



PORTHCOWL TOWN COUNCIL
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17th February 2022

**Minutes of the Operations Committee Meeting
held (electronically) on Thursday 17th February 2022**

Present: Cllrs J Perren, R Lee, J Pratt

Locum Town Clerk: C P John
Assistant Town Clerk: S Watkins
Facilities Manager: K Sutton

1. Apologies for absence.

Cllr M Chegwen - Work Commitment

2. Declarations of Interest

None received

3. For information – Committee Action Log (attached).

Noted.

4. To confirm and sign the minutes of Operations Committee on 9th December 2021.

Resolved: To accept the minutes of the Operations Committee as a true and accurate record.

5. To consider item - Facilities Manager Financial Savings Report (attached).

Members of the Committee:
Cllrs M Chegwen, R Lee, J Perren, J Pratt

Members of the Committee were reminded that KS (Facilities Manager) had been asked to prepare a comparative financial savings report and to review existing suppliers with alternative suppliers.

It was noted that the part of the process was not purely based upon cost but on services/equipment/products provided. KS referred to supporting documents/spreadsheets prepared in readiness for the meeting and advised that there was an opportunity for the Council to make significant savings in a number of areas in particular:

- Refuse and sanitary disposal
- Essential cleaning product
- Products for repairs, replacement, or refurbishment

KS asked that it be noted that alternative suppliers offered products of a similar standard and were environmentally friendly in line with Council Policy.

Following discussion, it was agreed that this matter should be brought to the next Full Council Meeting dated 24 February 2022 for further consideration. KS was asked to circulate appropriate supporting information in advance of the meeting.

6. To consider item – Facilities Manager Griffin Park Update (documents to follow).

KS referred members to the documentation that had been produced to give an insight into the history of Griffin Park. KS provided a synopsis of the detailed research he had made into the historic issues surrounding the ownership of Griffin Park.

Members of the Committee considered the documentation provided and recognised the benefits of leasing the land at Griffin Park as opposed to establishing ownership. It was noted that the cost and time implications involved in such a complex matter would not be beneficial to Council.

Resolved: **Should the Council agree to take on Griffin Park to safeguard the Council it must be done on a 5-year lease basis and not in pursuit of establishment of ownership.**

Noted that this item would be discussed in depth at the Extraordinary Meeting of Council on Monday 21 February 2022.

7. To consider item – To undertake a Tree Condition Survey on the Town Council owned land on the Wilderness at the rear of Ger y Llyn at a cost of £395 + VAT (Facilities Manager).

Members of the Committee:
Cllrs M Chegwen, R Lee, J Perren, J Pratt

Resolved: That the quotation for the Tree Condition Survey be accepted.

The Committee thanked KS for the extensive work carried out in relation to both the Financial Savings Report and the Griffin Park Project.

The meeting concluded and 9.02pm

Members of the Committee:
Cllrs M Chegwen, R Lee, J Perren, J Pratt