

Background

Under the terms of the lease that the Town Council have with WSLC the Town Council is responsible for the plant and infrastructure of the pool (clause 3.6). A copy of the lease is attached for background reading.

Tile replacement

In early October a report was received that a member of staff had cut their foot on one of the broken tiles at the pool. It was explained that this had been raised at board meetings over several months. However, the Town Council were not made aware of the issue until the September meeting of the Liaison Group and even then, the issue was only mentioned in passing.

An emergency order was placed to purchase the tiles only 1 quote sought due to the urgent nature of the works. The contractor who was to carry out the works has worked on the pool previously and is well known to them.

The estimated cost of these works is £7215 please note this is only an estimate as it is not that clear how many tiles exactly will need to be replaced.

This will be funded from the current swimming pool maintenance and miscellaneous budgets and the earmarked reserves for pool maintenance.

Hot Water Cylinder

For several weeks the Groundsman has been reporting that hot water has been seen draining onto the grassed area from a pipe in the plant room. This has been reported to pool staff several times. In early October the Clerk reported it again and informed the board members of this ongoing concern. A plumber was contacted, and they have reported that the hot water cylinder in the pool is leaking and is reaching end of its life. A quote has been received to replace the cylinder along with the following works

- Isoalte, disconnect & clear from site existing hot water cylinder.
- Supply & install in roof void 1no Prolite 300 litre horizontal unvented cylinder.
- Modify & connect to cylinder primary flow & return pipework incorporating 1 no zone valve. Hot & cold pipework.
- Connect unit electrically (All electrical work to be carried out by PP Electrical).
- Re-fill & vent system.
- Commission appliance on completion.

The price quoted is £6235.00 + VAT

Once again due to the specialist nature of this work only 1 quote has been sought from a company who has carried a significant amount of work at the pool.

This can be funded from predominantly from a combination of an underspend on budget codes in the swimming pool budget along with the balance from earmarked reserves for pool maintenance.

Due to the age of the pool his sort of repair work is going to become more frequent, and it is recommended that the amount put aside for maintenance each year is increased significantly to £10,000 in the 2025-26 budget.

As part of the hot water cylinder replacement, additional works have also been requested by the Directors to future proof the cylinder so it is compatible with the solar panels. Therefore if there is a surplus of energy produced it can be diverted into the hot water heating as well. The cost of this will be met by Wem Swimming and Lifestyle Centre Group.

Communication on maintenance issues

Both these items have highlighted a wider issue of maintenance of items that the Town Council is responsible for under the terms on the lease not being reported to the Town Council in a timely fashion. To avoid this better communication between the Directors of the Centre and the Town Council is needed.

A detailed plan needs to be drawn up outlining all the items that the Town Council is responsible for and detailing the condition of those items along with expected ongoing maintenance requirements. This should make it easier for the Council going forward to budget for replacement items and ensure that they are maintained annually.

This is specialist work beyond the skill of the Town Council staff team, therefore it is recommended in the first instance that Property Services Group (PSG) is commissioned to undertake this inspection and an allocation is placed in the 2025-26 budget to cover this. PSG is the property maintenance arm of Shropshire Council and have surveyors with experience of inspection of swimming pool plant etc.

It is also suggested that in order to pick up on maintenance issues the Town Council requests that the Town Clerk receives a copy of board meeting minutes and/or a report after each board meeting.

Decision needed

- **To suspend financial regulations to permit only one quote to be received for the replacement tiles.**
- **To suspend financial regulations to permit only one quote to be received for the hot water cylinder and associated works.**
- **To request that that the Town Clerk receives a copy of WSLC board meeting minutes and/or a comprehensive written report of the meeting within 14 days of each board meeting.**
- **That Property Services Group is commissioned to undertake an inspection of the items that the Town Council is responsible for under the terms of the lease and going forward an allocation is placed in the budget for an annual inspection of this nature.**