**St Margaret’s Anglican Church**

**Property Committee Minutes**

**12 December 2019**

**Present:** Sally Petty (Chair), Vicar, John Winkett, John Human, David Pryor, Harry Watson

**Apologies**: Graham Constantine,

Mins of November meeting approved

**Heating/Cooling:**

* Remote app works. Currently SP and Jen Constantine can work the app.. **Action:** ***Vicar and HW*** Review as to when to turn onto air con.

**Maintenance:**

* Hall floor to be refurbished. Commence on 2 Jan for 4 days. ***Action: Men’s breakfast in Dendy House.***
* Kitchen needs a through clean. ***Action: SP New Year***
* Doors need to be sanded and resealed.
* Drip watering system to be installed in Memorial Garden. ***Action: GC***
* Electrician looking at security lights and power point in vestry.

**Note that GC has had some ill health but sincere appreciation for all his hard work.**

**Sound System:**

Currently being installed. ***Action: JW to contact MLM re instructions for hall users.***

***HW to write up new instructions for church system.***

**John St.**

No response from agent re floor. No recent property report received from Barry Plant ***Action: SP***

**Road sign**

Review the process for replacing St M sign on corner of Pitt and Main Rd. ***Action: JW next year***

**Front Door:**

Still investigating. Work in progress. ***Action: HW***

**Research:**

Request received for work to be completed. Quote received approx. $8,000. Legal advice received from both the previous and current Diocesan lawyers is that under the terms of the lease, the tenant is responsible for this work. As sign of good faith it was suggested that we make contribution to the costs but to make clear that it is not our responsibility. Apparently further issues with drainage. Query as to why now? Roots, blockage. ***Action: JW to discuss with Neil McNutt.***

**Yarning Pit:**

Waiting for sketch. Work in progress. .

**Notice Board:**

Work in progress. ***Action: JW /HW***

**Hearing Loop:**

Map to be put up in church and can then test.

**Fencing:**

To be looked at down the track. Ensure key to back gate available.

**Next meetings: 2nd Thursday each month at 9.30 no meeting January.**