

Date:	Area/Item reported as Damaged/remedial work needing to be carried out	Remedial work/Action	Maintenance Description / Work to be carried out/Item Replacement or Repair	Maintenance Performed by:-	Outcome/case still in progress/completed	Date of Maintenance Completed	Cost attributed to replacement or repair	Remarks
29-Jun-21	Outside Gloss Paintwork (Doors Frames)	Remedial Work	The frames at the rear of the building are in a poor state and need urgent attention, it is also advisable to paint patches on the side and the front frames in same colour. It was also noted that there was a need to reprime and undercoat the frames at the rear.	Ray Watts	Completed	30/08/2021	£1,135.00	
	Outside Wood Stain Areas	Remedial Work	The Outside uprights and lintels need restaining with similar stain as used previously, sand off and repaint	Ray Watts	Completed	30/08/2021	}	
	Repair disabled toilet door	Action	Catching on the wooden floor	Darren Jones	Completed	30/07/2021	NIL	
	Outside Toilet	Action	Repair wall in external toilet and paint	Ray Watts	Completed	30/08/2021	}	
	Reconcrete around drain in the car park	Action	Repair as needed					
	Brickwork	Remedial Work	The brickwork at the rear of the building housing the wooden uprights needs cleaning	Ray Watts	Completed	30/08/2021	}	
	Fencing Astro-Turf	Action Monitoring	Repair broken areas of fence, the White fencing needs repainted to bring it back up to good cover. The wood is still in good condition, however, 3 concrete spurs need to be set against the main posts. review and flatten if needed					
	Clock Tower	Remedial Work	Needs cleaning and if needed repainting/organise cherry picker and repaint	Ray Watts	Completed	30/08/2021	}	
	Roof	Remedial Work	There appears to be tiles missing on each side (3) however, it maybe they have slipped down to the guttering. Needs checking and replacement as needed.	Darren Jones	Completed	30/08/2021	£135.00	
	Guttering	Action	Needs clearing.	Mr B	Completed	31/07/2021	£100.00	included window & shutter cleaning
	Path	Action	Needs a thorough clean when weather conditions improve.					
	Outside Toilet	Remedial Work	Toilet roll holder needs replacing with a cylindrical unit that is more self contained, wall by holder needs filling and area repainted					Chose not to action this
	Parish Room Outside Door Retainers	Action	The Hook and Eyes on both sides of the doors need replacing adequately, 1 is missing, the other is held in place but what appears to be a metal band and glue.					

	Changing Rooms	Action	The toilets in changing rooms do not work. The taps in the 2 large changing rooms are loose.	Pipeworks	Completed	10/09/2021	not charged yet as part of rainwater harvesting
	The Inside Ladies and Gents toilets	Remedial Work	Although closed, however, on previous reviews of the building it was noted that some of the emulsion areas were in need of attention.				
04/10/2021	Rainwater Harvesting System	Action	System de-commisioned for the moment. Contact Tildan, Architect for advise on how best to resolve				}
04/10/2021	Painting of the Parish Room	Action	To fuly paint the parish room				
	Painting of Ladies & Mens Toilets	Action	To fully paint the toilets				
04/10/2021	Outside Doors Sprayed	Action	To spray the blue doors (if possible)				
04/10/2021	Outside Wood StainAll Areas	Action	To stain the outside of the building - fully				
04/10/2021	Changing Room	Action	To repair broken toilet in the changing rooms				
04/10/2021	Roof	Action	There is 1 broken tile and a number knocked out of place.				