

# **Burton Bradstock Parish Council**

## **Report to the meeting on 28 September 2022**

### **Appointment of a Repair and Maintenance Contractor**

In order to assist the Council to get minor works of repair and maintenance undertaken promptly it is proposed to appoint John Lewis, a Parish resident and former builder, as a repair and maintenance contractor.

He would work under the direction of the Parish Clerk, so as to benefit from the Council's third party liability insurance, and undertake work within the scope of the Council's "single quotation" financial limits.

Provided that the relevant budget provision is adequate, works would be undertaken on the basis of a non-binding quote and paid for at an agreed hourly rate, always providing that the Lead Councillor concerned and Chair felt that the quote provided value for money. The Parish Clerk would issue an appropriate order for each work item, copied to each Councillor in order to keep them informed.

Larger works would be tendered in the usual way, with the repair & maintenance contractor being able to tender.

The hourly rate has been provided to Councillors confidentially, since with the possibility of tendering for work, it is commercially sensitive.

Mr Lewis has seen the terms set out above and is content with them.

**Recommendation: that Mr John Lewis be appointed as repair and maintenance contractor under the above terms.**

Cllr Graham Moody

20 September 2022