

ST. COLUMBA'S PARISH PASTORAL COUNCIL

Maintenance and Fabric Team

Monthly Work Progress notes.

Notes at 4th Dec 2019 Present, PJW, SisK, , , CMc, JR apol Fr K, PW, NRK

Specific Major Maintenance Work

Hall Fruit trees, replacement planted. Decision cost wise, to just replace emergency double doors onto street and improve the seal on the inner doors. Order placed **CMc**. Top floor windows all need repainting, maybe scaffolding job, rest of halls needs repainting. Top floor toilet window, sash cords broken, window jammed in bottom position, rain coming in, window lifted up back in place and temporary fixed, permanent fix required. Post meeting note dangerous broken electric plugs in top floor hall replaced with single units.

Church Altar reredos material listing order placed by Braid Workshop. Ownership of materials transferred to St Columba's Parish **PJW/FrK**. Church security system on hold, Church front door keys, there are at least 29 keys to the church front door, **Fr Kevin/PJW**. Confessional move measurements taken, spec. written, B&M given the work on a cost basis. Will not start until the New Year. **PJW/Fr K**. List of PP's plaque talk to PPC. **PJW**. Adam Napier Survey, order on Scott & Brown, work not started, mullions to GP room plus repointing. **PJW**. Repaint, and light glory hole under stairs to organ loft, do with Convent DD **CMc/PJW**. Toilet tap adjust dripping, lever handle?

Convent . DG stage 4 review, ground floor bathroom, maintenance office window, window next to garden door, rear windows need a repaint do with DG replacement 2020, check mullion replacement timing, Measure Jan.2020 **PJW**. Intrusion by BT Openreach Subcontractors, Wayleave received, signed and sent back, MS reviewed, cables refixed, critical work to open duct in ginnel scheduled for mid. Jan..**PJW**. Leaks in middle floor front south bedroom see S&B repointing quote Additional work on rhone above middle floor rear windows **PJW/SISK** Middle floor toilet leaking toilet bowl needs replacing **PJW/Sisk**

Routine Maintenance See Schedule.

Financial for 2019

Routine maintenance Annual cost	£13.9K.
Convent Phase3 DG	£9.9k includes VAT work complete
Laundry room refurbish	£3.7k includes VAT work complete
Rainwater goods at rear of church	£3k Delayed
Church, Convent, halls repointing etc	£5k delayed
Total	£27.6k

Planning 2020

1. Hall lobby redecorate/upgrade include nosings on stairs, kitchen update with fast through-put dishwasher, Repaint hall exterior and repair top floor toilet sash window.
2. Recarpet church office stairs and maintenance room. Complete DG
3. Church lobby repaint do with Convent DD
4. Organ stairs glory hole do with DD
5. Convent Redecoration. See Adam Napier Report Proposal
Spring 2020 carpet top floor front S. bedroom.
Repaint rear ground floor, and rear middle floor windows, do with DG work.
Spring 2021 Repaint inside stairway walls, ceilings in stairwell, , ceiling in top floor S bedroom. Check new carpet??
Spring 2022 Repaint outside windows, top floor F&R
Middle floor front and N. side ginnel.
Ground floor F& side ginnel
6. Review Architect report, next ten year plan, hall top floor windows

Next Meeting Wed.2020 meeting 8th Jan
PJW 2/01/2020