



BURTON COMMUNITY CENTRE

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OVERVIEW

Since reopening the Centre on 22nd April in line with COVID Roadmap, The occupancy rate for 2021/22 has more than quadrupled following a standing start

We have invoiced **£11,500**, surpassing our initial objective of £600 per month, this compared to total income of £9,656 from hirers over a four year period 2017-2021 and demonstrates the previous underuse of the community centre was not due to a perceived lack of parking spaces and poor acoustics.

All booking enquiries are acknowledged by the Clerk, followed up by a member of the BCC management team, individuals invited to view the facility and discuss requirements. Booking details are then populated, confirmed by hirer before the invoice is raised by the Clerk and prepayment requested. One-off/party hirers are no longer issued with a key but rather met in person on the day of hire to be given access and receive building H&S and evacuation instructions. A BCC management team member returns at the end of the hire to check the premises, carry out a touch point clean and secure the building and grounds.

Feedback from all hirers remains extremely positive.

Detailed records are kept on file and available for inspection.

For this coming year 2022/23 we would like to maintain the level of business we have achieved in recent months this being a £1,000 per month.

FIRE INSPECTION and FIRE RISK ASSESSMENT

Per previous report the 2021 FRA noted **“The premises has had modifications in the past which appear to have been made without due regard for fire safety”**. We continue to work through the recommended action list to remedy all areas of concern raised in the FRA and acknowledge it is essential any and all works approved by BWPC and carried out in the community centre must be to exacting standard, fully compliant and with consideration for the health and safety of employees, volunteers, hirers and visitors.

The creation of the firebreak between the sports hall and kitchen/reception area is progressing. The fire doors have been ordered, the final cost of supply and installation was approximately £1,200 less than expected, we are waiting for an installation slot to be schedule during community centre down time ie school holidays

GENERAL MAINTENANCE

In addition to the ppm schedule (various annual servicing requirements to remain compliant).

Corroding radiator panels in the sports hall and reception/kitchen require replacement. The panels in the sports hall are now leaking resulting in the system losing pressure. Quotes have been sought, via various industry job boards ie My Building, CheckATrader etc, without response or interest. A



direct approach was made to the heating engineer who last serviced the system in 2020 – a site visit followed and a quote of £5242 net received. Following the February meeting further quotes were sought including to BCP preferred service provider, Seascope South (without response), and are attached. **We seek majority approval to instruct G & S Services Limited to undertake the work to be scheduled during community centre down time ie school holidays**

Other Maintenance to Consider

Roof Cleaning – estimated cost in region of £5000 – further quotes being sought

Sports Hall Flooring – estimated cost of replacement floor covering to be sought, although not an immediate requirement.

Consider installing hand drier in disabled toilet facility as regularly find hand towels blocking toilet.

WASTE & RECYCLING

The single general waste dumpster has now been replaced with two separate smaller receptacles one for general waste the other for recycling

GROUNDS & PERIMETER

Having reviewed both leases and met with BCP representatives on site, it appears the land surrounding the community centre is owned and managed by Sovereign Housing and this includes the perimeter fencing.

Sovereign Housing own and are responsible for the access path behind fence at the rear of the Lineside properties. Mark Mallin, maintenance manager, met with representatives of the Community Centre Management Committee in December and reverted before the last PC meeting with a plan to clear the area of fly tipping, repair to the boundary fence and carry out general maintenance. Sovereign maintenance contractors were on site 3rd and 4th April and kindly cleared tenant fly tipping and broken branches from within the community centre demise. The fly tipping materials included several car tyres, a number plate, motor spares and assorted building debris. Sovereign have also carried out repairs to the Lineside boundary fence

Planting of hedging has yet to be arranged but it is still hoped this can be a community involvement opportunity.

The ground maintenance contract was offered to local landscape contractors but no tenders were submitted. Dorset County Council offered extremely competitive rates and so the contract was renewed in March and rolls for three years. Visits will be monitored to ensure the contract service levels are achieved and maintained. DCC have visited twice within the last two months and discussed requirement with members of the BCC management committee.

CAR PARKING

Unauthorized use of the community centre car park has abated without issue since September. Hirers and are happy with the number of parking spaces available, regular hirers and residents are relieved they no longer have to contend with abandoned vehicles.



MARKETING

Supply and installation of single signage at the end of Sandy Plot at the junction of Martins Hill Lane was previously approved and ordered – Installation imminent *Clerk to update*.

In addition to event space for private hire such as children's parties at the weekend and privately run local hobby clubs, the centre now has eleven regular hirers providing a range of activities pilates, baby sensory, karate, children's dance classes including baby ballet, circuit training for women, dog and puppy training, early on-set dementia club, baby stay and play and toddler role play.

We also have two separate enquiries for summer holiday activities including one backed by Hampshire and Dorset councils providing subsidized places and meals. Usually based at Highcliffe School but due to maintenance unable to accommodate this summer. As this is community based and something we believe BWPC should be involved with and support we have offered the centre for discounted rate of £45 per session – with the request that the Sandy Plot and Lineside children are welcome to join in.

ANTI SOCIAL BEHAVIOUR

Following the police street corner meeting, Sandy Plot has been added to the regular police visit rota and the behaviour of the local children has improved. Over this last weekend there was minor graffiti on the notice board which has been reported to the police and removed by members of the BCC management committee.



COVID GUIDANCE

Has been officially removed by the UK Government, however, hand sanitizers will remain, regular hand washing and continued wearing of masks is encouraged. The practice of carrying out a touch point clean after all hire sessions will also remain.