**CYNGOR DREF PONTARDDULAIS TOWN COUNCIL**

**FINAL MINUTES**

Estates Committee Meeting, of Pontarddulais Town Council

Monday 24th February 2025 at 7pm

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

1. **1. To receive quotes for comprehensive Damp Survey at the Institute and agree a way forward**

**The Clerk explained that she had received one quote for a survey and two other companies would be coming to visit to provide informed quotes during the coming weeks. This will come to a further meeting.**

1. **2. To receive quotes for Fire Risk Assessment at the Institute and agree a way forward  
   The Clerk explained she did not have sufficient responses to consider this item so this will come to a further meeting.**
2. **3. To agree floral displays/hanging baskets for 2025/26 for recommendation to Full Council  
   The Committee discussed this in detail and asked the Clerk to find out if the three tier displays are available and at what cost. As the Council have reduced the budget for floral displays for the coming year to minimise the precept increase for residents, discussions were had regarding how many base units and troughs the budget would allow for and where they should be placed.**
3. **4. To note purchase of sanitaryware.  
   The Clerk explained there was a requirement for the purchase of new toilet roll and paper towel dispensers at the institute. This was proposed, seconded and agreed unanimously**

**5. Update on Kitchen refurbishment.  
The Clerk explained as question had been raised regarding the possibility of installing a stainless steel catering kitchen rather than replacing like for like at the Institute. The Clerk is exploring options to comply with the grant terms and conditions.**

**Meeting Closed 19.45**