

REFURBISHMENT OF HALLS ACTION PLAN @ 30 July 2020

		Totals	Budget	18,000
		5,052	11,323	16,375
HALL	ITEM	Quoted £	Approved £	Status
Folk Hall				
FH	Redecoration of Main Hall Internal Works - May PTC 20.248 £1,150		1,492	Done
FH	LED Lighting - all halls (not FH Main Hall) - May PTC 20.247 £2,155		2,322	Done
FH	LED Lighting - Folk Hall Main Hall (non-dimable, LED Panels)	1,500		Quoted
FH	Glass for Heritage Area Table - Gordano Society cont - PTC187 2 Cllrs			Done
FH	Boards for timeline pictures - CM.2073	110	500	Quoted
FH	Refurbishment of Main Hall Bar Area - PTC188 Approved by 2 Cllrs < £2,000 New shelves at back of bar - paint in the gray New paper towel dispenser - Move old one to Staff Toilet		1,243	Done
FH	External paint work - May PTC 20.248 £1,200		695	Done
FH	Refurbishment of Main Hall Floor - June PTC 20.266 £2,486		2,486	Done
FH	Repaint radiators in Main Hall - in walls emulsion		0	Done
FH	Replace hall & toilet lino - CM.2073		1,340	Done
FH	Create community area in Main Hall entrance, notice board, leaflets etc			Done
FH	Protection around boiler/switches in entrance hall storage area		0	Done
FH	Replace toilet seat in 1st Floor Loo - PTC201 Approved by 2 Cllrs		10	Done
FH	Main Hall Light Blue chairs cleaned 60 OK, 40 poor condition (ripped) Recover 12 light blue chairs for use in Heritage Area Recover 20 light blue chairs for use in Reynolds Room (capacity 20) Reduce Red Chairs in EW Room from 50 to 35 (capacity 35) Move 30 Red Chairs to North Weston Hall 9 Spare Red chairs for general use	768		Quoted
FH	Clean/shampoo chairs & carpets - PTC203 Approved by 2 Cllrs		40	Done
FH	New Projector in Main Hall & service sound/micro phone system Relocate second projection screen - to NWH or other room	1,750		Quoted
FH	Paint/renovate wooden stage boxes in Main Hall		0	Done
FH	Kitchen Fridge on same switch as water heater - to resolve			To Spec
FH	Microwave in main kitchen (none currently)	50		Quoted
FH	Repainting of toilets (Grd & 1st Floor) - white washable emulsion		0	Done
FH	Fedden Room Repaint - PTC196 Approved by 2 Cllrs < £2,000		250	Done
FH	Fedden Room - new carpet/lino/hard floor - clean for time being			Done
FH	Reynolds Room Repaint - PTC196 Approved by 2 Cllrs < £2,000		250	Done
FH	Reynolds Room new carpet - CM.2073		520	Quoted
FH	Reynolds Room - TV 55-60 Inch display on end wall for presentations Would enable use for video conferencing	500		Quoted
FH	Reynolds Room - Fire Escape closure broken, to renew & draft proof		50	Done
FH	Eve Wigger Room - draft proofing on fire escape door		0	To Spec
FH	Remove RADAR key lock on disabled toilet			To Spec
FH	Add names of last 2 Chairman to board on Main Hall Wall			To Spec
FH	Refurbish FOLK HALL letters above main hall entrance door		10	Done
FH	Recycling solution needs to be found			To Spec
FH	Larger Community Notice Board on front left wall			To Spec
Redcliffe Bay Hall				
RBH	100 Chairs all in good condition - to shampoo all chairs		0	Done
RBH	Lino to replace carpet in entrance hall	?		Quoted
RBH	Repaint entrance hall (walls & woodwork) - PTC202 Approved 2 Cllrs		15	Done
RBH	Refurb, Repolish floor in main hall (revarnish/polish)	?		Quoted
RBH	Paint plywood boards - re new lights			Done
RBH	Repaint doors/radiators - with Dulux Once			Done
RBH	Repair sticking emergency exit door, RR - mechanical problem			To Spec
RBH	Needs new cooker (does not cook properly)	274		Quoted
RBH	Needs new microwave	50		Quoted
RBH	New toilet seats needed (3) - PTC201 Approved 2 Cllrs		30	Done
RBH	New taps needed in Mens toilets			To Spec
RBH	New toilet tissue dispensers needed 3 - PTC205 Approved 2 Cllrs		50	Done

RBH	Update signs for toilets and no smoking - PTC200 Approved 2 Cllrs		20	Done
RBH	Recycling solution needs to be found - Metal Box outside can be used			To Spec
RBH	Installation of Wifi			To Spec
North Weston Hall				
NWH	Clean outside front of hall, window, entrance door area and weeds etc.		0	Done
NWH	Entrance Hall Clean/Shampoo carpet		0	Done
NWH	Entrance Hall Repaint - light grey emulsion as per Folk Hall		0	Done
NWH	Main entrance door needs attention/repair			To Spec
NWH	Upgrade to larger notice board/locks are stiff (service)			To Spec
NWH	Velux window to clean & mend			To Spec
NWH	Need a microwave (none at present)	50		Quoted
NWH	Mens toilet urinal always smells, flushing mechanism not working		0	Done
NWH	Recycling solution needs to be found			To Spec
NWH	Need emergency lighting test book			To Spec
NWH	Need upto date COSHH sheet for cleaning products			Done
NWH	Need new hand towel dispensers/hand dryers			Done
NWH	Installation of Wifi			To Spec