

**Minutes of the Operations Committee Meeting
held (electronically) on Thursday 20th May 2021**

Present: Cllr M Chegwen, L Desmond-Williams, B Jones, R Lee,
S Maitland-Thomas, J Pratt, L Tallon-Morris

Town Clerk: K Grabham
Assistant Town Clerk: S Watkins

1. To elect a Chairperson

It was proposed, seconded and resolved that Cllr B Jones be the Chairperson for 2021-2022.

2. To elect a Vice Chairperson

It was proposed, seconded and resolved that Cllr M Chegwen be the Vice Chairperson for 2021-2022.

3. Apologies for absence

None received.

4. Declarations of Interest

None.

5. To consider and approve Operations Committee Terms of Reference

Resolved to recommend: - To accept the Operations Committee Terms of Reference 2021-2022 as presented.

6. For information – Committee Action Log

Members were reminded that the Committee Action Log is an information point for Members of all actions brought forward from the Operations Committee meetings.

Members agreed that the Coastwatch Tower gate should be added to the action log for the next meeting.

Discussions took place surrounding the use of the Porthcawl Community Hub due to the floor being in a state of disrepair. The Clerk advised that there is currently a delay in the floor repairs as awaiting information from BCBC and that alternative premises would be sourced for the Veterans in the interim.

7. To set the calendar of meetings 2021-2022

Following discussion Members were in agreement of the proposed calendar of meetings as presented.

8. To consider item – Public Toilets located between Town & Rest Bay – Cllr L Tallon-Morris

It was discussed that there are currently no toilets located between Porthcawl Town and Rest Bay and Members were being asked by the public to look into the feasibility of placing some toilets between these areas. Members considered the options and agreed the idea in principle, however, it was discussed that as some of the land between these areas is privately owned that this could potentially be an issue.

It was suggested that the Town Clerk perhaps contacts Mr Richard Knight as to the feasibility of placing toilets on his land. It was advised that planning permission would need to be sought initially as the toilets would be placed on the highway.

The Town Clerk suggested promoting the Comfort Scheme to the local public houses situated between Porthcawl Town and Rest Bay and enquiring with them as to whether they would be keen to open their toilet facilities to the public.

Resolved to recommend: - That the Town Clerk provisionally makes some enquiries with the local public houses with regards to the Comfort Scheme and looks into possible locations on the promenade to place toilets between Porthcawl Town and Rest Bay.

9. Town Clerk's Reports

➤ Public Conveniences Fogging Quotes

Members considered the three quotes and options presented.

It was explained that there is a duty of care to protect staff and also members of the public under government guidelines.

Cllr R Lee left the meeting at 9.47pm.

It was suggested that the toilet attendant could detonate a fogging bomb in the toilets and that the staff could do the same in the office to reduce annual costs. The Clerk advised that the fogging bomb process is currently being undertaken in the toilets by the attendant. The purchase of a fogging machine was also considered.

Company 1 (quote 3) was proposed as the preferred provider for the Fogging of John Street and Griffin Park Toilets. However, it was agreed to look into other options initially.

Resolved to recommend:- That the Clerk obtains further information including costings in relation to fogging bombs and fogging machines and to present findings to a special meeting of the Operations Committee to discuss further.

The meeting concluded at 10.00pm.