

Report on Recreation and Building Committee Meeting
Held 17th June 2013 at 7.00pm
At the Council Chamber, Old School, Wine Street, Llantwit Major

PRESENT: Chairman – Councillor E Hacker

Councillors; Mr G Ingram
Mr M Mason
Mr M Marsh
Mrs P Lancaster
Mrs A Matthews
Mrs S Hanks
Mr E Williams
Mr J Evans
Mr K Geary
Mrs P Percy
Mr R Jenkins

Apologies were tendered on behalf of;
Councillor Mrs S Geary
Councillor Mr G John

OLD SCHOOL

To discuss refurbishment of Old School – windows, scaffolding, fascia boards, rainwater goods, painting, chimney

Committee members had previously been circulated with a copy of a report, quotations and breakdown of costs, for the refurbishment to the rear of the Old School. Committee members discussed all the quotations for the works and asked the Chair and Town Clerk a number of questions. Councillor Hacker reminded Committee members that £7,000 had previously been budgeted towards these works.

Committee members raised concerns that once the works were completed and scaffolding removed, if any repairs were required who would be responsible for access.

RECOMMENDED: That a clause be included in the contracts stating ‘Should any repairs be required within a year of completion of works, it is your responsibility to arrange for access to complete the repairs. The Town Council will not cover any costs with regards access.

Committee members noted that unfortunately the painting contract could not be discussed due to the lack of 3 days' notice. This would be brought to the Full Town Council meeting held on 27th June 2013 for consideration.

Councillor Hacker informed Committee members that any recommendations put forward by the Recreation and Building committee, would be subject to the Finance & Policy committee agreeing to the spend.

Scaffolding

Committee members had previously been circulated with copies of quotations for the supply of scaffolding for the refurbishment of the windows to the Old School. Committee members agreed that scaffolding would only be required to the rear of the Old School and that a tower would be adequate for the front.

RECOMMENDED: That subject to the Finance & Policy committee agreeing to the budget for the works to the Old School, the quotation from Clive Marshall in the sum of £1,160 ex vat, be accepted for the supply of scaffolding.

Windows

Committee members had previously been circulated with copies of quotations for the refurbishment of the windows to the Old School. Committee members discussed the 3 quotations, Councillor Hacker informed Committee members that Church Glass windows were the contractors who refurbished the windows to the Town Hall, and Stained Glass Studio was the company who had completed the repairs to the windows in Room A & B within the Old School, Treforest Glass had to date done no works for the Town Council.

RECOMMENDED: That subject to the Finance & Policy committee agreeing to the budget for the works to the Old School, the quotation from Church Glass in the sum of £3,640 ex vat, be accepted for the refurbishment to windows at the Old School.

Rainwater Goods

Committee members had previously been circulated with a copy of a quotation from Rainwater Goods Direct for the supply of the cast iron rainwater goods. Councillor Hacker informed Committee members that this company made the goods within the UK, so there was no 'middle man'.

RECOMMENDED: That subject to the Finance & Policy committee agreeing to the budget for the works to the Old School, the quotation from Rainwater Goods Direct in the sum of £2,612.04 ex vat, be accepted for the supply of rainwater goods to the rear of the Old School.

Fitting of Rainwater Goods

Committee members had previously been circulated with copies of quotations for the fitting of the rainwater goods to the rear of the Old School. Councillor Hacker informed Committee members that all three contractors had previously completed works for the Town Council. Seren Contractors had done the works to the kitchen and toilet for Room B, D Daw had recently done the repairs to Seaview Park wall and a downpipe on the Town Hall, Vale of Glamorgan Council have done numerous works. The Town Clerk reported that Seren Contractors did work for both the Vale of Glamorgan Council and Cardiff County Council, although after completing the works to the kitchen/toilet there had been a slight problem and it had taken a number of weeks to repair.

RECOMMENDED: That subject to the Finance & Policy committee agreeing to the budget for the works to the Old School, the quotation from Seren Contractors in the sum of £1,288 ex vat, be accepted for the fitting of rainwater goods to the rear of the Old School.

Chimney

Committee members had previously been circulated with an estimate for the repairs to the chimney on Room B. It was noted that these works would be in the region of £1,000, but until scaffolding is in place and access to the top of the chimney achievable a fixed price could not be given.

RECOMMENDED: That the Town Clerk be given permission to spend up to £1,000 on repairs to the chimney in Room B, subject to the Finance & Policy Committee agreeing to the budget for the works.

