

ASSET & PROPERTY PORTFOLIO REPORT 13 December 2023

Village Hall car park – tree maintenance

The planning application for works to trees in a Conservation Area was approved by ENPA. The Council received a quote of £990 for the works and the contractor was able to successfully carry out the work in early December (agenda item 8i).

St. Dubricius Church – tree maintenance

PPC has already approved a quote for works to the yew tree at the front of the churchyard. The contractor has advised that they can also carry out the works to the yew tree at the rear of the churchyard and that this work will be included in the same contract price. The contractor will also prepare the necessary planning applications for works to trees in a Conservation Area and submit them to ENPA. (agenda item 8ii)

Old School Centre

The electrical contractor visited on 30 November to undertake circuit testing and other modifications. A full report will be provided.

A new Caretaker is now in post for 40 hours per month.

Fire Warden Training is due to be organised for the Clerk, Library Officer and Admin Officer. Fire Awareness Training will be offered to the library volunteers.

Doverhay Toilets

Incidents of petty vandalism continue to occur at the Doverhay toilets and are being regularly monitored by Councillors and the cleaner, with photographs taken.

Doverly Manor

A Risk Assessment has been carried out by the Parish Council and a copy of the Maintenance Schedule for the building will be supplied to the Council. The Doverly Manor Management Committee AGM is due to be scheduled in Jan 24.

War Memorial

See agenda item 8iv) and the report provided as a supporting document.

Still outstanding:

- **OSC**

Light bulbs on the ceiling in the library need replacing. Storage for a lightweight moveable tower/platform for future use by PPC and others such as the Visitor Centre is being investigated for purchase by PPC.

The FIT (Feed-in tariff) arrangements for the Old School Centre are underway.

Inspection and quotation required from alarm system contractor to be arranged. (Expenditure approved).

Library kitchen hot water system to be inspected and assessed.

- **High Bank car park**

Rectify the fitting/support of drainage grill at entrance to car park. Contractor required. (Expected expenditure less than £200). Some weeding in bays/tarmac required.

- **Doverhay Toilets**

Disabled toilet, toilet roll holder damaged and requires replacement.

Honesty box surround of the non-disabled toilet has been damaged, rectification work required. The contractor's quote to repair the leak has been chased.

- **Seating**

Charlotte's memorial seat on Dunster steep is in need of repair as dangerous to sit on. Carpenter contacted and awaiting quote. Need to contact parents and discuss repair.

Three bench seats in cemetery require rectification/replacement. Hazard tape has been used to highlight to the public. Carpenter contacted and awaiting quote.

6 benches (1 on the High Street, 2 at the OSC and 3 at St Dubricius Churchyard) need sanding down and oiling. The PCMT are unable to do this so a contractor has been contacted and quote awaited.

- **Public and staff toilets at OSC**

Covered bins for sanitary items and similar needed.

Emergency pull cords should be removed if not attached to anything.

- **St. Dubricius Churchyard footpath at rear**

ENPA have provided advice regarding the damage caused to the path behind the Church due to tree roots primarily from the oak in St. Dubricius First School. Suggestions including retarmacking some patches, filling cracks with liquid tarmac and/or using temporary coverings to make the footpath safer to walk on are all being considered. Provision for these works will be made in the budget/EMR for 24/25.

- **St. Dubricius Church railings finial**

A finial which has been accidentally broken off needs to be rewelded (Expenditure not expected to exceed £200).