

**CONGLETON TOWN COUNCIL**

**COMMITTEE REPORTS AND UPDATES**

<b>COMMITTEE:</b>	Council		
<b>MEETING DATE AND TIME</b>	12 <sup>th</sup> October 2023 7.00pm	<b>LOCATION</b>	Congleton Town Hall
<b>REPORT FROM</b>	Mark Worthington – Facilities Manager		
<b>AGENDA ITEM REPORT TITLE</b>	<b>20. Town Hall Maintenance Plan: Roof Repairs</b>		
<b>Background</b>	<p>As part of the Town Hall Maintenance Plan, work is ongoing in relation to the Town Hall roof. A Drone Survey was carried out in August 2021 to identify areas on the roof in need of attention. From this survey initial repairs were carried out in January 2023. During these repairs it was established that further work would be required to rectify issues on the front area of the roof which accommodates the 2<sup>nd</sup> floor offices. These offices are subject to water ingress which is causing damp and mould to form on the internal walls of the offices making this an uncomfortable, unhealthy environment.</p> <p>A quote for further work on this problem area was received in March and verbally discussed at the Town Hall, Assets and Services Committee on 9<sup>th</sup> March 2023. The quote of £12,000 + vat also included repair work to the Grand Hall roof and rear roof of the Town Hall using a Mobile Elevating Works Platform. This next phase of repairs will take place in October.</p>		
<b>Updates</b>	<p>For information, the initial report on roof repairs was presented to THAS on 16<sup>th</sup> September 2021: <a href="#">Item-9-Roof-Repairs-Drone-Survey.pdf (congleton-tc.gov.uk)</a></p> <p>The first update was presented on 20<sup>th</sup> October 2022: <a href="#">10.-Town-Hall-Roof-Repairs.pdf (congleton-tc.gov.uk)</a></p> <p>A further update was presented on 9<sup>th</sup> March 2023: <a href="#">Agenda-Item-11-Town-Hall-Roof-Updates.pdf (congleton-tc.gov.uk)</a></p> <p>The latest updates was presented at THAS meeting on 28<sup>th</sup> September 2023, minutes awaiting publication. The next stage has come in a cost of £12,000 plus VAT.</p>		
<b>Decision Requested</b>	To approve the spend of £12,000 from Capital Contingency Fund and approve payment of the invoice on receipt from Vertex Access. Payment to be delegated to the RFO.		