

**Minutes of
Birchanger Parish Council Village Hall Resurfacing Committee Meeting (first meeting)
Held on Thursday 30th November 2017
At 14.30pm in Birchanger Village Hall**

Present:

George Taylor (GT)
Angie Driscoll (AD)
Alex Stewart (AS)

Keith Williams (Parish Clerk)

001 Election of Chairman

Alex Stewart (AS) was elected Chairman.

002. Apologies and reasons for absence

None.

003. Declarations of Interests

None.

004. Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

None.

005. Open quotations from contractors

The three quotations received were handed to the Chairman by the parish clerk.

006. Select contractor

McDonald Highway was confirmed as the selected contractor. The parish clerk is to contact the company to advise them of the selection. He is to advise that ideally the work should be carried out during the April 2018 school holidays, but in any event not earlier.

007. Appoint sub-committee

It was agreed to appoint a sub-committee which could co-opt other personnel to assist in the project.

008. Co-option of other parties on to the sub-committee

John Revell (JR) and Elaine Wright (EW) (who have already expressed their agreement to be co-opted) were co-opted onto the sub-committee. The parish clerk would advise them accordingly.

009. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 15.05pm.