

NOTICE OF MEETING

A meeting of the WELFARE HALL MANAGEMENT COMMITTEE /TRUSTEES will be held on Monday next the 29th April,2024 commencing at 7.00pm at the Welfare Hall, Woodlands Road, Loughor and to be held on a remote basis in accordance with the provisions of the Local Government and Elections (Wales) Act 2021 and by means of Microsoft Teams. Press and Public are invited to attend online but should give prior notice to the Clerk at clerk@llwchirtowncouncil.gov.uk and detail any question they wish to submit. The agenda will be as follows-

1. Apologies for absence.
2. To receive disclosures of Personal Interests from Members under the Council's Code of Conduct.
(Note: Members are requested to identify the item number and subject matter that their Personal Interest relates to. Where the Personal Interest is a Prejudicial Interest they must withdraw from the meeting while that item of business is discussed).
3. To confirm the Minutes of the Meeting held on the 8th April,2024.
4. To consider matters arising from the Minutes, if any.
5. To consider the Clerk's Report.
6. Any other matter which the Chair determines to be urgent.

Dated this 25th April,2024.

**N G Havard
Clerk to the Council**

CYNGOR TREF LLWCHWR

LLWCHWR TOWN COUNCIL

Minutes of the Meeting of the Welfare Hall Management Committee/Trustees held at the Welfare Hall, Woodlands Road, Loughor and on a remote basis in accordance with the provisions of the Local Government and Elections (Wales) Act 2021 and by means of Microsoft Teams on the 8th April,2024.

PRESENT: Councillors Ireen James, Jeff Bowen (Joint Chairs)
Councillors S. Beynon, P. Parsons, A. Phillips, C. Phillips, C. Richards,
K. Roberts (remote attendance), R. Smith, W. Smith,
D Walters ,J. Williams and M. Williams.

(At the Welfare Hall and by Remote Access: 7.33 pm – 7.49 pm)

57. APOLOGIES

There were apologies for absence from Councillors A. Davis, M. Davis, N. Walters and R. Williams.

58. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

59. MINUTES

It was **RESOLVED** that the Minutes of the Meeting held on the 4th March,2024 be confirmed as a correct record.

60. MATTERS ARISING

There were no matters arising.

61. REPORT OF THE CLERK

(a)Payments

It was noted that the following payment had been made by Direct Debit-
Virgin Media £70.80

The following payments was authorised

Evac Chair Maintenance Contract	£121.20
Liftech	£222.00

(b)Users

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

(c)Refurbishment Works

(i)List of Further Works

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

1-the List of Further Works as prepared by Councillor Jeff Bowen will now be

itemised and set out in the List of Decisions which will also set out the priority matters.

2-the Council's Electrical Contractor would be asked to provide a detailed quotation in respect of the works that he is carrying out with a view for this quotation as well as the one in respect of the works to the Porch forming the basis of a Welsh Church Acts Grant Application.

(ii)Plumbing Works

The Clerk's Report was **NOTED** and it was **RESOLVED** to authorise payment to the Contractor.

(iii)Grants

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

(d)Safety Inspection

The Clerk's Report was **NOTED** and it was **RESOLVED** to authorise payment to the Contractor.

(e) Broadband

The Clerk's Report was **NOTED** and it was **RESOLVED** to authorise the Clerk to purchase a booster/range extender.

(f)Receipts and Payments

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

62. URGENT ITEMS

a) Councillor C. Phillips reported an issue in respect of hot cups and it was **RESOLVED** that-

1-the Clerk be authorised to purchase replacement cups

2-a suitable advisory sign be placed in the kitchen.

b)Councillor I.James reported that the Food Donation crate was now in place in the main Hall with suitable signage.

Chair

Agenda Item 5

LLWCHWR TOWN COUNCIL

Date 29th April,2024

Report of the Clerk

1-Payments

The following payment has been made by Direct Debit

Virgin Media

£70.80

2-Users

There is no update on any new User Groups wishing to hire the Hall.

