

**BARNARD CASTLE TOWN COUNCIL
SPECIAL COUNCIL MEETING
15 JUNE 2015**

PRESENT: Councillor Mrs Moorhouse (Town Mayor) (in the Chair); Councillors Kinch, Cooke, Mrs Grady, Harrison, Marshall, Blissett, Peat, Deacon and Hinchcliffe.

Also in attendance: One member of the public.

Officers: Mr King (Town Clerk), Mrs Woodward (Deputy Clerk)

23. ACCEPTANCE, OR OTHERWISE OF APOLOGIES

Apologies were received from Cllrs Robinson and Yarker.

Resolved – That Cllrs Robinson's and Yarker's apologies be accepted.

24. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Code of Conduct (Minute 72(a)/Sep/12 refers), Members were asked whether they had any personal, pecuniary or prejudicial interests in any matter on the agenda and, if so, to declare those interests at that point of the meeting. Members were reminded that a declaration could be given later in the meeting if a need had arisen during discussion.

Councillor Deacon declared an interest in involvement with Teesdale Conservation Volunteers Ltd and did not take part in discussions.

25. EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 26. BELOW)

Resolved – that the item be considered in open session as special dispensation for Councillor Peat.

26. INVITING QUOTATIONS FOR CHRISTMAS LIGHTING 2015-17

Received – a report considering options by which Council might invite quotations to supply the town's Christmas lighting display, following deliberation by the Working Group established to consider the future of the service.

It was reported that following issues raised after the Christmas Lights Working Group on 28 May, by the Chair of the Business Guild, it was apparent that a formal decision by full council to seek quotations for this service would be the best course of action. Members were reminded of the Town Council's Financial Regulations, requiring three quotations to supply goods and services above £3,000 and due to single spending decision being above £5,000, final resolution by full Council.

Members were reminded of existing commitments for 2015/16 and debated whether to include these as part of contractor brief, or whether to exclude.

A timetable was proposed to invite and evaluate quotations and award contract. It was noted that the timescale was tight to ensure delivery of a lighting scheme in time for Christmas.

The available budget for 2015/16 was confirmed as £6,500, with an additional £1,900 available in Christmas Lighting Support Fund.

Councillor Cooke raised concerns over legalities regarding health and safety and Durham County Council operating requirements. It was reported that Durham County Council

lighting engineers had been contacted but no information was available to date.

Councillor Peat reported that the Market Cross would be lit in time for Christmas and that he was working on a separate scheme with shops/businesses to erect 40 plus uniform artificial trees and LED lights that would last 5 years. It was confirmed that there would be no cost to the town council, of a sample tree.

Resolved – (a) That the council invites (at least) three competent contractors to provide a written quotation for a three year contract to supply Christmas lighting in Barnard Castle, to include a break clause in January 2016, after the first lighting season, in the event of a failure in delivery, performance or compliance.

(b) That the brief for contractors includes existing commitments as a baseline service (PAT testing and certification for 8 motifs to install along Newgate and Town Christmas tree lights; any repairs needed; erection and dismantling of motifs and tree lights; unmetered electricity costs; Methodist Church crib electricity).

(c) That the fixed budget be £6,500 for Christmas Lighting Scheme in 2015/16.

(d) That it be contractor's responsibility that any lighting scheme proposed meets legal, health and safety and County Council's obligations and that understanding be demonstrated in the contractor quote.

(e) That a workshop be held as part of the next Christmas Lights Working Group on 25 June, to discuss ideas with potential contractors.

(f) That the deadline for quotations from contractors be noon on Tuesday 14 July.

(g) That the decision to award be taken at Special Council on 20 July.