

Winterbourne Stoke Parish Council FOI

5th February 2020

Dear Parish Council Clerk,

I Mr M. Blair, am making a request for information that you hold under the Freedom of Information Act.

In your WSPC Financial Regulations (Orders for Work, Goods and Services – 10.3) it states that 'All members and officers are responsible for obtaining value for money at all times' and that you shall ensure '...that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates...'.

Therefore, I am requesting from you as the RFO:

- The three or more quotes that you will have obtained for the work of 'Replacing a part of the playpark fence' - playpark maintenance on 18th September 2018.
- A cost breakdown of the work and materials involved from your chosen quote (£700).
- A copy of the due diligence carried out as to the chosen supplier's suitability, eligibility, financial standing, insurances (min £10m) and technical capacity to undertake the works.
- A copy of the risk assessments (including COSHH) that you will have obtained from the contractor prior to commencing any works in the public area, along with copies of waste transfer licences for the removal of waste to ensure the waste was disposed of responsibly.

I will accept this in either electronic or paper format. My details are as follows:

mattblair2@googlemail.com
6 Brook Close, Winterbourne Stoke, SP3 4SR

Note:

- It will not cost more than £450 to find and provide me with this information.
- It is not sensitive information.

Regards,

Mr M. Blair

6th February 2020

Dear Mr Blair,

Please see below the responses to your FOI request of 5th February:

- The three or more quotes that you will have obtained for the work of 'Replacing a part of the playpark fence' - playpark maintenance on 18th September 2018.

Information not available.

I do hold the quote for the work that was undertaken; this is on the following page..

- A cost breakdown of the work and materials involved from your chosen quote (£700).

Information not available.

- A copy of the due diligence carried out as to the chosen supplier's suitability, eligibility, financial standing, insurances (min £10m) and technical capacity to undertake the works.

Information not available.

- A copy of the risk assessments (including COSHH) that you will have obtained from the contractor prior to commencing any works in the public area, along with copies of waste transfer licences for the removal of waste to ensure the waste was disposed of responsibly.

Information not available.

Regards

J H Carr
Clerk
Winterbourne Stoke Parish Council

Stonehenge Forestry & Landscape

Stoneleigh, Church Street
Winterbourne Stoke, Salisbury, Wiltshire
SP3 4SW
01980 621387
07912206862
info@stonehengeforestry.co.uk
www.stonehengeforestry.co.uk

Quotation

Estimate No: 379
Date: 12/09/2018

For: Winterbourne Stoke Parish Council

Description	Amount
Supply and erect approximately 10m of closeboard fencing starting with a continuation from existing fence at 1.8m - steel gateway finished height of 1.2m high. Break out steel gate post and re-set leaving a safety gap for closing. Takedown and dispose of old fencing	£530.00
Remove chainlink fence on other side of gateway and replace with a closeboard fence with a finished height of 1.2m	£170.00
Subtotal	£700.00
VAT 0%	£0.00
Total	£700.00
Total	£700.00