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**APPROVED MINUTES OF EXTRAORDINARY PROPERTIES & INFRASTRUCTURE MEETING**  
**held on Monday 26<sup>th</sup> October 2020**

**DUE TO THE CORONAVIRUS CRISIS, THIS MEETING WAS HELD USING ZOOM.**

**Present:** Penny Steiner, Bob Gilbey, Stephen Biddlecombe, Philippa Biddlecombe, Sally Snook

**Clerk:** Claire Craner-Buckley

**There were no members of the public present at the meeting.**

**The meeting started at 18:30**

**2020**

**PI29 Apologies for Absence**

Apologies had been received from Margaret Bebbington and Rob Worth

**PI30 Declarations of Interest**

There were no declarations of interest.

**PI31 To consider three quotes for replacement windows to the ladies and gents ends of Millbrook toilets**

The quotes were circulated prior to the meeting. A discussion took place. SS asked which windows were to be opening. BG confirmed that the ones at the front would not opening as they are small. PS checked that all three suppliers had received the same specification and this was confirmed by BG.

A proposal was then made by PS to appoint Yeovil Windows. This was seconded by SS and a unanimous vote in favour followed.

The Town Clerk will be asked to advise the three companies of this decision.

**ACTION 20201026/1: TC**

**The meeting ended at 18:45**

**Claire Craner-Buckley**  
**Deputy Town Clerk**