Dormer Windows

Committee members had previously been circulated with an estimate for the repairs to the two dormer windows to the rear of the Old School. It was noted that the proposed maximum the works could cost is £5,000, but until scaffolding is in place and access to the top of the windows achievable it is not known how much damage there is to the roof, fascia and windows themselves.

RECOMMENDED: That the Town Clerk be given permission to spend up to £5,000 on repairs to the two dormer windows to the rear of the Old School, subject to the Finance & Policy Committee agreeing to the budget for the works.

Conclusion

Committee members discussed all the proposed works and quotations, it was;

RECOMMENDED: That the Recreations and Buildings Committee put forward a recommendation to the Finance & Policy Committee that £9,310.04 be taken from reserves to cover the additional costs for the refurbishments to the rear of the Old School.

TOWN HALL

Update report on the disability access audit

Committee members had previously been circulated with an update report on the disability access audit for the Town Hall, this included completed works and those due to take place this financial year. Councillors Mrs Percy informed Committee members that there was a spelling mistake on point 8.2a, it read Life and it should be Lift. Councillor Ingram queried if a written response had been received from the Conservation Officer regarding the installation of lift. The Town Clerk replied that yes we had received a response and it was on file. Councillor K Geary stated that there was also a 'y' missing on point 16a. Noted.

SEAVIEW PARK

Quotation and proof for new signage re dog fouling

Committee members had previously been circulated with a proof for a refurbished sign and a new sign on Seaview Park regarding dog fouling. Councillor Ingram gave a brief verbal report on a recent meeting he had with Denny White from the Vale of Glamorgan Council regarding land they owned around Seaview Park. Councillor Hacker informed Committee members that there was a spelling mistake on the proof. The Town Clerk assured members that this would be amended when the proof was sent back for manufacture. Councillor Ingram queried the spelling of faeces, the Town Clerk informed members that this was the same spelling as on the existing sign and she had looked it up and it was correct.

RECOMMENDED: That two new signs be ordered for installation at Seaview Park in the sum of £161.92 + vat.

To discuss refurbishment of Seaview Park Gates

Committee members had previously been circulated with photographs of the current Seaview Park Gates showing the wear and tear to them. Councillor Evans gave Committee members a verbal report on the state of the gates and his wish to look into refurbishing them.

RECOMMENDED: Quotations be sought for the refurbishment of the Seaview Park Gates and they be brought back for further discussion.

UNDER 10'S

To discuss installation of new bench

Committee members had previously been circulated with a copy of an agenda brief with regards the possible installation of a new bench within the Under 10's playarea. Councillor Evans gave a brief verbal report with regards a request he had received from a local resident for an additional bench within the Under 10's. The Five Year Plan made allowance for the purchase of 2 new benches, but following further enquiries the amount allocated would only pay for the purchase and installation of 1 bench. A discussion took place where it was;

RECOMMENDED: No bench be installed at this present time.

LORNA HUGHES PARK

Update regarding CASH Grant & SITA Grant

Committee members had previously been circulated with a report on the update of the Grant applications for Lorna Hughes Park. The Town Clerk informed Committee members that the SITA Grant had been submitted on 14th June. Noted.

RECREATION GROUND

Bowling Green

To discuss Bowls Club request to install metal shed, including agenda brief from Councillor M Mason and Councillor Mrs Geary

Councillor E Hacker declared an interest, but informed Committee members that he had received dispensation to talk on the matter, but not vote.

Councillor M Mason declared an interest, but informed Committee members that he had received dispensation to talk on the matter, but not vote.

Councillor Mrs P Lancaster declared an interest.

Committee members had previously been circulated with a copy of a letter received from Llantwit Major Bowls Club requesting permission to install a new shed within the compound, and two agenda briefs regarding the compound area.

Councillor Mason asked that his agenda brief be withdrawn from the agenda.

A discussion took place with Committee members regarding the Bowls Club request and it was;

RECOMMENDED: That a new shed be agreed in principle, subject to a meeting with representatives from the Bowls Club and 3 Council representatives, to discuss concerns raised tonight regarding the storage of the Bowls Club mower and bbq, the key and insurance situation for the garage and the disposal of grass cuttings.

Further

RECOMMENDED: That Councillor Ingram, Councillor Evans and Councillor Jenkins be the Town Council representatives.

ALLOTMENTS

To discuss concerns regarding materials

Committee members had previously been circulated with a copy of a report regarding the use of materials at the allotments. The Town Clerk informed members that following the Finance Committee resolving to give her permission to spend up to £600 on this item, she had arranged a site visit tomorrow at 2pm at the allotments. Noted.