

COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Library, Northwood House, Cowes on Wednesday 19 February 2025 at 6.15pm.

Present: Councillors Carter (Chair), Ellis, Hollis, Nicholson, Oliver & Rafferty.

In attendance: Councillors Peacey Wilcox and Wardrop (non-voting); Debbie Faulkner, Town Clerk; Kate Scragg, Deputy Town Clerk.

958 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Brown & Walters.

959 DECLARATIONS OF INTEREST

No declarations of interest were received.

**960 MINUTES
RESOLVED**

That the Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 28 January 2025 be taken as read, approved as a correct record and signed by the Chairman.

961 PUBLIC CONVENIENCE CLEANING CONTRACT AS FROM 1 APRIL 2025 (MIN NO 944 refers)

At the Finance, Acquisitions & Staffing Committee meeting on 28 January 2025, Councillors agreed to meet with Contractor E to discuss their quotation prior to making a recommendation to Full Council. The meeting took place on Tuesday 4 February 2025 and as a result Councillors were going to recommend that Contractor E was appointed. However, after the meeting, Contractor E came back with a revised (higher) quotation for the contract. Councillors decided to hold this additional Finance meeting to reconsider all five quotations received. It was agreed:

ACTIONS

1. The Town Clerk will contact Contractor A to ask the following questions:
 - To supply the name and contact details for two referees.
 - To ask whether public and bank holidays can be added to their quotation, as per our specification, as the Contractors Agreement, Clause 9.3, states that public holidays and bank holidays are not included.
 - If yes, what will be the additional charges applicable for these additions.
 - To confirm that their staff are directly employed and paid at least the minimum wage.
2. The Town Clerk will ask Contractor E whether they will consider negotiating a reduction to the revised (higher) quotation.
3. The Town Clerk will feedback the outcome of the actions to the Finance, Acquisitions & Staffing Committee meeting on Tuesday 25 February 2025 to enable an appointment to be made.

962 ITEMS FOR INCLUSION ON FUTURE AGENDAS

No matters were raised for inclusion on future agendas.

The proceedings terminated at 7.08pm.

CHAIRMAN