

**MINUTES OF NEIGHBOURHOOD PLAN DELIVERY AND MONITORING GROUP  
HELD ON THURSDAY 9 MARCH 2017  
AT THE VILLAGE HALL, STATION ROAD, BROUGHTON ASTLEY**

PRESENT: Councillors C Grafton-Reed (CGR), Mrs S Hendy, D Howe, R Patrick and C Porter and R Tomlin

APOLOGIES: Councillor M Stell

ALSO PRESENT: Mr Robin Thompson, RPT Consulting and Mrs D Barber Parish Manager

CLERK: Mrs N Elson

17.101 **1. APOLOGIES**

Apologies were received and accepted from Councillor M Stell.

17.102 **2. DECLARATIONS OF MEMBERS INTERESTS**

None were received.

17.103 Councillor Grafton-Reed introduced Robin Thompson from RPT Consulting who then proceeded to summarise the data spreadsheet that had been produced to show the Leisure Centre bidders Pre-Qualification Questionnaires (PQQ) and their qualifying results. Robin also discussed in more detail the individual Companies track history and ability to produce a new Leisure Centre.

Robin concluded that all 4 bidders had scored well at 80%+ and would therefore proceed to the Invitation to Submit Detailed Solutions (ISDS) stage. Robin explained that at the next stage it is possible that bidders may drop out but he felt that in this case that would be unlikely.

Councillor Grafton-Reed requested additional information on each bidder for their:

- Financial size
- Number of employees
- Typical size of the facilities produced.

Robin agreed to supply this information.

The next stage of this process would be to arrange dialogue meetings between the bidders and the Parish Council.

Councillor Grafton-Reed established after discussion with the other members that Tuesday 28<sup>th</sup>

March 2017 for afternoon/early evening would be a possible meeting date. Robin will confirm the bidders availability before the date is confirmed.

Councillor Tomlin asked for an update on time scales for the progression of the Leisure Centre. Robin replied with the following breakdown, although he would confirm this with the Parish Manager:

Dialogue sessions – end March 2017  
ISDS stage – end May 2017  
Final tender – end July 2017  
To appointment contractor – Aug 2017

Robin was thanked by Councillor Grafton-Reed for his time. Mr Thompson left the meeting at 8.05pm

17.104 **The meeting closed at 8.10pm**

DRAFT