



TELSCOMBE TOWN COUNCIL

To: Chairman and Members of the
Amenities & Civic Centre Committee:-
Cllr T Armour, Cllr W Botting, Cllr J Harris,
Cllr A Loraine *Vice-Chairman*, Cllr G Maskell **Mayor**,
Cllr R Maskell, Cllr B Page, Cllr A Smith,
Cllr J Wilkins **Deputy Mayor & Chairman**

Telscombe Civic Centre
360 South Coast Road
Telscombe Cliffs
BN10 7ES

Tel: 01273 589777

www.telscombetowncouncil.gov.uk

21st March 2017

Dear Sir/Madam

You are summoned to attend a meeting of the **Amenities & Civic Centre Committee** which will be held on **Monday 27th March 2017** in Telscombe Civic Centre at 7.30 pm when it is proposed to transact the following business.

Yours faithfully

Nancy Astley
Town Clerk

AGENDA

1. Public question time - members of the public are welcome to attend and may ask questions at the commencement of the meeting for a period of fifteen minutes
2. Apologies for absence and substitutions
3. To receive Members' declarations of interest
4. To discuss and approve minutes of the meeting held on Monday 30th January - *attached*
5. To receive action list – *attached*
6. To receive Income & Expenditure to 31st January 2017 – *attached*
7. Future events update including summer fayre, quiz nights, Tyefest, fireworks, proms & halloween – *see attached*
8. Update on treeworks – *see attached*
9. Update on grounds maintenance contracts – *see attached*
10. Allotment update – *see attached*
11. Review of general room hire charges - *see attached*
12. Radiator/heating work at Civic Centre – *see attached*
13. Civic Centre internal redecoration – *see attached*
14. Urgent matters at the discretion of the Chairman for noting
15. Exclusion of Press & Public - to consider whether to exclude the Press and Public from the meeting during consideration of the following items pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.
16. Review of room 6 room hire charges – *see attached*
17. Refurbishment of Chatsworth North playground area 1 – *see attached*
18. Refurbishment of Chatsworth North playground area 2 – *see attached*
19. Refurbishment of Chatsworth North playground area 3 – *see attached*

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed should advise the Clerk (in advance) who will instruct that they are not included in the filming.

Date for next meeting of the Committee – Wednesday 31st May 2017

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 30th January 2017** in Telscombe Civic Centre at 7.30 pm.

PRESENT Councillors: T Armour, G Maskell *Mayor*, R Maskell, B Page,
J Wilkins *Deputy Mayor & Chairman*

Also Present: Stella Newman, Deputy Town Clerk (*minutes*)

924. **PUBLIC QUESTION TIME**

There were no questions from the public present.

925. **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllrs A Loraine and W Botting due to work commitments, Cllr Smith due to another meeting and Cllr J Harris due to poor health and these reasons for absence were accepted.

926. **TO RECEIVE MEMBERS DECLARATIONS OF INTEREST**

None.

927. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON MONDAY 28th NOVEMBER 2016**

The Committee considered the minutes of the above meeting. It was proposed by Cllr R Maskell, seconded by Cllr B Page and unanimously

RESOLVED that they were a true record of the proceedings and were signed as correct by the Chairman, Cllr J Wilkins.

928. **MATTERS ARISING FOR NOTING**

Min 914, p2548, Future Events – It was noted that Wiltshire Farm Foods had given us £100 to cover the food on Christmas morning and Cllr G Maskell queried regarding collection monies for the Mayor's charity fund on the morning. The Deputy Clerk will check how much was raised. Cllr Wilkins asked if the table tennis table had been collected and she was informed that the scouts are trying to arrange transport to collect it.

929. **TO RECEIVE ACTION LIST**

Min 917, p2549, Treeworks in Chatsworth Park:- – Cllrs asked if the treeworks had been completed by RW Green and they were advised they had been and an invoice received, but we need to check to ensure works have been carried out as per the specification. Cllr B Page was pleased to note that EH Treecare had carried out the kerbside treeworks in Kirby Drive. Cllr Armour asked if anything was happening regarding refurbishment of the information board on the Tye close to Gorham Court and Cllr B Page advised he will take a look at it.

930. **TO RECEIVE INCOME AND EXPENDITURE TO 31st DECEMBER 2016**

The actual year to date figures for Amenities of £26,548 expenditure and £610 income and for the Civic Centre of £32,297 expenditure and £30,595 income were noted and **agreed**.



