

**DRAFT MINUTES FROM THE MEETING OF THE HALL COMMITTEE OF
PENNARD COMMUNITY COUNCIL
HELD ON THE 13th OCT 2025 AT 7.15 PM**

Present: Cllr Lynda James LJ (Chair) Cllr Cari Jones CJ, Cllr Will Smith, Clark

Apologies for absence: Cllr Rebecca Donnachie, Cllr Richard Beynon, Cllr Ralph Cook
Cllr Susan Rodaway, Cllr Steven Rodaway. Cllr Jon Dickson

Declarations of interest: None

All votes will be named votes

Questions from the Public relating to items on this agenda (limited to 10 minutes)

1. To agree contractor to supply and fit the replacement fire doors

The Clerk had been asked at the Sept Full Council Meeting to obtain additional costs to cover the installation of anti-glare/reflective glass in the doors.

Company A did not reply

Company B - £2400

Company C - 2460.42

Company D - £2194.68

The quotes were discussed, and company D was chosen, they had given the option of a upgraded push bar but the standard version was chosen.

Proposed by LJ seconded by WS agreed by all

Company D was revealed to be Nolan UPVC.

2. To receive update on Solar Panel Project

The Clerk gave an update on the project, which was going to plan, the batteries were in place the wiring had been installed and the Panels were going on the roof next week. She also explained that she had a Project review meeting with the funders next week.

The meter would be changed from a single phase to 3 phase over the next month and she was awaiting news of the Certificate of Lawful development

3. To discuss and consider suggestions put forward by Swansea Business Rates Dept and consider actions for recommendation to Full Council

The Clerk updated the members of the situation including the various options she had explored and advice received, the matter was discussed. It was agreed to recommend to Full Council that we take advantage of the offer to spread the amount due over the three years which would allow us to include the extra amount in the budgeting discussions going forward.

Proposed by LJ seconded by WS agreed by all

4. Discuss and agree to have a lighting survey for the hall.

The idea of having a lighting survey conducted was discussed and the Clerk was asked to get some quotes for this which would also incorporate an insulated ceiling.

5. To agree cleaning schedule and tender wording ready for sending out.

The schedule was discussed and the Clerk was asked to merge both schedules. The cleaning days were to be changed to 2hours on a Mon Wed and Fri.

6. To discuss and consider fee reduction requests

The hall fee reduction request was discussed at some length; it was decided that the Playgroup should be charged £12 per session from the 1st of Nov.

Meeting closed at 8.02pm