

Bedwas, Trethomas & Machen Community Council

Minutes of the meeting of the Land & Buildings Committee on Wednesday 3rd May 2023

PRESENT (Committee)	Apologies
Emma Phipps Magill (Chair)	
K Ingram	A McConnell
J Winslade	D Davies
N Bull	

- 1/ **Declarations of Interest**
None
- 2/ CCTV - Installed and working well at Bedwas Workmen's Hall. Already Volunteers feel it provides a sense of security.
- 3/ Mens shed - Emma to chase Lisa Rowling's contact Mens and to also contact the men's walking group recently established within the bedwas area. This project needs completed by June therefore there is general concern in regards to the need for its progress.
- 4/ Quote regarding works needed on council offices roof and guttering was agreed and the committee recommends sending quote to full council with the view to agreement of works to be carried out.
We can be satisfied the clerk has attempted to obtain a number of quotes for this work however no responses/quotes have been received from those contractors contacted. Due to the urgency of this work to manage the ingress of water to the building. We agree for these works to be carried out based on the quote received. (includes scaffold cost)
Points for clarity in readiness to advise full council.
 - Will the contractor offer a guarantee of the works?
 - How soon can the works commence?
- 5/ Lease - The lease for the downstairs front room and back room was reviewed in this meeting and amendments required as noted below.
Change of surname required.
Clarify address of lease holder.
We are aware the lease holder will only attend the salon for two days a week therefore clarification needed that subletting is not taking place.
The clerk to the council to enter conversation to explore current lease holders' intention to continue with the lease for another year.
Can an amendment be added to the lease referring to the agreement made with BTMCC regarding notice of any maintenance works and clarification to be made that emergency works may not fall in line with agreed notice however every attempt will be made to adhere to this agreement.
- 6/ AOB :CLLR Phipps-Magill highlighted the need to follow internal processes regarding spend for any maintenance of the building and grounds and requested all members to ensure any request for spends are agreed in principle at land and buildings committee meetings to then be approved by full council.
Important to note a spend of £500 was agreed outside process for garden items to progress necessary works.

Cllr Nigel Bull has requested a budget of £500 for equipment and maintenance for the community garden. Requesting these funds does not translate to the full spends of the budget but will provide access to monies to ensure the community garden is maintained and safe for use of our community without the need to wait for full council agreement. Cllr Bull will make every attempt to upcycle items and purchase second hand items where possible.

Cllr Bull sort update on the agreed spend for the “making safe” of the garden wall. It was clarified this had already been agreed by full council.

Cllr Bull highlighted the heating in the back room is always on however the room is not used frequently. Cllr Phipps-Magill to discuss with the Clerk, the efficiency of the building heating and where there are areas we implemented the reduction of use of heating, to allow long term cost savings. Consideration to be given to the purchase of a next system for the building.

Meeting closed 7.45pm

Next meeting: 7th June – 6.30pm

Signed: _____ Chair Date: _____