3-Refurbishment Works

a)List of Further Works

i)Electrical Works

The Council's Contractor has been instructed in all of these matters which include the external lights as well as the eco friendly lights for the toilets. The Contractor has also been instructed to fit a pull cord alarm in the disabled toilet. The Clerk is awaiting a detailed quotation for these works which can form the basis of an application for a Wales Church Act Grant along with the works to the Porch.

ii)aluminium nosings-these will be obtained by the main Contractor and supplied to the Caretaker for fitting.

c)Porch

Councillor Jeff Bowen may be able to give a verbal update.

c)External Fire Escape

Councillor Jeff Bowen may be able to give a verbal update.

d)Toilets

It is being proposed that the wash basins in the toilets (but not the cubicles and urinals) be refurbished and the toilets be painted.

As regards the wash basins the Caretaker has been asked to obtain quotations and the Clerk will obtain a quotation in respect of the painting.

If Members are agreeable in principle to these Works then Members may wish to consider giving delegated powers to conclude arrangements to the Joint Chairs of the Welfare Hall Management Committee/Trustees namely Councillors Ireen James and Jeff Bowen.

e) Grants

By way of update the Clerk sets out below a copy of the e mail sent to the Mayor, Deputy Mayor and Joint Chairs on the 17th April-at the time of writing this Report the Clerk has not received a reply from the Grant team but may be able to give a verbal update.

“As you will be aware (I enclose a copy of an extract of the Council’s Application) the Council originally applied for 8 Apple units.

Subsequently at a meeting with the Grant Team it was explained that such an application could not be supported for digital training for the public as Swansea Libraries do not support Apple and therefore Android units would be required. This was not made clear at the time of the Application.

The Clerk asked Councillor Nia Walters for advice on the 4 non Apple units and a resubmitted application was made. This resubmission was accepted in principle but the Grant Team ended up placing 5 non Apple units and 1 Apple Unit in the Application. The Grant Team have accepted that this is incorrect and that the Council’s Application is for 4 Apple units and 4 non Apple units.

You will note from the Grant Teams e mail of yesterday (see enclosed spreadsheet) that the Application can now proceed on the basis of 4 Apple and 4 non Apple-however the Grant Team have added VAT to the prices-the result of this is to take the price beyond the Council’s original Application for £5,939.00 to £6,203.92. The Grant Team wanted the Council to pay this additional sum of £264.92. The Clerk queried this and spoke to the Team Leader of the Grant Team today-the Team Leader has now confirmed that it was “misleading” that the Grant Team did not tell Applicants to include VAT in their original Applications.

The Team Leader has confirmed over the telephone today that the Councils Application will be amended from a submission of £5,939.00 to £6,203.92-the Team Leader indicated that the increase would be a formality and would be approved however there was a process to be followed and this would take a couple of days.

Therefore the present position is that I am awaiting for this formal confirmation and thereafter I will place the order with Currys for the initial IT equipment.”

4-SA4 Community Magazine

As Members will be aware the following advert has appeared in the Magazine-the cost is £60.00.

Members are asked whether they wish to continue with the advert on a rolling basis every month or have it for a specified number of times in the year or discontinue immediately.

The Clerk was telephoned by the Magazine on the 22nd April-the deadline for print was that day and a decision had to be made immediately. In the circumstances the Clerk has cancelled the advert being placed in the May Edition of the Magazine but of course the advert could be

placed in the June Edition if Members so wish.



**LOUGHOR WELFARE HALL
AVAILABLE FOR HIRE**

**Ideal for meetings, functions, children's parties
and concerts.**

Rates start at £15.00 per hour

**Please contact Nigel Livings on 01792 536629 or
07779 842888 for booking inquiries or more
information.**

Loughor Welfare Hall, Woodlands Road, Loughor, SA4 6PS

6-Receipts and Payments

The current receipts and payments are attached.

Dated this 25th April,2024.

Clerk to the Council.