



Hurstpierpoint & Sayers Common Parish Council
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Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

Briefing Note

Curtains and Blinds for the Village Centre

For Finance, Governance & Estates Committee 14th May 2026

Background

Over the last 2 years we have noticed several blinds within the Village Centre have become broken or faulty.

Proposal

It is proposed to install the following:

Conference Room

To supply and fit on new tracks 2 x Pairs of pencil pleat lined blackout curtains in fabric lynx pewter - **£499.00**

Café Foyer

To supply and fit on new tracks 1 pair pf pencil pleat lined blackout curtains in fabric lynx pewter - **£398.00**

Main Kitchen

To Supply and fit 1 x PVC Blackout roller blind in colour Grey - **£149.00**

Club Suite

To Supply and fit on new track 1 pair of pencil pleat lined blackout curtains in Lynx pewter - **£916.00**

Main Hall (raised windows)

To supply and fit 5 x blackout roller blinds in tan colour - **£960.00**

Main Hall (internal curtains)

To Supply and fit on the existing rail 1 x pair of pencil pleat lined blackout curtains in tan colour – **£361.00**

Quotes

We received 2 x quotes for proposed Curtains and Blinds;

Contractor A – Quoted a total of **£3,283.00 plus VAT**.

Contractor B – failed to include the cost of a large item and although chased they have not revised the original quote.

Recommendation

It is recommended to appoint Sussex Curtain & Blind Co Ltd to install new Curtains and Blinds within the Village Centre for a total cost of **£3,283.00 plus VAT**.

RECOMMENDATION: The Committee is asked to appoint Sussex Curtain & Blind Co Ltd within the Village Centre for a total cost of £3,283.00 plus VAT.