**St Margaret’s Anglican Church**

**Property Committee Minutes**

**14 November 2019**

**Present:** Sally Petty (Chair), Vicar, John Winkett, Graham Constantine, John Human, David Pryor.

**Apologies**: Harry Watson

Mins of October meeting approved

**Heating/Cooling:**

* Remote app works. Currently SP and Jen Constantine can work the app.. **Action:** ***Vicar and HW***

**Maintenance:**

* Hall floor to be refurbished. Commence on 2 Jan for 4 days.
* Kitchen needs a through clean. ***Action: SP***
* Doors need to be sanded and resealed. Agreed to purchase a orbital sander.
* Drip watering system to be installed in Memorial Garden. ***Action: GC***

**Ladders:**

Approval of new ladder. Remove old ladder ***Action: GC***

**Sound System:**

It has been very difficult to obtain a second quote. As this supplier appears to be reliable and quotes reasonable. ***Action: JW to meet supplier and assess.***

**John St.**

No response from agent re floor.

**Road sign**

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

**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. ***Action: JW to discuss with Neil McNutt.***

**Yarning Pit:**

Waiting for sketch.

* Must integrate with rest of landscaping.
* Ensure not too close to buildings
* Do we need any permits?
* Concern that not too much concrete.

**Notice Board:**

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

**Food Officer:**

Note Angela Langham no longer wishes to be the named person, Coralie Carew has agreed to take over the role.

**Next meetings: 2nd Thursday each month at 9.30 12 December**