

Agenda item number: 4 Date of meeting: 24th August 2026	
THATCHAM TOWN COUNCIL Committee / Council	
Report by: Laura Carlin	Job Title: Town Clerk
Subject: St. Mary's Churchyard Boundary Wall Repairs	

1 Purpose of Report

To review the tender received to carry out the repairs to the boundary wall at St. Mary's Churchyard

2 Background

Bennington Green produced a tender package and invited contractors to submit applications in July 2026. 1 tender was received which will require additional funds to the original Ear Marked Reserve of £70,000. It was resolved at a meeting of Full Council on 30th September 2024 to approve a single tender process due to the specialism of the project.

1 further tender was received; however it was 1 day over the deadline. Should TTC wish to review this tender they would have to explain why they discounted the tender process rules and accepted a late tender.

If Council is not satisfied with reviewing just 1 tender they could start the tender process again. This will almost certainly require resubmitting the planning application and increase overall costs.

The contractor who has submitted a tender for the project is registered as "Plumbing" on Companies House. However, their website shows they offer a full range of period restoration works and structural repairs: [Commercial Building Services | Extensions, Loft Conversions & Renovations](#)

Supporting documentation to this report includes:

- a) Bennington Green Tender Specification
- b) Bennington Green Tender Analysis Report
- c) Signed Statement of Bona Fide Tender
- d) Signed Form of Tender
- e) Signed Supplier Competency Assessment

Potential start date of project: 1st October 2026

Estimated time to completion: 10-12 weeks

3 Financial Implications

Of the £70,000 allowance for this project, we have currently spent £3,574.23.

The following upcoming fees were provided by Bennington Green in March 2026:

- Archaeological monitoring during the project @ £350 per day: budget of £2,500
- Archaeological report post-works: budget of £1,400
- Contract administration (preparation of the specification of works, tender process, and overseeing the works on site): £4,150 by Bennington Green

This leaves a balance of	£58,375.77
The tender is	£61,776.00
Suggested contingency is	£10,000.00
Over EMR budget by	£13,400.23

4 Recommendation

To accept this single tender, satisfied that the plumbing company have diversified into building works, but not updated their company registration.

The credit check report indicates a score of 57 (low risk) and an international score of B (low risk), with total net assets of £297k reported in 2025.
