

MAESTEG TOWN COUNCIL

Minutes of a **PROPERTY, H&S COMMITTEE MEETING**
held remotely via Microsoft Teams, on **Wednesday, 18th November 2020.**

PRESENT:

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

APOLOGIES & DECLARATION OF INTEREST: None Received

270. TO DISCUSS ELECTRICAL INSTALLATION INSPECTION REPORT

Members were provided with the Electrical Installation Inspection report where:

- 0 x C1 defects had been identified = Danger present, risk of injury and immediate remedial action required
- 8 x C2 defects had been identified = Potentially dangerous – urgent remedial action required
- 11 x C3 defects had been identified = Improvement recommended
- 3 x FI defects had been identified = Further Investigation required without delay

Following the report, the electricians provided a quote to rectify all C2 failures which the Chair of Property, H&S and Chair of Finance agreed to due to the nature and urgency of the defects. Cllr G Thomas advised that there was a legal requirement to rectify all the C2 defects as a matter of urgency. Members agreed that the works should be carried out as a matter of urgency and that a further quote for the C3 defects would be needed but there was no urgency for this to be carried out.

RESOLVED:

- Clerk to arrange the remedial work as a matter of urgency

271. TO DISCUSS EMERGENCY LIGHTING

Members were advised that only 4 of the emergency lights had passed the Emergency Lighting inspections tests, following this the electricians provided a quote to replace all units with LED alternatives. Both the Chair of Property, H&S and Chair of Finance were advised of the quote and agreed that due to the urgency and nature of the emergency lighting the electricians be advised to proceed with installing the replacements.

RESOLVED: Clerk to arrange date for the emergency lighting to be carried out.

272. TO DISCUSS BCBC STRUCTURAL ENGINEER REPORT

Members were provided with the BCBC Structural Engineer visual report and all the following recommendations of works needed to be undertaken:

1. The integrity of the moulding remaining on the wall below the canopy should be investigated it would be prudent to remove the remaining moulding to allow a new moulding to be applied over the full width sometime in the future. Once the moulding is removed the Heras fencing can be removed and the main entrance brought back into use.
2. The condition of the beams cast into the canopy should be checked and if they have deteriorated to the point where they are becoming dangerous or the stability of the canopy roof is in question remedial measures would need to be put in place. The beams could be removed and slab reinforced or supported by a grid of beams set below the slab. A suitably qualified professional should carry out the investigation and advise the Town Council on the best course of action should the slab need to be made safe.
3. The reason for the leakage of water around the downpipes should be investigated as should the condition of the waterproof membrane over the canopy and whether the drainage outlet is blocked. Any defects found should be rectified to prevent water passing through the canopy as this water has probably caused the majority of the damage that can be seen under the canopy.
4. As a precaution the condition of the remaining stone features to the front façade and gable ends should be checked by a suitably qualified building professional or competent stonemason to see if there any defects that would affect the integrity or stability of the element. Any defects found should then be made good to ensure the safety of those using and around the building.
5. Once the underside of the canopy is dry the moulding can be replaced, a competent stone mason should advise on the best course of action for replacing the moulding. Alternatively, consideration could be given to not replacing the moulding as it cannot be seen.

Members discussed and advised that these be given to the stonemason for consideration when providing quotes to the necessary repairs.

273. TO DISCUSS STONE MASON WORK

Members discussed the recent work carried out by the stonemason whereby they had removed 6 x 25kg bags of waste from above the steps of the building that included a football, buddleia and a massive amount of silt. They have unblocked all the exit points for the water to escape and hopefully water will no longer pond above the steps. They have completed a safety survey and believe that it is safe and no more stonework should fall.

They will return next week in order to carry out a full assessment of works needed to repair the damage and advise that until they have returned the fencing needs to remain.

Members raised a number of concerns regarding water egress and hope that the building survey report will highlight any other issues.

