



**Cyngor Cymuned Clydach
Clydach Community Council**

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**Clydach Community Council
Minutes of the Inaugural Meeting of the Open Spaces & Buildings
Management Committee**

Held Tuesday, 25th February 2025
6:00 PM

Waterfall Suite, Forge Fach Resource Centre

Attendees: Cllr S Weller (Acting Chair), Cllr J Hill,
Cllr G Turner (attended remotely via Teams), Cllr J Nicholds (Chair of the Council) &
Cllr S Powell (Deputy Chair of the Council)

Apologies: Cllr I James (Chair)

Also in Attendance: Cathy Kennedy (Clerk to the Council)

1. Apologies for Absence

Apologies were noted from Cllr I James.

2. Declarations of Interest

No declarations of interest were made by members in relation to the agenda items.

3. Public Questions

No public questions were raised during the allocated time.

4. Draft Terms of Reference

RECOMMENDED The committee reviewed the draft Terms of Reference and recommend to the Full Council for approval.

5. Forge Fach Door Update

An update was provided regarding the repair of the internal automatic doors at Forge Fach. It was reported that the parts are on order, and completion is expected in the next week.

6. Rules and Regulations

The committee discussed the rules and regulations governing room hire and lease agreements for Forge Fach and Vardre Hall. A review of the existing terms and conditions will be undertaken by officers of the Council, and the revised document will be presented at the next committee meeting.

7. Lease Agreements

An update regarding lease agreements and business rates was discussed. It was confirmed that hire rates were reviewed earlier in the financial year, therefore, would be revisited in September in preparation for the setting of the budget for the financial year 2026 to 2027. In addition, the Clerk confirmed that she was liaising with a contact in Swansea City Council regarding business rates owed by lease holders and would report back at the next committee meeting.

8. Maintenance

RESOLVED The committee reviewed the draft specification for the forthcoming year's grounds maintenance tender. Members approved the draft and authorised the Clerk to proceed with the tender process.

9. Forge Fach Recreation Ground

The committee considered an annual return submission request to the Charity Commission for Forge Fach Recreation Ground. It is uncertain as to whether the Council has responsible for this as they are not a registered charity, the Clerk to follow up.

10. Maintenance Plan

A discussion was held regarding the Maintenance Plan for Forge Fach Resource Centre. Recommendations for future maintenance priorities were noted, and it was agreed to add to the website as a working document.

11. Date for Next Meeting

The next meeting was confirmed for Tuesday, 25th March 2025.

Meeting Adjourned: 7.30 PM

Chair: _____

Signed: _____

Date: _____