

NOTICE OF MEETING

A meeting of the WELFARE HALL MANAGEMENT COMMITTEE /TRUSTEES will be held on Monday next the 4th October, 2021 commencing at 7.00pm at the Welfare Hall, Woodlands Road, Loughor.

The agenda will be as follows-

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 Personal Interest relates to. Where the Personal Interest is a Prejudicial Interest they must withdraw from the meeting while that item of business is discussed).
3. To confirm the Minutes of the Meeting held on the 6th September, 2021
4. To consider matters arising from the Minutes, if any.
5. To consider the Clerk's Report.
6. Any other matter which the Chair determines to be urgent.

Dated this 30th September, 2021.

**N G Havard
Clerk to the Council**

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

**Minutes of the Welfare Hall Management Committee /Trustees
held on the 6th September, 2021.**

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

(Welfare Hall,Loughor: 7.06 pm – 7.15 pm)

15. APOLOGIES

There was an apology for absence from Councillor K.Roberts.

16. DECLARATIONS OF INTEREST

There were no declarations of interest.

17. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the 5th July,2021 be confirmed as a correct record.

18. MATTERS ARISING

There were no matters arising.

19. REPORT OF THE CLERK

(a)Payments

It was **NOTED** that the following payments had been made by Direct Debit-

Virgin Media	£75.60.
E.On(Gas)	£142.07
E.On(Electricity)	£93.96

The following payment was authorised- Viking	£77.83
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(b)Users of the Welfare Hall

The Clerk's Report and verbal update were **NOTED** and it was **RESOLVED** that-

- (i)that delegated power be granted to the Clerk in consultation with the Mayor(or Deputy Mayor in his absence) and the Chair of the Management Committee/Trustees to approve any future User Groups' risk assessments.

(c)Loft Insulation

The Clerk's Report was **NOTED**

(d)Fire Inspection

The Clerk's Report was **NOTED**

(e)Repairs/Refurbishment to the Hall

The Clerk's Report and verbal update were **NOTED** and it was **RESOLVED** that-

- (i)the Mayor and the Caretaker would carry out a preliminary inspection of the Hall
(ii)the Clerk would supply the Mayor with a copy of the latest Fire Regulations and

thereafter the Mayor and the Fire Officer would carry out a further inspection of the Hall and
(iii) that the Refurbishment Works as set out in the Report be confirmed save that there should be baby changing facilities (with appropriate signage) in all of the toilets

(f) Receipts and Payments

The Clerk's Report was **NOTED** .

20. URGENT ITEMS

There were no urgent items.

Chair

Agenda Item 5

LLWCHWR TOWN COUNCIL

WELFARE HALL MANAGEMENT COMMITTEE/TRUSTEES

Date 4th October ,2021

Report of the Clerk

1-Payments

The following payment needs to be authorised-

United(safety gloves)

£56.79

2-Users of the Welfare Hall

A)With regard to the original Users Healthforce have now submitted a risk assessment which has been approved;Healthforce now run classes on a Thursday morning.

Loughor OAP's have not yet submitted a risk assessment.

B)The Clerk has received the following request to hold a Show at the Welfare Hall-

“ Good Afternoon Mr Havard

Nigel, the caretaker of Loughor Welfare Hall has asked me to contact you.

We have a professional show called 'Stage & Screen – The Concert' which features myself and my fellow performer, Judd Caine. We are West End performers and have just started back with our concert after the Covid restrictions have been lifted.

We are enquiring about the possibility of hiring the Hall. We would require a sound and lighting technician.

Would you be able to send me some details about the availability and costs for hiring for one night.?

A Saturday is preferable, but Friday is also acceptable.

I look forward to hearing from you and wish you success for the future as we emerge from this trying time we have all gone through.

Kind regards

Stephanie Benavente

<https://www.westendtoyou.com>

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Stephanie Benavente

Tel: 07855 460341

www.facebook.com/benaventesinging”

The Clerk sets out below a copy of the Poster which accompanied the e mail together with some extracts from the organiser's website.



