



## KIRKBYMOORSIDE TOWN COUNCIL

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### Minutes of the Moorside Room Committee meeting held on 25 June 2025 at 5.05pm in the Moorside Room, 9 Church Street, Kirkbymoorside, YO62 6AZ.

**Present:** Councillors C Bettany, C Dowie, H shields and S Woodhams and Committee Member Jackie Chipping.

Also Present: Town Clerk L Bolland

**MR25001** Cllr Dowie was **appointed** Chair for the meeting. Cllr Woodhams **agreed** to Chair the Committee after the Community Awards event in September.

**MR25002** There were no apologies for absence with all Committee members present.

**MR25003** There were no Declarations of Interest in items on the agenda.

**MR25004** Public Session – there were no members of the public present.

**MR25005** Moorside Room improvements

- a. Information on progress of Phase 1 improvements to the building were received.

#### REPLACEMENT WINDOWS

The replacement windows are due to be fitted on 14 July.

Extract of Minute 24179 dated 17 February:

*d. Quotations for works to improve the energy efficiency of the building were **considered**:*

- ii. window glazing modifications – it was **agreed** to accept the quotation from Ryedale Joinery Limited £4,689 + VAT to manufacture and install new Georgian style double glazed casement windows. The new windows will be manufactured from Accoya and fitted with 4-16-4mm plain clear or plain satin effect toughened Planitherm Total Argon gas filled double glazed units with plant-on glazing bars. The new windows will be installed primed, ready for decoration by others and all standard range iron-mongery will be included.*

#### HEATING

The quotation for improved heating appliances (equipment only) was agreed at the Town Council meeting dated 16 June 2025 (Minute 25042) to a value of £6573.54 + VAT. Subsequently the Clerk has met with the appointed electrician and the consultant and it has been determined that, taking into account the reduction of heat loss by the replacement windows and planned loft insulation, it will not be necessary to implement the full complement of equipment quoted.

The primary installation will involve:

replacement of 2no. existing radiators with 4no. ATC 1800watt WIFI programmable heaters (saving £1056.62)

Installation of WIFI bridge for remote control of the heaters

Installation of the Airius Destrat fan

Equipment £2928.24 + VAT

Labour £3060 + VAT

**TOTAL £5988.24**

The following works will not be progressed unless considered necessary:

- i. Replacement of the radiator in the entrance and the 2no. towel rails in the toilets (saving £914.79)
- ii. Replacement of the existing water heaters (saving £1673.89)

Existing radiators and water heaters are in working order so the decision not to replace them will present no compromise.

The resultant saving in cost of electrical works = £2800 + VAT

**Total saving £5388.68**

Extract of Minute 25042 dated 16 June 2025:

*The cost of £6573.54 + VAT for Phase 1 equipment to improve the Moorside Room energy efficiency, pursuant to Minute 25011 dated 19 May 2025 was considered. The requisite equipment detailed in the quotation has been determined by Synergi Energy Systems subsequent to consideration by the Town Council at the meeting dated 19 May and the findings of the Optioneering Report (Minute 25011).*

*Cllr Dowie referred to the explanation of high reserves detailed in the AGAR submission (Agenda item 7.) and the allocation of reserves to the improvement of the Moorside Room. Additionally, as detailed in the Localities report received earlier in the meeting, there are funding opportunities available for community buildings.*

*Cllr Moffat proposed progression of Phase 1 according to the recommendations received. **Agreed.***

- b. Options for alternative flooring as part of Phase 2 improvements to the building, pursuant to Minute 25011 were **considered**. Options for vinyl or engineered oak flooring were discussed. Whilst the vinyl could be applied on top of the existing stone tiles it would require the floor to be primed and screed and the doors re-trimmed to account for the additional height. The application of engineered oak will necessitate the removal of the existing stone tiles, which would be more labour intensive. The recommendation of the flooring specialists would be for engineered wood, which has the advantage of offering the depth and warmth of solid wood, good aesthetics and better longevity.

It was noted that there is one row of stone tiles extended up the wall, as a splash back beneath the trunking. This will need to be taken into consideration when determining the most suitable finish.

Cllr Dowie proposed the committee seek quotations for the full costs associated with the supply and installation of engineered oak flooring, in order to make

recommendations to full council, to include consideration of the allocation of reserves for the additional project costs in the event that grant funding is not available.

**Agreed.**

- c. Other necessary repairs and maintenance were considered. From the snag list, a door handle still needs to be fixed to the storage cupboard in the entrance. The significant items such as painting and address of the flooring are pending completion of works and cannot be progressed currently.

Cllr Woodhams proposed installation of a key safe to exterior of the property. **Agreed.**

Cllr Dowie asked if the information on the file could be updated so that instructions are available on how to use all the facilities, such as how to apply the water heater boost, etc. **Agreed.**

- d. It was **agreed** to make recommendations to full Council at the next available meeting once quotations for the full costs associated with the supply and installation of engineered oak flooring are received.

**MR25006** There were no Questions to the Chair.

**MR25007** The date of the next meeting at 12 midday on 28 July was **agreed**.

The meeting concluded at 5.47pm