



Buckworth Cricket Club
Maintenance Policy

The Buckworth Cricket Club Committee are responsible for ensuring that the building fabric and amenities of the Buckworth Cricket Club are provided and maintained to an appropriate standard; that the Club and its amenities meet Health and Safety requirements; and that all regulatory and licensing requirements are met. For this purpose, the 'Club' will include the surrounding environment of the hard standing areas, gazebo and garage. In fulfilling this policy, a committee member will assume the role of Maintenance Officer to plan, direct and co-ordinate all matters relating to the repair, maintenance and upkeep of the building and its amenities.

Planned Maintenance

The Maintenance Officer will be responsible for:

Managing a rolling schedule of maintenance of the building fabric of the building and facilities equipment facilitating repairs and improvements as they arise; Managing a programme to maintain the hard standing areas, gazebo and garage; Action to ensure that appropriate inspections and tests take place to meet regulatory requirements including Health and Safety objectives, and that any remedial works arising from these inspections are drawn to the attention of the Committee and further action agreed; Providing advice and support for any major improvements/changes to the Facility.

Routine checks and regulatory inspections the Maintenance Officer will be responsible for:

1. Electrical Installation Fixed - 5 years.
2. Inspect gazebo, flat roofs, gutter, downpipes, drains and the general fabric of the building – Annual.
3. Inspection of the Fire Extinguisher – Annual.
4. Portable Appliance Testing – Annual.
5. Emergency Lighting Battery 3-hour Duration Check - Certified annually.
6. Maintenance of the Main Hall Air Conditioning Services. – 6 months
7. Emergency Lighting Operation - Monthly.
8. Check Operation of external Fire Escape Doors – Monthly.
9. Maintain window and door locks for security purposes - Monthly.
10. Fire Alarm System operational check – Weekly.

Approved

Date

Signed

APPROVED : TREASURER BUCKWORTH CRICKET CLUB

By m.bull at 21:45:32, 25/02/2026