



Bydawch yn garedig

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

Minutes for the Town Hall Committee Meeting 7:15 pm 1st October 2024

Present in the Chamber: Cllr John Andrew (Chair), Cllr Malcolm Wilson (Deputy Chair), Cllr Gwen Baty. Ex Officio Members: Mayor Cllr Heather Weddell and Deputy Mayor Cllr Geraint Baty.

The Chair welcomed Cllr Sue Bond to her first Town Hall Committee meeting.

Also Present Clair Helen Davis, Deputy Town clerk

Committee Members: Cllr John Andrew (Chair), Cllr Malcolm Wilson (Deputy Chair), Cllr Gwen Baty. Ex Officio Members: Mayor Cllr Heather Weddell and Deputy Mayor Cllr Geraint Baty. Cllr Sue Bond.

34/TH2024 APOLOGIES

There were no apologies noted.

35/TH2024 DECLARATIONS OF INTEREST

To receive any declarations of interest, including the nature of the interest (members are reminded of the provisions of paragraph 11 of the Members Code of Conduct, particularly paragraph 11.1).

There was no declaration of Interests.

36/TH2024 MINUTES

The minutes from the previous meeting 3rd September 2024 were approved.

37/TH2024 MATTERS ARISING

Set up services: the views of other councillors were sought at the last council meeting and the consensus appeared to be that we should continue to offer the service but charge a more realistic rate.

Staffing committee to consider time off in Lieu versus overtime at their next meeting.

Deputy Town Clerk and Community Engagement Officer to review again the operating model.

Health & Safety at work This was discussed last Council meeting and a five-year contract agreed with worknest.

38/TH2024 FINANCIAL REPORTS

The financial accounts from 26th September 2024 were reviewed and approved. It was noted that the sound system was in the wrong cost code so to be moved to office equipment.

It was Recommended that the £37500 be moved to the reserves and earmarked for the Town Hall roof.

It was noted that the Town Council has been awarded an £8,500 National Lottery Grant for the Community Cinema with the principal cost being a projector. Well done to those involved in the grant application submission. The committee felt that the project should be a matter for full council and not just the Town Hall committee with governance being a key consideration.

39/TH2024 INITIAL BUDGET REVIEW FOR 2025/26

The initial review comments a good start but the 2024/25 forecast needs to match the management accounts forecast.

40/TH2024 TOWN HALL REFURBISHMENT TASK AND FINISH GROUP

Councillor Wilson provided an update. Councillors Wilson and Andrew have met with Steve Knapton, a grants consultant, and are to meet with a representative of the national lottery heritage fund on 10th October prior to submitting an Expression of Interest. To be successful the application will have to focus on heritage and community engagement which dovetails well with Placemaking. In order to determine a total project cost additional survey work will be necessary particularly for electrical and heating. Councillor Wilson is seeking advice from Matt Jones of Vale Consultancy who is a member of the working group.

41/TH2024 LISTED BUILDING CONSENT APPLICATION – BOILER

The Town Clerk has obtained two quotes for preparing and submitting the application. The committee reviewed these and recommends the selection of Nick Renwick whose quote is the lowest. Nick Renwick was the architect for the Lift installation.

42/TH2024 MAYOR'S PARLOUR AND FUTURE USAGE

The committee recommended that the Mayor's Parlour be repurposed as a Heritage room; where, not only will the clock be housed should it come back to the Council but also to highlight such features as the old well. Cllr Bond pointed out that this needs repair. The committee also recommends a working group be established, including representatives from the museum, to determine the precise use of the room.

43/TH2024 DATE OF NEXT MEETING

5TH November 2024