

Annual Walk of Town Hall – 03/03/2022

Present: Cllrs Bridgeman, Burton and Marshall, and the Clerk Christine Downey.

	LOCATION	03/03/2022 findings	Latest Notes 18/07/2022
FOYER AND LANDING:			
1	Paint peeling in foyer next to sliding door.	Clean up and repaint as necessary.	Quote from Barbra Rothwell on 25/07/22 agenda.
2	Disabled ramp needs resurfacing – worn and looks shabby.	Paint or resurface – needs grit type surface.	Quote from Barbra Rothwell on 25/07/22 agenda.
3	Plant room.	Rub down the peeling paint in plant room.	Quote from Barbra Rothwell on 25/07/22 agenda.
4	Plant room.	Excess stuff stored in there.	Now cleared out.
GENTS TOILET:			
5	Lights	4 covers missing.	Who replaces these? Is it a handy man Job (Thomas Brown) or Harrison and Cross, or Howsons?
BALLROOM:			
6	Chairs in Ballroom	Move chairs away from fire exit doors by stage.	Done by caretaker.
7	Entrance doors	Replace closer.	Job for joiner's list.
8	Chairs in storage cupboard	Remove the chairs from the cupboard - get caretaker to count all the chairs. The question is – are they all needed?	Chairs removed from storage cupboard by caretaker. Count of chairs for consideration, agenda item 25/07/22.
9	Fire exit doors by stage	Push bar not working correctly.	Job for joiners list.
10	Back stage – skirting board	A bit is missing.	Job for joiners list.
11	Back stage - plaster	RESOLVED 15/02/2021: Cllr Adams to speak to Ross Chesters.	RESOLVED 24/02/2022: Wait for report from Cllr Adams and/or Ross Chesters.
LADIES TOILET:			
12	Lights	One flickering.	Looks like an emergency light so Howson to do.
WENNINGDALE ROOM:			
13	General condition.	Same as in previous years – needs redecorating but need to consider use first.	Usually, it is decided to take no further action.
14	WR Kitchen	Fan not working.	A quote from Howsons re emergency lights is on agenda for 25/07/2022 – if it's accepted get them to check fan when that work is done.
15	WR store cupboards – both of them.	New windows ordered – waiting for them to be fitted.	Now fitted.
16	WR store cupboard – with boiler in it.	To be completely cleared out – find out if the bulbs belong to Christmas lights committee.	Now cleared out.

STAIRWELL AND ENTRANCES TO WR:			
17	General condition	Damp and paint peeling at bottom of stairs on both sides.	Usually, it is decided to take no further action.
18	General condition	Store room at bottom stairs needs thorough clear out. Do all the old papers and maps in there need to go to County Archive Office? – or are they just dust?	Agenda item 25/07/2022.
19	Stairs down on right (facing stage)	Rip in carpet on half landing.	Agenda item 25/07/2022.
LOWER HALL:			
20	General condition	Radiators need bleeding.	Tim Wheildon will do this for ALL radiators when he comes to do boiler inspections in July.
BELL TOWER:			
21	Clock	Repair ordered and awaited.	Email reminder for a date that work will go ahead 14/07/22.
22	Plaster	Not checked but will be the same as in previous year, i.e., it is falling off and landing on the suspended ceiling.	Opportunity to clear it out when clock removed.
BASEMENT:			
23	General condition.	Needs a clear out.	Mark Paige has stored the excess Christmas light bulbs down there, but can anything else be got rid of? Agenda item 25/07/22.
24	General condition.	Water running across floor - no idea where it comes from.	Agenda item 25/07/22.
25	Stairs down to basement.	To be kept clear.	Caretaker asked to clear litter and weeds from stairs down to basement regularly.
UNDERPASS STORAGE SPACE:			
26	General condition.	Proposal needed to council: Hire a skip and get Thomas brown to clear it out. Ask Christmas Lights committee to remove their stuff out first.	Agenda item 25/07/22.
MISCA:			
27	Cleaners' storeroom.	Remove the waste wood and the car battery. Perhaps if/when skip ordered – but who do these things belong to?	Agenda item 25/07/22.