

Full Council – 27 January 2022

Agenda Item CC2275/22

Parish Council Office Building Replacement

Introduction

This paper asks councillors to confirm the allocation the Council's New Office Earmarked Reserve funds.

Discussion

As councillors will be aware, the council currently has a working group to investigate replacing the current parish council office. Following a request from the working group, Council previously agreed to engage an architect for the first stage of the project, up to a cost of £2000. This has now been completed and following invites for tender, local Croxley Green architect, Chris Gregory (Tec Architecture), has been appointed by the Clerk, at a cost of £1100.

Members have been supplied with the fee and work stage schedule submitted from Tec Architecture. It outlines the future stages required after Stage 1 has been completed. This would come at a total cost to the council of £4550. The Council has £5000 earmarked in reserves towards the cost of a New Office.

It is my recommendation that this be allocated to allow Tec Architecture to also undertake Stages 2-4 as outlined in the fee and work schedule. This would then cover architectural services for the council for this project from initial site surveys through to construction.

If other funding is required, a further request will be made to Council. To keep Councillors updated regularly, I am also recommending that this item is included on future full council meeting agendas.

Recommendations

1. That Tec Architecture be appointed to undertake Stages 2-4, at a total cost of up to £5000.
2. That funding be taken from the Council's New Office Earmarked Reserve.
3. That "Council Office Building Replacement" be added as a standing item on future full council meeting agendas until further notice.

Councillor David Tobin
January 2022