Sturminster Newton Town Council
Officer Delegated Decision Form

1. Date of Decision	13th October 2020
2. Matter for Decision	To Purchase three replacement cubicle doors for the public conveniences at Station Road.
3. Decision	Order placed for three replacement doors at a cost £3,800
4. Reason(s) for Decision(s)	The fire brigade had to break into one of the cubicles in response to an emergency call. This has irreparably damaged the door. An insurance claim has been and submitted cover the replacement cost of the door. We have problems with the remaining two doors and they also need replacing before we can reopen the cubicles. The total cost for replacing the three doors is £3,800. We have secured three quotes and the recommended company is the cheapest, provides the best value and is the Grounds Managers preferred option. The cost can be covered from the insurance claim and the public toilets maintenance budget.
5. Decision Maker *(Officer name and title)*	Emma Lindsay - Town Clerk and RFO
6. Alternative options considered and rejected	To delay the decision until next meeting of the Town Council scheduled for 5th November 2020
7. Consultation	The Mayor and Chairman of Finance and Personnel were consulted and supported the decision.

Town Council/ Committee Meeting_____

Minute Reference_____