

To receive a report on the Guildhall external repairs and redecoration work and consider any actions and associated expenditure.

Project Update

External repairs and redecoration at the Guildhall have now taken place by Ventrolla and Jones Building Group.

The Town Council maximum budget for the external repairs and redecoration at the Guildhall was £78,519.00 (tender sum of £51,019 plus provisional allowance of £1,100 Ventrolla times 25no windows (£27,500), plus VAT).

Saltash TC agreed that 25no windows was not required to be upgraded for various reasons. It was agreed that 18no windows would be upgraded by Ventrolla leaving 7 windows not upgraded.

Jones Building Group tender sum was £51,019.00 + VAT including a £500 contingency.

Attached are copies of the site meeting notes and certificate for payments.

The works completed at the end of July with a subsequent 12-month defect date.

We have reported a few defects to Barron Surveying, such as, down pipe at the end of the building next to the Town Clerks office overflows during heavy rain, leaking guttering in some places, and potential bubbling of paint across the building. Barron Surveying will action with Jones Building Group within the defect period.

Internal Redecoration

Jones Building Group provided internal redecoration costings as requested by the Town Clerk, for the hallway area leading from the door next to the lift to the first floor and to smarten the window sills following the refurbishment work. The works are required due to water ingress over a period. Currently there is a dehumidifier located within the area to help dry the walls.

Item	Description	Total	Comments
	Internal Decorations - Stairwell		
1.1	Prepare Stairwell Walls. Allow Moisture To Dry Out. Apply 2x Coats Of Crown Trade Mould Inhibiting Eggshell; Colour To Match Existing.	£ 1,198.40	
	Internal Decorations - Window Internal's		
1.2	Prepare 15 No Internal Window Sides Followed By Application Of 2x Crown Trade Undercoat And 1x Crown Trade Gloss (Or Match Existing Finish)	£ 2,288.00	
	Total Excluding Vat	£ 3,486.40	

Future Cleaning Option

From a future maintenance perspective, Members may wish to consider an external washdown of surfaces and application of algaecide which Jones Building Group cleaning team can complete annually at a cost of £495.00+VAT if required. This will prohibit organic growth and may enable the next decoration cycle to be extended or certainly keep the Guildhall looking clean year after year.

Jones Building Group message to the Town Council

The Guildhall has been a project we have thoroughly enjoyed partnering with all involved parties on and we thank you for the opportunity to work together on such a stunning building. If there is anything else we can be of assistance with or you would like to proceed with the internal items, please just let us know.

Budgets

Budget Code: 6470 EMF Guildhall Maintenance

Budget Availability: £3,929

Bude Code: 6418 Professional Fees

Budget Availability: £1,545

Next Steps

Members are asked to consider:

1. Proceeding with the internal redecoration work (hallway and window sills) by the appointment of Jones Buildings Group at a cost of £3,486.40 + VAT managed by Barron Surveying at a cost of 12% of the project value.
2. Proceeding with the annual external washdown of surfaces and application of algaecide by the appointment of Jones Building Group at a cost of £495 + VAT subject to the products meeting the Town Council environmental policy and Business Plan.
3. Annual external washdown for all other Town Council properties to prohibit organic growth and may enable the next decoration cycle to be extended or certainly keep each property looking clean year after year.

End of Report

Town Clerk/RFO