

## URGENT REPAIR WORKS AT WALLINGFORD TOWN HALL

### Recommendations:

- a. To agree to procure alternative contractors to the Town Councils current provider due to the sensitive nature of a historic building. *Procurement over the amount of £30,000 needs to go through the Government Contract finder process.*
- b. To delegate the writing of the Tender document to the Estates Manager upon approval of the Locum Clerk for submission to Contract Finder
- c. To request section 106 funds and CIL Funds be used to offset all the costs of the work required.
- d. When events are being held to ensure an Officer of the Council remains on site to minimise any trip or slip risk.
- e. To not take any bookings whilst the work is being carried out
- f. To ensure good communications to the community and users of the Town Hall regarding the process of repairs.

Karen Crowhurst  
Locum Clerk

Arthur Hodsdon  
Head of Parks and Estates

14 October 2024