

## TENBURY TOWN COUNCIL 2014/15 – PR02

Minutes of the meeting of the **PREMISES COMMITTEE** held on **Monday 14<sup>th</sup> July 2014 at 7.20pm** in the **Pump Rooms, off Teme Street, Tenbury Wells.**

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

IN ATTENDANCE: Town Clerk

APOLOGIES: Cllr D. Ingram, Cllr J. Watson, The Mayor

### **2.1 Apologies. To consider the acceptance of apologies for absence from Councillors**

Apologies had been received from Cllr Ingram, Cllr Watson and The Mayor

**RESOLVED** that apologies be accepted.

### **2.2 Declarations of Interest.**

None

### **2.3 To approve as a true and accurate record the resolutions and Minutes of the Premises Committee meeting held on 12th May 2014.**

The Minutes of the previous meeting held on 12<sup>th</sup> May 2014 were approved and signed by the Chairman as a true and correct record of proceedings.

### **2.4 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.

### **2.5 Premises Reports**

- Regal – Cllr Hudson reported that the hinges on the entrance door had been replaced but that the door was closing with such force that further work had been undertaken to alleviate this. Despite this it appeared that the door closer was still in use. The Clerk would follow up with Mr Little at the Regal to see what further work might be required.
- Pavilion – Cllr Drummond reported no change.
- Changing Rooms – Cllr Ingram reported via email that the football club has cleaned the players changing rooms to a satisfactory standard following our last meeting, but the referee's room still has a lot of rubbish within it. He said he had spoken to the football club about this and had been told that this will be sorted shortly.
- Pump Rooms - Cllr Morgan – yard looking tidier and happy to see quotes being discussed for work needed.

### **2.6 Correspondence for Information**

None

### **2.7 Councillors' reports and items for future agenda**

Shower in Referee Changing Room – what is required?

Consider cost of installing trellis on top of Pump Rooms fence adjacent to the Crow.

### **2.8 Exclusion of the Press and Public.**

**RESOLVED** that the press and public be excluded from the meeting during consideration of the following items of business because it is likely that in view of the nature of the business to be transacted, there would be disclosure of exempt information, as defined in Section 100(I) of the Local Government Act 1972:-

### **2.9 To consider quotations received for works to the Pump Rooms**

Members considered quotations and prices for three areas of work at the Pump Rooms

- 2.9.1 to replace exterior gates - Quotations for hardwood and softwood alternatives had been provided. It was agreed that hardwood would be more long lasting for a relatively small extra cost.

**RESOLVED** that the quotation for replacement gates in hardwood from Mr Paul Staples be accepted.

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2.9.2 to clean the roof and spire –The Clerk reported that it had been extremely difficult to find companies willing to quote for this work. One quotation had been eventually been received for cleaning of the whole roof which members felt was very competitive.

**RESOLVED** that the quotation for cleaning of the roof for from EZ Clean be accepted.

2.9.3 to purchase paint for exterior renovation works – the Clerk reported that she had managed to source the originally specified paint needed for the exterior and that it would cost between £60 and £70 per 5L dependent on colour. Members agreed that the original paint specification should continue to be used and that the Clerk should purchase what was necessary for the works in hand.

**RESOLVED** that paint for exterior woodwork in blue and white should be purchased as specified.

Meeting Closed at 8:35 pm

Signed .....

Dated .....

PREMISES					PREMISES				
EXPENDITURE	Total Budgeted Spend	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE	INCOME	ORIGINAL BUDGET	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE
	2014-15					2014-15			
		Jun-14	Jul-14			Jun-14	Jul-14		
<b>Pump Rooms</b>					<b>Pump Rooms</b>				
Gas	1500	177.70	236.64	16%	Bookings	4000	811.90	811.90	20%
Electricity	1500		185.87	12%					
Water	200								
Rates	3100	907.40	1,208.40	39%					
Building Maintenance	2000								
Fire Extinguishers/Alarm	400		85.00	21%					
Electrical Maintenance/Checks	200								
Boiler Maintenance	200								
Cleaning Materials/Disposables	50		21.22	42%					
Wedding License	500								
Project Reserves	4000								
	<b>13650</b>	<b>1085.1</b>	<b>1737.13</b>	<b>13%</b>		<b>4000</b>	811.9	<b>811.9</b>	<b>20%</b>
<b>Regal</b>					<b>Regal &amp; C.Centre</b>				
Building Maintenance	2500	262.00	262.00	10%					
Project Reserves	4000				Rent	4400	367.00	734.00	17%
RTT Grant Donation	10000	5,000.00	5,000.00	50%					
	<b>16500</b>	<b>5262</b>	<b>5262</b>	<b>32%</b>		<b>4400</b>			
<b>Pavilion &amp; Groundsmans Shed</b>									
Electricity	1100	211.88	211.88	19%					
Water	200	92.26	92.26	46%					
Rates	400	98.70	131.70	33%					
Building Maintenance	500								
Electrical Maintenance	500	159.00	159.00	32%					
Pavilion Roof Maintenance	500								
Project Reserves	2000								
	<b>5,200.00</b>	<b>561.84</b>	<b>594.84</b>	<b>11%</b>		-			
<b>Changing Rooms</b>									
Electricity	550	114.85	114.85	21%	Changing Rooms Meter	400	91.00	91.00	23%
Water	200	62.19	62.19	31%					
Building Maintenance	500								
Electrical Maintenance	500	49.50	49.50	10%					
Project Reserves	1000								
	<b>2,750.00</b>	226.54	226.54	<b>8%</b>		<b>400.00</b>			
	<b>38,100.00</b>	<b>7,135.48</b>	<b>7,820.51</b>	<b>21%</b>					
<b>Contingency Fund</b>	1000								
<b>PREMISES TOTAL</b>	<b>39100</b>	<b>7135.48</b>	<b>7820.51</b>	<b>20%</b>	<b>PREMISES TOTAL</b>	<b>8800</b>	<b>1269.9</b>	<b>1636.9</b>	<b>19%</b>