

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Town Centre and Events Committee** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday 28th August 2024 at 10.00am.

PRESENT: Councillor E.B. Palmer.

Councillors: L. Corbett, I. Hodge, and D. Thomas.

APOLOGIES FOR ABSENCE: were received from Cllr P. Corbett. Cllr S. Rush was absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

TC10. **DECLARATION OF INTEREST**

None were received.

TC11. **EXCLUSION OF PUBLIC AND PRESS**

RESOLVED:

That the public and press be excluded for the following minute TC12, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the contractual considerations.

TC12. **CHRISTMAS LIGHTS INSTALLATION CONTRACT**

Members considered the contract for the festive lighting installations for the period starting November 2024. The Clerk had recently completed a tendering exercise using the Sell2Wales Welsh Government procurement website.

One tender had been received from Mega Electrical NW Ltd and the total contract sum was £15,995.00. Members considered the following contractual matters:

- 1) The contractor would need to complete an Electrical Installation Condition Report (EICR) if one was not available.
- 2) The catenary cables and power runs had been left in place. Do these need removal?
- 3) The contractor had confirmed that all works would be undertaken at evenings and weekends.

- 4) A price per item would apply for inspection and certification.
- 5) The lights would need to be collected from the former contractor as soon as practical.

RESOLVED:

That the Christmas Lights installation contract be awarded to Mega Electrical NW Ltd for an initial three year period, with an option for a further two years following a review, on the following basis:

- 1) Local contractor and available for call outs.
- 2) Reputation. The contractor operates festive lighting contracts for several local councils.
- 3) Value for Money. The quotation submitted was comparable to the former contract tenders and value.
- 4) Time Factor. A contractor required appointing promptly, to enable planning on this year's installations.
- 5) The Council considered this contract and sought quotations through a nationally recognised formal tendering procedure.

Members agreed for the catenary cables and power runs to remain in place for the time being, subject to further review as required.

TC13. CLOSE OF MEETING

The Chair closed the meeting at 10.45am.

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Chair