

TENBURY TOWN COUNCIL 2013/14 – PR06

Minutes of the meeting of the **PREMISES COMMITTEE** held on **Monday 10th March 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

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

6.2 Declarations of Interest.
None

6.3 To approve as a true and accurate record the resolutions and Minutes of the Premises Committee meeting held on 13th January 2014.
The Minutes of the previous meeting held on 13th January 2014 were approved and signed by the Chairman as a true and correct record of proceedings.

6.4 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.

6.5 Premises Reports

- Regal – Cllr Hudson
Work to Community Centre entrance doors is now almost complete. Doors rehung to open inwards only. Hooks installed so doors can be secured in open position. Floor tiles which had lifted have been relayed. Door closer is to be reinstated by the Regal Trust.
Damp proofing works have now been almost completed with most of the repainting now done. Front door hinges still on-going. Supplier has been identified.
Wheelchair space redesign – need more space to accommodate larger chairs in the auditorium. Cllr Watson noted that all aspects of this issue should be taken into account – especially with regard to fire exit routes.
- Pavilion – Cllr Drummond – no change but being considered as part of the vision for the Burgage as a whole.
- Changing Rooms – Cllr Ingram – 8th March first use since 17th December. Condition is OK.
- Pump Rooms - Cllr Morgan – Gate still needs replacing.

6.6 To be updated on works at the Regal
Mural artist revisiting the next day to look at mural repair – this is the final area requiring repainting after damp proofing works.

6.7 Councillors’ reports and items for future agenda
None.

Meeting Closed at 8:15pm

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	ACTUAL	% of Budget Reached TO DATE	INCOME	BUDGET	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE	
Property Running Costs	2013-14	2013-14	2013-14	2013-14	Jan-14	Feb-14	Mar-14			2013-14	Jan-14	Feb-14	Mar-14		
Pump Rooms									Pump Rooms						
Gas	2000	2000		2000	646.76	646.76	646.76	32%	Bookings	5600	2,912.50	3,733.00	3,733.00	67%	
Electricity	660	660	300	960	810.82	810.82	810.82	84%							
Water	300	300		300											
Rates	3100	3100		3100	2,956.80	2,956.80	2,956.80	95%							
Building Maintenance	2000	2000	600	2600	407.87	407.87	407.87	16%							
Fire Extinguishers/Alarm	600	600		600	398.44	398.44	398.44	66%							
Electrical Maintenance/Checks	200	200	345	545	116.45	116.45	116.45	21%							
Boiler Maintenance	200	200		200	157.00	157.00	157.00	79%							
Cleaning Materials/Disposables	50	50		50	33.36	33.36	33.36	67%							
Fountain/Bath Restoration incl Reserv	500														
Wedding License	500	500		500	500.00	500.00	500.00	100%							
	10110	9610	1245	10855	6027.50	6027.50	6027.50	56%		5600	2912.50	3733.00	3733.00	67%	
Regal									Regal & C.Centre						
Building Maintenance	1500	1500	3500	5000	4,054.78	4,054.78	4,054.78	81%							
On going support fund	2500	2500		2500	2,500.00	2,500.00	2,500.00	100%	Rent	4400	4,033.00	4,033.00	4,400.00	100%	
RTT Grant Donation	10000	10000		10000	10,000.00	10,000.00	10,000.00	100%							
	14000	14000	3500	17500	16554.78	16554.78	16554.78	95%		4400					
Pavilion & Groundsmans Shed															
Electricity	1100	1100		1100	373.64	673.58	673.58	61%							
Water	200	200		200	90.72	90.72	90.72	45%							
Rates	400	400		400	323.40	323.40	323.40	81%							
Building Maintenance	500	500	200	700	685.67	685.67	685.67	98%							
Electrical Maintenance	300	300	160	460	452.92	452.92	452.92	98%							
Pavilion Roof Maintenance	1000	1000		1000											
	3,500.00	3,500.00	360.00	3,860.00	1,926.35	2,226.29	2,226.29	58%							
Changing Rooms															
Electricity	550	550		550	377.41	461.00	461.00	84%	Changing Rooms Meter	400	160.00	160.00	160.00	40%	
Water	200	200		200	112.02	112.02	112.02	56%							
Building Maintenance	250	250	250	500	492.70	492.70	492.70	99%							
Electrical Maintenance	150	150		150	129.00	129.00	129.00	86%							
	1,150.00	1,150.00	250.00	1,400.00	1,111.13	1,194.72	1,194.72	85%		400					
Old Mortuary															
Building Maintenance	1000	1000		1000	774.82	774.82	774.82	77%	Mortuary Rent	150					
Old Mortuary Renovation	2000	2000		2000	2,000.00	2,000.00	2,000.00	100%							
	3,000.00	3,000.00	-	3,000.00	2,774.82	2,774.82	2,774.82	92%		150					
	31,760.00	31,260.00	5,355.00	36,615.00	28,394.58	28,778.11	28,778.11	79%							
Contingency Fund	1000	1000		1000	3.00										
PREMISES TOTAL	32,760.00	32,260.00	5,355.00	37,615.00	28,397.58	28,778.11	28,778.11	77%	PREMISES TOTAL	10550	7106	7926	8293	79%	