

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Welfare Hall Management Committee /Trustees

Meeting held on the 13th January 2020

Present: Councillor R. Williams(Chair)
Councillors J. Bowen, A. Davis, Will Evans, Wendy Evans, P. Parsons,
C. Richards, R.V. Smith, J. Williams, and P. Williams

(Welfare Hall, Loughor: 7.00 pm – 7.25pm)

39. APOLOGIES

There were apologies for absence from Councillors
S. Beynon, H.Huelin, I. James, C. Phillips, K. Roberts, W. Smith,
and D. Walters.

40. DECLARATIONS OF INTEREST

There were no declarations of interest.

41. MINUTES

It was **RESOLVED** that the minutes of the meeting held on the
2nd December 2019 be confirmed as a correct record.

42. MATTERS ARISING

There were no matters arising.

43. REPORT OF THE CLERK

(a)Payments

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

Virgin Media (December) £75.60

The following payments were authorised-

Evac & Chair £108.00

Mike Young-Electrician (incl VAT) £138.00

(b)Repairs/Refurbishment to the Welfare Hall

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

(i) the Clerk convene a Meeting between the Station Commander of
Goseinon Fire Station, the Mayor, Deputy Mayor, Chair of the
Welfare Hall/Trustees and the Clerk to discuss fire safety
arrangements generally and

(ii) a Meeting be convened, initially with Councillor Jeff Bowen, the Clerk
and the Caretaker (and possibly thereafter with potential Contractors)
to investigate the possibility of increasing capacity within the ladies
toilet area by utilising the existing storeroom and further whether it
was possible to gain access to such extra cubicle from the corridor

directly; subject thereto the existing male and disabled toilets to remain

- (iii) the refurbishment works are to include replacement wash basins, taps, hand dryers, and re painting generally. Ensure signage for baby changing facilities on disabled toilet door.

(c) Fire and Intruder Alarm Checks

The Clerk's Report was **NOTED**

(d) Assistant Caretaker

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

- (i) the post of Assistant Caretaker be created as cover for the Caretaker with the duties of such post being dependent whether the cover for the Caretaker was short term (3 weeks or less) or long term. If the former then with respect to the paragraphs listed under "Job Title" in the Caretaker's Contract of Employment the following would apply to a short term absence-a), b), f), g) and k). If long term absence all paragraphs apply except c) and
- (ii) the Clerk to convene a Meeting with the proposed candidate for the post in order to ensure that she is happy to proceed and particularly with regard to paragraph b), discuss whether manual handling training required.

(e) Receipts and Payments

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

44. URGENT ITEMS

There were no urgent items.

Chair