CROWBOROUGH TOWN COUNCIL

To all Members of the **SPORTS & RECREATION** Committee (with copies to all other members for information).

You are summoned to attend an extraordinary meeting of the **Sports & Recreation**Committee to be held at the Council Offices, Pine Grove, Crowborough on **Tuesday 20**th **February 2024** at **7.00pm** when it is proposed to transact the following business:

Caroline Miles, Town Clerk 13th February 2024

MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC

Questions from members of the public (15 minutes maximum)

Please note that in view of the confidential nature of the discussion of some items on this agenda, the press and public may be excluded under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960

- 1. APOLOGIES
- 2. DECLARATIONS OF INTEREST
- 3. MINUTES
 - 3.1 Minutes of the meeting of 23rd January 2024
- 4. ASBESTOS REPORT
 - 4.1 To **note** the report and **agree** further action
- 5. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA



| AGENDA ITEM NUMBER: | 4.1 |
|-----------------------|---|
| MEETING DATE: | 23 rd January 2024 |
| COUNCIL/COMMITTEE: | Sports and Recreation |
| TITLE: | Asbestos |
| PURPOSE OF REPORT: | Asbestos Removal Quotes/ Update on progress |
| SUPPORTING DOCUMENTS: | Appendix A – Quotes Received |
| OFFICER CONTACT: | Operations Manager |

| OFFICER RECOMMENDATIONS: | |
|--------------------------|--|
| 1 | |
| 2 | |

Background

At the meeting on the 23rd of January 2024 committee members were provided with quotes for the removal of asbestos from the Wolfe Pavilion building. This is to enable a structural survey of the building to be carried out safely.

Minutes of the meeting stated:

The report was noted.

The waste licence numbers were not apparent on all of the quotes and the committee will not approve a company that does not have a waste licence number.

Members also wanted further information on whether scaffolding was required for the work to be carried out as some had quoted for scaffolding and some had not.

It was agreed to defer the decision until like for like quotes could be presented to members as without this a qualified decision could not be made.

<u>Update</u>

All three companies have been contacted and the following information obtained:

Willbea Demolition – Price remains unchanged £13,920.00 + VAT – Our Waste Carriers Licence CBDU58927Non-Licence /CBDU196428 Licence – No Scaffolding

Southern Asbestos Services Ltd – Price remains unchanged £24,320.00 + VAT – Waste Carriers No. CBDU170106/Licence Number to undertake work with asbestos 982304154 – No Scaffolding but using a tower for the end with a single storey section.

Amstech Asbestos Removals Ltd – Price remains unchanged £11,031.00 + VAT - Waste Carriers No. CBDU196428 – No Scaffolding but using a tower for the end with a single storey section.

All three companies will be removing all the asbestos from the building other than the damp proof course which will remain in place unless the committee decides to demolish the building. Leaving it in place undisturbed will not raise any risk to the public or users of the building if it is refurbished.

The quotes are as like for like as possible.

For Councillors to decide if they wish to accept any of the three quotes received for the removal of asbestos from the building.

The cost of these removals will be able to come from the CiL funds already earmarked for this project.





Specialise In:
DEMOLITION, Residential & Commercial

REFURB, Strip-out ASBESTOS, Removal

FIRE, Damage Clearance CLEARANCE, Residential & Commercial properties

Constructionline

7th December 2023

Estimate Number: C903

Lisa Parchment Crowborough Town Council Council Offices Pine grove Crowborough East Sussex TN6 1DH

Dear Lisa

RE: Wolfe Pavilion, Wolfe Recreation Ground, Blackness Road, Crowborough, East Sussex TN6 2NA - Asbestos Only

Thank you for giving us the opportunity to offer our best possible estimate demolition works relating to the above address.

We have much pleasure in submitting our estimate as follows:

£13,920.00 Nett (Thirteen Thousand, Nine Hundred and Twenty Pounds) + VAT. - Asbestos works only.

The above prices include:

- Acting as Principal Contractor on this project as one phase.
- Supply & erect Heras fencing around the car park area only during demolition works only.
- Removal of asbestos as per survey no. S-03616 dated 20th November 2023.
- All labour and tools.
- Leaving the site clean and tidy to your satisfaction.
- Allowing 2 weeks to complete works.
- Estimate valid until 1st February 2024.

