

## HALLS AND GREEN SPACES COMMITTEE

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<b>Date:</b>	Monday 13 <sup>th</sup> January 2020
<b>Title:</b>	Operational Report - Progress on improvements & repairs since last meeting
<b>Contact Officer:</b>	Operations and Estates Officer – John Hickman

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### BACKGROUND

The purpose of this report is to update members on the progress of improvements and repairs undertaken by the Council's own direct workforce and Sub-contractors since the last meeting.

### HALLS

The recent annual gas safety checks have revealed that the gas boiler at Burwell Hall is very old now and it may be difficult/impossible to source the parts. For that reason, the Town Clerk has budgeted £15,000 in the 2020/21 capital budget for the replacement of the building heating system at Burwell Hall. This does not have to be a gas boiler and the Compliance and Environment Officer will research if better systems can be used especially in light of the Climate emergency declared by council.

The Works team have:

- installed a new hydro boil in Burwell Kitchen.
- repaired roof tiles and damaged guttering at Burwell Hall.
- carried out repairs to the chairs within the Burwell Hall.
- unblocked blockages to the Corn Exchange urinals and provided the Venue Manager with chemicals to maintain the urinals going forward in both Public Halls.
- assisted in moving equipment out of Langdale Hall (to give over the space to the ICE Centre as part of the Lease) and the Corn Exchange and taken them to storage in Tower Hill Cemetery Chapel.
- assisted in fitting Christmas decorations within the Corn Exchange.

Repairs have been carried out to the emergency lighting within Burwell Hall by the Council's preferred contract electrician – local company - Tech-Lec.

An additional hard disk drive for the Corn Exchange CCTV system has been purchased as the system only had one which could only hold 10 days of recordings before they are overwritten. Recently the police have requested recordings from the system following allegations of an assault within the building. This was only just taken from the CCTV system

10hours before it was due to be overwritten. The additional HDD will enable the system to hold images for up to 21 days before overwriting.

The Council's preferred security company – local company - Cotswold Security has been contracted to maintain the Corn Exchange CCTV annually, in line with all the other Council owned premises, as currently there is no service agreement on this system.

#### **PLAY AREAS**

The works team have carried out repairs to play equipment as raised in the recent ROSPA reports and weekly and quarterly playground checks.

As previously reported, there is a national shortage of the supply of play area bark. The Operations and Estates Officer has been advised by the supplier a delivery is due in the near future. This may also affect the installation of the new play equipment commissioned recently as Proludic are also having the same issue purchasing bark. The Operations and Estates Officer is looking to see if an alternative is available for Proludic to use.

The Senior Maintenance Operative has carried out the Quarterly playground inspections.

#### **SPORTS GROUNDS**

The footpath works from the Buttercross Works onto the Leys has been commissioned, along with the works at West Witney Bowls however the Operations and Estates Officer is still dealing with the issues surrounding the irrigation system cabling hopefully this will be dealt with before the footpath work commences.

The tree belt works on West Witney Sports Ground have also been commissioned.

The Operations and Estates Officer has met with representatives of Park Run at West Witney to adjust the route in order to try to avoid so many cancellations due to wet weather and the impact on the ground conditions. An adaption was made to the route to reduce the requirement to run through one particularly wet area.

It should be noted that Officers did advise Councillors and Park Run of the issues that would be encountered at West Witney particularly when the weather was wet especially in the areas where the run intended to use as part of the course. There is little that can be done to alleviate this issue in this area as it is prone to flooding in wet weather and has always given issues with football pitches 1 & 2 being waterlogged during the winter months and unplayable. Part of the area Park Runs course is on are known to be worse than the football pitches when waterlogged. This will inevitable be an on-going issue for Park Run.

#### **CLOSED CHURCHYARDS**

Frank W Haywood and Associates Structural Engineers have carried out the structural survey of the boundary wall at St Mary's Church. The report is expected early in the New Year.

### **MEMORIAL STABILITY**

The Operations and Estates Officer has received the quotes from companies regarding carrying out memorial stability testing at St Mary's Church and Holy Trinity and will be looking to apply for a faculty to carry out the works in the New Year.

### **PESTICIDE POLICY**

Due to current work commitments the Operations and Estates Officer has not been able to complete this as yet. It is hoped this policy will be available at the next meeting.

### **ENVIRONMENTAL IMPACT**

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

### **RISK**

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

### **FINANCIAL IMPLICATIONS**

The above works have been undertaken withing existing or agreed budgets.

### **RECOMMENDATION**

Members are invited to note the report.