



October 2024 Full Council Meeting – Additional Agenda Pack Report

Agenda Item 19.1 Aylesham House Building Repairs – Update to Council as of 8th October 2024

Work to remove the asbestos found on the survey and testing that took place at the end of September takes place this week.

Legionella testing has taken place, which has been found to be negative, however due to the water tank positioned on the roof supplying the cold water we are at higher risk of it being developed. A combi boiler was recommended to reduce the overall risk and if one is installed the Full Risk Assessment will be carried out once the boiler is in position.

After lengthy discussions with Contractors who included a third- party independent plumber, I was advised that the boiler in situ at Aylesham House is a domestic boiler that is too small to supply adequate heat to the building. It is therefore recommended that we remove the current boiler and install a combi boiler, replacing associated pipework, removing the water tanks and replace all radiators except for the two newer ones within the main Aylesham Heritage Centre room

Replacement Central Heating System

- Isolate existing water, gas, and electrical supplies to existing system.
- Carry out decommission works to remove existing boiler, hot water cylinder, storage tanks, and radiators.
- Strip back and simplify pipework ready for new installation.
- Supply and fit new Vaillant Eco-Fit Pure 35 KW combination boiler sited in the same position as the previous boiler.
- Adapt electrical connections, and supply and fit new Boiler Compliant Wireless Room Stat to control central heating time and temperature. Hot Water shall be instantaneous on demand and therefore not require a control other than water temperature stat built into the appliance.
- Supply and fit new modern compact style radiators throughout the property. Positions to be kept the same as previous.
- Include fitting new thermostatic valve sets to each radiator.



AYLESHAM PARISH COUNCIL

- Re-use 2 x newer radiators in the museum. We shall carry out a visual and testing inspection to ensure they are working correctly and include these within our power flushing sequence.

Boiler: The new appliance comes with 10-year parts and labour warranty and will have two means of protection from future lime scale and sludge build up, fitting an inline scale reducer and primary magnetic filter.

Price also includes carrying out a chemical flush to the system where cleaning chemicals will be added and circulated through the system at hot and cold temperatures and then flushed and drained out of the pipework.

On completion, they will add an inhibitor chemical which will keep the system protected and ticking over as necessary. The system will be fully tested and commissioned. They will complete the appropriate paperwork for the guarantee as well as registering the new boiler with Gas Safe in which Aylesham Parish Council will receive a certificate. A new Carbon Monoxide alarm shall be supplied inclusive. A gas safety certificate will be issued from the new installation date.

Internal Repairs

As per the September 2024 Agenda Pack report for Aylesham House, internal wall repairs are required within the hallway, stairway, landing, meeting room, upstairs kitchen and in addition works to the main office (parish council) are required.

Quotations have been sought for the following:

Supply and install meters of batten to the walls.

To plasterboard the ceilings and walls

New skirting boards and architraves where appropriate.

All the walls (except the Parish Council Office) and ceilings two have two coats of white paint after a wash coat.

Remove trunking as per the survey and repair walls in relation to the trunking (Parish Council Office).

Removal of damaged upstairs kitchen cupboards (due to age) and replace with sink, counter and cupboard (for staff use).

Supply and install 7 new fire doors as per the Fire Risk Assessment.

No allowances for flooring have been made.



Drainage

As per the CCTV drainage survey undertaken recently, the following has been quotes for:

REPAIR 1) – To high-pressure water jet the line in preparation for patch repair or lining works to ensure there is no debris in the line prior to the installation. **Free Of Charge**

REPAIR 2) – To carry out pre and post installation CCTV checks. **Free Of Charge**

REPAIR 3) – Section 2 – To excavate down and remove the existing gully (compromised by the root ingress in the line). To carry out a root cutting program with a specialist picote cutting machine to clean and clear the line restoring full flows, prior to the insertion of approx. 8 meters of 100mm diameter resin liner between Manhole 1 and Rainwater Gully 1. To install a new UPVC gully and connect up to existing line. To backfill and make good bringing up to ground level.

We would recommend this to rectify the roots issue in this pipe which will cause a slower/total loss of flow in time and could lead to blockages/and overflow.

REPAIR 4) – Section 3 – To carry out a descaling program to clean and clear the line restoring full flows prior to excavating down at approximately 7.60M upstream between Manhole 1 and Gully 1, in order remove the cracked junction. To insert 2 x 600mm long x 100mm diameter silicate resin patches @ 10.20M & 12.00M & 1 x 600mm long x 100mm diameter silicate resin flexi patch @ 14.80M, all distances being upstream between Manhole 2 & Gully 1, in order to remedy the cracks and open joints, thereby sealing the pipe. To install a new 100mm UPVC junction and connect up to the existing line. To backfill and make good bringing up to ground level.