The above price does NOT include:

- Removal of any asbestos that may be found on site, that has not been reported in the above survey.
- Welfare Set-up.
- Removal of DPC.
- Removal of roof soffit tiles.
- Any tree protection.
- Any scaffolding.
- Carrying out CAT Scan electronic trace survey.
- Any other contaminants.
- Any standpipes for dusting down.
- VAT at 20% standard rate. Evidence of Zero Rated Vat from Local Planning, if applicable.
- Any disconnection charges found for Gas, Telephone and electrical services.
- Local authority demolition Section 80/81 planning or conservation consents.

We trust that this meets with your approval and please do not hesitate to contact us on the below number or my mobile number 07976 707714.

Yours sincerely

Ian Simmons



Crowborough Town Council Council Offices Pine Grove Crowborough **East Sussex**

Date: 7th December 2023 Quote ref: 230583

SERVICES LIMITED

SOUTHERN ASBESTOS

Established 1986

Riverside Business Centre. River Lawn Road, Tonbridge, Kent. TN9 1EP

Telephone: (01892) 723171 (01892) 725520 Email: info@sasbestos.com

For the attention of Lisa Gibson

Dear Madam,

TN6 1DH

Re: Asbestos Removal from Wolfe Pavilion, Wolfe Recreation Ground, Crowborough, TN6 2NA

Further to your recent enquiry we have pleasure in submitting our proposals for the removal of asbestos as detailed in this quotation.

PROCEDURE

All works will be carried out in compliance with the Health & Safety Executive approved code of practice and guidance note, entitled HSG247 - Asbestos The Licenced Contractors Guide and L143 - Work with materials containing asbestos.

- The Control of Asbestos Regulations 2012.
- COSHH Regulations 2002.
- The Control of Pollution Regulations 2001.
- The Management of Health and Safety at Work Regulations 1999.
- The Construction (Design and Management) Regulation 2015

The company shall give 14 days' notice to the relevant enforcing authority.

As close as possible to the nearest exit we will construct an air lock system. This will consist of three separate areas that will be classified as "Dirty area", "Decontamination area" and "Clean area", the clean area being adjacent the exit. 1000 gauge polythene sheeting will be used in the construction of the partitioned areas and will be sealed at all edges to ensure they are airtight. Access between each area will be via a double envelope flap arrangement to minimise air movement. Within the working area, all doors, ventilators, airbricks etc., will be securely sealed to ensure that they are airtight.

Although every care will be taken during the sealing process to ensure that the decor is not marked, no guarantee can be given that the adhesive used in the screening process and the access equipment/plant used will not damage the paint/wall coverings or leave a film.

LICENCE

The company is licensed (number 982304154) for work with asbestos insulation or asbestos coating.

DECONTAMINATION VEHICLE

We will provide for use during the contract period, a decontamination vehicle conforming to Health & Safety Executive guidance note "HSG247". Where it is not possible to use the decontamination vehicle, a modular unit complete with water heating will be provided and fitted in the decontamination area, adjacent to the working area (mains pressure water and power supply to be supplied by others). For this project we shall use a mobile Unit.



NOTICES

On each access leading to the work area, signs will be displayed stating "Danger, asbestos removal in progress, respiratory area". All personnel entering or working within this area must wear protective clothing and respirators. Unauthorised persons strictly prohibited.

NEGATIVE AIR HANDLING UNIT (Where required)

Due to the complexity of the asbestos removal programme an air-handling unit, fitted with absolute filters on the inlet side to remove microscopic matter (asbestos fibre) from the air will be used. This will provide not only hygienic safe working conditions, but also protect valuable equipment from contamination. The air filtration equipment will be capable of retaining particulate matter from the sub-micron 0.01 - 2 microns (1 micron 0.001mm). The filters to be used will have efficiency in the range of 99.97 on the sodium flame test procedure. The air volume of the negative air-handling unit will be calculated from the size of the working area.

REMOVAL PROGRAMME

Prior to removal of asbestos a smoke test will be carried out to determine the effectiveness of the enclosure if present. During the removal programme, we would emphasise that no member of the household will be exposed to asbestos fibre. During the contract period there will be a fully trained supervisor on site at all times, his immediate manager will make site visits on a regular basis.

FIBRE SUPPRESSANT

The Health & Safety Executive have instructed all licensed asbestos removal contractors that the asbestos fibre level within any working zone must be kept to an absolute minimum. They have stressed the importance of using a fibre suppressant fluid to assist in achieving this objective.

