interiors extra cost for Tegular Rebated Tiles.
- e. Option 1c Norfolk Ceilings & Interiors frame and grid Tile.
- f. Option 1c product guide rockfon stone wall artic.
- g. Option 2a FIFP frame and tile.
- h. Option 2b FIFP like for like.
- i. Option 3a Great Yarmouth ceilings like for like.
- j. Option 3b Great Yarmouth ceilings tile and grid
- k. Option 3b Great Yarmouth ceilings tile and grid, product guide

After a discussion it was agreed that if by 13 March 2023, the Town Council have not received satisfactory assurances that liability has been accepted by a third party for the removal of debris and rectification of the damaged ceiling and associated works:

Resolution 1 - It was resolved to proceed as recommended by Icen Partnership to replace with grid and tile option ceiling and accept the quotation with Norfolk Ceilings and Interiors Ltd, plus the electrics, plaster/mouldings, intruder, and fire alarms. The Town Council to set aside up to £30,000 from Revenue Reserves for this purpose.

All agreed

Resolution 2 - It was resolved that the Town Council shall pursue a claim with a third party for negligence and shall take further legal advice from Greene & Greene, at the agreed quote of £1,500 on the preparation of such a claim; to recoup the £30,000 rectification costs, plus re-decoration costs, replacement of other furnishings and damaged furniture.

All agreed

Cllr Anscombe abstained from both resolutions.

The Mayor thanked Claire Cotterill and the team from Icen Partnership for their research and production of documents that have been made available to councillors.

5.4 Sport & Leisure Project

Confidential Documents circulated to councillors prior to the meeting:

- a. Breckland Council re-sport and leisure project

The Town Clerk gave a verbal update on the project.

5.5 Barn Theatre & Swimming pool

The Clerk reported that a religious group had approached a councillor to discuss the possible purchase or rent of the Barn Theatre for community activities. It was agreed to meet with the group to see what they are looking for and to get more information on their ideas.

Meeting closed at 5.50pm

Chairman.....