

To receive the Town Clerks report on delegated authority to spend and consider any actions and associated expenditure

Saltash Christmas Lights 2023:

At the Extraordinary Services Committee held on 24th August 2023 under minute 67/23/24 it was approved to appoint an external contractor to carry out works for the festive lighting for the year 2023-2024 at a cost of £6,135+vat.

Delegated authority was granted to the Town Clerk to oversee and action any works to the catenary wires and festive lighting, inclusive of the removal and disposal of bunting.

The Town Council were not able to predict the total amount of labour hours nor total amount of bulbs that would be required to complete all works requested. This was reported to Services as approximate costs.

Due to these unforeseen costs there has been a slight overspend. These costs are detailed below:

Item	Amount	Cost per item / hour	Total Cost
Bulbs	100	£2.50	£250
Labour	3	£90	£270
Total Overspend: £520			

Budget Code: 6572 EMF Festive Lights

Budget Availability: £1,259.19

The Town Clerk approved the additional cost of £520 allocated to budget code 6572 EMF Festive Lights under delegated authority to spend, approved by the Services Committee at the time of the appointment.

[Members are asked to ratify the additional expenditure.](#)

End of report

Administration Officer