



**Halesworth Town Council  
Extraordinary Meeting**

Monday 21st August, 2017 at 9.30 am  
Held in Chambers,  
Waveney Local Office  
London Road, Halesworth  
**Minute ref No 16 (2017 – 2018)**

**Present:** Councillors;

Peter Dutton (Chair), Keith Forster, Rosemary Lewis, Maureen Took, Paul Widdowson,  
David Wollweber (Vice Chair).

**In Attendance:** Nick Rees (Clerk)

## **MINUTES**

1. **Apologies:** Cllrs; Sandra Leverett, Anne Fleming, Keith Greenberg
2. **Declarations of interest:** Non Pecuniary interests: Cllr Wollweber as he was a Museum Trustee.
3. **To review the options for damp proofing works at the Station Building and to consider the recommendation of the Station Working Group to engage the preferred contractor to undertake the work in January 2018 (An order needs to be placed in August to ensure the work is programmed for that period).** It was RESOLVED that the order would be placed with Trinity Damp Ltd and the work would be scheduled for January 2018. It was estimated that the additional works to remove the skirtings, electrics and redecoration would probably be around £2,000. The Council would consider paying the removal and storage costs for the Station users once these costs were known. It was likely that the damp proofing work would take 2 – 3 weeks but in total the Station users should allow for a 2 month programme for the whole works.
4. **To consider allocating a budget for the total works to enable the Clerk to place orders for the minor works required to complete the work.** It was agreed to review this once the Clerk had met up with the various contractors and quotations had been received.

The meeting was closed at 10.30am