



Clydach Community Council
Minutes of the Meeting of the Open Spaces and Building
Management Committee

Held Tuesday, 13 October 2026 at 6.45 PM
Waterfall Suite, Forge Fach Resource Centre

Meeting started at 6.57pm

Attendees: Councillors John Hill, Susan Powell, Siubhan Evans-Jones, Julian Nicholds, Dylan Williams, Maria Farr, and Rowena Bent and Michaela Chaplin (Clerk to the Council).

1. To receive apologies for absences

No apologies received

2. To receive Declarations of interest

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

3. To consider and appoint additional members to the Committee

RESOLVED that Cllr. Steve Weller be added as Members of the Committee taking Membership of the Open Spaces and Building Management Committee to 7 members.

4. To consider matters raised by members of the public related to items on the agenda, limited to 10 mins

No public in attendance

5. To approve the Minutes of the Open Spaces and Building Management Committee held on 8 September as an accurate record

RESOLVED that Minutes were accurate and had been adopted by Council on 8 September 2026

6. Matters arising from the Minutes

No matters arising from the minutes of 8 September 2026.

7. To receive Copr Bay consulting report for June

The Clerk gave a verbal report. This was the last month that Copr Bay will be working for the Community Council two days in a month and would be reverting to one day a month, but it was RESOLVED that the Clerk can request Copr Bay to work extra if required.

8. To receive an update on the Rural Anchor Fund and the installation of Solar Panels on Clydach Community Hall, Vardre Road

The Community Council has been successful in securing grant funding of £14,749.25 through the Rural Anchor Fund.

The Clerk has been working to prepare and submit the application for a Certificate of Lawful Development, with a response expected by 8 December. All works must be completed by 31 December, and the appointed installers, Llewellyn Roofing & Solar Limited, have confirmed their confidence that the project can be completed within this time frame.

Cllr Susan Powell thanked the Clerk for her work and efforts in progressing the project especially with the planning application.

RESOLVED that the Clerk start to investigate costings and grants for Solar panels on Forge Fach Resource Centre.

ACTIONS

1. The Clerk to investigate costings of solar panels on Forge Fach Resource Centre.
2. The Clerk to investigate grants that are available to help towards the cost of the Solar Panels on Forge Fach Resource Centre.

9. To receive the Clerks, update regarding the following

9.1. Fire Door and Fire Compartmentation Survey – remedial work

Still awaiting survey and quote.

9.2. EICR requirements and costings – remedial work

The survey has been completed and is available for councillors to view.

There were a few issues identifying. The cost for the remedial work is £298 +VAT. RESOLVED that work be completed.

ACTIONS

1. The Clerk is to chase the Fire Door and Fire Compartmentation Survey results and quote.
2. The Clerk is to obtain further quotes for the remedial works identified in the Fire Door and Fire Compartmentation Survey.

10. To approve the purchase of a cooker for the Community Hall

RESOLVED that up to £500 can be spent on a cooker and installation. Prior to this the Clerk is to discuss suitable cookers with Clydach Community Gardens and other groups that may use it to ensure a suitable cooker is purchased.

The possibility of a dishwasher was also discussed. RESOLVED if Swansea Environmental Health state one is required then the Clerk in conjunction with the Chair of the Committee is to purchase a suitable dishwasher.

ACTIONS

1. Arrange to discuss the cooker with the Community Gardens and other groups that may use the kitchen.
2. Purchases a suitable cooker.
3. Speak to Swansea Environmental Health required if a dishwasher is a necessity.

To receive the Clerks report on Open Spaces and Building Management Community Hall

10.1. Toilet and Office Lighting

A number of the light fittings throughout Forge Fach Resource Centre have previously been replaced with LED fittings. However, several of the remaining fittings have now failed, and replacement bulbs are no longer readily available as the existing fittings are obsolete. To date, bulbs have been moved from other fittings within the building to keep affected areas operational. This is no longer a viable option, as there are now insufficient working bulbs available to continue doing this.

