

ST. COLUMBA'S PARISH PASTORAL COUNCIL

Maintenance and Fabric Team

Monthly Work Progress notes.

Notes at 3rd October 2018

Present PJW, PW, NRK, Sister Karin, Colin Mckenzie Apologies SD, Fr Kevin, JR
Colin had been invited to join the MaFT and he had kindly accepted.

Specific Major Maintenance Work

Hall Hall main toilets ladies and gents. Completion Cert. from CEC approved . £4k paid.
Fruit trees to be planted. **NKR** Bare rooted plants ordered, espalier wires to be fitted,
probably early October **NKR/VG/PJW**. Some plants uprooted in hall back garden???
Eco recycle bins in hall kitchen purchased. Agatha front of hall and side access gardening.
Safety Survey carried out by Officewise, Jim Curran. Doc. To be Circulated **PJW** Work
started on recommendations. Carpets off lobby walls, change direction of opening side gate,
bars on windows in middle hall. Ban children off the stage unless under direct adult
supervision. More warning notices???. **CM** agreed to front this new initiative. Details to be
discussed, training, etc???

Hall heating, emergency double doors onto street and inner doors, plus two emergency doors
to side of stage to be reviewed to enable less heating to escape. **CM**

Leak in top toilet sink tap and ground floor gents toilet **PJW**

Church Mice problem again. Fine wire mesh to be fitted over all air ducts church,
convent/halls, laundry room one source of entry. Eradication programme ongoing. **PW**
Altar reredos investigate. Fr Kevin has sketch from B'ham original contractor **Fr Kevin**
Church security system on hold **Fr Kevin/PJW**

Laundry room, initial proposals received, spec. to be written. Remove all shelving, flooring,
washing machines, store all other equipment from corridor, block every hole and make
mouse proof, fit false floor at level of passageway, check electric outlets enough, plumb in
washer/dryer, fit work top, fit shelving. Diocese PPA submitted **PJW**

Radiator fell off wall, RHS nave 2nd from altar Monday 1st Oct overnight. Lothian mobilised
and replaced **PJW**

Sound system complaints. Review wiring, speakers c1970, survey?? Amp/mics OK **CM**

Convent DG phase 3 start date 26th March 2019, measure by 1st Jan. 2019, Diocese PPA
submitted, replace carpet in dining room after DG work complete **PJW**. Include Burglar
alarm in routine maintenance.

Routine Maintenance

Window cleaning contract, 2/year all windows church/convent/halls, Lairdmont of Penicuik
order placed, no T&C, Lairdmont refused to accept, St Peter's being cleaned by Lairdmont
without T&C, therefore sim. at St Columba's. **PW**

Diocese Intimation that the H&S Executive would be paying a visit to St Columba's to look
at our procedures/records **PJW**

Financial for 2018

Routine maintenance Annual cost	£13.9K.
Church west front spalling North side	£1.6k completed
Convent Security System	£1k completed
DG convent mid floor	£16.5 completed
Main hall toilets	£43k completed within contract price.
Total 2018	£68.1k

Planning 2019

1. Complete DG G Floor Convent Dining room, store room (ex-oratory), end passage.
Say £10K based on previous work with B&M, start date 26th March 2019
2. Church laundry room see above competitive tender budget £10k.

Planning 2020

1. Hall lobby redecorate/upgrade include nosings on stairs.
2. Hall front paving replace
3. Hall kitchen update with fast through-put dishwasher

Next Meeting Wed. 7th Nov 2018

PJW 05/09/2018