



Be kind



Byddwch yn garedig

COWBRIDGE (ANCIENT BOROUGH)
with LLANBLETHIAN TOWN COUNCIL
CYNGOR TREF Y BONT FAEN
(Bwrdeistref Hynafol) gyda
LLANFLEIDDAN

Minutes of the Meeting of the Town Hall Committee held in the Council Chamber and remotely using Microsoft Teams at 7.00pm on 3rd of October 2023, 7.00pm.

Present: **Council Chamber:** Cllr Malcolm Wilson, Cllr John Andrew, Cllr Gwen Baty, Cllr Geraint Baty, Cllr Lianne Evans, Cllr David Breen, Town hall/Finance Officer Clair Davis, Deputy Town Clerk Sarah-Jane Marshall & Town Clerk Cathy Kennedy

Microsoft Teams: There were no remote attendees.

Committee members: Chair of the Committee Cllr Dave Breen The Mayor Cllr Malcolm Wilson, The Deputy Mayor Cllr Heather Weddell, Cllr Gwen Baty, Cllr John Andrew, Cllr Geraint Baty, Cllr Watkins.

1) APOLOGIES FOR ABSENCE

Apologies were received from Cllr I Watkins.

2) DECLARATIONS OF INTEREST

No declarations of interest were made regarding agenda items.

3) MINUTES

RESOLVED

The minutes from the meeting held on the 27th of June 2023 were approved as a true and accurate record.

4) MATTERS ARISING

- a) The office boiler installation is complete and operational.
- b) The projector remains non-functional; Town Hall/Finance Officer C Davis attempted to contact JBL without success. Deputy Town Clerk S Marshall has now reached out to IBO Promotions for assistance.
- c) Cllr J Andrew inquired about the hearing loop. The Town Hall/Finance Officer C Davis clarified that JPL reported the hearing loop is operational, though adjustments may be required for various hearing aid models.

RESOLVED

The chair Cllr D Breen will contact the BDA for advice on the hearing loop.

5. FINANCIAL REPORT

The Town Hall Committee has received copies of the designed management accounts.

- a) Mayor Cllr M Wilson discussed the need to modify the management accounts to include forecasting.
- b) The Committee acknowledges the dedication of Town Clerk C Kennedy, Town Hall/Financial Officer C Davis, Mayor Cllr M Wilson, and Cllr. A. Trousdell in creating a comprehensive financial forecast.
- c) Town Clerk C Kennedy recommends examining separate forecasts for roof repairs, Town Hall frontage, and the Town Clerk's door as individual projects.

RESOLVED

- 1. To accept the management accounts with a change in the forecast categories to reflect the different projects.
- 2. To accept the full list of expenditure and receipts for expenditure.

6. TOWN HALL BUDGET

Town Clerk C Kennedy presented the initial draft of the budget to the Town Hall Committee.

Cllr J Andrew noted that the budget for Town Hall maintenance had increased to £20,000.

- a. Town Clerk C Kennedy explained that most Town Hall expenses fall under maintenance, emphasizing the need for substantial maintenance due to building requirements.
- b. Cllr H Weddell expressed concern that £20,000 might be insufficient considering the maintenance and repair needs.

RESOLVED:

The Town Clerk, C Kennedy, and the Town Hall/Financial Officer C Davis will include the following in the draft budget:

- a) Individual Projects.
- b) Grant income.

7. TOWN HALL BENCH

A meeting convened to discuss the installation of memorial benches outside the Town Hall, with the support of the Royal British Legion. Concerns were raised regarding decorations near the war memorial, prompting consideration of alternatives. The Royal British Legion proposed two benches and plans to seek Town Council support.

The Town Clerk C. Kennedy clarified that Vale of Glamorgan Council had granted permission for the colorful curtain and floor painting. Cllr Gwen Baty suggested contacting the Vale to discuss the scope of the pride initiative. Cllr H Weddell recommended conducting a public survey to gauge opinions on the decoration of the Town Hall.

RESOLVED

The Town Hall Committee determined that further discussion on this matter is needed and will bring it before the full council for consideration.

8. MAYOR'S PARLOUR

The Town Clerk, C Kennedy, is awaiting a quote from a painter and decorator for the mayor's parlour decoration update.

9. THE TOWN HALL CLOCK

The report outlined recommendations made by the clock engineer concerning the safety of the Town Hall Tower Clock and the return of its original 1836 mechanism from St Fagans Museum. No financial implications are associated with these recommendations. The report recommends the approval of these suggestions and the initiation of a formal loan request from the museum.

RESOLVED

Immediate attention is deemed necessary to address safety concerns. The Town

10. TOWN HALL FRONTAGE

A report from Vale Consultancy concerning the renovation of the Town Hall's frontage was reviewed.

RESOLVED

The Town hall frontage will be postponed for discussion in an extraordinary meeting.

11. TOWN HALL SURVEY

The committee deliberated on a proposal by Hiareth to conduct a comprehensive survey of the Town Hall.

This proposal will be considered during the extraordinary meeting scheduled for the 4th of October 2023.

12. CORONATION COLLEGE

A report was given verbally by the Town Hall/Financial Officer regarding the Coronation Collage.

13. TOWN HALL ROOF

The report provided by the Town Clerk C Kennedy, provided an overview of the unpaid CADW Grant related to roof damage at Cowbridge Town Hall caused by heavy rains and storms during Autumn/Winter 2021/22. The Town Clerk initiated actions to secure the grant, including Listed Building Consent. However, delays in the grant process and discrepancies in slate usage led to complications with CADW. Despite numerous communications, the grant remains unpaid. The Town Council's ability to complete essential roof renovations and preserve the Grade II listed building is at risk due to these delays. An email trail from the Town Clerk serves as evidence of actions taken to resolve the matter.

RESOLVED

The Town Clerk, C. Kennedy, will continue discussions with CADW and will provide a report with updates as necessary.

14. DATE OF NEXT MEETING

5th December 2023