# Project update from Estates Officer 5<sup>th</sup> July 2023

## OSR blinds:

Awaiting quote from Lucy Tom, (preferred supplier), subject to decision on colours / pattern

## **Assembly Room Seating:**

Completed, apart from cupboard to store controls etc. Pete Causer has had a look and will produce something. Awaiting quote for service visits.

#### OSR windows.

Due to be reinstalled on 10th July 2023.

Assembly Room swivel windows to be quoted for at the same time.

### **Damp Survey OSR office:**

2 x visits made. Return visit due on 12th July 2023 before final recommendations can be made.

### Contactless flush systems:

Ix quote received from Affleck, (our heating engineers) and awaiting contact from Healthmatic. Nothing from Hi-Tec despite several requests.

### Gallery Refurbishment:

Quote received from S&K and meeting arranged with O&J electrics.

## Cleaning Review:

Quotes sought from Absolutely Cleaning & D&R for public toilet cleaning. Hi-Tec has already submitted a quote.

### Town Hall Storage:

Pete Causer has submitted drawings. Preparing cupboards for Market Lane fire escape top landing and behind door leading to bar store. Considering left hand side of Wesleyan Hall double doors & inside Wesleyan between door and lunch club cupboard.

## Replacement lighting, stairs and landing, 1st, and 2nd floor corridors.

Mezzanine Floor lights have been replaced with new low energy fittings. The rest to be phased in over the year.

### Stairclimber:

No progress

## New / potential projects:

Possible sanding and relacquering of Malting Hall and Hobbes Parlour wooden floors.

Resolve damp problem top of Assembly Room fire escape & redecorate.

Redecorate Ground floor corridor and toilets

Redecorate Mezzanine, 1st floor corridor and toilets, plus 2nd floor landing.

Upgrade of Old School Room kitchen units.