931. FUTURE EVENTS – including Summer Fayre, Quiz Nights, Tyefest, Fireworks

Summer fayre – The Deputy Town Clerk advised that the Southern Stomp Line Dancing had confirmed attendance and the animal handling people can come and will charge £250 which was **agreed**. The fayre is funded by sponsorship and if there is any unspent at the end of the event, it is placed in an earmarked reserve. Arena events were discussed and various activities will be investigated. A working group meeting will be arranged shortly.

Tyefest - Cllr Armour proposed that as we are holding the summer fayre this year, that we do not hold Tyefest as well, but possibly look at having it again next year and this was unanimously **agreed**.

Fireworks - This event is normally held on the first Saturday of September and it was noted that the firework company will hold their price despite an increase in firework prices, but had suggested reducing the length of the display by 3 minutes to 17 minutes to enhance the display and this was unanimously **agreed**.

Quiz nights – it was **agreed** to just hold the quiz nights for the major fundraising events for the moment being Comic Relief in March, Macmillan in September and Children in Need in November.

Other events – It was **agreed** not to reserve tables for the bingo evening as people had been ringing and reserving tables and not attending. No new events were discussed.

932. UPDATE ON MULTI-USE LITTER/DOG WASTE BIN FOR CLIFFTOP

It was noted that Burleys could empty a bin if we put one on the cliff top at the top of the steps leading down to the beach at Portobello, but in view of the safety issue recently highlighted with that particular area of cliff top it was unanimously

RECOMMENDED that the purchase of a bin be put on hold until the situation is rectified.

933. TO CONSIDER PURCHASE OF NEW CHAIRS

Replacement of the blue chairs had been discussed at the last meeting and 4 sample chairs obtained. Councillors tried the chairs and liked them and it was proposed by Cllr T Armour, seconded by Cllr R Maskell and

RECOMMENDED that 64 Swift black frame conference chairs be purchased at a cost of £22.25 each net of VAT, total £1,424 and the old stained chairs be given away to a charity or community group such as the brownies or guides.

934. TO CONSIDER PURCHASE OF WHEELED TABLES

The report regarding the necessity to purchase wheeled tilt top tables for the upstairs rooms was debated and it was proposed by Cllr R Maskell, seconded by Cllr T Armour and

RECOMMENDED that 11 Telford tilt top tables in Royal Oak MFC with silver frame be purchased at a cost of £2,527.80 excluding VAT, the tables with the damaged legs be disposed of and the remainder be offered to a charity or community group as with the chairs.

TELSCOMBE TOWN COUNCIL



935. TO CONSIDER ESTIMATES FOR RADIATOR/HEATING WORK AT CIVIC CENTRE

It was noted that to date, although one estimate had been obtained for a replacement radiator in the foyer, we had been unable to get an estimate for a mechanical flush for the central heating system. Cllr Maskell advised there are several companies in the Brighton area who undertake this work and it was proposed by Cllr B Page, seconded by Cllr T Armour and

RECOMMENDED that British Gas and some other companies be approached to quote for a replacement radiator and mechanical flush of the central heating system and that Cllr R Maskell and the Deputy Town Clerk/RFO agree an acceptable quotation.

936. TO CONSIDER ESTIMATES FOR EXTERNAL WORKS TO CIVIC CENTRE

There was long deliberation over the three estimates that had been received for roofing repairs and fascia/soffit board work and their prices. It was noted that only one company had put on their estimate that they guaranteed their work and it was therefore proposed by Cllr B Page, seconded by Cllr R Maskell and unanimously

RECOMMENDED that the other two companies be asked if they provide a guarantee of their work and if the cheapest one gave a guarantee then delegated authority be granted to Cllrs R Maskell and B Page to decide which one to accept.

937. TO CONSIDER ESTIMATES FOR REDECORATION OF UPSTAIRS ROOMS IN CIVIC CENTRE

The three estimates were considered and it was noted that one had included an extra £300 to paint woodwork, whereas the other two were for walls only. It was unanimously

RECOMMENDED that O Sierra be asked to quote for painting the woodwork too and if his price for this was under £350, that his quote of £590 plus the woodwork be accepted.

938. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA

The Deputy Town Clerk advised that a few days ago a lorry and driven over the new bin which had recently been installed by the hedge of the car park. The driver had parked at an angle in our car park to go to the shop, ran over the bin when departing and had driven off without stopping. It had, however, been recorded on the CCTV. Unfortunately due to the poor quality of the recording we were unable to get a vehicle registration number, but the company in question had finally been identified and were being pursued for costs towards repair/replacement. This was not the first time an incident had occurred in the car park and the vehicle registration number could not be identified and it was **agreed** that the Deputy Town Clerk obtain estimates for a replacement system, money having been put into an earmarked reserve for the last couple of years to go towards this and estimates be taken to the next meeting for consideration.

