

Clerk: Helena Fox  
1 Ffordd Penuel  
Pentyrch  
Caerdydd CF15 9LJ

Ffon 029 2089 1417  
Epost: [clerk@pentyrch.cc](mailto:clerk@pentyrch.cc)  
Gwefan: [www.pentyrch.cc](http://www.pentyrch.cc)

**PENTYRCH COMMUNITY COUNCIL**



**CYNGOR CYMUNED PENTYRCH**

Clerk: Helena Fox  
1 Penuel Road  
Pentyrch  
Cardiff CF15 9LJ

Phone 029 2089 1417  
Email: [clerk@pentyrch.cc](mailto:clerk@pentyrch.cc)  
Website: [www.pentyrch.cc](http://www.pentyrch.cc)

## **Minutes of the Building & Estates Committee held at noon, 22 November 2018 at 1 Penuel Road, Pentyrch**

**Present:** Cllrs Stuart Thomas, Mike Sherwood, Chris Priday, John Harrison

In attendance: Helena Fox

1. To receive apologies for absence: Cllrs Ellis Own, Davies
2. To receive any declarations of interest: There were none
3. To discuss 1 Penuel Road: A number of issues were discussed and it was recommended to:
  - a. Check whether the CMOs feel the heater in their room is adequate and to get a new one if not
  - b. Purchase and install the three fire doors on the first floor
  - c. Finish clearing the library to expand that ground floor room
  - d. Make the rear door safe to use as a fire door
  - e. Replace the oil radiator in the rear hall
  - f. Upgrade the ground floor WC and check whether it could be DDA compliant
  - g. Clear the slow-draining rain water drain at the front of the building
  - h. Accept the quote from Electraplus as the EICR follow-up provided all the EICR issues were included. The PATest fee was too high.
  - i. The Clerk had had a meeting with Key Safety to start the H&S review. A site visit would take place before Christmas and a new H&S Policy would be drawn up by Key Safety shortly.
4. To discuss the Creigiau Recreation Area
  - a. The Chairman explained that CRAMC is not a subcommittee of PCC. CRAMC is a user group that existed before PCC owned the Recreation Area. Now it operates under a Memorandum of Understanding (MoU) with PCC. Dynefwr Gardening Association operates in a similar way.

Cllr Harrison left the meeting

- b. The current MoU expires in the next financial year. The relationship between PCC and CRAMC needs to be clarified for all concerned through an instrument that best meets everyone's needs. This might be a formal Lease or an updated MoU.
- c. A meeting will be arranged between PCC and 2 representatives invited from each of CRAMC's five sporting groups, Creigiau 23, Dynefwr Gardening Association, HIIP group and CRAMC committee. PCC councillors will attend and it is hoped that there will be broad representation of all users. The meeting will discuss what the users want for the future of the Rec, how best to represent that on paper and how PCC can help.
- d. The Clerk will send Colin Belward a copy of PCC's 2017-18 accounts, as he has requested.