

COPYTHORNE PARISH COUNCIL MEETING – FEBRUARY 14TH 2023

ITEM NO: 12 – Report to consider purchase of final two replacement noticeboards.

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.

At the November 9th 2021 Council meeting approval was given for the purchase from Greenbarnes Ltd of a further three recycled plastic noticeboards at a cost of £4,055.95 ex VAT to replace the existing noticeboards located near Bartley Post Office, the Scout Hut and the Parish Hall. A total budget of £4,200 was agreed to include associated installation costs (Minute 198/21). These noticeboards were installed in the summer of 2022.

Current Position

With five of the seven noticeboards successfully replaced we now need to move onto the final phase of renewal/replacement which involves the noticeboards located in Cadnam (near the former Post Office) and Ower (opposite the Vine public house).

Expected Cost

Greenbarnes Ltd have provided a quote (after the previously agreed discount of 3%) of £2,771.94 ex VAT (£1,386 each). Associated installation costs are expected to bring the total cost to £2,900 ex VAT.

Source of Funding

Allocated in 2022/23 budget for noticeboards	£1,000
Earmarked reserves from 2021/22 budget for noticeboards	£ 155
Allocated in 2023/24 budget for noticeboards	£1,000
Portion of unallocated NFDC/HCC Cllr grants in reserves	£ 745 (leaving £1,545)
TOTAL	£2,900

Recommendation

It is the recommendation of the Media & Publicity Advisory Committee, following a discussion at its meeting on February 3rd 2023, that Council agrees to the spending of an expected £2,900 ex VAT on replacing the noticeboards at Cadnam and Ower.

David Rigby, Clerk
February 3rd 2023



Greenbarnes Ltd.

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

QUOTATION

Ref No. 27174/2
Dated 24/01/2023
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. Please refer to the foot of the main quotation for details including costs of available options and variations.

Re : 2 off PDN1G 2-Bay 4A4 Noticeboards with Posts

Item	Qty	Ref Code	Description	Unit Price	Total
A	2	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	£1,500.78
B	2	PHDN	Header For Two Bay 4A4 Portrait Man-Made Timber Noticeboard, Straight Pattern 95mm	£67.30	£134.60
C	46	CELP	Engraving for MmT headers with coloured fill, Cost per character. Times font with White fill: COPYTHORNE PARISH COUNCIL (x 2)	£8.10	£372.60
D	2	MPPSN	Magnetic Panel for PSN MmT Board in Black Supplied with MD2/P 20mm Magnetic Discs (pack of 10) White Fitted into glazed bay of each board	£97.27	£194.54
E	2	MD2/P	MmT, Magnetic Discs 20mm diameter (pack of 10) White	£13.47	£26.94
F	4	POSTMB	MmT Post (2500mm x 88mm square + fixings) Manchester Brown	£115.28	£461.12
G	1	DELALL	Carriage all items	£167.09	£167.09
				Sub Total	£2,771.94
				VAT	£554.39
				TOTAL	£3,326.33

Item Qty	Ref Code	Description	Unit Price	Total
			Sub Total	£2,857.67
			Discount (3%)	£85.73
			Discounted Total	£2,771.94
			VAT	£554.39
			TOTAL	£3,326.33

Terms:

Payment: Net 30 days

Payment Methods Accepted By:

Cheques: Made payable to Greenbarnes Ltd

BACS:

Credit/Debit Cards accepted

VAT is charged at 20%.

Delivery: Approx 8 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

OPTIONS(ex VAT):

Black 88mm x 88mm posts (to match colour of previous posts): no cost alternative

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