

Capital projects bidding process DRAFT January 2025

1. Projects for consideration are outlined by their proposers at full council in the first instance. Projects receiving general approval proceed to next stage.
2. Proposer prepares short written summary of project for circulation to Council in advance of meeting, to include rationale, sketch or map (if appropriate), approximate cost, approximate timescale, supplier details.
3. Council members ask any questions arising.
4. Vote to approve.

Suggested financial guidelines

1. Projects costing of up to £500 can be approved on a simple majority of councillors present.
2. Projects costing between £501 and £2,000 can be approved by a supermajority of 70% of councillors present
3. Projects costing more than £2,000 must have unanimous approval to proceed.
4. No single project may cost more than £10,000, or if it does, there must be matching funding so that the council's contribution does not exceed £10,000
5. Total council contributions towards capital projects in any one financial year must not exceed 30% of that year's precept, or 15% of the Council's reserves, whichever is the lesser figure.