

Clerk

From: [REDACTED] >
Sent: 26 July 2023 11:58
To: Clerk
Cc: [REDACTED]
Subject: RE: Valuation Quote required (AJG Faith/Local Council) for Hythe Town Council [Ref: 55128391]
Attachments: RCA- 2022 Sample - Cemetery Parish Council.pdf

Good Morning Julie,

I hope you are keeping well.

[REDACTED] Arthur J Gallagher has asked me to provide our quotations to conduct a desktop reinstatement cost assessments (RCA) for 7 "buildings" within the Hythe Town Council.

After reviewing the information provided, we would be comfortable to complete a desktop assessment using digital mapping tools and satellite imagery on 3 buildings only. The remaining 4 buildings are not suitable to be completed via desktop for a variety of reasons. Please see our notes below:

Suitable for Desktop* Assessment:

- Age Concern Offices - Storage & Hall Sanford House & Garage, Stade Street, Hythe, Kent, CT21 6BD - Not Listed - Current declared value = £889,698.
Desktop RCA = £140 + VAT
- Bandstand - Oaklands, Hythe, Kent, CT21 6DH - Not listed - Current declared value = £58,382.
Desktop RCA = £140 + VAT
- Sports Pavilion - South Road, Hythe, Kent, CT21 6AR - Not Listed - Current declared value = £1,223,433.
Desktop RCA = £140 + VAT

Not Suitable for Desktop Assessment:

- Hythe Library - 1 Stade Street, Hythe, Kent, CT21 6BQ - Not Listed - Current declared value = £1,130,298.
Conjoined with office and rooms for hire, we would need to send a surveyor on-site to accurately measure the parts of the building to be included and accounted for. Additionally, likely to have internal unique features/basement areas that should be included.
- Offices & rooms for hire - Oaklands, 1 Stade Street, Hythe, Kent, CT21 6BG - Not Listed - Current declared value = £1,110,531.
Conjoined with library and pharmacy, we would need to send a surveyor on-site to accurately measure the parts of the building to be included and accounted for.
- Storage Shed on Canal Bank, Hythe, Kent, CT21 6AE - Not Listed - Current declared value = £8,182.
Limited satellite imagery, desktop would cause assumptions to be made.
- Town Hall, High Street, Hythe, Kent, CT21 5AD - Grade II Listed - Current declared value = £1,374,103.

Historically listed buildings require a significant amount of time into background research and calculations. Internal unique features must also be considered in valuation.

Considering that all the buildings are within proximity to each other, we would propose to complete a single report for the buildings that are not suitable for a desktop assessment but provide a separate block split valuation for each. Our fee to complete this single report of the above-mentioned buildings that are not suitable for desktop would be **£1,700 + VAT**.

On the other hand, you do have the option for our surveyor to complete all assessments during the on-site visit. Visiting the properties first hand and completing measurements on the day is the best option to produce an accurate figure. If we are to visit 4 buildings for an on-site assessment, we could include the additional 3 for a total fee of **£2,550 + VAT**.

Option 1:

- 3 Desktops Assessment (£140 each) + 1 Full on-site report including 4 buildings (£1,700) = **£2,120 + VAT**

Option 2:

- 1 Full on-site Assessment to include all buildings on a single report with separate figures for each "block" = **£2,550 + VAT**

My quotation is subject to our Standard Terms and Conditions which are available to view at:

www.cardinus.com/wp-content/uploads/2016/SaaS%20Terms.pdf

*in regard to this proposed desktop assessment, this would be focussed on the buildings only and would exclude any peripheral items that may pertain to the buildings.

I trust you will find our fees to be acceptable and please confirm if we are to proceed. A sample copy of our report is attached for reference.

Assuming that my quotation proves acceptable, we will need:

1. A formal instruction from the Hythe Town Council to proceed.
2. Billing name and address for our invoice upon completion of our report.
3. Point of contact to arrange access and a suitable site visit (on-site visit only).
4. Confirmation as to whether you are VAT registered and can recover VAT in the event of a loss.

I hope that the above proves in order and look forward to hearing from you.

