



Site Progress Meeting Minutes

Project	Murgatroyd's Bring Pump (Emergency Repairs)	Project No	8402
Venue	Site Cabins	Date	02/07/19
Purpose	Site Progress Meeting	Meeting No.	03

Present:	Representing:	
Steve Broadfoot	MHT	Client
Richard Granton	Quadriga	Contractor
Peter Doolan	Quadriga	Contractor
Keith Illman	Quadriga	Contractor
Peter Barlow	Historic England	Heritage at Risk Architect
Mark Newton	Appleyard & Trew	QS
Emily Green	Buttress	Architectural Assistant

ITEM ACTION

1.1.0 PRESENT

- 1.1.1 Apologies
 - Kerry Kirwan
 - Tasmin Cooke
 - Stephen Anderson

1.2.0 MINUTES OF PREVIOUS MEETING

- 1.2.1 Minute

1.3.0 CONTRACTORS REPORT

Waiting on splicing details and AI's to proceed with works. SB stated the once the Structural engineer is on board, they will take on the responsibility of producing the details.

It was mentioned that the works to the Gantry are now additional as it isn't just refurbishing it anymore. To be discussed further with MN and in conjunction with the valuation.

QUADRIGA/MN

1.4.0 ARCHITECTS REPORT

Updated valuation needs to be issued to MN as soon as possible, it is important to get reviewed before Buttress can issue the interim certificate.

QUADRIGA

Reemphasis on the importance of a Structural engineer to be on board ASAP

KK/SB/EG

Buttress visited the fabricators to look at the Gantry, it was noted a few of the timbers that are cross bracing may be able to be retained.

Detail queries arose when Buttress visited the Gantry, regarding metal work and whether it should be remade as original or remade to the repair in the 70's. It was clarified it should be repaired as original.

A collar is to be detailed for where the Gantry meets the roof

QUADRIGA

Creosote was mentioned for treating the timber, this is not advisable due to its toxicity and flammable properties and the need for welding after the timbers are in situ.

MHT

PB suggested the paint for gantry should be of good quality rather than a preferred colour.

MHT

1.5.0 STRUCTURAL REPORT

A structural engineer is still to be appointed by the client as soon a matter of urgency.

KK/SB/MHT/EG

1.6.0 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 as this action hadn't been completed since last meeting. Has the valuation been signed off without going through correct procedures?

KK/EG/MN

MN to converse with KK on her return regarding the additional scope of works so costs can be reviewed.

MN

1.7.0 HEALTH & SAFETY CDMC

1.8.0 HISTORIC ENGLAND

PB discussed that he was happy with the Gantry being replace if the legs of the existing were kept and brought back to site.

1.9.0 CLIENT MATTERS

1.10.0 ANY OTHER BUSINESS

Meeting regarding additional scope and costs to be arranged asap

EG/MN/KK

Structural Engineer to be informed of scope and appointed ASAP

EG/SB

1.11.0 NEXT MEETING

1.11.1 Date, Time and Venue

16 July 9am on Site