

## **Buildings Report**

Due to my extended absence (for personal reasons) and the impact of the Covid pandemic over the past year, there has been a great deal of difficulty in following the planned maintenance schedules. Consequently, there is a need for restructuring and prioritising of works for this and subsequent years. This report reflects that need and shows what progress has been made so far.

### **Market Yard Public Toilets**

Difficulties with the contractor completing work to the specified standard became apparent towards the end of the project to refurbish the toilet block. After reaching a settlement with the contractor, (which was unfortunate that with the lockdown in March 2020 there still remained unfinished work with the locking system), some additional spending was required before the toilets could be opened for public use. This work has been completed, and additional ventilation has been added to combat problems of condensation caused by wet floors following cleaning.

The toilets are now fully open providing three unisex cubicles and one disabled access cubicle between the hours of 6.00am and 6.00pm seven days a week.

### **10 year Building Planned Maintenance – Year 9 (2020 - 2021)**

- Doggetts Barn: The carpet in the downstairs office has been replaced, and remedial works to deal with damage from previous water ingress have been completed.
- Rickards Hall: The main entrance to the building has had its oak door repaired and reconditioned with the addition of a new lock which allows rapid exit from the building in an emergency even when locked. The heating system for the common areas of the building has been replaced with individual programmable electric radiators, and the existing boiler and hot water radiators have been removed. The floor in the main hall has been refurbished and some localised damage to underfloor joists has been addressed.
- Church House: The main entrance to the building has had its oak door repaired and reconditioned. The hot water radiators previously supplied by the Rickards Hall boiler have been connected to a newly installed boiler (still situated in Rickards Hall kitchen). The redundant humidity control valves have been removed from all radiators which should improve reliability.

All other servicing including gas safety, electrical testing and maintenance have been completed and are up to date.

### **10 year Building Planned Maintenance – Year 10 (2021 - 2022)**

- Doggetts Barn: Some internal decorating is required this year with an estimated cost of £3000, and external repair to one window is estimated at £500.
- Rickards Hall: Further refurbishment to Rickards Hall is scheduled for this year. The hall and common areas will be redecorated after repairs have been completed to make good areas where radiators etc. have been replaced. This has been quoted at £5,500.
- Church House: Some redecoration to common areas is required at an estimated cost of £850.

Sports Pavilion: It is planned to replace several extraction fans for the shower rooms. Quotations for this work are being sought, but it is estimated at £5000.

Cemetery Depot: There is a need to replace the hot water system in the depot, and £1000 has been allocated for this work.

Other works scheduled for this year include NIC-EIC 5 year electrical tests for several buildings as well as the usual annual expenditure on gas certification, lift maintenance, fire and intruder alarm servicing etc.

Due to the disruption from the past 18 months, the works commissioned and expenditure has had an impact on the budgets. Having looked at the 10-year Plan, and the projected spend for the current financial year and balancing with last year's budgeted and adjusted spend, the amounts are expected to be:

10 year maintenance plan			
AS PER ACTUAL BUDGETS			
	Budget	Actual spend	under (credit)/over spend
2020/21	£ 20,000.00	£ 5,770.00	-£ 14,230.00
2021/22	£ 14,105.00	£ 22,805.00 (expected)	£ 8,700.00
Forecasted difference over the 2-years			-£ 5,530.00

The Plans are currently being reviewed for the 2022/23 budgets.

### **30 year Building Planned Maintenance – Year 5(2020 - 2021)**

The Sports Pavilion at the recreation ground is due to have all its windows and glass doors replaced this year having been postponed from last year. Due to the frequency of vandalism at this site, it has been proposed that shutters are employed to protect the new windows, and this has been included in the plan. The specification for this work is being created and will be presented to the Council for consideration in the autumn.

Other works scheduled in the 30 year plan for last year and this year are currently being reviewed. A reworked schedule will be produced such that there will be no unplanned financial impact due to possible increased costs for the Sports Pavilion works.

In October 2020 the 30-year was reviewed with the Finance Chairman and Vice-Chairman, the Town Clerk, RFO and myself. For the 2022/23 budget there may need to be some adjustment due to delays in the past 18 months.

Finally, thank you all for your support during what has been a difficult two years. It has been much appreciated.

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