

MINUTES

MILL STREET, LEEK

SITE MEETING NO 1

MEETING HELD AT THE OFFICES OF NECHCOL LTD, GROSVENOR HOUSE, 20 BARRINGTON ROAD, ALTRINCHAM ON 24 APRIL 2012 AT 1.00 PM

Present	Organisation	Distribution
David Tresadeam	Nechcol Ltd	1 Copy
Andrew Prosser	Prosser Safety Consultants Ltd	1 Copy
David Yates	Ashmount Consulting Engineers	1 Copy
Chris Tyrer	Mark Edwards Associates	1 Copy
Mark Edwards	Mark Edwards Associates	1 Copy
Alan Jackson (AJ)	Ashworth Jackson and Walker	1 copy

Item No

INSTRUCTIONS AND CONTACT DETAILS

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Action

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	<p>Mark Edwards and Chris Tyrer Mark Edwards Associates Ltd Fairsteads 36 Bridge Street Macclesfield Cheshire Sk11 6PY</p> <p>Tel : 01625 423514 07967 615665 Email : mealtd36@btconnect.com</p> <p>Alan Jackson Ashworth Jackson and Walker Ltd 1 Gilmore Street Stockport SK3 8DN</p> <p>Tel : 0161 477 2616 07779278115 Email : aj@ajwarchitects.co.uk</p>	
I.00	PLANNING CONDITIONS	
1.01	Commence within three years	
1.02	<p>Samples : external elevations brickwork render windows roof tiles rainwater goods</p> <p>To be approved in writing by Local Authority before work commences.</p>	DT
1.03	<p>Landscaping</p> <p>Scheme required to be approved before work commences.</p> <p>AJ to contact Sarah Rycroft.</p>	AJ
1.04	<p>Landscaping : Implementation</p> <p>Five year replacement period.</p>	DT
1.05	Parking bays to be provided before occupation.	
1.06	Road crossings to be provided before occupation.	DT/AJ
1.07	There is no Condition 7. This relates to a previous application which is no longer valid	
1.08	<p>Drainage and surface water scheme</p> <p>Scheme required for approval before work commences.</p> <p>Basic internal plumbing details have been passed over to MEA and scheme is underway.</p>	MEA

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1.09	Noisy Activities	
	Site time restrictions.	DT
1.10	Noise Levels Within Flats	
	Planning requirements of 30Db reduction. Discuss with Building control.	AJ
1.11	Control of Dust	DT
1.12	Site Contamination Report	
	Early assessment report no contamination but not yet completed.	DT
1.13	Remediation Scheme	
	Not determined.	DT
1.14	Remediation Methods	
	Not determined.	DT
1.15	Imported top soil requires testing.	DT
1.16	Air Quality Impact Assessment required prior to development.	DY
1.17	Secure By Design	
	To be approved before occupation.	DT/AJ
1.18	Renewables	
	DY asked if 10% renewable had been requested by Planning.	DT/DY
	The Planning conditions do not specify. (therefore not required?)	
2.00	CODE FOR SUSTAINABLE HOMES	
	Mill Street will be built to Code 3 Standard under the code.	
	David Yates/Ashmount will be the assessors for the scheme.	DY
2.01	Ecology Report	
	DY asked if an ecology report had been carried out for the site.	
	This could prove valuable in achieving the Code 3 Standard.	
	DT to organise.	DT
2.02	Pre-Assessment Report	
	DY/Ashwood to undertake the assessment as soon as possible.	DY
2.03	BREEAM/SAP Calculations	
	DY/Ashmount to undertake and feedback into specification.	DY

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3.00	BUILDING REGULATIONS	
	Insurers will be NHBC.	
	Building Control will be Local Authority Staffordshire Moorlands.	
	AJ to make contact for initial consultation.	AJ
4.00	SITE INVESTIGATION	
	On going, not yet complete. Window samples are lacking information closer to critical boundaries.	
	MEA will require further/additional boreholes to be agreed.	DT/MEA
	Draft site cross sections are currently being prepared.	
5.00	ADJOINING OWNERS	
	It may be prudent to appoint a Party Wall Surveyor for works adjacent to the boundaries (including the LA at Belle Vue Street).	
	DT to make enquiries.	DT
6.00	SERVICES (UTILITY)	
	Drawings of existing utilities required. DT reported all are now disconnected.	DY
	DY would make applications within the next two to three weeks.	DY
6.01	Electricity	
6.02	Gas	
6.03	Water	
6.04	BT	
6.05	Other	
7.00	SERVICES (FLATS)	
	DY would make an assessment of space requirements and report back.	DY
	Gas would be preferable as a fuel as this has greater value towards overall Code 3 assessment.	
	DT expressed a preference for electricity.	
	DY to evaluate on electricity and then review implications.	DY
8.00	CDM	
8.01	AP to submit F10 tomorrow and produce pre-construction information by the end of next week.	AP
8.02	AP to provide Site Risk Management Plan for DT use.	AP

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8.03	AP requested copies of Ground Assessments and Geo Technical Reports.	MEA
8.04	AP requested Nechcol Health and Safety Policies.	DT
8.05	AP handed over papers to DT: - CDM 2007 Pre-contract Duties Provision of Welfare Clients Duties	DT
8.06	Construction Phase Plans required prior to demolition works.	DT
9.00	PROGRAMME Overall building programme will be 18 months from today. Anticipated enquiries for ground works package available in six weeks. Hopefully demolition to commence in two to three weeks.	
10.00	PRIORITIES Dimensioned GA plans Site Investigation reports Draft structural proposals Initial SAP assessment	AJ DT MEA DY
11.00	DATE OF NEXT MEETING Friday 11 May 2012 9.00 am at Nechcol offices.	ALL