

**MAESTEG TOWN COUNCIL  
PROPERTY AND HEALTH & SAFETY COMMITTEE MEETING  
HELD ON WEDNESDAY, 26<sup>th</sup> AUGUST 2020**

**PRESENT:**

**COUNCILLORS:**            **CLLR R PENHALE-THOMAS (CHAIR)**  
P Jenkins, R Martin, G Thomas and I Williams

**111. TO DISCUSS PUBLIC TOILETS**

The Chair highlighted the lack of public toilets within the Town and the need to encourage the public back to into town. Members discussed at length the pros and cons of providing toilets many of which related to the anxieties that many are feeling with regard to public toilets.

Many areas have already reopened public toilets and tonight was to agree in principle how Maesteg Town Council can achieve this as safely as possible both to the public and the potential employee.

The Chair advised that following last Full Council he had contacted the job centre with a vague job advert for a toilet cleaner to attend up to 3 times per day 6 days a week not to exceed 18 hours a week. To date 2 applicants have provided CV's for the post and this information was passed to the personnel committee to discuss. The chair of Personnel advised that they will be recommending to Council that the Chair of Property, H&S is delegated to proceed with the recruitment of a toilet cleaner.

It was **proposed** that the disabled toilet at the rear of Maesteg Town Council Building be used as the public toilet and that the outside storage room be used to store cleaning products / supplies and necessary PPE.

The role would be for the attendant to clean the toilet 3 times per day not to exceed 18 hours per week. It was suggested that the market square caretaker be asked to open the toilet every morning and that at the final clean of the day the attendant closes and locks the door. The contract would be a rolling contract to be reviewed at 6 monthly intervals.

A discussion ensued as to what PPE would be necessary for the potential employee and it was agreed that Cllr G Thomas would find out what was recommended in a work environment.

The issue of being Covid-19 safe was raised and it was agreed that the Clerk contact BCBC to see if the Covid-19 safety course was still available. If available this to be offered to the new employee.

**112. ANY OTHER BUSINESS RELATING TO PROPERTY AND H&S**

1. The Clerk raised the recent issue of possible rats in the attic and the need for a pest controller to visit the building as rat droppings were seen in the upstairs meeting room of Maesteg Town Council building. They appeared to be coming from the attic vent in the ceiling.

Following a conversation with the Chair of Property and H&S Dragon Pest Control were contacted and visited the offices. They advised that the pellets were not rat droppings but empty larvae casing. He proceeded to go into the attic and advised that there was no evidence of rat activity but a number of large dead hornets were present and that there were no holes in the roof. He did a quick visual inspection outside the building and noted that there are areas where pigeons could enter the roof and that the soffits looked to be rotten.

Mr G White has blocked the attic vent to prevent any further debris falling into the meeting room.

2. The Clerk advised that following the last Property, H&S meeting she had liaised with BCBC Conservation Officer with regard to obtaining specialist companies that provide full building surveys on grade 2 listed buildings. BCBC had provided 2 contact details and a request for quotes was sent.

The one company came back with a number of questions before any quote can be provided, the committee answered all the questions ready for the Clerk to respond to the company. During these discussions it was discussed how difficult it is to access the attic and that maybe a loft style ladder would benefit the Council?

3. The Chair raised the issue of contacting the former clerk with regard to removing personal belongings from the building. A letter was produced following the last meeting, however was not sent to due the social media report. It was discussed that a letter be re-written by the Chair requesting that arrangements be made to remove all personal belongings.

**RESOLVED:** New letter written and posted ASAP.

**113. RECCOMENDATIONS TO FULL COUNCIL**

1. That the disabled toilet to the rear of the building be used as a public toilet.
2. That the outside store room be used to store cleaning products / supplies and necessary PPE.

3. Chair of Property, H&S proceed with the recruitment of toilet attendant.
4. Salary to be National Living Wage and not more than 18 hours per week.
5. Clerk to contact the market square manager and caretaker to see if they could open the door to the disabled toilet every morning.
6. Cllr G Thomas enquire as to what PPE necessary for cleaning staff
7. Clerk to contact BCBC to enquire about the Covid-19 Safety Course.
8. Clerk to respond to the building surveying company.

**Read and accepted at a remote meeting of the Council  
held on 1<sup>st</sup> September 2020**

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**Chair of Property, Health & Safety Committee**

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**Mayor**