

Brixham Town Council

Report No:	40-2018		
Report Type:	Public		
Title:	Maintenance Report		
To:	Town Hall Sub Committee	Date:	30.11.18
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Purpose of Report

To update members on the maintenance works carried out at the Town Hall between the last meeting and now.

This report may contain recommendations.

Ceiling in Hallway

JV Carpentry & Joinery came and repaired the roof following the previous THSC meeting. Recent high winds and heavy rain has resulted in further leaks. JV Joinery will provide a quote to remove a section of the roof for further repair works to reinforce areas of the roof that are exposed to excessive weather conditions.

Damp

A report has been received which is included in a larger project quote. See report 45-2018 for details.

Extraction and Ventilation

It has come to our attention that the Council's previous maintenance contractor was also responsible for the ventilation, extraction and blending valves.

When we originally sought quotes for renewal of the maintenance contract, we were unaware of this and have now requested a quote from our current contractor to carry out the works.

The Town Hall has 25 ventilation points which require an annual service and 4 grease extraction points which require a bi-annual service. Only one quote has been sought to ensure that all requirements are covered by one maintenance contractor.

	Frequency	Quantity	Cost		Sub Total
Sanitise clean and test flow of supply and extraction points	Annual	25	£10	£250	£250
Strip down, degrease and clean out and test flow of grease fumes extraction point.	Bi-annual	3	£24	£72	£144
		Total Annual Cost			£395

Recommendation: To appoint Stronghold to carry out the annual ventilation services

Dressing Room Window

Now in receipt of two quotes for 4mm toughened glass:

Hammer & Nail £73.60 and Wise Windows £62.40

Recommendation: To purchase toughened glass from Wise Windows