

**BRIDGEND TOWN COUNCIL
CYNGOR TREF PEN-Y-BONT AR OGWR**

Town Clerk
LEANNE EDWARDS
Deputy Town Clerk
DEBRA JONES
Tel: (01656 815757)
Email: bridgend.tc@bridgend.gov.uk

**COUNCIL OFFICES
CARNEGIE HOUSE
WYNDHAM STREET
BRIDGEND
CF31 1EF**



Clerc y Dref
LEANNE EDWARDS
Cynorthwywr i Glerc y Dref
DEBRA JONES
Ffon: (01656 815757)
E-bost: bridgend.tc@bridgend.gov.uk

**SWYDDFEYDD CYNGOR
TY CARNEGIE
STRYD WYNDHAM
PEN-Y-BONT AR OGWR
CF31 1EF**

17th November 2022

TO: ALL MEMBERS OF THE FACILITIES COMMITTEE

You are hereby summoned to a meeting of the Facilities Committee to be held on
Thursday 24th November 2022 at 11.00am
The meeting will be held as a hybrid meeting both at Carnegie House and remotely via Microsoft Teams
for Business under the Local Government and Elections Act (Wales) 2021.

A link to access the remote meeting is published on the Town Council website at:
<https://www.bridgendtowncouncil.gov.uk/your-council-town-council/council-meetings/facilities-committee/>

AGENDA

1. To Receive Apologies for Absence
2. To Receive Declarations of Interests (if any) of Members in respect of the business to be transacted
3. To Confirm and Sign Minutes of the Facilities Committee Meeting held on 26th May 2022
4. To Consider Matters Arising from the Facilities Committee Meeting held on 26th May 2022
5. To review facilities budget to date and forecast budget to 31st March 2023 and consider facilities works and timescales for completion. Items for consideration:
 - a) *Service Level Agreements*
 - b) *Utilities*
 - c) *Maintenance*
 - d) *War Memorial*
 - e) *Allotments*
 - f) *Building Works*
 - g) *Street Furniture*
 - h) *Christmas Lighting*
 - i) *Floral Display / Landscaping*
 - j) *Footpaths*
 - k) *Special Cleansing*
 - l) *Town Litter Bins*
 - m) *Training (staff)*

6. To consider and discuss facilities projects and associated budget requirements of the Facilities Committee for the financial year 2023/24 and agree budget request to form part of the Town Council precept. Items for consideration:
 - a) *Service Level Agreements*
 - b) *Utilities*
 - c) *Maintenance*
 - d) *War Memorial*
 - e) *Allotments*
 - f) *Building Works*
 - g) *Street Furniture*
 - h) *Christmas Lighting*
 - i) *Floral Display / Landscaping*
 - j) *Footpaths*
 - k) *Special Cleansing*
 - l) *Town Litter Bins*
 - m) *Training (staff)*
 - n) *Other Works and Projects for 2022/23*
7. To review Town Hall budget to date and forecast budget to 31st March 2023 and consider Town Hall works and timescales for completion
8. To consider and discuss Town Hall projects and associated budget requirements of the Town Hall for the financial year 2023/24 and agree budget request to form part of the Town Council precept
9. To receive the Facilities team Update for May – November 2022
10. To note for information a report on the Waste Management Contract
11. To consider quotes received for the Fire risk assessment to be undertaken at the Town Hall
12. To note a report on the current situation regarding the Damp Works for Carnegie House
13. To note for information a letter received from The National Allotment Society re AGM
14. To consider a confidential report on the Great Western Avenue Allotment site
15. To note for information a report on the Boiler at Carnegie House – verbal report from Facilities Manager
16. To note for information the Wildlife Gardening Forum Newsletter September 2022
17. To note for information the Historic England document on Energy Efficiency and Historic Buildings



Debra Jones
Deputy Town Clerk