

## ALCESTER TOWN COUNCIL

### SQUASH COURTS WORKING GROUP MEETING NOTES – 8 December 2023

Attendees: Wendy Mills, Mark Cargill, Kathryn Cargill, Vanessa Lowe, Andrew Foster. Apologies: Wendy Sherwood.

#### **1 Progress against High Level Plan**

Progress since the last meeting had been good. Preparation tasks had been completed on time including health and safety equipment and records. Volunteers from the shedders had laid the temporary protective flooring. The demolition contractor had also worked on 24/25 November to remove pipework, gas boiler and other items not required. Orbit had been very helpful in supplying a gas engineer to cap off the gas supply at zero cost.

Professional help has been secured to help with drawing up plans and submitting the planning permission application and building control for the new roof. A grant from Bloors will cover these costs. Profile, the roofing contractor has not yet supplied the roof plans – **MC to chase**.

**Roof cladding.** This on the critical path but we do not yet have a start date. **MC to chase** – (*subsequent to the meeting a start date of 22 Jan was given to MC.*)

**Insulation.** VL has the necessary paperwork for the contract. The installation is likely to start in December but may run into January. MC will meet with the Insulation contractor on 10 Dec to discuss material requirements. **MC/VL to then order materials.**

**Electrics.** 3 revised quotes are required due to suspended ceilings. **MC to obtain.**

**Doors.** Quotes to be obtained, ideally with frames and doors from same contractor. **MC to obtain.**

**Scope changes** - It had been decided that suspended ceilings should be added to the courts. This will improve aesthetics and heat retention, and reduce the cost of installing lighting.

The existing staircase has a dangerous corner jutting into the lobby. The shedders had highlighted that a loft ladder would not be safe when moving items to and from the mezzanine floor so it was agreed a new staircase is required.

#### **2 Finances**

Estimated costs have risen to £120k mainly due to adding the suspended ceilings, professional costs for planning including a structural engineers report, and revised estimates for new doors.

New grants have been awarded from Moorfields Charity, The Lottery and Bloor Homes. Consequently the estimated budget shortfall has reduced to c£15k, assuming best case. An application has been made to SDC Rural Economy Fund for £44k – **MC and VL to chase this up**. An application has also been made to the 2022 Commonwealth Games Fund; if successful it will cover the HVAC cost. VL had also identified another fund to apply to – **VL/WS to complete form**. If we do have a surplus we can use it to add solar panels.

The SDC REF grant must be spent by end of March. It was considered this will not be an issue.

VL summarised actual spend to date totalling £2896. **WM to incorporate into spreadsheet.**

#### **3 Risk log**

This had been updated in relation to professional help re planning. AF queried progress on risk 6 re Vodafone electrical supply. It was agreed that **VL recontact Helen Smith at SDC and contact Cluttons.**

#### **4 AOB - none**

#### **5 Date of Next meeting – 24 Jan 2024, 12 noon at ATC office.**