

## 5. Facilities Managers Report 20.02.2024

**Mayors Parlour & Members Room** – The work to address the dry rot and wood worm has now been completed and the sash window has been repaired. The Facilities Manager is working with Studio Winter on re-tendering the contract for the refurbishment of the Mayors Parlour and Members Room to create a larger, more lettable ground floor room.

**Data cabling** – Unfortunately this project is not yet complete as there is still some outstanding snagging. The Facilities Manager and Chair are arranging a meeting with the contractor now that the Electrical Installation Condition Report (5-year period electrical inspection) has been completed by our regular electrical contractor

**Guildhall** – The problem with the faulty beam detector in the main hall was flagged as a concern and the fault is being investigated with Waldons Fire & Security. The tenants in Unit 2 and the main hall have now vacated. The work on surveying the building (measured building survey, ecological survey) as part of the feasibility study has also now been completed.

**Staffing** – We welcomed new caretaker, David Martell, who started with us on 05.02.2024 and we are pleased to report that Laurie Birch will continue to work with us on a casual basis providing cover for holidays, etc.

**Flagpoles** – The new flagpoles are scheduled to be installed on 10.03.2024.

**Commemorative Tree Planting** – A tree planting ceremony will be taking place at 1pm on Saturday 24 February in Thorn Park. In total five Japanese cherry blossom trees will be planted in memory of all those young people who have been lost in our town. The Mayor's chaplain will dedicate a memorial plaque.

**Fountain** – Unfortunately the water pump in the Fountain has been turned off as the installation failed a recent electrical inspection test. The cost of remedial work is £269.30 + VAT.

**Skatepark** – An initial site meeting has been arranged with skatepark designers Maverick on 23.02.2024 to which all Committee members are invited. Following this we hope to have a meeting with Millbrook PC to discuss how their skatepark project was developed and funded with a view to undertaking a feasibility study for the re-development of the current skatepark and MUGA at Rapsons Field.

**Weed spraying** – The quote for the supply and application of herbicide to treat 80km of pavements in spring is £2,950.00 + VAT (a further £2,950.00 + VAT for an additional application in the autumn).

**Accessible allotments** – The project is proceeding slowly. The Facilities Manager has put Persimmon Homes in touch with the Town Council's solicitor to progress the land transfer.