

# MELBOURN PARISH COUNCIL

District of South Cambridgeshire

**Meeting: 22 February 2021**

**Agenda Item: PC108 20e) and f)**

**Date of Report: 16 February 2021**

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**To:** Parish Clerk <[parishclerk@melbournpc.co.uk](mailto:parishclerk@melbournpc.co.uk)>

**Subject:** Re: Maintenance works at The Hub

Claire, I approve both quotes. The replacement emergency sign over the rear door. Also the second going with the H2O plumbing quote.

Regds Graham

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On 25/01/2021 13:22 Parish Clerk <[parishclerk@melbournpc.co.uk](mailto:parishclerk@melbournpc.co.uk)> wrote:

Hi Graham

I have quotes for two pieces of work at the hub. As they are within the £500 threshold, can I please ask that you co-approve them with me rather than waiting until the end of February for the next full Council meeting:

- Replacement emergency sign over the rear door. Only one quote (email attached) as the work could be done at the same time as the scheduled annual alarm test.  
MPE Alarms                      Parts - £100 + VAT, labour £30.
- Repairs to underfloor heating in Benet Room. Two quotes attached:  
  
Phil Deards                      Parts and labour - £513 (although the quote does not indicate VAT is payable, he is VAT registered so I assume it must be)  
H2O Plumbing                      Parts and labour - £385 + VAT

These are like for like quotes and I would suggest we go with the H2O quote.

**From:** Ashley MPE [<mailto:ashley@mpealarms.co.uk>]

**Sent:** 22 January 2021 11:02

**To:** jose hales <[josehales@gmail.com](mailto:josehales@gmail.com)>

**Subject:** Re: Melbourn Hub fire exit sign

Hi Jose

None of our normal suppliers do a direct replacement for this light. I have managed to find a supplier that does and the cost will be £100 + vat for the unit and about an extra 30 minutes of labour to fit, so £30.00 + vat for additional labour.

To be honest, we only normally change standard bulkhead lights and leave this type of light to electricians, but I will do it for you. I just hope that they have not changed the size of the cut out where it goes through the ceiling.

Let me know if you are happy to go ahead with that and I will get it ordered for you.

kind regards

Ashley