

**WINTERBORNE KINGSTON YOUTH BUILDING COMMITTEE  
ANNUAL GENERAL MEETING MARCH 17<sup>TH</sup> 2014.**

**5.1 CHAIRMAN'S REPORT**

**1. THE PAST YEAR**

- 1.1 Nothing untoward happened in the period from the previous AGM on 2<sup>nd</sup> May 2013.
- 1.2 The Montessori School continued during school hours on weekdays.
- 1.3 The Youth Club continued to meet once or twice a week, usually on Tuesday evenings.

**2. PHYSICAL CHANGES**

- 2.1 A venetian blind was installed over the lobby window.
- 2.2 Anti-slip matting was fixed onto the entrance steps, which as wood, became slippery when wet.

**3. REGULAR INSPECTIONS**

- 3.1 The annual Health and Safety Audit was completed on 24/1/2014.
- 3.2 The annual Fire Risk Assessment was completed on 24/1/2014.
- 3.3 The fire alarm system was checked by Secure alarms (as required) on 30/7/2013 and 9/2/2014.
- 3.4 The fire extinguishers were serviced on 30/5/2013.

**4. WASTE DISPOSAL**

- 4.1 Youth Club materials have been taken out (when necessary) for collection with others' domestic waste on Tuesdays.
- 4.2 A formal arrangement with Dorset Waste Partnership has been set up for provision of purple bags for nappies and other waste from the Montessori School, for the pre-arranged special collection on Fridays

**5. FROST PROTECTION OF PIPES**

- 5.1 At request of Parish Council, water-pipes into and out of building were inspected for appropriate degree of lagging against frost-damage. All relevant pipes were found to have been well-lagged at time of installation and still remain adequately protected against freezing and bursting very low temperatures.

**6. OVERALL CONDITION**

- .6.1 The building remains in good condition and suitable for the uses to which it put.

T.F.Shaxson, Chairman. 17<sup>th</sup> March 2014.