

## Maintenance and Projects report for Trustees meeting 26 Feb 2024

This report covers Feb 24

### Maintenance

#### Foyer boiler

This has ceased leaking after being serviced by Barlows but the water pressure still needs to be topped up regularly. This is being monitored carefully.

Main hall Central heating programmer

The new programmer failed after about a week of service and has been replaced by a further new unit. TY has purchased a further spare programmer and applied to Amazon for a refund for the faulty unit.

### Projects

#### Spacehive/UKSPF grant application

I am pleased to report that TCC has received a £10,000 grant from UKSPF to support the FRA work. This means that we have received grants from various sources totalling £18,167 towards the work.

#### Fire risk assessment report project work.

TMUK has just completed 5 full days of work on fire doors throughout the building. The work comprised:

Main foyer double doors – intumescent seals and Doorgard closers fitted

Flower Club cupboard – air vents in door blocked up on the inside

Locked cleaners cupboard – New 30min fire door installed

Main kitchen inner door – new door closer installed

Outer kitchen door – new thumbturn lock fitted to facilitate escape

Cleaning cupboard and CH boiler - New 30 min fire door and Doorgard closer installed.

Arthur Meredith room area – new 30min fire door fitted to main elec distribution cupboard.

AM room entrance door (car park side) replaced with new 30min fire door

Door between stage and AM room entrance vestibule. Existing fire door fitted with new hinges and re-aligned. (This was not replaced with a double swing door as originally planned, as TMUK advised this would be unsafe)

Craven Room – RSM office door replaced with new 30 min fire door.

*TMUK is of the opinion that the following doors also need to be replaced:*

*AM room kitchen door. AM room west exit door*

*CR room east and west double internal doors*

*Committee room door upgrade(quote pending)*

The total cost of the project including the additional work recommended by TMUK is £32496 and we have received grants totalling £18,167

This means that to complete the work we will have to use £14329 from our own reserves. Anita points out that work associated with Spacehive must be at least committed by the end of March 24 or we risk losing the grant. It is therefore recommended that we proceed with the remaining work asap.

At the end of Jan 24 our reserves were £71,157 but this Anita has just paid £5525 of TMUK latest invoices. If we carry out the extra work recommended by TMUK this will be a further £7648. Our reserves will then be £58,984 which is satisfactory.

On completion of all this work a follow up FRA will be requested in the hope that TCC fire risk can be reduced to "Tolerable" which is the same rated as 10 years ago.

**Leasing of land to TPC for the new play area.**

Bates Wells has now responded to TCC comments and the updated draft lease has been given to TPC. TPC has responded with comments from one Counsellor (Nigel Taylor) and these have been forwarded to John Smith for reply. I think all the points raised by Nigel can be resolved easily, but some help with wording may be required from Bates Wells.

At an additional Trustees meeting on 14 Jan the Deed to register the TCC CIO with the Land Registry was signed by the existing and new Trustees. This has been returned to Bates Wells by special delivery post and we await confirmation from them that the CIO has been correctly registered with the Land Registry. The registration has to be done before the lease is completed.

Tony Yeates  
25 Feb 2024