

## MAESTEG TOWN COUNCIL

Minutes of a **PROPERTY, H&S COMMITTEE MEETING**  
held remotely via Microsoft Teams, on **Monday, 22<sup>nd</sup> March 2021.**

**PRESENT:**

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

BCBC Regeneration Officers: L Wilcox & D Webb

**APOLOGIES:** Cllrs P Jenkins

**DECLARATION OF INTEREST:** None

**434. TO RECEIVE MEMBERS OF BCBC REGENERATION TEAM TO DISCUSS POSSIBLE GRANT OPPORTUNITIES**

The Chair invited and introduced D Webb and L Wilcox from BCBC Regeneration Team to see if Maesteg Town Council would be eligible for grant funding towards the building. The Chair advised that a full building survey had been completed and that we were still awaiting the report, however wanted to speak to BCBC Regeneration in readiness for when the report is received.

L Wilcox advised that there was a grant available that was due to end in March 2021 that had now been extended for another year. This grant is for regeneration work for improving/renovating buildings, however does not fund general maintenance or fixtures and fittings. The grant can fund up to 70% of costs with a maximum allowance of £250K.

The Chair advised that until we receive the building survey report we can't say what works are needed, however we do know that the chimneys and the front parapet will need to be repaired and that the outside of the building needs to be cleaned and windows need to be repaired.

L Wilcox advised that once we have received the report the next stage would be to consult with the Conservation officer, the Regeneration Team and to appoint an agent to manage the works including the grants / trades people (the agent fees can be included within the grant).

Cllr G Thomas asked whether it would be beneficial to use the same agent as Maesteg Town Hall or would we need a separate agent? It was advised that it would need to be a different agent and a list of agents can be provided although BCBC cannot recommend one over another.

D Webb advised that the next financial year will also bring its own limitations and depending on how much work needs to be done there may be other grants available. It may be beneficial to separate works into multiple projects, especially as the building is Grade II\* and may be able to apply for Heritage Lottery funding in addition to the grants available from Welsh Government / BCBC.

The Chair agreed that it would be in Maesteg Town Council's best interest to utilise the expertise available, it is unfortunate that the building hasn't been maintained as it should have been. However, the Committee and Council are committed to maintain the building for future generations. In terms of timescales, how quickly would an application be decided?

L Wilcox advised that once MTC receives the report and knows what works need to be done the following process needs to be completed:

1. MTC needs to get 3 tenders for each project.
2. Submit application form including the tenders.
3. BCBC quantity surveyors look at the works and does surveys – takes approx. 3 weeks
4. The grant programme board then discuss
5. Decision is made.

In total it should take between 5-6 weeks from when the application is submitted.

D Webb advised that as team they are committed to the town but cannot control what other projects are submitted and there is a limited amount of funding. However, the team is also committed to working closely with the Town Council to assist in any way they can but can't guarantee funding.

The Chair advised that the onus is now on MTC to receive the report from the Architect, which following a recent email should be by the end of March. The Chair thanked the officers for joining the meeting this evening.

#### **435. TO DISCUSS LEASE HIRE OF A VEHICLE FOR CMO**

The Chair advised that following the last meeting Nissan, Toyota, Ford and Isuzu had been contacted for quotes to hire a 4x4. To date none had provided detailed quotes.

Nissan no longer make the Nivara and highlighted an electrical transit type van, however with a lack of charging points in the area and the need for 4x4 the committee were not keen on this option.

Ford had emailed back requesting what specifications were required and what type of enclosed back would be needed but had yet to provide a quote.

Cllr G Thomas advised that it may be more beneficial to contact lease hire companies and not direct with the dealerships as they may be able to offer different options.

**436. ANY OTHER ITEMS RELATING TO PROPERTY, H&S**

- 1) Members then discussed where the vehicle could be kept and whether there were any units available in Heol Ty Gwyn. Cllr G Thomas has spoken to BCBC and is awaiting costs for a unit.

The question was raised about the underground car park and whether under Aldi could be used? The Chair would ask BCBC property and car parks departments.

- 2) Members discussed the need for the CMO to purchase tools and equipment and that it had already been agreed to purchase on an adhoc basis with an initial outlay for the bigger equipment (strimmer etc). Clerk advised members that the current contractor was putting a list together of tools and suppliers. However, following a discussion, members thought it would be beneficial for the Council to register with a local builder's merchant for day-to-day fixings and equipment, whereby the Council is then invoiced.
- 3) Members discussed the likelihood of when the building would re-open. The Clerk had advised that from the 6<sup>th</sup> April it was intended that the office would reopen to staff only but felt that reopening to the public would not occur for some time due to the limitations with access, social distancing and managing the flow and movement through the building. Members discussed whether it would be appropriate to open with an appointment only system and whether having a Ring doorbell would assist this.
- 4) Members discussed the likelihood of when meetings can be reinstated in the Chamber whether a hybrid of physical and remote attendance could be used. If this is an option then ITCS would need to be contacted in order for the Chamber to have a webcam and how this could be linked to Microsoft Teams and then meetings to be recorded. Cllr I Williams advised that the current audio system is supposed to have the option of recording, however this facility had not been tested.

**RECCOMENDATIONS:**

1. Cllr G Thomas to continue to liaise with BCBC for a unit on Heol Ty Gwyn
2. Cllr R Penhale-Thomas to liaise with BCBC regarding using the area underneath Aldi
3. Clerk to contact lease hire companies to get quotes for a 4x4
4. Register with a local builder's merchant for the CMO to purchase day to day maintenance fixings and equipment
5. Purchase a Ring doorbell for appointment access to the building
6. Contact ITCS for a hybrid method for recording Council Meetings in the Chamber

**Minutes emailed to all Councillors to Read on 23<sup>rd</sup> March 2021**

**Minutes accepted at a remote meeting of the Council  
held on 13<sup>th</sup> April 2021**

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

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**Mayor**