We as a company have investigated the use of fibre suppressants over the last twenty-five years and now on all contracts involving the removal of insulation and sprayed asbestos contamination materials we apply an approved fibre suppressant by injection, coating or spraying before actual removal takes place.

ASBESTOS REMOVAL

All asbestos will be removed and sealed in 500 gauge red plastic bags, within the working area. Thereafter, the bags will be transferred to a transit area where they will be decontaminated and placed into another 500 gauge clear plastic bag, sealed and marked with the current regulations for asbestos waste bags. The waste will be disposed of at a poisonous waste tip as later described. On completion of the asbestos removal process, the entire area will be totally decontaminated.

AIR TEST

As appropriate air tests external to the working area may be carried out on a periodic basis to show the concentration of asbestos levels in these areas. We maintain <0.1 f/cm³ outside the enclosure. The Health & Safety Executive control limits for asbestos from 13th November 2006 is as follows:

| Crocidolite | (Blue) | 0.1 f/cm for 4 hours |
|-------------|---------|----------------------|
| Amosite | (Brown) | 0.1 f/cm for 4 hours |
| Chrysotile | (White) | 0.1 f/cm for 4 hours |

On completion of the removal process an independent analyst will take adequate air tests (where required) to ensure that residual fibre concentrations are below the clearance indicator level (<0.01 f/cm3) and is ready for normal occupation. Copies of the air test reports and re-occupation certificates will be sent to you for your retention. This would not be required for works carried out in a partial enclosure.

DISPOSAL

The waste resulting from these works will be disposed of at a licensed Asbestos Waste Site under the auspices of The Hazardous Waste (England and Wales) (Amendment) Regulations 2016.

SUMMARY

Where required, to screen area using 1000-gauge polythene and to construct a three-stage airlock as previously mentioned. For fully sealed areas, to smoke test area prior to any asbestos removal work, to ensure the integrity of the enclosure. To remove asbestos insulation as detailed below, decontaminate the area and provide an independent analyst to undertake a strict visual inspection and four stage clearance testing. We have allowed for the following –

- Removal of low level AIB soffits to rear of pavilion, approximately 22 linear metres and dispose of same.
- Removal of high level AIB soffit to right hand gable above flat room, approximately 12 linear metres and dispose of same.
- Removal of AC undercloak to left and right hand gable, approximately 24 linear metres and dispose of same.
- Removal of AC undercloak to shed, approximately 3 linear metres and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to changing room and showers 02, approximately 16m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to cupboard 03, approximately 1m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to WCs 04, approximately 6m2 and dispose
 of same.
- Removal of textured decorative coating complete with plasterboard ceiling to changing room and showers 05, approximately 16m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to WC 06, approximately 6m2 and dispose
 of same.
- Removal of textured decorative coating complete with plasterboard ceiling to lobby 07, approximately 1m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to changing room and showers 08, approximately 20m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to WC 09, approximately 6m2 and dispose
 of same.
- Removal of textured decorative coating complete with plasterboard ceiling to lobby 10, approximately 2m2 and dispose
 of same.
- Removal of textured decorative coating complete with plasterboard ceiling to WC 11, approximately 3m2 and dispose
 of same.
- Removal of textured decorative coating complete with plasterboard ceiling to main room, approximately 50m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to store 13, approximately 4m2 and dispose of same
- Removal of textured decorative coating complete with plasterboard ceiling to lobby, approximately 1m2 and dispose of
- Removal of textured decorative coating complete with plasterboard ceiling to kitchen 16, approximately 6m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to store 17, approximately 4m2 and dispose
 of same.
- Removal of textured decorative coating complete with plasterboard ceiling to bar 18, approximately 2m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to bar 18 (second location), approximately 3m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to bar 19, approximately 6m2 and dispose of same.
- Removal of textured decorative coating complete with plasterboard ceiling to store 20, approximately 2m2 and dispose
 of same.
- Removal of textured decorative coating complete with plasterboard ceiling to store 21, approximately 3m2 and dispose of same.

- Removal of asbestos floor tiles to main room 12, approximately 50m2 and dispose of same
- Removal of asbestos floor adhesive to main room 12, approximately 50m2 and dispose of same
- Removal of non-asbestos floor covering to main room 12, approximately 50m2 and dispose of same
- Removal of asbestos floor tiles to kitchen 16, approximately 6m2 and dispose of same
- Removal of asbestos floor adhesive to kitchen 16, approximately 6m2 and dispose of same
- Removal of non-asbestos floor covering to kitchen 16, approximately 6m2 and dispose of same

All the above works in the sum of: £ 24,320.00 (twenty four thousand three hundred and twenty pounds)

Price subject to VAT.