939. EXCLUSION OF PRESS & PUBLIC

It was unanimously

RECOMMENDED to exclude the Press and Public from the meeting during consideration of the following items pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.



940. TO APPROVE DRAFTING QUOTES FOR PLAYGROUND REFURBISHMENT

Following lengthy debate of the Town Clerk's report it was proposed by Cllr T Armour, seconded by Cllr B Page and

RECOMMENDED that the work specifications for tender based on the list provided be approved; that priority be given to the swing area in Chatsworth North playground and that the Telscombe Resident's Association offer of possibly providing a see saw for Chatsworth South playground be noted.

There being no further business the meeting closed at 9.40 pm.

Signed.....
CHAIRMAN

NB Next meeting of the Committee - Monday 27th March 2017 at 7.30 pm

DRAFT

Amenities and Civic Centre Action List for 27th March 2017

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
30.1.17	Min 933, p 2575	SN	The new chairs have arrived. The old ones have been taken by Tom Rose for use at the local hospital.	complete
30.1.17	Min 934, p 2575	SN	The new tables have arrived and again the old ones have been taken by Tom Rose for the hospital.	complete
30.1.17	Min 935, p 2576	SN	An update has been placed on this meeting's agenda – item 13	Summer 2017
30.1.17	Min 936, p 2576	SN	Following on from the last meeting, the cheapest contractor advised he would guarantee his work and was instructed. The work is now complete.	complete
30.1.17	Min 937, p 2576	SN	O Sierra quoted an extra £160 for painting the woodwork in rooms 3, 4 & 5 so he was instructed to carry out the work as agreed at last meeting. Works complete and a good job carried out.	complete

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>Amenities</u>								
<u>105 Town Events</u>								
4362	Fireworks & Town Entertainment	83	4,159	4,500	341		341	92.4 %
4365	Entertainment consumables	0	14	750	736		736	1.8 %
4366	Wave Leisure	0	1,500	1,500	0		0	100.0 %
	Town Events :- Expenditure	83	5,673	6,750	1,077	0	1,077	84.0 %
1012	Income miscellaneous	10	220	0	220			0.0 %
1054	Income entertainment	0	400	750	-350			53.3 %
	Town Events :- Income	10	620	750	-130			82.7 %
	Net Expenditure over Income	73	5,053	6,000	947			
<u>201 Parks, Open Spaces/Playgrounds</u>								
4098	PlayEquipment Replacement	0	0	11,000	11,000	6,000	5,000	54.5 %
4100	Playgrounds Spare Parts	0	1,427	2,000	573		573	71.4 %
4101	Grounds Maintenance	883	17,336	30,000	12,664		12,664	57.8 %
4103	Playground Inspections+ROSPA	0	390	850	460		460	45.9 %
4120	Community Capital Projects	0	0	500	500		500	0.0 %
4325	Dog Bins Emptying	756	3,401	4,000	599		599	85.0 %
4326	Litter Bin Emptying	108	151	200	49		49	75.5 %
	Parks, Open Spaces/Playgrounds :- Expenditure	1,747	22,705	48,550	25,845	6,000	19,845	59.1 %
	Net Expenditure over Income	1,747	22,705	48,550	25,845			
<u>202 Amenities General</u>								
4351	Seats and Notice Boards	659	659	1,000	341		341	65.9 %
	Amenities General :- Expenditure	659	659	1,000	341	0	341	65.9 %
	Net Expenditure over Income	659	659	1,000	341			
	Amenities :- Expenditure	2,488	29,036	56,300	27,264			62.2 %
	Income	10	620	750	-130			82.7 %

