

THORNBURY TOWN COUNCIL

Officers' Decisions Made Under Delegated Authority

Officers Decisions Made Under Delegated Powers

See "Background" for full details of items to be captured here, but this includes officer decisions to "award a contract or incur expenditure which has a value of £1,500 or more".

DATE	DECISION TAKEN	AMOUNT £ (IF APPLICABLE)	REASON FOR DECISION	ANY ALTERNATIVES CONSIDERED AND REJECTED	ANY RELEVANT COUNCILLOR CONFLICT OF INTEREST	AUTHORISED BY	MEETING TO REPORT TO	ACCOUNTING CODES
15/06/23	Award of licence to mobile ice cream vendor	£2,250.00	Delegated to Clerk to award at meeting of Finance and General Purpose Committee on XX XXX 2022.	n/a	Not applicable	Clerk	F&GP	
01/07/23	Sandpit works instruction/order to Gold Star Maintenance	£6,601.68	In line with Financial Regulations delegation to the Clerk (Events & Innovations budget)	Alternative quotes sought, but only one successfully received. Also considered and discounted building in-house (resource prohibitive)	Not applicable	Clerk	F&GP	
01/07/23	Annual Ransoms mower service	£1,916.18	Under Financial Reg's delegated authority to Clerk for cost centre 120 (Asset & Asset Maintenance)	n/a - annual servicing is a requirement	Not applicable	Clerk	F&GP	
02/10/23	Purchase of the quote height barrier	£2,300.00	Replacement of damaged barrier at MPF carpark. Insurance claim with cover cost.	n/a	Not applicable	Clerk	F&GP	
17/11/23	Cover cost of works to Pavilion floor - replacement of rotten floor joists discovered while Football Club were carrying out agreed extension works.	£1,950.00	Football Club unable to complete works until joists replaced - the replacement would have become necessary at some point and it is not reasonable for the Club to cover the cost of this unforeseeable problem.	No alternative - necessary in order to complete the works. Not practical to obtain alternative quotes as it is was part of ongoing works. Facilities Officer and Clerk are satisfied that it is a reasonable quote.	Not applicable	Clerk	F&GP	
29/01/24	Annual servicing (and repairs) to Ransomes Ride On Mower.	£2,315.76	Under Financial Reg's delegated authority to Clerk for cost centre 120 (Asset & Asset Maintenance).	N/A - annual servicing is a requirement.	N/A	Clerk	F&GP	
15/02/24	Repairs to lift at Town Hall - currently not operational.	£10,175.40 (part payment - full amount for works is £16,959 + VAT)	Coming from Property Maintenance budget which is fully delegated to the Clerk. Competitive quotes not required on this occasion - it is relatively low value, and is an urgent requirement due to accessibility requirements and the health and safety risk of older users having to use the stairs.	N/A - see "Reasons for Decision".	N/A	Clerk (KM authorised quote on 16.11.23)	F&GP	
22/03/24	Verti-draining, over-seeding and fertilising of all four football pitches at MPF.	£5,538.10	Three quotes were received, and the chosen contractor was significantly less expensive and had carried out the works in previous years. A decision needed to be made quickly in order for the contractor to fit the work in before the next season. Chosen quote was within budget (£7000).	Other two quotes significantly more expensive. Waiting for a meeting to agree to go ahead with cheapest quote would lead to possibly not getting the works done before the start of the next season (contractor was more busy than usual this year).	N/A	Clerk	Open Spaces	