

Pencombe and Little Cowarne Parish Hall
Building Maintenance Report 9th November 2022

Activities since the Last Meeting

1. Kitchen Dishwasher -

- a) Technician attended and replaced the green LED (which indicates the water has reached temperature and ready to wash). He attended in July to replace the Blue LED.
- b) Lime scale build up in the Dishwasher - APM and AFN will maintain a regime of regular recharging of both softeners, depending on usage of the Kitchen Dishwasher and the Bar Glasswasher.

2. Fire alarm and extinguisher testing was carried out on 21 September 2022. On advice from Unifire no Emergency Lights were replaced.

3. The Health & Safety Policy and Fire Risk Assessment are in the process of being re-written. We are about to complete and laminate updated drawing showing the Fire Escape routes and Fire Extinguisher types and locations. Please note that when the building is occupied all Fire Escapes should be unlocked. That refers to the Foyer, Kitchen and Bar Doors to the outside; the two Emergency Exits from the Hall unlock by Push Bar.

4. 1,000 litres of fuel oil has been ordered from Ford Oils at a rate of 82.95p per litre. Due for delivery Friday 11 November 2022. a big thank you to Bob Gold who sourced the oil at this price. The best price I had found unto that point had been 88p.

5. We have replaced a white plastic waste pipe, which had disintegrated from the Female Toilets. Thanks to Brasso for providing a pipe and elbow f.o.c.

Actions needed

6. Replacing plug - on the second hand freezer below the Glasswasher. APM has provided a plug.

7. School long pole - to be fitted behind the the cinema screen housing.

8. Clean the soft paving outside the Kitchen which with moss build up is a risk of slipping.

9. Paving from the South Fire Escape Doors, lighting to the ramp and making good the road at the bottom of the ramp being looked at by the Parish Council?

10. Long term planning vis-a-vis Boiler life - APM has liaised with Richard Hill from Intellegy and is awaiting their report. Further work required to establish options and costs. Likely to require photovoltaics (solar panels) to reduce energy consumption costs.