Price does not include for any retention. (See below)

Price does not include for a Main Contractors Discount.

Terms 14 days.

For full terms and conditions, please see last page of the quotation.

RETENTION

Once the independent analyst has visually inspected the working area and has passed the air in the enclosure ready for normal occupancy a certificate will be issued confirming all asbestos removal works involved in this particular project are complete. This certificate guarantees all asbestos has been removed from our working area so therefore no provision can be allowed for retention.

We trust the above quotation meets with your approval, but should you have any queries, please do not hesitate to contact the undersigned.

Yours faithfully,

Robert Carney Manager

Terms & Conditions

- Although every care will be taken during the sealing process to ensure that the decor is not marked, no guarantee can be given that the adhesive used in the screening process and the access equipment/plant used will not damage the paint/wall coverings or leave a film.
- Work areas must be the same at commencement of works as it was when initially assessed. Should this not be the case you agree that an abortive charge may become payable (up to 50% of the value of the works).
- If you cancel the works less than 24 hours prior to works commencing, then the above abortive charge becomes payable.
- All areas of which work is to be provided must be cleared of all moveable items before our arrival on site.
- You will provide for us free of charge with a supply of mains water and 240-volt power in the vicinity of our work area and to our decontamination facilities.
- You are responsible for isolating any electrical/plumbing fittings attached to the asbestos being removed prior to our arrival on site.
- Parking will be made available for our vehicles and decontamination unit as close as possible to the working area.
- The requirement for adequate welfare facilities is not included within our quotation and is to be provided by you for the duration of our works.
- Any works not specifically mentioned under our scope of works has not been allowed for within our price.
- Our price is for the works specified within this quotation based upon our estimator's opinion, and not for the number of hours/days on site.
- Whereas we will use all reasonable endeavours to commence work on the start day and to complete it within the estimated duration, time is not of the essence and we will have no liability to you if for whatever reason we can not commence works on the agreed start date or complete within the proposed duration.
- Our price is valid for 3 months from the date of this quotation.

amstech

asbestos removals limited

e-mail: removals@amstech.co.uk website: www.amstech.co.uk



Unit F The Rich Industrial Estate Avis Way Newhaven East Sussex BN9 0DU

Tel: 01273 510011 Fax: 01273 510012

Crowborough Town Council Town Hall The Broadway Crowborough East Sussex TN6 1DA

For the attention of: Lisa Gibson

04 December 2023

Our Ref. E41526

Dear Sirs,

RE: Asbestos Removal Works at: Wolfe Pavilion Wolfe Recreation Ground Crowborough East Sussex TN6 2NA

We thank you for your valued enquiry concerning the above and take this opportunity in submitting Our quotation for your consideration as follows.

SCOPE OF WORK

To remove and dispose of textured coating complete with plasterboard ceiling circa $16m^2$ to room 02. To remove and dispose of textured coating complete with plasterboard ceiling circa $6m^2$ to room 03. To remove and dispose of textured coating complete with plasterboard ceiling circa $6m^2$ to room 04. To remove and dispose of textured coating complete with plasterboard ceiling circa $6m^2$ to room 05. To remove and dispose of textured coating complete with plasterboard ceiling circa $6m^2$ to room 06. To remove and dispose of textured coating complete with plasterboard ceiling circa $1m^2$ to room 07. To remove and dispose of textured coating complete with plasterboard ceiling circa $20m^2$ to room 08. To remove and dispose of textured coating complete with plasterboard ceiling circa $6m^2$ to room 09. To remove and dispose of textured coating complete with plasterboard ceiling circa $10m^2$ to room 010. To remove and dispose of textured coating complete with plasterboard ceiling circa $3m^2$ to room 11. To remove and dispose of textured coating complete with plasterboard ceiling circa $50m^2$ to room 12. To remove and dispose of asbestos containing floor tiles & bitumen adhesive circa $50m^2$ below carpet & lino to room 12.

