

Village Hall Roof Repair (VHRR) Committee

Action Tracker

New activity in red

	DATE	ACTION	OWNER	PROGRESS
3	04-Dec-20	KB to create a pre-construction phase plan	KB	(2 Feb 21) Ongoing, main body is complete, needing more detail as progress is made (16 Feb 21) KB will complete this when we have funding approval, and a start date is known
6	04-Dec-20	Get quotes to repair internal ceiling	AW	(16 Feb 21) AW to inform the plasterers the roof windows are being removed and the voids will need covering (8 Mar 21) All plasters informed of the change of plan
7	04-Dec-20	Get quotes to decorate internal ceilings	ALL	(2 Feb 21) KB to request Holmes and Fields for a quote (25 May 21) KB to give Holmes and Fields a second hastener for a quote (1 Jul 21) KB to inform Holmes and fields that they need to submit their quote NLT 9 Jul.
9	04-Dec-20	Defer decision on preferred contractor until all responses have been received	ALL	(2 Feb 21) Biffa have advised that they would need to approve our preferred contractor and they wouldn't expect us to have chosen one yet. (16 Feb 21) To note Biffa have rejected our application.
23	28-Apr-21	AW to send a letter to British Sugar Bardney	AW	(25 May 21) AW has not yet sent it off yet. (1 Jul 21) AW informed the committee that a letter has been sent to Silver Spoon
25	25-May-21	AW to email roofers to inform them a decision will be made at our next meeting.	AW	(1 Jul 21) AW informed the committee that this had been done.
26	25-May-21	AW to draft a safeguarding policy for approval.	AW	(1 Jul 21) AW informed the committee that this has been done in the name of the VHMC.
27	01-Jul-21	AW to present the safeguarding policy to the VHMC for approval.	AW	
28	01-Jul-21	AW to contact roofers to inform them of the decision.	AW	

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