We would recommend this to rectify the multiple structural defects in the pipe which pose the risk of allowing water out of the pipe and into the surrounding area which can lead to ground movement.

REPAIR 5) – Section 5 – To carry out a descaling program to clean and clear the line restoring full flows.

We would recommend this to clean the pipe of debris and prevent this building up further posing the risk of a recurring blockage.

REPAIR 6) – Section 6 – To insert 1 x 600mm long x 100mm diameter silicate resin flexi patch @ 2.10M upstream between Manhole 3 and Stack 2, in order to remedy the severely displaced joint and seal the pipe. .



AYLESHAM PARISH COUNCIL

REPAIR 7) – Section 9 – To insert 1 x 600mm long x 100mm diameter silicate resin patch @ 1.90M downstream between Manhole 3 and the main sewer, in order to remedy the open joint and seal the pipe.

Aylesham House Building Repairs Budget

In relation to the budget for 2024/2025, Aylesham Parish Council had budgeted the following in Ear Marked Reserves for Aylesham House:

Total Ear Marked Reserves	£55,000
Approved and Completed Expenditure	
Wooden Cladding Removal	£3,680.00
Kitchen Floor (downstairs) repairs	£2,780.00
Roof repair (side extension)	£7,150.00
Roof repair (main)	£19,842.00
Asbestos (surveys, removal(s), air tests)	£3,973.00
Total Expenditure to date	£37,425.00
Remaining budget to date	£17,525.00
Unallocated funds for the year:	
2022-2023 VAT 126 Refund	£11,075.22
2023-2024 VAT 126 Refund	£11,244.10
Total	£22,319.32
If Council choose to Vire the VAT 126 Refunds listed to Aylesham House building repairs a total remaining budget would be	£39,844.32
Replacement Central Heating System	£5,500.00 plus VAT
Internal Repairs as noted within this report	Contractor One CC Kent Ltd £22,690.00 plus VAT
Drainage repairs	£4,945.00 plus VAT
Total required for next stages:	£33,135

Further work to consider within this financial year and if necessary 2025/2026.

Please be aware that a further VAT 126 Refund Claim is due to be submitted this week to HMRC in the sum of £11,089.32 for April-September of this financial year which Council could Vire into the budget for Aylesham House building repairs. If the above expenditure of £33,135 (exc VAT) is approved, a total of £17,798.62 would still be available for the remaining listed repairs. Any expenditure above this would have to be considered by Council at the appropriate time.



AYLESHAM PARISH COUNCIL

Replacement lighting where necessary LED	High priority
Replacement windows where absolutely necessary (broken and do not open)	High priority
Replacement emergency lighting throughout building	High priority
Fire alarm system (as per Fire Risk Assessment)	High priority
Moving the gas meter and/or electric meter (next to each other at present)	High priority
Replacement flooring (where required)	High priority
Removal of downstairs kitchen tiles, and toilet within kitchen, making good of walls and installation of basic kitchen (discussions with Aylesham Heritage Centre regarding their kitchen units are required)	Medium priority – carry out once the major internal work is completed.
Repainting of the building externally	Low priority – suggest for 2025/2026
Replacement Aylesham Parish Council signage to building (externally)	Low priority – suggested for 2025/2026

Recommendation

The next stages of the works to Aylesham House are critical and therefore Council are asked to consider approving the following:

- Vire use of the VAT 126 Reclaims for 2022-2023 and 2023-2024 totalling: £22,319.32 towards the budget for these stages of Aylesham House building repairs.
- Drainage repairs as per page 3 of this report by Drain Doctors in the sum of £4,945 plus VAT. If approved at this meeting, work can commence Monday 14th October, taking approximately 2-3 days.
- Proceeding with the replacement central heating system quotation from J. Harley Plumbing and Heating Services so that Aylesham House will be adequately heated, which will overall save on gas utilities. A combi boiler will also alleviate risks for Legionella. If approved at this meeting, work can commence within two weeks.
- Proceed with internal repairs to the areas required as per page 2 of this report, my recommendation to Council would be Contractor One: CC Kent Ltd who has so far carried out the work externally and internally within Aylesham House. If approved at this meeting, work can commence within two weeks.

K. Robinson
Chief Executive Officer