



<i>Minutes for Meeting of the Buildings Committee, part one</i>	
<i>Date</i>	21 st Jan 2019
<i>Time</i>	9.00am
<i>Venue</i>	Rainow Primary School

1. Attendees:

Jonathan Norris (JN), Dean Grice (DN), Peter Grogan (PG), Richard Buckley (RB)

Apologies : AA

Clerk: RB

2. Pecuniary Interests:

JN is friends with the owner of Virtu design.

3. Minutes of previous meeting:

The minutes of the previous meeting (held on 18th July 2018) were approved.

4. Matters arising from the minutes:

H&S Training for Staff (SMO) with particular emphasis on:

- Risk Assessment
- Legionella awareness, and
- Working at Height.

Work is still required to improve the access around the woodland areas, the Governors suggested that a weekend Parent working party may be the best way to get the work done. This could be combined with the work required on the bank behind the library.

Upgrades to the electrical distribution system, quotes obtained, the Governors have suggested that CE should pay for this work along with the Fire Alarm upgrades – JN to investigate available funding.



Other work required:

Ceiling in reception – **Post meeting note**, this work has been carried out.

5. Action Items

The following policies were approved with minor changes

- H&S
- Fire
- Lone Working

Top Priorities

- Upgrades to Fire Alarm
- Upgrades to Electrical Distribution
- Legionella Training
- Tree Survey

Other areas for improvement (non-essential)

- Possibility of additional toilets
- Improving storage areas in the hall
- Memorial Bench for Eric Moss – FRS to fund?
- All weather surface to connect new woodland park to the tyre park.

New areas discussed at the meeting:

- Repair / improvement of the steps to the woodland area.
- Repair of the goalmouth area on the green pitch
- Additional Water Fountain



6. Any other business

One of the Governors has done some preliminary investigation into the installation of Solar Panels. PG and JN to investigate with suppliers.

Risk assessments were discussed, the application of, not only for work on the site, but for trips etc. JN showed the Governors examples of risk assessments carried out for school outings etc.

Accident reporting was discussed, and the use of PRIME.

The CE asset plan is to be circulated to all committee members.

NB – There are no part two minutes following this meeting.

<i>Meeting closed at</i>	10.00am
<i>Next Meeting</i>	
<i>Date</i>	TBC
<i>Time</i>	TBC
<i>Venue</i>	Rainow Primary School
<i>Clerk</i>	TBC