

## Brixham Town Council

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|-------------------------|--------------------------------|--------------|----------|
| <b>Report No:</b>       | 22-2019                        |              |          |
| <b>Report Type:</b>     | Public                         |              |          |
| <b>Title:</b>           | Maintenance Report             |              |          |
| <b>To:</b>              | Town Hall Committee            | <b>Date:</b> | 14.06.19 |
| <b>Contact Officer:</b> | Clare Lewandowski              |              |          |
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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**

It was agreed at 01.03.19 meeting to appoint B-Dry Roofing to undertake repair works to the Town Hall Roof. Works are due to commence week beginning 24.06.19.

### **Asbestos**

The Buildings & Facilities Officer has met with BTCIO to discuss areas of concern raised within the theatre and any remedial works required.

Warning stickers will now be attached to all low or very low risk areas once encapsulated.

There were a number of medium risk areas that required encapsulation. Lower level areas will be encapsulated with plyboard sheets and all higher-level areas will be painted with encapsulation paint.

Two plyboard sheets at a cost of approximately £13 each will be sufficient to cover the lower areas and the encapsulation paint will cost £191.66 from Brewers.

### **Recommendation**

Purchase Urban Hygiene encapsulation paint from Brewers Decorator Centre for higher areas and two sheets of plyboard for lower level areas.

### **Baby Changing Facilities**

As a community building which is increasingly being used, we have investigated the provision of a baby changing unit and nappy sanitary bin in our disabled toilets.

Our existing Sanitary bin provider Initial has quoted us a 3-year contract at £27.30 per annum for the provision and collection of a nappy waste bin.

We would also require the installation of a baby nappy changing unit.

| Supplier                                    | Details   | Cost    |
|---|---|---------|
| 1) Amazon UK - Discounted Cleaning Supplies | Baby Changing Table Vertical Wall Mounted<br>4 Fixing Points for Extra Safety<br>Shallow Compact Unit. Less the 12cm deep when folded<br>Dimensions 48 x 12.6 x 87 cm<br>Passes all UK & USA Standards<br>Suitable for up to the age of 3 years and weighing less than 20kg | £133.33 |
| 2) Amazon UK - Discounted Cleaning Supplies | Baby Changing Table Vertical Wall Mounted<br>Shallow Compact Unit. Less the 10cm deep when folded<br>Passes all UK & USA Standards<br>Dimensions 83.4 x 51.2 x 10.8 cm<br>Suitable for up to the age of 3.5 years and weighing less than 50lb                               | £137.50 |
| 3) Amazon UK – Ideal 365 Ltd                | Vertical Baby Changing Table<br>4 Fixing Points for Extra Safety. No external hinges to prevent pinch injury<br>Shallow Compact Unit. Less the 10cm deep when folded.<br>Passes all UK & USA Standards<br>Dimensions 90 x 14 x 56 cm  | £141.67 |

**Recommendation** purchase option 1 from Discounted Cleaning Supplies and to appoint Initial to provide us with a nappy waste bin service.

### Function Room

The walls and woodwork in the Function Room require redecoration following removal of the light boxes. Paint for the walls will cost £41.99 for 5 litres and paint for woodwork will cost £25.00 for 2.5 litres from Brewers.

**Recommendation** Purchase paint for walls and woodwork from Brewers Decorator Centre.

### Museum Survey

Le-Page architects have emailed a draft copy of the survey in the last few days and this is to be reviewed and reported at the next meeting.