


**The Whitchurch Community Art Project
Winning Entry
Terms of Contract**

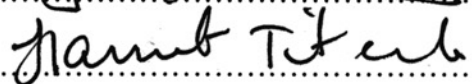
The following document signed by **Whitchurch Town Council** and **Mr John Buckley** sets out the agreed conditions, which will apply to the expenditure of no more than six thousand pounds (£6,000) for the management and implementation of The Whitchurch Bollards Project.

Mr John Buckley being the presenter of this winning entry, "**Whitchurch Bollards**" as judged by the selected members of the TCIP (Town Centre Improvement Project) Steering Group, agrees to the following terms and conditions.

1. **Mr John Buckley is to be Project Manager for the Whitchurch Bollards Project.** It is understood that Mr Buckley will be assisted in the implementation of this project by his fellow members of Whitchurch Arts.
2. The **HCC Street Works Co-ordinator** will be consulted on the timing of all works relating to the decoration of the bollards.
3. The **Whitchurch Town Council** will be the final deciding body on any proposed bollard decoration.
4. The initial £6,000 funding shall be utilised to start up the project.
5. Each bollard's decoration will be insured against damage, replacement and re-decoration. To be organised by the **Project Manager**.
6. The work on each bollard will be carried out by a competent professional or under professional guidance.
7. Payments are to be claimed from the **Treasurer of the Whitchurch Association** with supporting quotations (3 in number or evidence that 3 have been requested), invoices or receipts. **Quotations** will not be required for items under the value of £100.
8. **Public Liability Insurance** will be provided to the value of £10 million pounds, arranged through Whitchurch Arts.
9. A **monthly progress report** is to be submitted to the Steering Group.
10. There is a contractual condition that anything part-funded or paid for by **SEEDA** needs to be stated on any publication or advertisement wherever practical.
11. The basis of this contract is the **Project Document** and is attached to this agreement.

Signed.......... (John Buckley)

Date.. **20.10.09**

Signed.......... representing Whitchurch Association

Date **20.10.09**

Issue 10. 17-10-2009