RESOLVED that the current lights in both the ladies and men's ground floor toilets be replaced with LED light fittings, with the addition of a motion sensor in the ladies at the following costs – Ladies' Toilet Replace 9 existing light fittings with JCC equivalent LED fittings. Install a motion sensor. Cost: £685.59 + VAT. Men's Toilet Replace 8 existing light fittings with JCC equivalent LED fittings. Cost: £677.79 + VAT.

There is also a similar issue within the office, where one of the light fittings above a desk has failed and replacement bulbs are no longer available. RESOLVED to replace all 3 older style lights new LED panel fittings at a cost of £388.14 + VAT.

RESOLVED the Clerk is authorised to arrange the replacement of any further obsolete or old-style light fittings with LED fittings as and when the need arises, subject to the works being required and undertaken within the Council's available budget.

10.2. PLOL Carpet – Forge Fach

The carpet tiles in the downstairs PLOL room have developed a number of visible stains over the past few years, with the staining becoming significantly worse over the last six months. The carpet has been professionally cleaned; however, the marks remain. There are also no signs of damp or water ingress within the room.

The Committee RESOLVED that the carpet would be the responsibility of PLOL. The Clerk is to confirm this and notify the PLOL.

10.3. Windowsills – Forge Fach

A number of the wooden windowsills throughout the building are showing signs of deterioration, with several being broken, rotten or missing sections. If these are not addressed, there is a risk that the condition of the windowsills will continue to deteriorate and may result in further damage and increased repair costs.

RESOLVED the Clerk is to obtain quotations for the repair or replacement of all floor-level wooden windowsills and report the costs back to the Committee.

The quotations will then be considered as part of the 2027–2028 budget-setting process, allowing the Council to plan and allocate funding for the works if required.

Damp Issues – internal Nursery wall

There has been an ongoing issue with damp and black mould affecting the downstairs nursery wall which separates the main nursery room from the toilet room.

The Caretaker/Maintenance Person has previously scraped back the affected area and treated the wall with a damp-proof treatment. However, the black mould has now started to return, and there is also evidence of similar staining/deterioration on the opposite side of the wall.

The ventilation within the toilet room was previously poor due to the ventilation vents becoming blocked with fluff and debris. These have now been cleaned and cleared to improve ventilation. However, as the mould is returning despite the previous treatment, further investigation is required to establish the underlying cause and determine the appropriate remedial works.

RESOLVED that the Clerk obtain advice from an appropriate damp/mould specialist, if considered necessary, to establish the cause of the problem and identify the required remedial works and necessary works are then arranged as a matter of urgency, with the costings and proposed works discussed and agreed with the Chair of the Outdoor Spaces and Building Management Committee before proceeding, where appropriate.

10.4. Air conditioning – Nursery rooms

The Committee was advised that the nursery had identified a need for air conditioning in its rooms following the elevated temperatures experienced during the summer. The nursery is currently obtaining quotations and exploring grant funding opportunities to support the installation.

RESOLVED: That the Committee agrees in principle to the installation of air conditioning units in the nursery rooms, subject to the submission of detailed proposals for consideration and formal approval by the Committee before any installation takes place.

10.5. Painting and rendering – Forge Fach

RESOLVED that the rendering work at Forge Fach be undertaken by Welsh Stoneworks at a cost of £2,200, and that the remaining side wall and the curved section of the building be painted at a cost of £800.

10.6. Clydach Community Hall – boiler room

Following the FRA where a flue breach was identified a cost to correct this has been obtained from CREST, it was further recommended that additional fire stoppers to breaches within the boiler room were required. RESOLVED that the work be completed at a cost of £822.10 +VAT.

ACTIONS

1. Clerk to arrange for the lighting replacement.
2. Clerk to confirm that PLOL are responsible for the flooring in their room and if so to notify PLOL of this.
3. Arrange for quotes to be obtained for the replacement/repair of all damaged/missing ground floor windowsills and report back to the Committee.
4. Clerk to arrange investigation into the damp issue in the nursery and liaison with the Chair of the Committee on necessary repairs.
5. Clerk to arrange rendering and painting of the outside of the Forge Fach.
6. Clerk to arrange the necessary works in the boiler room at Clydach Community Hall.

11. Date of next meeting

RESOLVED next meeting 10 November 2026.

Meeting concluded at 7.39pm

Signed _____

Dated _____