

Copythorne Parish Council Meeting – November 9th 2021

ITEM 11 – Report on noticeboards renewal/replacement programme

Background

At the March 9th 2021 Council meeting a policy was approved for the management of and specifications for the Parish Noticeboards (Minute Ref: 50/21).

Under the same agenda item approval was given for the purchase from Greenbarnes Ltd of two recycled plastic noticeboards at a cost of £2,659.83 ex VAT to replace the existing noticeboards in Newbridge Village and the layby in Winsor Road (at the junction with Pound Lane). These two noticeboards were installed in June 2021 and July 2021 respectively.

Current Position

With the “Newbridge” and “Winsor” noticeboards successfully replaced we now need to move onto the next phase of renewal/replacement.

The boards in most need of replacement are those at the following locations:-

Copythorne Scout Hut
Bartley Post Office
Copythorne Parish Hall

Cost

Whilst costs have risen slightly, Greenbarnes Ltd have agreed to increase the level of discount from 3% to 5%. The net cost (ex VAT) after discount is £4,055.95, which equates to £1,352 per noticeboard compared to £1,330 for the first two. A copy of the quotation from Greenbarnes Ltd is attached. The cost of installation (fixings and generator hire) is expected to be no more than £150. Giving a total (net of VAT) cost of £4,200.

Source of Funding

Allocated in 2021/22 budget for noticeboards	£1,000
Earmarked reserves from 2020/21 budget for noticeboard	£ 340
County Councillor Grant 2021/22 awarded for noticeboards	£1,500
Portion of unallocated NFDC/HCC Cllr grants in reserves	£1,360 (leaving £2,290)
TOTAL	£4,200

Recommendation

The Media & Publicity Advisory Committee following a discussion at it’s meeting on October 22nd 2021 recommends to Council the spending of an expected £4,200 ex VAT on replacing the three noticeboards detailed, leaving the final two (Cadnam & Ower) to be replaced in 2022/23.

David Rigby, Clerk
November 2nd 2021



Greenbarnes Ltd.

David Rigby
Clerk to the Council
Copythorne Parish Council
9 The Cleaves
Totton
Southampton
Hampshire
SO40 8WL

QUOTATION

Ref No. 25203/2
Dated 20/10/2021
Contact David Rigby
Tel 023 8112 0150
Fax
Mobile

Dear David,

Further to your enquiry, please find below details of our quotation for supply of the items required.

Re : 3 off PDN1G 2-Bay 4A4 Noticeboards with Posts (as previous on ref 24078)

Item	Qty	Ref Code	Description	Unit Price	Total
A	3	PDN1G	Two Bay 4 x A4 Portrait Man-Made Timber Noticeboard (O/a size 1270mm wide x 848mm high) One Bay Polycarb Glazed/Lockable	£750.39	£2,251.17
B	3	PHDN	Header For Two Bay 4A4 Portrait Man-Made Timber Noticeboard, Straight Pattern 95mm	£67.30	£201.90
C	69	CELP	Engraving for MmT headers with coloured fill, Cost per character. Times font with White fill: COPYTHORNE PARISH COUNCIL (x 3)	£8.10	£558.90
D	3	MPPSN	Magnetic Panel for PSN MmT Board in Black Supplied with MD2/P 20mm Magnetic Discs (pack of 12) White Fitted into glazed bay of each board	£97.27	£291.81
E	3	MD2/P	MmT, Magnetic Discs 20mm diameter (pack of 12) White	£13.47	£40.41
F	3	KP	Additional Key for MmT Noticeboard	£3.68	£11.04
G	3	PPK	MmT Post Kit (Pair of reinforced Black MmT posts 2500mm x 100mm sq + screws for fixing to boards under 2000mm wide)	£236.15	£708.45
H	1	DELALL	Carriage all items	£205.73	£205.73

Item Qty	Ref Code	Description	Unit Price	Total
			Sub Total	£4,269.41
			Discount (5%)	£213.47
			Discounted Total	£4,055.95
			VAT	£811.19
			TOTAL	£4,867.14

Terms:

Payment: Net 30 days

Payment Methods Accepted By:

Cheques: Made payable to Greenbarnes Ltd

BACS: ██████ Bank, Sort Code ██████ Account No ██████

Credit/Debit Cards accepted

VAT is charged at 20%.

Delivery: Approx 10 working weeks from receipt of order.

This quotation is valid for 30 days from the date of this document.

Details and sizes as per catalogue.

Installation not included.

Line item prices exclude VAT

E & OE

To order, simply ring, fax or email quoting the reference number at top of this document. Alternatively, if you need clarification, or would like to discuss or amend your requirements, please do not hesitate to contact our sales team on 01280 701093 or sales@greenbarnes.co.uk.

Yours sincerely ,



Andy Brewer
Technical Sales