**CYNGOR DREF PONTARDDULAIS TOWN COUNCIL**

**DRAFT MINUTES**

Estates Committee Meeting, of Pontarddulais Town Council

Tuesday 21st January 2025 at 7pm

**Present**; Cllr. Darren Hardy (DH); Cllr. Jane Harris (JH); Cllr. Wayne Jones (WJ); Cllr. Andrew Owen (AO).  
  
**Apologies:** Cllr. Huw Roberts (HR); Cllr. Alison Wilson (AW).

1. **To discuss and agree to get quotes for remedy to damp issue at the Institute**The Committee considered the damp report/quote received by the previous Clerk and it was proposed, seconded and agreed by all to seek quotations for all areas impacted by damp.
2. **To discuss and agree action following receipt of EICR (electrical inspection), fire and lighting inspections at the Institute.**The Committee considered the EICR, Fire Inspection and Lighting Assessment. It was proposed, seconded and agreed by all to seek quotations for a Fire Risk Assessment in order to have a complete schedule of required works
3. **To discuss and consider the recommendation from Policy, Compliance and Finance Committee to include Environment in this committee, forming the Estates and Environment Committee**  
   It was proposed seconded and agreed by all to make recommendations to Full Council to include Environment in this committee, forming the Estates and Environment Committee.
4. **To discuss and agree Estates budget 2025/26 for recommendation to Full Council**The committee discussed concerns for the health of the building due to the damp issues as well as the need to upgrade electrical and fire systems and significant repairs and renewals that are required. It is hoped that there may be grant funding to cover these costs but also a recognition these works could not be left undone which would place a significant increase onto the precept. A loan for capital works was briefly discussed. The committee requested the Clerk obtain estimates for rates and utilities and the different electrical charges itemized in the budget.

It was proposed, seconded and agreed by all to agree the budget subject to these additions.