

## Bike Track Group

10:30am – Thursday 12<sup>th</sup> February 2026

Present: Councillors Marten, Casson, Larkin & Porteus

Clerks: J Price/N Pape

2 Cottingham Bike Track Group representatives

1. Apologies

Apologies were received from Cllrs Longbottom & Ward.

**Agreed: that apologies be noted.**

2. To agree specification for proposed bike track works

The Clerk reported on further information received about the procurement process, which suggested that the Parish Council could potentially approach a limited list of specialist companies to provide quotes, but in view of the fact that this wasn't confirmed, she recommended that the PC follows the Open Tender process. This would require a specification to be uploaded on the government procurement portal and a 30 day timescale given for responses. Tenders received would be scored against agreed scoring/weighting criteria by the Working Group with a recommendation then made to Full Council to agree a preferred contractor.

The Clerk submitted a proposed specification building on information supplied by the Bike Track Group. The Working Group considered the proposed wording and suggested amendments to clarify what was being requested. The group also discussed scoring criteria and proposed weightings for different elements.

**Agreed:**

- a. that an Open Tender process be followed to advertise the opportunity to bid;
- b. that with the suggested amendments, the specification be agreed for submission to the Full Council for approval;
- c. that the proposed weighting be agreed, and
- d. that a meeting of the Working Group be convened to consider the tenders once the deadline had passed.

3. To consider a request to re-open the site prior to works being carried out.

The Working Group considered this request and noted that the Parish Council's insurance wouldn't cover a claim arising from works highlighted by RoSPA that hadn't been carried out. It was also noted that the fencing at the entrance had been damaged and now posed a H&S risk.

**Agreed:**

- a. that the site remain closed, and
- b. that more robust barriers be erected at the site entrance

Meeting closed at 11:55am