

## ST PETER'S PARISH PROPERTY COMMITTEE: SCHEDULE OF WORKS

### WORKS COMPLETED/PLANNED IN 2019

(updated 21 March 2019)

Date	Contractor	Description	Notes
Weekly	Committee members	Fire alarm and emergency lighting testing	
Quarterly		Carbon monoxide detectors testing in presbytery and flat	Requirement under investigation
January	Alan Chalmers Ltd	Replace/refurbish upstairs guest toilet/shower	
	Blackwood Partnership, Consulting Engineers	Appointment as lead Consultant and Principal Designer on church heating project	
	Northern Steeplejacks Ltd	Annual inspection of lightning protection system	Invoice queried
January/February	J Balloch and Partners	Installation of air curtain fans at porch and church doors; major new cabling required	After review, job not proceeding meantime
February	Committee members	Clearance of basement and disposal of junk and unwanted material	
	Property Administrator	Presentation to Parish Pastoral Council on proposed new church heating system	
	Alan Chalmers Ltd and others	Investigate blocked drains at presbytery back door. Scottish Water called out twice.	SW decided blockage within the curtilage
	FreshStart	Portable electric appliance testing (PAT) completed in church, parish room, house and flat	In future: yearly church & parish room; 2-yearly house & flat
	Nicholson Bros	Minor works: remove heater in St Andrew chapel, install 2-way socket for music group, repair fan heater in toilet	

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February	Blackwood Consultants	On site, detailed survey of boilers and general distribution routes	
	Aardvark Art	John Duncan mural <i>Mythological Scenes</i> rolled, with frame and stretchers, removed to Scottish National Archive storage	
	Blackwood Consultants	On site, detailed survey of boilers and general distribution routes	
	Property Administrator	Development of long-term plans to fulfil recommendations in Hutton + Rostron report	Underway
February/March	Alan Chalmers Ltd	Excavation around church walls for drainage channels and laying "French drains" for water extrication (ref 2.5 in Hutton + Rostron report)	Completed mid-April
	Property Administrator	Search of parish and Archdiocesan records for papers relating to removal of asbestos from church 2011-2013. Possible residual asbestos requiring removal before heating works start.	
March	Alan Chalmers Ltd and John Taylor Ltd	Further investigation of blocked drains in Falcon Gardens concluded blockage in trap on pavement outside the church curtilage.	
	Scottish Water	After 2 further visits, Scottish Water accepted Chalmers/Taylor findings. Pavement trap unblocked, church drains flowing freely.	Hooray!
	Blackwood Consultants	Received first set of draft drawings etc and fee drawdown proposal. Property Committee responded with comments and questions.	

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March	Alan Chalmers Ltd	Repointing on east roof, and measures to prevent water overflow from top of tower	
	Alan Chalmers Ltd	Installation of 3 double swift nesting boxes under the eaves on the north wall of the church. (Project endorsed by Eco-congregation Group)	Box and installation costs to be met by residents of Newbattle Terrace
	Property Administrator	Presentation to open parish meeting on plans for new church heating system	7pm Tuesday 26 March
April	Monkland Cleaning Services	Clean, sand and seal parquet flooring in St Andrew Chapel	
	Alan Chalmers Ltd	Refurbishment of presbytery lounge	
May	Alan Chalmers Ltd	Removal of salts from internal walls, especially in St Andrew Chapel	
	Alan Chalmers Ltd	Renew floor covering in presbytery lounge	
June	JRF/K2 Chimney Specialists	Sweeping boiler chimney flue followed by CCTV inspection	
	Alan Chalmers Ltd	East tower: acrylic panels fitted to embrasures; new access ladder installed to Chancel roof repairs to top door in tower	
		Courtyard: bottom section of rainwater pipe renewed; gutters replaced and sealed; all gutters soffits and downpipes painted black	
		Presbytery roof (south): gutters cleared; roof tiles (17) renewed	
		Internal: oak beading at pew ends replaced (woodworm); four new ceiling lamps installed	

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June	Alan Chalmers Ltd	Sacristy: cut back loose plaster, re-plaster and redecorate	
		South face of church, 65 sqm stonework cut back and repointed with sand, cement, lime and colour finish	
	Alan Chalmers Ltd	Statue of Our Lady taken down from east wall of Lady Chapel and stored in basement area. Oil painting of Our Lady dismounted from west wall at rear of church and hung on front wall of Lady Chapel.	
June/July	Property Committee with Parish Pastoral Council	Develop plans to decant to St Columba's for Sunday Mass during closure for heating works	
<b>PROVISIONAL</b>	<b>PROGRAMME</b>		
July	Blackwood Consultants	Invitation to tender issued to contractors – replacement heating system	
August	Blackwood Consultants	Contract issued to main contractor – replacement heating system	
	Committee members	Annual simulated emergency evacuation	
September	Main contractor	Work on site to install new heating system (6-8 weeks)	Overseen by Blackwoods
September (if required)	Lothian Heating Ltd	Annual gas boilers & heating systems inspection	Depends on progress on new heating system

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November	Northern Steeplejacks	Annual inspection of lightning protection system	
Not yet scheduled	Various contractors	Further works to carry out recommendations in the Hutton + Rostron report	
		Safety improvements to Sanctuary	Needs full specification. High priority