



resources, we are unlikely to be able to start this year taking advantage of remaining weather conditions before the onset of winter weather.

Pre-Start Meeting and Contract Documents

Once I have your anticipated start date and we have confirmed a contract price, I will prepare JCT minor works contract documents for signature.

I will also arrange a pre-start meeting where we can formally award the works to you and make plans for submission of necessary health and safety documentation, scaffold licenses etc. We will also be able to arrange lead-in times for specialist suppliers such as the flagpole (etc.) that we will be providing. This can all be done in plenty of time to allow good sequencing of work when the project starts.

I also noted from our discussions that you are not anticipating any cost uplift in your tender assuming a March 2024 start.

I very much look forward to working with you on this project and look forward to your reply in due course.

Please do not hesitate to contact the undersigned with any queries you may have.

Kind regards,
Yours sincerely

James M Barron MRICS
Chartered Building Surveyor
Director

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