

## 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 5<sup>h</sup> February 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 15<sup>th</sup> January 2017 (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 31 January 2018

Clerk to the Council

**LLWCHWR TOWN COUNCIL**

**WELFARE HALL MANAGEMENT COMMITTEE**

**5 February 2018**

**REPORT OF THE CLERK**

1. Payments  
The following payment needs to be authorised  
BT – Late payment charge - £40.00  
City and County of Swansea – Pest Control treatment - £186.01
2. Welfare Hall Receipts  
The Committee may wish to note the current receipts for the Hall.
3. Evac+Chair  
The Committee may wish to note that the chair has been serviced and is in full working order.
4. Virgin Media Telephone and Broadband Service  
The Committee may recall that there were problems with BT and arrangements in hand to change provider to Virgin Media. An engineer attended on 16<sup>th</sup> January but the instructions he had been given were incorrect and installation has been rearranged to the 6<sup>th</sup> February in the afternoon.

Dated this 31 January 2018

Clerk to the Council

**CYNGOR TREF LLWCHWR**

**LLWCHWR TOWN COUNCIL**

**Minutes of the Welfare Hall Management Committee**

**Meeting held on the 15 January 2018**

**Present:** Councillor I. James (Chairman)  
Councillors J. Bowen, Wendy Evans, William Evans, P. Parsons,  
C. Phillips, R. V. Smith, W. Smith, D. Walters,  
P. Williams and R. Williams.

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

**38. APOLOGIES**

There were apologies for absence from Councillors A. Davis, S. Beynon, C. Richards and K. Roberts.

**39. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**40. MINUTES**

It was **RESOLVED** that the minutes of the meeting held on the 4<sup>th</sup> December 2017 be confirmed as a correct record.

**41. MATTERS ARISING**

There were no matters arising.

**42. REPORT OF THE CLERK**

(a) Payments

It was **RESOLVED** that the following payment be approved.

O'Brien Security Systems Ltd – Intruder Alarm Maintenance	-£240.00
O'Brien Security Systems Ltd – Fire Alarm Maintenance	- £240.00
British Gas (Commercial) Ltd – work to kitchen boiler	- £18.00
A W Davies – Premises Licence Fee	- £180.00
N Livings – Hose Pipe for Hall	- £13.77

(b) Welfare Hall Receipts

The receipts for the Welfare Hall were **NOTED**.

(c) British Gas Boiler Service

It was reported that the boiler in the kitchen had been serviced and was in full working order. A thermocouple had been fitted at a cost of £18.00.

It was **RESOLVED** that the Careplan for the boiler be renewed at a cost of £225.20.

(d) Alarm Servicing

It was **NOTED** that the Intruder and Fire Alarms had been serviced and both were in full working order.

(e) Rodent Infestation

It was **NOTED** that there had been three visits to the Hall by Environmental Health Officers and no trace of rodents had been found.

(f) BT Business – Broadband Services

It was reported that BT had changed their payment arrangements and it was no longer possible to meet their payment requirements without incurring late payment charges of £40.00 per time. The Clerk had been in contact with Virgin Media and negotiated a contract for the provision of telephone and broadband services at a cost of £32.00 per month for 12 months at which time the charge will increase to £48.00 per month. There would be an early termination charge of £159.29 to pay to BT. The Clerk had paid the quarterly charge of £130.52 and £25.00 to Virgin Media.

It was **RESOLVED** that the action by the Clerk had be endorsed and payments paid as necessary.

(g) N Power – Gas Charges

It was **NOTED** that the Gas charges for the last two quarters had been revised and updated and amounted to £909.25 inclusive of VAT and would be paid by Direct Debit.

**43.**

**URGENT ITEMS**

(i) Mrs E Griffiths

It was **NOTED** that it had been previously reported that the Council's Insurers had closed their file on two occasions in relation to the claim for personal injury. The claim has again been renewed and again been denied by the Insurers. It may be that the matter will need to go to trial.

Chairman