

Bedwas, Trethomas & Machen Community Council

Council Offices
Newport Road
Bedwas
Caerphilly
CF83 8YB
Tel: (029) 2088 5734
E-mail: clerk@btmcc.co.uk



13th January 2021

To: All Members of BTMCC Land & Building Management Committee

You are summoned to attend a meeting of 'LAND & BUILDING MANAGEMENT COMMITTEE' to be undertaken by remote access using MS Teams to be held on **Tuesday 19th January 2021 at 5 pm**

Please Note; This Meeting will be held in accordance with the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020. The Regulations make temporary provision in relation to local authority meetings during the Covid 19 pandemic. Statutory requirements placed on local authorities by existing legislation to admit the public and press in person to certain meetings and to provide facilities to inspect certain documents in person at offices of the authority are relaxed for the duration of the Regulations. All documentation about and relating to this and any other Community Council Meeting undertaken by remote access will be made available on the Community Council Website. <https://www.btmcc.co.uk/>

If you are unable to attend this meeting, please send your apologies to clerk@btmcc.co.uk or telephone (029) 20885734 prior to the meeting.

The business to be transacted is set out in the agenda below. If any member requires further information on any item, please contact the Clerk prior to the meeting.

Yours sincerely,

Marcia Jones
Clerk to the Council

Bedwas, Trethomas & Machen Community Council



Remote Land & Building Management Committee

Tuesday 19th January 2021. 5pm. MS Teams

AGENDA

1. To note those present and apologies
2. Declarations of Interest
3. To receive and confirm the minutes of the LBMC on 7th December 2020
4. Matters Arising (not on the Agenda) from the LBMC on 7th December 2020

BTM OFFICE, including Community Garden

5. To review the current contracts and inspection schedule BTM Office
6. To note actions and progress undertaken at the BTM Office since last meeting
7. To review the BTM Office Action Plan of planned maintenance & improvements/refurbishment and agree next steps

BEDWAS WORKMENS HALL

8. To review the current contracts and inspection schedule BWH
9. To note actions and progress undertaken at the BWH since last meeting
10. To review the BWH Action Plan of planned maintenance & improvements/refurbishment and agree next steps
11. AOB
12. Date of next meeting