

TENBURY TOWN COUNCIL 2013/14 – PR05

You are summoned to attend the meeting of the **PREMISES COMMITTEE** to be held on **Monday 13th January 2014 at 7.45pm** in the **Pump Rooms, off Teme Street**, Tenbury Wells.

PRESENT: Cllr E. Weston (Chairman), Cllrs E. Hudson (Deputy Chairman), Cllrs M. Drummond, J. Morgan, Cllr D. Ingram, J. Watson

IN ATTENDANCE: Town Clerk, 1 member of the public

5.1 Apologies. To consider the acceptance of apologies for absence from Councillors
None

5.2 Declarations of Interest.

Cllr Watson declared a personal interest as a Regal Tenbury Trust Volunteer

5.3 To approve as a true and accurate record the resolutions and Minutes of the Premises Committee meeting held on 11th November 2013.

The Minutes of the previous meeting held on 11th November 2013 were approved and signed by the Chairman as a true and correct record of proceedings.

5.4 To review actuals v. budget to date

Members reviewed their budget to date and felt it remained on target. (Appendix A)

RESOLVED that the budget position be accepted.

5.5 Premises Reports

- Regal – Cllr Hudson

Community Centre Doors - Cllr Hudson reported that further investigation into the state of the Community Center doors had shown that the most suitable work would be to replace the hinges, install draft proofing, re-lay the tiled flooring. The floor tiles had now lifted so much due to the water seeping underneath that it was very difficult to get the doors closed properly. Works would cost up to £975. Members agreed that the works were necessary and that it be proposed to Finance that funds be taken from reserves to cover this expense.

Kitchen - The clerk reported that works to upgrade the gas safety of the kitchen would take place at the end of the week.

Front Doors - The Clerk reported that a new issue had developed with the hinge on one of the front doors which seemed to be worn out. The doors were obviously getting much heavier use now than they had in many years. The hinges were of an unusual type and not widely available today so would be quite expensive to replace. Cllr Hudson agreed to look into this further with the Clerk.

Damp Rectification Issues – see item 5.6.

- Pavilion – Cllr Drummond

No change since last meeting. Cllr Willis was investigating the need for thorough refurbishment or replacement.

- Changing Rooms – Cllr Ingram

There had been no games since 7th December – looking ok. The Mayor was drawing up a funding application for a new facility on Palmers Meadow with a March deadline for submissions.

- Pump Rooms Cllr Morgan

No report. The Clerk noted that some pointing was necessary outside along with replacement of the gate.

5.6 To be updated on works at the Regal

This item was covered by Cllr Hudson’s report.

5.7 Councillors’ reports and items for future agenda

Update report from Funding Task Group on the various projects being investigated.

Meeting Closed at 9:05pm

Signed

Dated

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PREMISES									PREMISES				
EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget 04/10/13		Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	% of Budget Reached TO DATE	INCOME	BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO DATE
Property Running Costs	2013-14	2013-14	Difference	2013-14	2013-14	Dec-13	Jan-14			2013-14	Dec-13	Jan-14	
Pump Rooms									Pump Rooms				
Gas	2000	2000			2000	359.25	359.25	18%	Bookings	5600	2,305.50	2,305.50	41%
Electricity	660	660		300	960	614.38	614.38	64%					
Water	300	300			300								
Rates	3100	3100			3100	2,660.80	2,956.80	95%					
Building Maintenance	2000	2000		600	2600	407.87	407.87	16%					
Fire Extinguishers/Alarm	600	600			600	361.61	361.61	60%					
Electrical Maintenance/Checks	200	200		345	545	48.00	48.00	9%					
Boiler Maintenance	200	200			200	82.00	82.00	41%					
Cleaning Materials/Disposables	50	50			50	33.36	33.36	67%					
Fountain/Bath Restoration incl Reser	500	500		500	1000								
Wedding License	500	500			500								
	10110	10110		1745	11855	4567.27	4863.27	41%		5600	2305.5	2305.50	41%
Regal									Regal & C.Centre				
Building Maintenance	1500	1500		300	1800	1,761.78	1,761.78	98%					
On going support fund	2500	2500			2500				Rent	4400	3,666.00	4,033.00	92%
RTT Grant Donation	10000	10000			10000	10,000.00	10,000.00	100%					
	14000	14000		300	14300	11,761.78	11761.78	82%		4400			
Pavilion & Groundsmans Shed													
Electricity	1100	1100			1100	373.64	373.64	34%					
Water	200	200			200	90.72	90.72	45%					
Rates	400	400			400	291.40	323.40	81%					
Building Maintenance	500	500		200	700	685.67	685.67	98%					
Electrical Maintenance	300	300		160	460	452.92	452.92	98%					
Pavilion Roof Maintenance	1000	1000			1000								
	3,500.00	3,500.00		360.00	3,860.00	1,894.35	1,926.35	50%					
Changing Rooms													
Electricity	550	550			550	377.41	377.41	69%	Changing Rooms Meter	400	160.00	160.00	40%
Water	200	200			200	112.02	112.02	56%					
Building Maintenance	250	250		250	500	492.70	492.70	99%					
Electrical Maintenance	150	150			150	129.00	129.00	86%					
	1,150.00	1,150.00		250.00	1,400.00	1,111.13	1,111.13	79%		400			
Old Mortuary													
Building Maintenance	1000	1000			1000	746.00	746.00	75%	Mortuary Rent	150			
Old Mortuary Renovation	2000	2000			2000								
	3,000.00	3,000.00		-	3,000.00	746.00	746.00	25%		150			
	31,760.00	31,760.00	-	2,655.00	34,415.00	20,080.53	20,408.53	59%					
Contingency Fund	1000	1000			1000	3.00							
PREMISES TOTAL	32,760.00	32,760.00		2,655.00	35,415.00	20,083.53	20,408.53	58%	PREMISES TOTAL	10550	6132	6499	62%