

**Report to: Portchester Crematorium Joint Committee**

**Date: 20 September 2021**

**Report of: Ian Cousins, Property Manager**

**Subject: Report on the Repairs and Renewal Programme**



<b>Ref</b>	<b>Item Description</b>	<b>Cost £</b>	<b>Commentary</b>
2004	South Chapel New Curtains	12,000	Works ordered and arrangements are being made to carry out these works.
2005	Conservatory Redecoration	6,000	Works ordered and arrangements are being made to carry out these works.
2006	Water Feature Feasibility	7,500	See separate report.
2007	Groundsman Building Repairs	6,000	Works currently in progress.
2105	Office extension and improvements	15,000	Works programmed for 2021 / 2022 financial year.
2106	Staff Area Improvements	10,000	Works programmed for 2021 / 2022 financial year.
2107	Waiting Room Refurbishment	30,000	Proposals now being developed after receipt of members' feedback at the last meeting.
2108	Signage	20,000	Work is in progress on a new improved and colourful site map as part of this project.
2109	North Chapel Enhancement Programme	17,500	Works have been delayed with timber supply issues, but it remains our plan to carry out these works this financial year.
2110	South Chapel Flooring	10,000	Works ordered and arrangements are now being made to carry out these works.

2111	Security Improvements	7,500	These works involve further works to update and improve security. Orders have now been placed and arrangements are being made to carry out these works.
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Note – This report provides details on the significant projects being undertaken at the Crematorium with any day to day or completed projects omitted.

**Recommendation - That the report be noted**

*Ian Cousins*  
**Property Manager**