

Minutes of the Woolwell Centre Working Group Meeting on Wednesday 8th September 2021

Present: Councillors Larry Taylor (Chair), Jackie Taylor, Tamsett-White, Blight and Spencer

1. Urgent actions from previous meeting notes 06-05-2021.
There were no outstanding items.

2. Quote for works to the fire exits – discuss and approve.
Councillors discussed the quote for the works to replace the panic bars, fire escape doors and associated door closers etc. These are urgent safety matters and it was therefore recommended that the quote be accepted.
The Clerk was asked to check the following details with the contractor before accepting the quote:
FENSA registration
Insurance and Public Liability
Product guarantee for the new equipment

3. Roof assessments and quotes

DFR and Stormforce have both been to assess and DFR has submitted a quote.

IF the roof needs to be replaced then this would be significant expenditure that cannot be covered by the precept. Councillors discussed this and agreed that it would need to be via a loan from the Public Works Loan Board.

The PC has two existing loans from PWLB. One will be paid off on 14/10/2021 and councillors agreed that they would recommend to the Council to wait for this until applying for another.

Councillors also agreed that there are other major capital items which require repair or replacement in the Centre and that these could be added to a loan. These include but are not limited to: all windows need to be replaced; the Aircon unit needs to be refurbished; and the foyer needs major repair work. These items are all based on the findings of the building condition survey and Cllr Taylor asked the Centre Manager to highlight any other items that may have been missed. Cllr Spencer drew attention to the boilers, which are approximately 8 years old and only domestic standard. There are also multiple boilers around the building and it was agreed that the heating system will need to be replaced in the near future. It was not known why domestic boilers were originally installed but the size of the supply pipe to the building needs to be investigated in case that is a limiting factor.

It was agreed to contact a commercial heating contractor to get quotations for a single system. Future Cooling, AND and FlameSafe were possible options.

It was also agreed to investigate any climate and environment grants for which we may qualify, including speaking to the District Councillor. Solar panels is also an option to consider during future refurbishments.

4. To receive an update about the new lease between SHDC and the PC and to make recommendations for which solicitors to use.
Cllr Spencer has spoken to a contact at Gill Akaster who has offered to draw up a spec for doing the work for both parties. Councillors agreed that this could be a useful solution, given that the Trust and the PC are not in conflict and are trying to sort out the

same problem amicably. Councillors recommended that we wait to hear back from the solicitor.

5. Update on the office conversion work.
The contractor has Covid and works are in abeyance until he returns. Otherwise, the work has been progressing well to date.
6. Legionella Risk Assessment.
The actions have not yet been fully implemented and there seemed to be some disagreement between the assessment and the contractor. Cllr Larry Taylor agreed to visit the Centre with a contractor to go over the report and get a price for doing the work. It was agreed that it is a priority to action the legionella pick-ups.
7. Works programme review.
The Clerk has now taken over the works spreadsheet and will keep it up to date.
8. Discuss the benches which Cllr Nicky Hopwood has had installed and which she has asked the PC to take on as assets.
Councillors recommended that the PC does take on the benches, which will include adding them to the insurance and maintaining them in future. However, they also agreed to request the following from District Councillor Hopwood: that, in future, she check with the PC before adding to its assets and that she gives the PC recognition for taking them on.
It was suggested that a plaque could be placed on the benches to show that they are owned and maintained by the PC.
9. The next meeting will be arranged after the September PC Meeting.

Councillor Larry Taylor
Chairman