To remove and dispose of textured coating complete with plasterboard ceiling circa $4m^2$ to room 13. To remove and dispose of textured coating complete with plasterboard ceiling circa $1m^2$ to room 15. To remove and dispose of textured coating complete with plasterboard ceiling circa $6m^2$ to room 16. To remove and dispose of asbestos containing floor tiles & bitumen adhesive circa $6m^2$ below carpet & lino to room 16.

To remove and dispose of textured coating complete with plasterboard ceiling circa 4m² to room 17.

















To remove and dispose of textured coating complete with plasterboard ceiling circa 2m² to room 17.

To remove and dispose of textured coating complete with plasterboard ceiling circa 3m² to room 18.

To remove and dispose of textured coating complete with plasterboard ceiling circa 3m² to room 19.

To remove and dispose of textured coating complete with plasterboard ceiling circa 2m² to room 20.

To remove and dispose of textured coating complete with plasterboard ceiling circa 3m² to room 21.

To remove and dispose of AC undercloak circa 2Lm to the shed.

To remove and dispose of AIB soffit circa 6Lm.

To remove and dispose of AC undercloak circa 24Lm.

To remove and dispose of AIB soffits circa 26Lm.

METHOD (s) OF REMOVAL

All work will be carried out strictly in accordance with current legislation and relevant HSE Guidance Notes

DURATION OF WORK

We would be able to complete the work in: 8 Days.

PRICE

Our price, excluding VAT, to carry out the above works would be:

Asbestos Removal £ 10, 726.00

Air Testing $\underline{\mathfrak{t}}$ 305.00 (mandatory)

Total Price: £ 11,031.00

For your convenience a cost for mandatory 4 Stage Air Monitoring has been included. Should you wish to booked your own analytical company please see list below for your reference:

Core Surveys 01273 287390 (Lewes East Sussex)

Tersus 07455 080883 (Brighton)

Full Circle 01245 690606 (Chelmsford)

Averst 0208 658 8050 (Beckenham)

TERMS AND CONDITIONS

| In these terms and conditions, "we" or "us" means Amstech Asbestos Removals Limited, and "you" means the company or other legal entity to whom the letter or quotation incorporating these terms and conditions is addressed. All work done by us will be subject to these terms and conditions. All other terms and conditions, including any terms and conditions set out in or referred to in any order or other document provided by you are specifically excluded. These terms and conditions may not be varied unless agreed in writing by you and us. | |
|--|--|
| Unless we agree otherwise, any order by you following receipt of these terms and conditions is an offer by you and will not form a binding contract between us until accepted by us. | |
| You will provide to us free of charge with a supply of mains water and 240 volt power adjacent to the work area and to our decontamination facilities. | |
| Parking will be made available for our vehicle and decontamination unit as close as possible to the working area. | |
| AIB These works are subject to notification to the HSE under the Control of Asbestos Regulations 2012. No work can take place until the statutory 14 day notification period has passed. | |
| AIB Our price allows for mandatory "Four Stage Clearance Air testing", carried out within our working enclosure on the completion of our work before and after our polythene barriers are removed. | |
| Although care will be taken, due to the nature of removing ARTEX ceilings we cannot be held liable for damage to carpets, built in furniture attached to the ceiling being removed, decorations and paintwork/ surface finishes. Any specific concerns should be highlighted so that additional protection can be made or the items should be removed prior to our arrival on site. | |
| During the course of our work any specific concerns regarding any items / fixtures and fittings should be highlighted so that additional protection can be made or the items should be removed prior to our arrival on site. | |
| We will not be liable for damage caused to decorations upon the removal of protective polythene sheeting and adhesive tape used to create an airtight working enclosure. | |
| All prices are quoted excluding an allowance for Main Contractors Discount and Retention being taken. | |
| NON_LICENCED Our price does not include for any Air Monitoring. | |
| Our price is for carrying out the work during normal working hours. | |
| You are to arrange for the provision of access equipment / scaffolding. | |
| Scaffold for AIB soffit works will need to be in place at least three weeks prior to start of works to enable submission of ASB5 to HSE. This is an HSE requirement. | |
| We have assumed that full continuity of work will be available to enable us to complete the works in one visit to site. | |
| AIB Please note that our works will obstruct access by others to our working area until air clearance testing has been carried out. | |

