

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Meeting of the Welfare Hall Management Committee/Trustees held at the Welfare Hall, Woodlands Road, on Monday 1st September 2025 at 7:10pm

Attendees:	Councillor I. James (Chair) Councillors: J. Bowen, C. Richards, R. Smith, W. Smith, J. Williams, M. Williams, N. Walters, P. Parsons, D. Walters, M. Davis, S. Beynon, R. William and A. Phillips Via TEAMS: Councillor: - K. Roberts – (issues with clerk's connection unable to continue via TEAMS)
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Main Meeting Discussion Points:

WH0925-51	APOLOGIES There were apologies for absence from Councillors A. Davis and C. Phillips
WH0925-52	DECLARATION OF INTEREST There were no declarations of interest raised.
WH0925-53	PREVIOUS MINUTES It was RESOLVED that the Minutes of the Meeting held on the 7 th July 2025 be confirmed as a correct record.
WH0925-54	MATTERS ARISING There were no matters arising
WH0925-55	UPDATE ON FIRE ESCAPE Cllr J. Bowen gave a verbal update on both fire escapes. No report from structural engineer but advised that porchway leading out of chamber room needs to be taken down and new fire escape put in place. Fire escape from 2 nd floor of Welfare Hall will be cleaned and maintained, risk assessment required of concrete block on fire escape.
WH0925-56	REVIEW OF INTRUDER/FIRE ALARM Council reviewed all information provided from the 3 quotes given. It was RESOLVED that council will stay with O'Briens.
WH0925-57	REVIEW OF FIRE RISK ASSESSMENT On reviewing information and quotes provided in relation to completing a fire risk assessment on Welfare Hall it was RESOLVED that clerk should instruct FWS Services to carry out fire risk assessment and also request a legionella risk assessment.
WH0925-58	REVIEW OF SOUND SYSTEM QUOTES

	Council reviewed all quotes and information provided by 3 companies in relation to upgrading to a digital bluetooth sound system in Welfare Hall. It was RESOLVED that the clerk should instruct Total Sounds to carry out the upgrade. Cllr N. Walters asked that the clerk source a grant to assist with payment of the upgrade. Further discussion on grants followed clerk to apply for grants via Community Facilities Programme to cover cost of upgrading sound system and adding solar panels to Welfare Hall.
WH0925-59	REVIEW OF ELECTRICAL SAFETY QUOTES Following a review of the quotes and information provided by 3 companies to carry out electrical safety inspection and electrical work for the Welfare Hall it was RESOLVED that the clerk should instruct Lighthouse Electrical to carry out the works required.
WH0925-60	REPORT OF THE CLERK a) Payments The clerk's report was NOTED, and AGREED b) Accounts for Payment The clerk's report was NOTED, and future payments APPROVED c) Welfare Hall Users Clerk's report was NOTED. d) Welfare Hall Request Clerk's report was NOTED. Clerk to contact J. Williams to obtain further information on what is required, happy to support the group. e) PAT Testing Clerk's report was NOTED. Counsel agreed with course of action. f) Oven Cleaning Clerk's report was NOTED. It was RESOLVED that the clerk should instruct Essential Oven Clean to carry out works required. g) Welfare Hall Roof/chamber Room Clerk's report was NOTED. h) Fire Risk Assessment Clerk's report was NOTED. RESOLVED as per item WFH0925-57 i) Electrical Safety Certification Clerk's report was NOTED. RESOLVED as per item WFH0925-59 j) Intruder Fire Alarm Quotes Clerk's report was NOTED. RESOLVED as per item WFH0925-56 k) Sound System Clerk's report was NOTED. RESOLVED as per item WFH0925-58 l) Chamber Room External Steps and Metal Fire Escape Clerk's report was NOTED. RESOLVED that Cllr J. Bowen will be sourcing structural engineer report for both fire escapes and contractor to work on metal fire escape. m) Heating System Clerk's report was NOTED. Council AGREED although there is merit in putting in electric heaters in chamber room, not comfortable with putting all eggs in one

	basket. Agreed that replacement of boiler to be put on hold and clerk to go back to quote firms to find out alternative solutions i.e. thermostatic valves on radiators, maybe change of radiators in Chamber room. n) Music Licence Clerk's report was NOTED. RESOLVED that clerk should make payment for licence o) Covering Chairs Clerk's report was NOTED. Vote of thanks put forward to the caretaker for the hard work already done to recover chairs. p) Welfare Hall Toilets Clerk's report was NOTED. q) Receipts & Payments Clerk's report was NOTED and AGREED
WH0925-61	ANY OTHER BUSINESS No other business
WH0925-62	URGENT ITEMS There were no urgent items
<u>Chair ended meeting at 07.50pm</u>	

Recommendation / Actions:	
Actions arising are: listed in the Decisions and Actions List	