**Clock Tower Reparation & Restoration Committee**

**16 October 2022**

**Council Chamber**

**6.30pm – 8.30pm**

**Attendees: Cllrs. N Penny, C Elsmore, M Beard, Chris Haine, Town Clerk**

1. Apologies were received from Cllrs. Kyne & Baker
2. There were no declarations of interest
3. There were no dispensation requests
4. **The minutes of 22 July 22 were proposed, and unanimously agreed.**

**Cllr. M Beard signed a copy of the minutes, as a true record.**

1. There were no matters arising from the Minutes of 22 July 22, other than those on the Agenda, of this meeting
2. There were no members of the public present
3. **To receive Summary Report from appointed Conservation Architects, and to make recommendations, as necessary**

Cllr. Beard summarised the email that had been received from, which was noted; and, following further discussion it was unanimously agreed that the regularity, and format, of Reports, would be agreed, once the Contract has been agreed, and signed.

1. **To receive update re: Clock Tower Safety Issues**

Cllr. M Beard summarised, following Contractor’s assessments and, after further discussion, it was proposed, and unanimously agreed that:

**Recommendations:**

1. **a NICEIC Electrical Contractor, should be sourced, and commissioned to undertake a full assessment of the Clock Tower**
2. **Re: Christmas Lights, that a joint Risk Assessment should be undertaken, by CTC, and a Christmas Lights Committee representative, in advance of the Christmas event.**
3. **Re: Access: Town Clerk to re-inforce No Entry Signage, and only 2 authorised Personnel at any one time, allowed.**
4. **To receive update re: draft Contract, and to make recommendations, as necessary.**

Cllr. Beard updated, and the services of a specialist Procurement Law Company had been consulted, and are currently looking at the Contract, and will respond with fees, etc. for Council to consider engagement, once this is known. Also to provide fees for any subsequent Contractual advice Services, as the Project progresses re: sub-Contractors.

1. **To receive update re: Faddle Fair public comments, and to make recommendations, as necessary**

Cllr. Beard summarised comments from the recent Faddle Fair event; and the feedback, comments, and data analysis, was discussed, in more detail; which was very informative, with early concepts, key themes, emerging. After further discussion, it was proposed, and unanimously agreed, that:

**Recommendation:**

**thjs summary feedback, data, and comments, should be passed to DVHA, for further consideration, and for a meeting to be scheduled asap, to receive their developed, and proposed plans, taking account of this data.**

**Note: Meeting to be scheduled to coordinate with a Contract having been scrutinised, and presented for signature**

**7.15pm Meeting ended**