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
Civic Centre								
301 Civic Building								
4401	General Repairs	0	420	2,600	2,180	2,180	16.2 %	
4402	Consumable Supplies	2	681	900	220	220	75.6 %	
4403	Equipment Maintenance	9	1,144	1,800	656	656	63.5 %	
4404	External/Internal Decorating	0	40	1,000	960	960	4.0 %	
4406	Refuse collection	0	787	900	113	113	87.4 %	
4407	Equipment	67	514	1,000	486	486	51.4 %	
4411	Rates	0	14,413	15,000	587	587	96.1 %	
4412	Water and Sewage	0	1,580	1,650	70	70	95.8 %	
4413	Electricity	643	1,391	2,250	859	859	61.8 %	
4414	Gas	0	369	1,900	1,531	1,531	19.4 %	
4417	Internal Works	0	208	4,500	4,293	4,293	4.6 %	
	Civic Building :- Expenditure	720	21,545	33,500	11,955	0	11,955	64.3 %
1000	Income Civic Centre	1,590	32,184	35,000	-2,816		92.0 %	
	Civic Building :- Income	1,590	32,184	35,000	-2,816		92.0 %	
	Net Expenditure over Income	-870	-10,640	-1,500	9,140			
302 Civic Building Loan								
4060	Loan Accounts	0	11,472	12,000	528	528	95.6 %	
	Civic Building Loan :- Expenditure	0	11,472	12,000	528	0	528	95.6 %
	Net Expenditure over Income	0	11,472	12,000	528			
	Civic Centre :- Expenditure	720	33,017	45,500	12,483		72.6 %	
	Income	1,590	32,184	35,000	-2,816		92.0 %	

<u>AGENDA ITEM</u>	7
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Deputy Town Clerk
<u>MEETING DATE</u>	27th March 2017
<u>SUBJECT</u>	Future Events (including summer fayre, quiz nights, fireworks, proms and Halloween)

1. INTRODUCTION

Updates on events as follows:-

2. INFORMATION

Summer fayre – Sponsorship from Thakeham Client £50 and The House Project £825; 5 stalls booked; Stix Drummers and South Wilts Falconry booked for the arena.

Fireworks – the company we normally book for the pa system are available and will charge £375 as in previous years which includes a 40% reduction on their normal rate.

Quiz nights – two more are booked for Macmillan and Children in Need, although the quiz evenings do not prove to be very popular

Proms – last night of the proms is on Saturday 9th September. We have previously started the evening with bingo followed by televised screening of the second half of the proms.

Halloween – we have held a children's Halloween party for the last few years. This year Halloween falls on a Tuesday. The Civic Centre is available on that evening, or we could hold it on the previous Saturday, 28th October, as we did last year.

Children's farm visits – an extra £100 was put in the budget to cover the cost of transport for children to Stud Farm to see the lambs. A date for the visits needs to be arranged.

Any other events – suggestions to be discussed.

3. FINANCIAL IMPLICATIONS

The summer fayre is funded by sponsorship (£875 received to date), but we do have approximately £2,500 in an earmarked reserve if necessary. We have budgeted for fireworks and other town entertainment.

<u>AGENDA ITEM</u>	8
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Town Clerk
<u>MEETING DATE</u>	27th March 2017
<u>SUBJECT</u>	Tree works

1. INTRODUCTION

Contractors have carried out the recommended works in both Chatsworth Park and The Copse.

2. INFORMATION

We asked the arboriculturist who wrote the report, Richard Jackson, to check the work carried out to ensure everything had been done, prior to payment of the invoice. A few trees had been missed and the contractors have now been back and carried out the work.

It transpires that there were some additional works in the report to be undertaken that were detailed separately and not in the summary of works at the end which was what the estimates received were based on.

3. FINANCIAL IMPLICATIONS

We are about to start a new financial year and therefore have enough funds for this.

4. RECOMMENDATION

The summary of work to be carried out is attached and if you are happy, I will arrange for quotes for this work to be obtained.

Tree Survey Sheet No.1		Date: 11 th August 2016		Inspected By: Richard Jackson			Property name: Chatsworth Park, Ambleside Avenue, Telscombe, East Sussex BN10 7LN.			
Tree ID.	Species	Maturity	BS5837 Cat	Total Height (M)	DBH @1.5m (mm)	Crown Spread N E S W	Condition: Physical Structural	Stems	Useful Years	Survey Comments Preliminary Recommendations
T1	Sycamore (Acer pseudoplatanus)	M	B2	9	570(N) 550(S)	8 9 9 5	P	2	>20	Bifurcated (two stems) at 500mm. Large area of dysfunctional and decayed wood on south side. Site of fires. Decay at site of old pruning wounds. Northerly limb has decay at 600mm. Judiciously reduce overall crown by up to 3metres.
T2	Sycamore (Acer pseudoplatanus)	M	B2	11	520 240 400 360	11 8 5 6	P	4	>20	Decay on trunk on north and east sides. Evidence of decayed fungal bodies on north in buttresses. Northerly limbs heavily loaded. Reduce north limb by up to 5metres, reduce remaining crown to balance.

