

# ST. COLUMBA'S PARISH PASTORAL COUNCIL

## Maintenance and Fabric Team

### Monthly Work Progress notes.

Notes at 5<sup>th</sup> Feb. 2020 Present, PJW, SisK, CMc, , NRK, apol Fr K, PW, JR

#### Specific Major Maintenance Work

**Hall** Replacement emergency double doors + improved seal inner doors. Fit 16<sup>th</sup> March, 2 days plus painting **CMc**. Major exterior refurbishment of the halls, to include, top floor windows all need repainting/wood replacing, all other windows need repainting, scaffolding job, top floor toilet window, replace with solid DG window, fit extraction fan. **2021 PJW do spec**. Window blind jamming get a refurb/repair of all blinds complete **CMc** Get new doors on gas meter box

**Church** Altar reredos new contractor being sourced. **PJW/FrK**. Church security system on hold, **Fr Kevin/PJW**. Confessional work start 10<sup>th</sup> Feb **PJW/Fr K**. List of PP's plaque talk to PPC. **PJW**. Adam Napier Survey, Scott & Brown, all mullions refitted. Repointing on going. **PJW**. Repaint, and light glory hole under stairs to organ loft, do with Confessional. Inner porch peeling paint sort out **CMc/PJW**. Clear maintenance office for recarpeting with stairs after DG complete **CMc/Sisk/PJW**. Leak in corridor roof from CMR to ginnel. Convert old confessional to store. Latch on gate. Repair nativity stable **PJW/CMc**

Monthly briefing note to go in Church bulletin **PJW**

**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. Measure of windows done. **PJW**. Intrusion by BT Openreach Subcontractors, .Completed **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** Work reviewed see Schedule.

#### Financial for 2020

Routine maintenance Annual cost	£16k.
Convent Phase 4 DG	£8k order placed
Rainwater goods at rear of church	£3k Complete
Church, Convent, halls repointing Mullions	£5k Complete
New Confessional	£9k order placed WIP
Hall Emergency Double doors	£4.3k order placed
Recarpet office stairs and maintenance room.	£2k Est
Church lobby repaint Organ stairs glory hole repaint	£5k Est
<b>Total</b>	<b>£52k</b>

#### **Planning 2021**

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. Convent Redecoration. See Adam Napier Report Proposal  
**Spring 2020** Repaint rear ground floor, and rear middle floor outside windows, do with DG work.  
**Spring 2021** carpet top floor front S. bedroom. Repaint inside stairway walls, ceilings in stairwell, , ceiling in top floor S bedroom.  
**Spring 2022** Repaint outside windows, top floor F&R  
Middle floor front and N. side ginnel.  
Ground floor F& side ginnel
3. Review Architect report, next ten year plan, hall top floor windows
4. Hall Exterior major refurbishment Spec??2021 £12k Est

Next Meeting Wed. 4<sup>th</sup> March 2020

**PJW 23/02/2020**