

MAESTEG TOWN COUNCIL

Minutes of a **HYBRID** meeting of the **Property Health and Safety Committee** held remotely via Microsoft Teams and at the Council Chamber, Council Offices, Talbot Street, Maesteg, on **Monday 17th April 2023**.

PRESENT:

COUNCILLORS: **I Williams (Chair)**
 F Abedalkarim, R Martin and Cllr R Penhale-Thomas

APOLOGIES: Cllr P Jenkins via email

DECLARATION OF INTEREST: None declared

599. TO DISCUSS INSTALLING A HOT WATER TAP IN THE DISABLED TOILET AND CONVERTING THE SINK IN THE KITCHEN FROM A WASTE DISPOSAL SINK TO A NORMAL SINK

Members were provided with one quote from a large array of contacted plumbers. The chair advised that he knows one of the plumbers who has mentioned to him that he has forgotten to send a quote across. The chair advised that he will chase this and hopefully have at least one more prior to full council agreeing the recommendation.

Members agreed to recommend that the only quote received be accepted to the sum of £251 on the condition that there are no other quotes received before full council on the 2nd May 2023.

600. TO DISCUSS OPTIONS FOR REPLACING THE CAR PARK TOILET IN JULY

Members were provided with several quotes and products that could be installed on the current site of the toilet in Llynfi road toilet.

Members deliberated the costings of installing a new toilet within the car park along with the running costs and agreed to recommend that the funds be allocated to convert the unused store room to the side of the current disabled toilet within the market square to a Ladies and Mens toilet and keep the current disabled toilet as a disabled access only.

601. TO UPDATE THE ASSET REGISTER

Members were provided with copies of the last official asset register (2014 version) and a current list of assets as produced by the clerk.

Members added other assets to the list including the new planters and hanging baskets, bus shelters etc. Following this, members would like to recommend that further assets can be added during a meeting of full council to cover assets that may not be listed (see appendix 1).

602. TO DISCUSS A POLICY FOR THE HIRE OF GAZEBOES TO COMMUNITY GROUPS AND INDIVIDUALS

Members agreed to recommend that a form be created (see appendix 2) for those who wish to use the council’s equipment. This form should ask for the person responsible contact details, event name and details (if applicable) and the council should keep a record of users. Members agreed that no charge should be issued for use of the councils’ equipment and if it is damaged whilst in use, there will be no penalty but the users must inform us so the Council can either repair or replace.

Members also requested that a full appraisal of the Councils gazebos, sound system etc be undertaken as reports of damage to the gazebos have been numerous so having them repaired or replaced is a priority.

603. TO DISCUSS THE POSSIBILITY OF CONVERTING THE OUTSIDE STORE ROOM INTO A PUBLIC TOILET

Members agreed that this point was clarified earlier in the meeting. They noted that listed building consent was required as per our architect so recommend to council that we approach our agent with this request and see if there is scope to add this to the current tendered for works.

604. RECOMMENDATIONS

- 1) Accept tender for hot water tap and converting the sink to the sum of £251
- 2) To not replace the Llynfi Road car park toilet, instead convert the store room in the market square to a ‘ladies and mens’ whilst keeping the current disabled toilet access only.
- 3) To advise utility companies of permanent disconnections
- 4) View the asset register and add any additional items that may not be present – then accept this as the Councils asset register to satisfy the auditor’s request.
- 5) Implement a form for the leasing of Council equipment to the terms discussed prior
- 6) Approach the architect to determine the best way to convert the old storeroom to a toilet and see if there is scope to add to the already proposed building works.

Minutes emailed to all Councillors to Read on 17th April 2023
Minutes accepted at a hybrid meeting of the Council held on 2nd May 2023

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Mayor