

NOTICE OF MEETING

A meeting of the **WELFARE HALL MANAGEMENT COMMITTEE** will be held at the **Welfare Hall, Woodlands Road, Loughor on Monday next the 3rd September 2018** commencing at 7.00pm for the transaction of the following business:-

1. Apologies for absence.
2. To receive disclosures of Personal Interests from Members under the Council's Code of Conduct.
(Note: Members are requested to identify the item number and subject matter that their interest relates to and to signify whether their interest is such that they remain and vote / remain and not vote / withdraw).
3. To confirm the Minutes of the previous meeting held on 9th July 2018 ([copy attached](#)).
4. To consider matters arising from the Minutes, if any.
5. To consider the Report of the Clerk ([copy attached](#)).
- 6 Any other matter which the Chairman determines to be urgent.

Would members please ensure that they sign the Attendance Register.

Dated this 27th August, 2018

Nigel G Havard
Clerk to the Council
CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Welfare Hall Management Committee

Meeting held on the 9th July 2018

Present: Councillor I. James (Chair)
Councillors S. Beynon, J. Bowen, A. Davis, Wendy Evans, H. Huelin
P. Parsons, C. Phillips, K. Roberts, R. Smith, W. Smith, D. Walters,
J. Williams, P. Williams and R. Williams.

(Welfare Hall, Loughor: 7.00pm – 7.20pm)

9. APOLOGIES

There were apologies for absence from Councillors William Evans and Christine Richards.

10. DECLARATIONS OF INTEREST

There were no declarations of interest.

11. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the 11th June 2018 be confirmed as a correct record.

12. MATTERS ARISING

There were no matters arising

13. REPORT OF THE CLERK

(a) Payments

It was **RESOLVED** that the following payments be approved;

Hartson Fire Ltd.-Inspection	£115.20
Virgin Media	£141.60

(b)Virgin Media

It was agreed that this matter would be discussed as an item comprised within the Further Report of the Clerk –paragraph 15 of the Agenda of the Full Council Meeting of the 9th July,2018.

(c)Works to the Hall

The Clerk's Report was **NOTED** and it was **RESOLVED** that :

(i)the sum of £15,000.00 would be transferred from the main Town Council Account into the Welfare Hall Account and

(ii)that payment of the Hartleys Accounts be deferred until such time as the Works have been signed off as satisfactorily completed by Phil Johnson and the appropriate Guarantees received.

(d)Future Bookings

The Clerk's Report was **NOTED** and it was **RESOLVED** that the booking in favour of the Musicality Academy for Friday the 17th and Saturday the 18th May,2019 be accepted

(e)Welfare Hall Receipts

The Clerk's Report was **NOTED**

14. URGENT ITEMS

(i)It was reported that the ceiling in the Ladies Toilet was in a state of disrepair and could potentially cause injury and

it was **RESOLVED** that repairs be put in hand as soon as possible

(ii) It was reported that the manhole covers outside the Welfare Hall were not in a satisfactory condition and it was **RESOLVED** that replacement covers be fitted as soon as possible

Chair

Agenda Item 5

LLWCHWR TOWN COUNCIL WELFARE HALL MANAGEMENT COMMITTEE Date 27th August, 2018 Report of the Clerk

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1-Payments

The following payments have been made by Direct Debit

N Power	£658.07
Virgin Media	£70.80
BT	£ 65.30

2-Virgin Media

The Clerk can now confirm that there is a written, legally binding contract between this Council and Virgin Media. The Contract is dated the 16th April, 2018 and is for a period of 24 months. The Contract was for a high speed internet connection and a telephone line but did not provide for boosters in the Council Chamber. The consideration stated is £59.00 per month plus VAT £11.80 payable by direct debit. Although the Contract is dated 16th April the installation was not completed and a Brought into Service Certificate issued until 15th May, 2018. The standard terms and conditions of Virgin Media state that the service will start on "the date our acceptance tests are passed at the site" which in the Council's case is the above date 15th May. However the Contract came into force when both parties signed the Order Form which was the 16th April. Notice can be given to discontinue the Contract by 90 days Notice before the minimum period (in this case 24 months) ie the Council can give Notice in January 2020. It is believed that both the phone line and internet service are operative. The Clerk will e mail all Councillors with the Virgin Code.

If the above Services are found to be satisfactory then Members may wish to consider cancelling the existing BT Contract

3-Works to the Hall-Frontage

In accordance with the Council's Financial Regulations the Council have approached three firms to provide quotations. Two of the firms have proved enthusiastic and have made site visits. At the time of writing this Report the Clerk is awaiting the receipt of such quotations. As regards the third Company despite numerous attempts the Company has not made contact; accordingly the Council will approach a different firm.

It would appear that as the Council is only proposing to create up to 5 car park spaces that it will not be necessary to provide a disabled car park space

A verbal update will be given by the Clerk at the Meeting

4-Works to the Hall-Roofing

- On the “5th July,2018,the Council’s Consultant confirmed “I am of the opinion that all Building works carried out by Hartleys is to a good general standard and are completed to my satisfaction.”

Consequently the Mayor and Deputy Mayor approved payment to Hartleys whose Account has now been settled.

5-Ladies Toilet

The Caretaker has carried out a temporary repair and on his return from annual leave is due to contact a contractor to complete the repairs;it is believed that the contract sum is de minimis and consequently three quotations will not be required.

6-Manhole Covers

Members may wish to note that two new manhole covers have now been fitted

7-Welfare Hall-Electrics

Members should be aware that there was disruption to the lighting affecting the Reception area,toilets and kitchen areas.The problem was caused by water entering the light at the kitchen entrance.The fixture has now been removed and will be replaced by the Council’s Electrical Contractor once the Caretaker is satisfied that there are no further leaks.It is believed that the water leak occurred prior to the new roof being fitted.

8-Welfare Hall Receipts

The Committee may wish to note the current receipts for the Hall.

Dated this 27th August,2018

Clerk to the Council