CONDITION CODES	MATURITY CODES
G = Good all round condition	Y = Young, recently planted
A = Average, some defects	SM = Semi mature
P = Poor, work required	EM = Early mature
D = Dead, dying or dangerous	M = Mature
M = Moribund	OM = Over mature

<u>AGENDA ITEM</u>	9
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Deputy Town Clerk
<u>MEETING DATE</u>	27th March 2017
<u>SUBJECT</u>	Grounds Maintenance Contracts

1. INTRODUCTION

This is the final year of the 3 year grounds maintenance contract.

2. INFORMATION

The contract was split into 3 separate areas and awarded to 3 different contractors which has worked well and kept costs down. In view of this, apart from some minor alterations and additions, it is recommended that we continue with 3 different areas.

3. FINANCIAL IMPLICATIONS

We should have quotes in by the end of the year which will enable us to budget accurately for the next financial year when the new contracts will commence.

4. RECOMMENDATION

The Town Clerk will draw up specifications which should be ready for the July meeting for agreement and will then go out for quotations.

<u>AGENDA ITEM</u>	10
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Town Clerk
<u>MEETING DATE</u>	27th March 2017
<u>SUBJECT</u>	To approve the continued looking for available allotment land

1. INTRODUCTION

The term "allotment" is used for a small parcel of land, let for cultivation. Most of the law on allotments is in the Small Holdings and Allotments Act 1922, 1925 and 1950.

The Council has a statutory duty to provide sufficient allotments if (but only if) it is of the opinion that there is a demand for allotments in the parish. If six registered parliamentary electors or persons who are liable to pay an amount in respect of council tax reside in the parish and write to the council seeking provision then the council must consider those representations.

2. INFORMATION

While the town council has never received six letters from residents seeking provision, we do know that we are regularly contacted by four or five individuals that verbally ask us whether the town has found any land for allotments. Likewise we know that Peacehaven Town Council has a large waiting list for allotments that does contain people from Telscombe but it is not possible to know how long those people have been waiting, or whether these are recent requests.

In July 2015, 221 people answered a questionnaire at the Telscombe Summer Fayre of which 90% (200) people stated that they would support the creation of allotment space within the town and 87 people expressed an interest in having an allotment pitch.

On this basis the Council created an allotment working party that went on to look at the potential of three sites.

- The field to the west of Warren Way behind Telscombe Cliffs Playing Fields. This was the largest and best accessed of the sites. Also being agricultural land this site did not require planning permission to convert the use of the land for allotment purposes. However the South Downs National park Authority did not want each plot to have individual sheds and therefore the site

would have to have a large shared storage facility that would accommodate the allotments and provide toilets etc. The site however was a very open site and exposed to the weather. Advice from landscaping architects were that little would be able to be grown without some form of wind breaker, probably in the guise of a hedgerow being introduced and this could be costly.

- The second site was a small area of Telscombe Cliffs Playing Fields currently used by the recycling facility. At the time this was being looked at, Telscombe Cliffs Playing Fields was being considered to be devolved to the town level and the recycling facility removed. However this is no longer the case and was ruled out by Lewes DC as being an option.

- The third site was provided by Lewes DC, land north of Ashington Gardens Peacehaven. A small site located within the South Downs National Park, which was close to residential properties. It was believed that the size of the site was too small and inaccessible to make the site viable for allotments, as no waste collections or car parking was available for the site. Also the site was close to the rear of residential properties and there was some concern that this may cause noise and odour nuisance to people living nearby.

No site as yet has been identified as viable for allotment use but the Council does have the power to buy, lease or if necessary compulsory purchase land suitable for the use.

3. RECOMMENDATION

Given the popularity of allotments and community gardening at the current time it is recommended that the town continue to look at the potential of sites as they come forward to see if allotments can be provided to meet possible demand.

COMMITTEE	Amenities & Civic Centre Committee
AGENDA ITEM	11
REPORT FROM	Deputy Town Clerk/RFO
MEETING DATE	27th March 2017
SUBJECT	Review fees and charges (room hire)

1. INTRODUCTION

Paragraph 9.3 of our Financial Regulations requires the Council to review all fees and charges at least annually.

2. INFORMATION

Following last year's review, room hire charges and equipment charges were maintained at the same price. The last time charges were increased was in 2014.

