

**Houghton Regis Town Council**  
**New Office Provisions Sub Committee**  
**4<sup>th</sup> December 2018**

Present: Cllrs: Mrs T McMahon Chairman  
Ms L Ellaway  
M Kennedy  
Mrs Y Farrell  
T Welch

Officers: Clare Evans Town Clerk  
Louise Senior Head of Democratic Services

**NOP13 APOLOGIES & SUBSTITUTIONS**

None.

**NOP14 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None.

**NOP15 QUESTIONS FROM THE PUBLIC**

None.

**NOP16 MINUTES**

To approve the Minutes of the meeting held on 11<sup>th</sup> September 2018.

**Resolved: To approve the minutes of the meeting held on 11<sup>th</sup> September 2018**

**NOP17 EXCLUSION OF PRESS AND PUBLIC**

- Professional Support

**Resolved: In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.**

**NOP18 PROFESSIONAL SUPPORT**

In accordance with Minute NOP12 members received a report considering the fee proposal to support the council in developing an initial Project Execution Plan.

Members discussed the report and discussed amending the recommendation to exclude a commitment to disposal and acquisition fees.

An amendment to the recommendation was made to read:

To approve the Fee Proposal including Scope of Service as detailed, subject to the exclusion of the acquisitions and disposals fees; to fund the project through 190-4059 (Central Services – Other Professional Fees).

Proposed by: Cllr Kennedy Seconded by: Cllr Welch.

In favour to amend the recommendation: all

**Resolved:** To approve the Fee Proposal including Scope of Service as detailed, subject to the exclusion of the acquisitions and disposals fees; to fund the project through 190-4059 (Central Services – Other Professional Fees).

The Chairman closed the meeting at 7.58pm

Dated this 3rd day of March 2019

Chairman