“West End to You comprises of Judd Caine and Stephanie Benevente. We are very experienced performers having both appeared in the West End and in theatres around the UK and the world.

We decided to form West End to You so we can bring the highest standards of performance to audiences in small community halls or large theatres.

We are passionate about performing and we have created several concert programmes to cover Musical Theatre, Songs from the Movies, the music of James Bond and bringing you the magic of the West End.

West End to You was formed in 2021, after having over 16 months of no performing opportunities due to Covid 19. We both needed a goal to aim for and the first big concert was

booked for October. Stage and Screen-the Concert was born and from this West End to You was created”

“Stephanie Benavente

Stephanie was born in Newport and studied at the Welsh College of Music and Drama. She has worked in Musical Theatre, Radio and Television, recordings studios and concerts.

As a classical soloist, she has performed in Handel's *Messiah*, Haydn Creation, Nelson Mass and St. Theresa Mass, Mozart Requiem, Rutter Requiem, Poulenc Gloria, Karl Jenkins Adiemus (premiere at the Royal Albert Hall) and also contemporary concert performances throughout Britain, Europe and America.

She was a featured performer at the opening night of the Wales Millennium Centre.

She has been guest soloist on BBC Radio 2's Friday Night Is Music Night and as a soloist on live TV and radio concerts broadcasts in Denmark. She has played roles in the musicals Bitter Sweet, Cabaret and Half A Sixpence for BBC Radio 2 and was featured vocalist for the animation The Happy Prince for Channel 4.

Her West End musical theatre work includes Les Miserables at the Palace Theatre, London where she covered Fantine and Eponine which she played many times, and Grease at the Dominion Theatre

She has recorded solo tracks on the albums World In Motion, The Festival, Sutter and The Andrew Lloyd Webber Songbook. As a session singer, she has worked on commercials, live TV and theatre work and numerous sessions for album, TV and films including Evita, Gladiator, Hannibal, Prince of Egypt, The Hunchback of Notre Dame, Antz and The Time Machine. She ran a successful theatrical agency for 14 years and has now returned to teaching and performing.

She is a highly respected singing teacher and vocal coach.

Follow her on Facebook @benaventesinging and YouTube - bonavoce.”

Some of the issues Members may wish to consider-

1-the Council would receive a flat fee of £90.00

2-the organiser has been informed that the Council cannot offer a sound or lighting technician

3-the target audience for the organiser is 200 people

4-the organiser has been informed that the kitchen and hence the bar are closed-she has responded-

“The kitchen would not be needed. However, would you allow the audience to bring their own drinks? There would be no selling of alcohol.”

This reply, of course, does not preclude the audience from bringing in their own alcohol and even if the Council were to insist on soft drinks only there would be no practical way of

enforcing this. The Caretaker is the Licensee and the issue does raise licensing issues. The Clerk has sought the advice of the Licensing Department of Swansea Council and specifically raised the following points-

- a) Would the Licensee, Nigel Livings, have to be at the premises at all times during the Show?
- b) Could guests bring their own alcohol and would this be within the terms of the Licence?

The reply from Swansea Council is set out in Appendix 1.

5- Any Concert would like any other User have to comply with the Council's Covid-19 Precaution Policy and also have to complete a separate risk assessment for approval by the Council.

Some issues arising would include-

i) Track and Trace- it is unlikely each concert goer will complete the Council's own track and trace book held in Reception and it is not clear how the organizer will manage this issue- the Clerk has raised this point with the organizer and received the following reply-

"Do you have a Q code? This is what we are using at other venues, and then we would have contact forms for those who don't have mobile phone ability to scan in the code."

ii) toilet facilities- at present only one toilet is in use at the Hall

iii) would entrance/exit protocols be observed?

iv) in practice there will be no social distancing

v) not sure what dates the organizer has in mind but in the winter months ventilation could be an issue

Members are asked whether they wish this proposed Show/Concert to go ahead in the Welfare Hall and, if so, on what terms.

3-Receipts and Payments

The current receipts and payments are attached.

Dated this 30th September, 2021

Clerk to the Council