Kind Regards,

[Redacted Signature]

Client Relations

 **CARDINUS** t +44 (0) 0207 469 0262
riskmanagement m [Redacted]
e [Redacted]
w www.cardinus.com

Your risk management partner



2nd Floor, Windsor Court, Wood Street, East Grinstead, West Sussex, RH19 1UZ
22 Bishopsgate, London EC2N 4BQ

From: [REDACTED]
Sent: Monday, July 24, 2023 3:04 PM
To: Property Insurance (Cardinus) <[REDACTED]>
Cc: UK Community Office NB Team <[REDACTED]>
Subject: Valuation Quote required (AJG Faith/Local Council) for Hythe Town Council [Ref: 55128391]

Dear All,

Rebuild valuation Quote Referral - AJG Faith/Local Council

Client Name: Hythe Town Council

Client has contacted us requesting a valuation for their buildings they currently have insured with us. They are ideally looking to have a desktop valuation carried out on each, so can you please contact the client, with a view to provide a desktop valuation quotation for each property and copy me in at each stage please:

Please note the following items associated with this case:

- From [REDACTED] – **Business Development Executive**
- The client name – Hythe Town Council

Info on buildings:

Building 1

Address:

Age Concern Offices, Storage & Hall
Sanford House & Garage,
Stade Street,
Hythe,
Kent,
CT21 6BD

Not Listed

Current declared value: £889,698

Photo of building:



Building 2

Address:
Bandstand
Oaklands,
Hythe,
Kent,
CT21 6DH

Not listed
Current declared value: £58,382

Photo of building:



Building 3

Address:
Hythe Library
1 Stade Street,
Hythe,

Kent,
CT21 6BQ

Not Listed
Current declared value: £1,130,298

Photo of building:



Building 4

Address:
Offices & rooms for hire
Oaklands,
1 Stade Street,
Hythe,
Kent,
CT21 6BG

Not Listed
Current declared value: £1,110,531

Photo of building:



Building 5

Address:
Sports Pavilion
South Road,
Hythe
Kent,
CT21 6AR

Not Listed
Current declared value: £1,223,433

Photo of building:



Building 6

Address:
Storage Shed on Canal Bank
Hythe
Kent,
CT21 6AE

Not Listed

Current declared value: £8,182

No photo, construction of timber walls and felt on timber roof

Building 7

Address:

Town Hall
High Street
Hythe
Kent,
CT21 5AD

Grade II Listed

Current declared value: £1,374,103

Photo of building:



Client Contact details

Contact name – Julie Abbott

Telephone (work) – 01303 266152

Email – clerk@hythe-tc.gov.uk

- Details of the requirements – **Contact client with view to provide a desktop valuation for the buildings noted above**

If you need any further information, please let me know.

I look forward to hearing from you.

Kind regards,

[REDACTED]

Business Development Executive – Community (Part of PSE)



Insurance | Risk Management | Consulting

[Community Matters: Summer Edition | Gallagher UK \(ajg.com\)](#)

Gallagher

Blenheim House, 1-2 Bridge Street, Guildford, GU1 4RY

www.ajg.com



This email is being sent by a subsidiary of the Arthur J. Gallagher & Co. global group of companies. For details of the registered office, company number and, where applicable, regulated status of our subsidiaries, please visit <https://www.ajg.com/uk/legal-and-regulatory-information>. Your account executive will make clear at the beginning of the relationship which entity is providing services to you, or please refer to your Terms of Business Agreement.

For information on how we use your personal data and how you may exercise your rights in respect of that information, please refer to our Privacy Notice <https://www.ajg.com/uk/privacy-policy/>. If you are providing us with personal data of another individual, you must tell them you are providing this to us and show them a copy of this notice. Please contact me if you do not want to receive direct marketing information from us.

This e-mail and any attachments are CONFIDENTIAL and may contain legally privileged information. If you are not the intended recipient of this e-mail message, please telephone or e-mail us immediately, delete this message and do not copy, distribute or use the information in this message or any attachments.

Disclaimer

The views expressed herein are not necessarily those of Cardinus Risk Management Limited or its affiliates. This email (including any attachments) is confidential and may also be legally privileged and is intended only for the individual or entity to which it is addressed. If you are not the intended recipient, please email the sender or contact our switchboard on 020 7469 0200. You should also delete the email and any attachment from your systems and should not copy the email or any attachment or disclose content to any other person or entity. Cardinus Risk Management Limited is registered in England, company registration number 03127254. Registered Office: 22 Bishopsgate, London EC2N 4BQ