



Minutes of a meeting of the **Calstock Parish Council, ST ANN'S SKATE PARK ADVISORY COMMITTEE**

held on **Tuesday 21 February 2023**, at St Ann's Chapel, at **1815**

Those present were; -

**COUNCILLORS:** Cllr Polglase, Cllr Alford, Cllr Wells, Cllr Wakem, Cllr Wilkes, Cllr Newton Chance.

**COMMUNITY MEMBERS WITH VOTING RIGHTS (as approved at Full Council on 14-02-2023):**

Dave Briggs

Clare Bullimore (Deputy Clerk – *minutes*).

**1. ELECT CHAIR**

Proposal/resolution: Cllr Polglase be elected Chair. Proposed: Cllr Wells, seconded: Cllr Wilkes – unanimous.

**2. APOLOGIES**

Cllr Ken Trapp, Cllr Dorothy Kirk

**3. DECLARATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS**

None

**4. PUBLIC PARTICIPATION**

Barry Kirkman, Mick Kirkman, Sarah Court were present and participated throughout the meeting.

**5. TENDERING PROCESS**

Following Expressions of Interest being advertised in the local newspaper, social media and on the Council's website from 17-11-2022 until the end of December 2022, two companies have submitted EOI's. There was discussion about the design, materials and noise reduction to local residents, funding etc. However it was felt these items should be included in the questions put to the companies as part of the tender. Cllr Wilkes has had much experience in tendering processes and agreed to write up some points to be included in the tender, he also felt that the Council has freely and openly exposed the opportunity to put forward an Expression of Interest to the market and the tendering process can move forward with two companies.

Proposal/resolution: that Cllr Wilkes will help Cllr Polglase and the Deputy Clerk formalise a draft tender for approval; both companies will be invited to present to the Advisory Committee as part of the tendering process. Unanimous.

The meeting closed at 1925.

Signed: ..... Date: .....