

BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE

**MINUTES OF THE MEETING OF THE PREMISES GROUP HELD ON THURSDAY
15 DECEMBER 2005 at 12.30 pm IN THE PRINCIPAL'S OFFICE**

Present: Peter Freeman (Chair) Chris Wellings, Howard Kidd, Chris Thomson

In attendance: Durand Azariah, Jutta Knapp

The meeting was quorate

Action

1. Apologies and Welcomes

Anne Fielding Smith, Maria Bailey, Louise Pennington

2. Minutes of the Meeting held on 21 October 2005

The contents of the minutes were noted

- Earlier minutes of the Project and Design Team to be checked for reference to issue of noise potentially being a problem for the College **DA**
- Confirmation required whether the College had sight of the tender documentation prior to issue **DA**
- Agreed that work would continue until 10.00 pm each evening, and the College would respond to any concerns raised by neighbours **DA**
- Another noise test to be carried out after the insulation has been laid **DA**
- Need to discuss with the contractor the implications of the additional art office on the temporary roof – was this the cause of the delay? **DA**
- Meeting to be arranged with a senior director from Turner Townsend and a senior director from Longley's – to emphasise the impact of delay on the College **DA**
- The issue of the additional cutting of the Blanc de Berge stonework should not result in additional cost being passed on to the College **DA**
- Durand to issue a 'progress memo' at the beginning of January 2006
- Clarity needed over the security of the site during the Christmas shut down – the position needs to be confirmed **DA**

Any other business

There was no other business

Date of next meeting

To be arranged as required

Jutta Knapp
Assistant Principal
(Director of Finance & Estates)

Chairman.....

Date.....