The monthly hire rate for room 6 which is let under a Tenancy at Will is £400. This rate has not been reviewed since the Tenancy at Will started in August 2010. This review is being dealt with as a Confidential item at the end of the meeting.

Income to date compared with budget is up slightly.

3. RECOMMENDATION

It is recommended that no increase be implemented for the 2017/18 financial year for general room and equipment hire, but that a possible small increase be considered for next year. This excludes room 6 let under a Tenancy at Will which is being considered at the end of the meeting.

<u>AGENDA ITEM</u>	12
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Deputy Town Clerk
<u>MEETING DATE</u>	27th March 2017
<u>SUBJECT</u>	To consider estimates for radiator/heating work at Civic Centre

1. INTRODUCTION

It was agreed at the last meeting that British Gas and other companies be approached to provide for a quote for a mechanical flush of the system.

2. INFORMATION

Despite attempts to get quotes, only one company has attended and provided a quotation. We also have the previous quotation for cleaning/inhibitor and also a replacement radiator - these are attached.

3. FINANCIAL IMPLICATIONS

We are about to enter into a new financial year and will therefore have enough funds to carry out any work required.

4. RECOMMENDATION

It is recommended that advice be sought from Cllr R Maskell as to the best course of action.

TTC Enquiries

From: Peter Wells <peter@humphreyheating.co.uk>
Sent: 27 February 2017 15:32
To: TTC Enquiries
Subject: heating works

Hi Karen

Following our site visit we have pleasure in submitting our quote for the following works;

To carry out a power flush to the existing heating system, on completion add inhibitor to the system.

Our price amounts to the sum of £726.00ex VAT

To isolate and drain the heating system and change 1No Thermostatic radiator valve.

Our price amounts to the sum of £398.14ex VAT

To supply and install additional TRV amounts to the sum of £38.14ex VAT per valve.

We hope the above meets your requirements

Regards

Peter

Peter Wells

F Humphrey Heating Sussex Ltd
62 Bates Road
Brighton
East Sussex
BN1 6PG

Tel: 01273 558571

TTC Enquiries

Subject: FW: Plumbing quotation

-----Original Message-----

From: Paulhallettplumbingservices [<mailto:paulhallettplumbingservices@gmail.com>]
Sent: 06 January 2017 06:18
To: TTC Enquiries
Subject: Re: Plumbing quotation

Hi Karen

Please find your separated quote for various works to be carried out as follows.
New radiator in foyer including cleaner/inhibitor £630.00 New valve packs £200.00 To answer your question regarding a mechanical flush unfortunately we not carry out this process at this time.

If there's anything you wish to discuss please do not hesitate to contact me

Kind regards
Paul Hallett
Plumbing Services

> On 15 Dec 2016, at 10:42, TTC Enquiries <enquiries@telscombetowncouncil.org.uk> wrote:
>
> Morning Paul
> Apologies for the delay in replying
> A question has been asked if you can do a "mechanical wash out" for our radiators as this would be the preferred solution?
> Can you also separate your quote out so we know the cost of replacing the radiator in the foyer to a larger one.
> Kind regards
>
> Karen Shaddick
> Telscombe Town Council Reception
>
> -----Original Message-----
> From: Paulhallettplumbingservices
> [<mailto:paulhallettplumbingservices@gmail.com>]
> Sent: 08 December 2016 15:04
> To: TTC Enquiries
> Subject: Plumbing quotation
>
> Dear Stella
>
> Please find your quotation to carry out various repairs to heating system including system cleaner/inhibitor, x7 new thermostatic radiator valve packs and to install new larger 1600x700 double convector radiator in main entrance area.
>
> If theres anything you wish to discuss please do not hesitate to contact me.
>
> Total inclusive cost £830.00
>
> Kind regards
> Paul Hallett

<u>AGENDA ITEM</u>	13
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Deputy Town Clerk
<u>MEETING DATE</u>	27th March 2017
<u>SUBJECT</u>	Internal Redecoration Civic Centre

1. INTRODUCTION

The roofing works are now complete and to date all appears in order.

2. INFORMATION

There is an area of damage on the upstairs landing and also in the reception office ceiling due to water ingress.

The upstairs rooms have been redecorated, but consideration needs to be given as to whether there are any other areas Councillors feel need to be redecorated before quotes are sought.

3. FINANCIAL IMPLICATIONS

We will be entering into a new financial year and there will be funds to cover redecorating costs.

4. RECOMMENDATION

It is recommended that quotations for redecoration be obtained and brought back to the next meeting for consideration.