

MINUTES OF THE EXTRAORDINARY MEETING OF PORTSKEWETT COMMUNITY COUNCIL

HELD AT 26 MAIN ROAD, PORTSKEWETT

THURSDAY 15th JANUARY 2026

Councillors Present:

Cllr T Fawcitt, Cllr Nurcombe and Cllr G Parker (Chair). Cllr Hooper, Cllr Lillie and Cllr Patterson attended remotely.

Members of the Public present:

No members of the public were present.

1. **SIGN THE ATTENDANCE BOOK**
The Attendance Book was duly signed.
2. **APOLOGIES FOR ABSENCE**
 - a. Apologies were received from Cllr Carne who was on holiday,
 - b. No requests had been made for apologies to be approved.
3. **DECLARATION OF INTERESTS**
No interests were declared.
4. **SUDBROOK CAMP AND CHAPEL**
 - a. Update from Cadw
Councillors were briefed on recent information received from Cadw. Confirmation was given that council funds should be sufficient to cover payments to contractors until the grant funding is received.
 - b. Acceptance of Grant Offer of Funding for Ancient Monument MM048
Cllr Parker proposed the grant offer be accepted subject to written confirmation of the extended deadlines and increased offer to cover the clearance work that is required, seconded by Cllr Nurcombe, agreed by all. **Action: clerk to respond to Cadw and submit PL8 form.**
 - c. Award of Contract for Building Conservation Services
Cllr Parker proposed the contract be awarded to Geraint Roberts Associates, seconded by Cllr Nurcombe, agreed by all. **Action: clerk to notify contractor.**
 - d. Award of Contract for the Review and Updating of Project Costs
Cllr Parker proposed the contract be awarded to Geraint Roberts Associates, seconded by Cllr Nurcombe, agreed by all. **Action: clerk to notify contractor.**
 - e. Award of Contract for the Preparation of a Structural Report with Costed Repair Recommendations
Cllr Parker proposed the contract be awarded to R V Williams Associates, seconded by Cllr Nurcombe, Agreed by all. **Action: clerk to notify contractor.**
 - f. Award of Contract for the Preparation of the Building Record/Photogrammetric Survey prior to the commencement of works.
Cllr Parker proposed the contract be awarded to ArcheoDomus, seconded by Cllr Nurcombe, agreed by all. **Action: clerk to notify contractor.**
 - g. Award of Contract for the Preliminary Ecological Appraisal, Searches of Records, Reporting and Disbursements
Cllr Parker proposed the contract be awarded to Just Mammals, seconded by Cllr Nurcombe, agreed by all. **Action: clerk to notify contractor.**

The meeting was declared closed at 1.30 pm.

Mrs B Young - Clerk

Chairman's Signature

