



The minutes of the Toilet Committee Meeting held at the Village Hall, Westbrook Lane, Gurnard on Wednesday 30 October 2019 at 5.30 pm.

The meeting started at 5.30 pm

PRESENT Councillors: Nolan (Chair); Bugden; Jacobs; Laurens and Smith

21. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Wood and Williams

22. DECLARATIONS OF PECUNIARY & NON-PECUNIARY INTERESTS

- a) No declarations of pecuniary or non-pecuniary interests were received.
- b) No written requests for dispensation were received.

23. MINUTES

The minutes of the meeting held on 11th September 2019 were received, agreed and signed by the chair.

24. TO RECEIVE LEGAL ADVICE VIA NALC REGARDING APPROVAL OF THE PROPOSED PURCHASE ORDER

The Clerk circulated the legal advice received from NALC following inspection of the offer from Danfo UK and proposed purchase order, prior to the meeting.

RESOLVED: That Councillors note NALC's conclusion that the Parish Council can proceed to plan the draft purchase order with confidence

25. TO RECEIVE CONFIRMATION FROM HMRC THAT A FULL VAT REFUND WILL BE CLAIMABLE ON THE TOTAL PURCHASE PRICE PAID FOR THE TOILETS

The Clerk circulated correspondence she has had with the SLCC and HMRC regarding a full VAT refund on the total purchase price of the toilets. Gurnard Parish Council is not VAT registered but as a Section 33 body, it can recover VAT using special refund provisions for costs that are non-business activities, and as such, will be able to recover VAT on the refurbishment of the toilets as with other non-business activities. As the toilets come with a coin slot there is an option of charging an entrance fee to help recover running costs. The question has therefore been asked as to whether charging an entrance fee would still be classed as a non-business activity by HMRC? The SLCC have advised that HMRC generally consider the provision of public toilets as a non-business activity, regardless of an entrance charge. HMRC's advisers have yet to confirm this but crucially they have confirmed that regardless of this outcome, VAT will be reclaimable on the full cost of the refurbishment itself.

RESOLVED: That Councillors note this correspondence and agree that a decision about an entrance fee can be made at a later date.

26. TO APPROVE THE TERMS AND CONDITIONS AND PURCHASE ORDER FOR DANFO UK'S PRODUCTION OF TOILET UNITS FOR GURNARD GREEN

RESOLVED: That the terms and conditions and purchase order for Danfo UK's production of toilet units for Gurnard Green are approved with the additional conditions that temporary toilets are provided while work takes place, and that as well as supplying and installing CCTV, the premises

are sufficiently illuminated. Following agreement to these additions, approval is given for the Chairman to sign the purchase order on behalf of the Parish Council.

27. **TO AGREE ON FINER DETAIL COLOUR OPTIONS AND A REPRESENTATIVE TO MEET WITH DANFO UK'S PROJECTS AND MAINTENANCE MANAGER BEFORE THE ORDER IS PLACED**
RESOLVED: That authority is delegated to Cllrs Nolan and Jacobs to meet with Danfo UK's Projects and Maintenance Manager before the order is placed and to finalise any necessary colour options.

The meeting closed at 6.00 pm

.....

Chair