

Kingston Community Pavilion Report

Ref: KPC Meeting 10 March 2021 Appendix 2

Kingston Community Pavilion Committee **Report for Kingston Parish Council's March 2021 Meeting**

Coronavirus Outbreak & timeline of Events in relation to the Pavilion

- March 13, 2020: **Pavilion closed until further notice.** Statements of closure appear on posters at the Pavilion & on the website.
- March 24, 2020: Use of external taps stopped. Signs indicate they should not be used and were taped up.
- April 1, 2020: Flooding incident. Insurers said we can enter Pavilion to do checks, observing the appropriate guidelines.

Since then, only the necessary maintenance workers have entered the Pavilion, usually with TK, avoiding more than one worker being in the Pavilion at the same time, where possible.

Regular maintenance:

- *TK has been checking the fire alarms and carrying out anti-legionella measures, however, a new rota was introduced from the weekend of 6/7th February, so that these checks are shared amongst 4 volunteers from the Committee for the next 2 months.*
- *The defibrillator is being checked daily, without entering the Pavilion & monthly functional checks continue to be performed.*

In July 2020, a risk assessment for the re-opening of the Pavilion was circulated to the Committee, for review. This was based on ACRE's template, which is continually being updated, in accordance with new information and Government guidelines. ***It was agreed by the Committee (21/9/20) to delay further review of the risk assessments, hiring conditions and other opening measures, until such time as the Pavilion is likely to open again.***

August 22, 2020 onwards: Risk assessments were reviewed in order for the external cupboards at the Pavilion to be accessed by the tennis coach, the informal football group and Kingston u17s. The u-17s have not found a league to play in and are no longer playing on St Pancras Green.

The informal football group & the tennis coach continue to access the external Pavilion cupboards, as and when the Government regulations on Covid-19 permit such activities.

The new football group being run by Lewes FC started on St Pancras Green for a couple of weeks during December, but they do not utilise the Pavilion cupboards.

The Pavilion does not appear to be an appropriate site to use as a vaccination hub.

The Pavilion itself remains closed, so there is no access to the changing rooms or toilets.

Other Business

Insurance claim & repairs: AXA's payment to cover the cost of building repairs was received by KPC in 2020.

- The only item outstanding now is the repair of the electric sockets in the floor of the main meeting room.

Maintenance

- The final repairs to the boiler and the replacement of the heating/hot water programmer have been carried out in February. A safety certificate was requested.
- Fire alarms: were serviced on 29th January and the safety light in the main room was replaced on 5th February.
- It has been noted that there is water ingress at the main entry door and the flooring strip between the entry hall and main hall requires repair. It would be good to get these repaired before the Pavilion is reopened.

Budget remaining for 2020/21

Estimates for routine maintenance and other items have been requested by the end of February, so that the remaining budget can be utilised. Tasks being looked at are:

- Graf/Rainwater Guy have some maintenance work to do (a tank clean and battery) when they come to switch the roof-water system on.
- First Aid Kit: a new kit has been purchased to replace the old one.
- Varnishing of the external woodwork at the Pavilion; all sides, except the doors facing the tennis courts.
- Approximate costs for all the above are £2,800. Other items for which estimates are being sought include; repair or replacement of the electric sockets in the floor of the main meeting room, an automatic timer lock for pavilion toilet access and repairs to the guttering.

In addition, an estimate for replacement of the south side doors (facing the tennis courts) is being obtained, which could potentially come out of the Capital Funds.

Finally, the idea of putting up lights around the Pavilion at Christmas time was raised, however, KPC wish to discuss this due to potential light pollution around the Green.

Re-opening of the Pavilion

Once it is deemed possible to re-open the Pavilion, taking into account Government guidelines and the vulnerability of potential users of the Pavilion, we shall need to have it cleaned and implement other measures that might need to be put in place e.g. social distancing requirements, placement of hand-sanitiser, appropriate posters and so on.

Date of next Pavilion Committee meeting, by Zoom: April 12th 2021 at 7pm.

RB21022021