274. TO DISCUSS ALTERATIONS TO BUILDING AND THE GRADE II* REGULATIONS

The Chair advised that both the Chair and the Clerk had met with the BCBC Building Conservation Officer and following the meeting an email was sent to all Councillors advising:

- BCBC Conservation Officer will contact the contractor that did the recent Building Survey and advise of the recent events regarding the partial stone collapse at Maesteg Town Council and the need to see his report which will identify the issues that have led to the collapse.
It was noted that the contractor is highly regarded with the Conservation Officer.
- Regarding additions and alterations:
 - (a) an alteration to a listed building requires listed building consent. Works that are not authorised and the carrying out of such works is a criminal offence under the Planning (listed Buildings and Conservation Areas) Act 1990.
 - (b) Maesteg Town Council is a grade II* structure- such designations make up only 5% of ALL listed buildings in the UK. Grade I buildings make up 1% of all listed buildings, the remainder being grade II.
 - (c) The grade II* designation makes this building rare- it's a unique resource and non-renewable. We can mimic anything; however, the value lies in the original historic fabric. Change can take place if it is sensitive and a measured response to the building on which it is being placed or executed but ad hoc alterations will not be supported.
- Will investigate any possible sources of funding that may be available for the necessary building repairs that are highlighted in the Building Survey Report.

275. TO DISCUSS FIRE ALARM SYSTEM

The Clerk advised that to date 2 quotes had been received for the upgrade of the fire alarm system, both of which had been for wireless systems. The

Chair advised that the BCBC Building Conservation Officer advised that a wireless system would need planning permission. The Clerk advised that a further 2 companies had visited the building on 17/11/2020 and 18/11/2020 to provide quotes. One of which queried why a wireless system when the current wiring would be suitable for a wired system.

RESOLVED: Clerk to await quotes for wired and wireless systems

276. TO DISCUSS THE FIRE DOORS TO REAR OF BUILDING

The Clerk advised that she was in the process of receiving quotes for the fire doors at the rear of the building to be altered to allow for access from the outside whilst still secure and compliant as fire exits.

Members noted that as the fencing to the frontage of the building was likely only to be in situ for another week this task was not urgent but would be worth undertaking for the future.

RESOLVED: Clerk to await quotes

277. ANY OTHER BUSINESS RELATING TO PROPERTY AND H&S

- I) The Lift – due to the numerous issues being raised currently with the lift door not opening and numerous callouts by the lift servicing and maintenance engineers. It was agreed that a letter needs to be sent from the Chair of Property, H&S and the Mayor to enquire what contractual obligations form part of the contract as the door still fails to open and can only be opened using the triangular key of which there is only 1. Members also discussed the need for a long-term resolution to this issue as once the building reopens it forms the disabled access into the building.
- II) Alternative to gas central heating would the BCBC Building Conservation Officer allow an electrical heating system where the original pipework can be left in situ and other electrical methods of heating the building can be used?
- III) Investigating solar energy – would the installation of solar panels on the rear of the building be permitted in order for the building to become greener and more self-sufficient
- IV) Clerk received a telephone call from Cllr May advising that the Prime Minister was looking for Towns to volunteer for the new Hydrogen Gas alternative to natural gas. Members advised that they looked forward to further information on this from Cllr May at a full council meeting.

- V) Update on the Cleaner – Cllr G Thomas advised the committee that it was hoped that the contract for the cleaner would be finalised and signed in readiness for when the current contract ends on 27th November 2020. The contract will have a guaranteed 9 hours per week with the allowance of extra hours if deemed necessary and will be paid at national living wage. There will be a need to purchase additional items such as a vacuum cleaner and a buffer machine as the current equipment belongs to the contractor company.
- VI) Disables toilet open for the public – Once the current cleaning contract ends and the new contract with the cleaner begins there will be no reason not to open the rear door and toilet to the public. It was discussed and agreed that a letter to all traders in the market square would be needed to advise that they can advise their customers that it is now open for use and that a poster be displayed on the door to advise that it is now open. The Clerk also advised that the new NHS QR reader poster had been created in readiness for the public toilet.

RECCOMENDATIONS:

- Clerk to ask the electricians to quote for the C3 work.
- Structural Engineer Report be shared with the Stone Masons in readiness to quote for repair works.
- To await quotes for the upgrade of the fire alarm system
- To await quotes for the alteration of the rear fire exit doors
- Chair Property, H&S and Mayor to write to the lift maintenance / service company.
- Clerk to investigate the options of alternative central heating with the BCBC building conservation officer
- Clerk to investigate the likely permissions needed for installing Solar Panels
- Clerk to source suitable cleaning equipment
- Clerk to write to the market traders advising of the public toilet
- Poster to be displayed advising that the public toilet is open.

**Read and accepted at a remote meeting of the Council
held on 1st December 2020**

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Chair of Property, Health & Safety Committee

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Mayor