

**REPORT TO: PORTCHESTER CREMATORIUM JOINT COMMITTEE**

**ON: 25 MARCH 2019**

**REPORT OF: IAN COUSINS, PROPERTY MANAGER**

**SUBJECT: BUILDING WORKS REPORT**



**2017/18**

<b>Ref</b>	<b>Item Description</b>	<b>Status</b>	<b>Budget £</b>	<b>Anticipated Cost £</b>	<b>Variation £</b>	<b>Commentary</b>
1802	North Chapel refurbishment	Design	205,000	205,000	0	Works now complete. Minor issues to be resolved on site and final account to be agreed.
1803	Office refurbishment	Quotation	15,000	15,000	0	Works planned for May 2019. Budget increased for additional works required.

**2018 /19**

<b>Ref</b>	<b>Item Description</b>	<b>Status</b>	<b>Budget £</b>	<b>Anticipated Cost £</b>	<b>Variation £</b>	<b>Commentary</b>
1901	Glazing Repairs	Ordered	25,000	25,000	0	Start date required.
1902	Vestry Refurbishment	Feasibility	6,000	6,000	0	Works Programmed for Summer 2019
1903	Paving and Stonework Cleaning	Ongoing programme	5,000	5,000	0	Further works identified
1904	Surfacing and Paving Repairs	Ongoing programme	6,000	6,000	0	Further works identified
1905	Fencing Repairs	Feasibility	5,000	5,000	0	Initial works completed

1906	External Redecoration	Feasibility	3,000	3,000	0	No works identified at this time.
1907	Fire Precautions Upgrade	Feasibility	5,000	5,000	0	Only minor works identified.

### 2019 /20

Ref	Item Description	Status	Budget £	Anticipated Cost £	Variation £	Commentary
2001	Reception Refurbishment	Feasibility	5,000	5,000	0	
2002	Music Room Refurbishment	Feasibility	1,000	1,000	0	
2003	Book Room Refurbishment	Feasibility	2,500	2,500	0	
2004	South Chapel New Curtains	Feasibility	12,000	12,000	0	
2005	Conservatory Redecoration	Feasibility	2,500	2,500	0	
2006	Water Feature Feasibility	Feasibility	5,000	5,000	0	
2007	Groundsman Building Repairs	Feasibility	6,000	6,000	0	

Note - Items previous reported as completed are not shown

**Recommendation - That the report be noted**

*Ian Cousins,*  
**Property Manager**

*Background List of Documents –  
Section 100D of the Local Government Act 1972 - None*