

## **Maintenance and Projects report for Trustees meeting 29 Jan 24**

**This report covers Dec 23 and Jan 24**

### **Energy**

Forward gas and elec prices were again checked and were found to be very similar to October. New contracts will be investigated in April 24.

### **Maintenance**

#### **Main hall floor.**

This was left sticky following a party on 18 Nov and the Chasamba class complained and cancelled their booking. The floor was spray mopped twice but the stickiness persisted. RSCDS did not complain. The floor has been cleaned a further two times and the stickiness has slowly disappeared. No further action is planned.

#### **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.

#### **Beer Festival**

The main hall is now set up for the Tarporley beer festival which will be held on Fri 26 Jan and Sat 27 Jan. This is our biggest event of the year and is in aid of the Primary School PTA.

### **Projects**

#### **Fire risk assessment report project work.**

New main hall entrance doors were fitted by TMUK and look very well. This work was paid for by the Coop grant.

#### **Spacehive/UKSPF grant application**

To our surprise CW&C decided that TCC should re-apply for a UKSPF grant. To enable this the deadline for pledges was extended to the end of Jan 24. I am pleased to report that TCC has just (22 Jan) been awarded £10K of UKSPF funding and the remaining TMUK and other work is now being planned on an urgent basis. All the remaining new fire doors will be installed during February. Replacement of the Committee Room bench seating and chairs is also being planned. The open door alarm for the three main hall emergency exits will also be installed. Following completion of the FRA work a follow up inspection will be performed with the intention of having our fire risk rating reduced from "Moderate" to "Tolerable."

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

TCC comments regarding the Bates Wells land lease draft were submitted on 18 Dec 23 and I regret to advise that the Bates Wells response is still awaited. The Partner in charge of this matter has been reminded by email and telephone on a weekly basis. We apologise for this delay and will forward the lease to TPC for formal comment as soon as the response is received.

(see page 2)

**TCC staff changes**

During Dec Anita advised that she and Steve plan to move to Yorkshire during 2024. Anita and Steve have sold their house in Utkinton very quickly and had an offer accepted for a house in Yorkshire. As TCC will be losing both the Business Secretary and the Booking Secretary (Anita does both jobs), and no volunteer has come forward, it has been decided to investigate hiring a paid Booking Secretary. Anita and Tony have looked into this with ACRE and HMRC, and had a meeting with the HLB payroll manager. We have concluded that the new bookings secretary must be an employee rather than self employed, and request approval from the Trustees to advertise a part time job (averaging 8 hours/week) on this basis. As Anita and Steve plan to move in March this is an urgent matter.

Tony Yeates 25 Jan 24