| All areas at which the work is to be provided must be cleared of all moveable items and equipment before our arrival on site. | |
|---|--|
| You are responsible for isolating any electrical fittings attached to the asbestos being removed prior to our arrival on site. | |
| Any work not specifically mentioned under our scope of works has not been allowed for in our price. | |
| Once we agree to provide the work you must issue a written order, prior to works commencing, to comply with our ISO 9001: 2015 certification | |
| Our price assumes that the soffit board is not 'Pinched' by brickwork. | |
| Our price does not include for the cost of hiring a powered mechanical floor tile lifter, and the cost of this will be charged to you if one is required to complete out works. We would inform you prior to hiring the equipment. | |
| Our price and duration of works quoted are based on our Estimators opinion of the number of operatives to be allocated to the work. Amstech reserve the right to change the allocation of labo order to complete the works sooner than the quoted number of days. | |
| Our price and duration of works is also based on information provided by you, and we have the right to amend both price and or duration if any of this information is inaccurate or incorrect. | |
| Our price is valid for 3 months from date of quotation (except that we may increase the price in the event of any price increase in materials and waste disposal by our suppliers). | |
| We will exercise our statutory right to claim interest and compensation for debt recovery costs under the late payment legislation if we are not paid according to agreed credit terms. | |
| If you cancel the work less than 24 hours before the work is due to commence we will charge a cancellation charge of ½ day's allocated labour costs. | |
| The work may involve an independent analytical company or surveyor (the "Certifier") providing a Certificate of Reoccupation ("the Certificate") relating to the work on completion (or at any other stage) of the work. The issue of any such Certificate will be deemed to be conclusive that the work has been completed properly. | |
| You will be responsible for the fees and costs of any Certifier whether engaged by you or by us, and agree to indemnify us in respect of any such fees or costs. We will have no liability for the services provided by the Certifier whether engaged by you or by us. | |
| Whereas we will use all reasonable endeavours to commence the work on the start day and to complete it within the duration notified by you, time is not of the essence and we will have no liability to you if for whatever reason we do not commence the work on the start date or complete it within the proposed duration. | |
| Unless specifically stated, Amstech Asbestos Removals Limited will not be the Principle Contractor under the CDM Regulations 2015 and as such do not take on any duties defined under that role; this role will need to be carried out by other persons / contractors. | |
| The requirement for adequate welfare facilities is not included within our quotation and is to be provided by you for the duration of our works. | |

| Our liability for negligence and or breach of contract relating to the work will (other than in the event of personal injury or death liability for which it is not possible to limit by law) be limited in total to any payment by our insurers in respect of the negligence / breach or, to the extent that there is no such payment or any such payment is less than the amount of the loss, to the price for the work. |
|--|
| We will in no event have any liability for any indirect, consequential or pure loss (including any loss of profits) |
| On you and us agreeing that we are to proceed to carry out the works in accordance with these terms and conditions we will assume that you have read and understood them. If you do not understand any of these terms and conditions please contact us and we will do our best to deal with any queries you may have. |

TERMS OF PAYMENT

□ 30 days from invoice date

We trust we have dealt with your requirements in full and look forward to hearing further from you. Assuring you of our best attention at all times we remain.

Yours faithfully



Mr Nick Streeter Managing Director Amstech Asbestos Removals Limited

NB

Amstech Also provide the following services:

UKAS accredited department for Asbestos Management & Refurbishment/ Demolition Surveys in compliance with HSG264.

24-48 Bulk Sample Analysis in our own UKAS accredited Laboratory.

In order to attain UKAS accreditation our Surveying Department must demonstrate total independence from our Asbestos Removal Department.

Amstech has a Thermal Insulation Division specialising in boilers, pipework, and trunking / ducting and would be delighted to quote for any works that you may have.

Amstech Asbestos Removals Limited Unit F, Rich Industrial Estate Avis Way Newhaven East Sussex BN9 0DU

Dears Sirs

I/We Crowborough Town Council have read the above quotation E41526 Terms and conditions and instruct you to proceed as per the scope of works referenced above for the quoted sum of £11,031.00 plus VAT.

| Name of invoice payee | | | | |
|---------------------------------------|------------|--|--|--|
| CIS Registered? | | | | |
| If so are you the end user Yes/NO | | | | |
| Invoice address | | | | |
| | | | | |
| | | | | |
| Email address for invoice | | | | |
| Site contact name & phone no | | | | |
| Any site specific Access Arrangements | | | | |
| | | | | |
| | | | | |
| Required start date | | | | |
| Signed | Print Name | | | |
| Contact phone number | Date | | | |