



Site Progress Meeting Minutes

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| Project | Murgatroyd's Bring Pump (Emergency Repairs) | Project No | 8402 |
| Venue | Site Cabins | Date | 17/06/19 |
| Purpose | Site Progress Meeting | Meeting No. | 02 |

| Present: | Representing: | |
|-----------------|----------------------|-------------------------|
| Kerry Kirwan | MHT | Client |
| Ben Smith | Quadriga | Contractor |
| Peter Doolan | Quadriga | Contractor |
| Emily Green | Buttress | Architectural Assistant |

ITEM ACTION

1.1.0 PRESENT

- 1.1.1 Apologies
 - Tasmin Cooke
 - Peter Barlow
 - Mark Newton
 - Steve Broadfoot
 - Stephen Anderson
 - Keith Illman
 - Richard Granton

1.2.0 MINUTES OF PREVIOUS MEETING

- 1.2.1 Minute

1.3.0 CONTRACTORS REPORT

It was asked that Peter Barlow's report on the gantry be issued to the team.

KK

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|---------------|---------------------------------|--|----------|
| 1.4.0 | ARCHITECTS REPORT | An updated valuation is to be issued as soon as possible | QUADRIGA |
| | | Reemphasis on the importance of a Structural engineer to be on board ASAP | KK |
| 1.5.0 | SERVICES ENGINEER REPORT | | |
| 1.6.0 | STRUCTURAL REPORT | A structural engineer is still to be appointed by the client as soon a matter of urgency. | KK/MHT |
| 1.7.0 | QUANTITY SURVEYOR REPORT | Mark Newton is to be updated on progress and discussions on cost of including the brick pillars in the work to be had. | KK/EG/MN |
| 1.8.0 | HEALTH & SAFETY CDMC | | |
| 1.9.0 | HISTORIC ENGLAND | | |
| 1.10.0 | CLIENT MATTERS | | |
| 1.11.0 | ANY OTHER BUSINESS | Gantry in need of a fill replacement rather than repairs in part | |
| 1.12.0 | NEXT MEETING | | |
| 1.12.1 | Date, Time and Venue | 2 ND July 9am on Site | |