

Policy & Resources Committee

Title:	Thame Museum
Date:	27 February 2024
Contact Officer:	Andrea Oughton, Operations Manager

Action Required

1. To receive the Building Condition Survey Report for Thame Museum and note the actions.

Background

2. Six Property Consulting Ltd carried out a Building Condition Survey on Monday 15 January 2024. The Building Condition Report is attached (agenda item 15a).
3. The comprehensive report includes a 5-year Property Maintenance Plan (PMP). The plan is also provided separately in Excel format (agenda item 15b). The survey criteria is attached (agenda item 15c).
4. The PMP provides indicative costs for each item of work which are subject to fluctuation over the reporting period. The overall indicative cost, if all works are completed over the 5-year period, is £141,400.00. The PMP provides informative data enabling the Town Council and Museum Trustees to plan and budget for identified work over the next 5 years.
5. The Museum building is owned by the Town Council and leased to the Trustees of Thame Museum Trust. The 25-year lease was signed on 3 June 2008. Under the lease the Town Council and the Museum Trustees have certain responsibilities related to the upkeep of the building and services. In implementing the PMP, Town Council Officers will work closely with the Trustees.

Action

6. Immediate action is required to address the items identified as urgent. These relate to the flat roof, roof light / lanterns, chimney stacks, windows and timber. Indicative costs for these repairs are £15,500.00.

Resource Appraisal

7. £12,422.17 is held in an Ear Marked Reserve for Museum Maintenance. Any shortfall in funding will be met from under spends in the Maintenance Budget for this financial year and the approved 2024-25 Maintenance Budget.

Legal Powers

- Local Government Act 1972 s144

Action:

- i) To note the Building Condition Survey Report, and related appendices.***
- ii) To note the actions and estimated expenditure related to the urgent maintenance work.***