

**CYNGOR CYMUNED  
TRELAWNYD & GWAENYSGOR  
COMMUNITY COUNCIL**

Minutes of the **Special Meeting of Trelawnyd & Gwaenysgor Community Council** held remotely on Thursday, 18<sup>th</sup> February 2021 at 6.30pm.

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PRESENT: Councillor J.E. Lloyd-Ellis (Chair).

Councillors: D.M. Allen (Vice Chair), D.H. Ellis, M. Jones, P. Jones, H.S. Papworth, D.J. Smith, J.C. Whiteway.

APOLOGIES FOR ABSENCE were received from Councillor A.N. Jones.

IN ATTENDANCE: J. Baker (Clerk).

SP1. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
SP4	D.J. Smith		✓	Member of Trelawnyd Village Hall Committee
SP4	H.S. Papworth		✓	Spouse of Member of Trelawnyd Village Hall Committee

SP2. PRESENTATION

Nick Taylor, Chair of Trelawnyd Memorial Hall Committee, attended the meeting and conveyed to members the rationale for the request for a 25-year lease to manage and maintain the Hall. The lease was proposed to be in the name of a new organisation, Trelawnyd Memorial Hall and Community Association. This organisation was proposed to be formed from a merger of the existing Hall committee, and Trelawnyd Community Association.

The Hall Committee had also requested that any new lease should contain no break clauses. The Committee’s position was that this length of lease would be the minimum required to attract the requisite grant funding to undertake capital refurbishment works. These works were required to address several maintenance issues that had been highlighted on a recent surveyor’s report. The works were said to be estimated to cost in the region of £100,000.

Mr Taylor said that the merger between the two organisations made common sense as there was an overlap of trustees and administrative sense in terms of accounting and reporting.

Members did express some concern that the lease document that had been produced by the Hall Committee did not appear to be officially signed off and therefore may not be legally binding.

The Clerk read out findings from some research undertaken with the Society of Local Council Clerks (SLCC), The Charity Commission and the National Lottery Community Fund, concerning the potential length of leases, inclusion of break clauses and allocation of residual funds from a dissolving committee.

RESOLVED:

That Nick Taylor be thanked for attending the meeting.

SP3. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute, SP4, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the contractual, financial, and other information provided.

SP4. TRELAWYNYD MEMORIAL HALL COMMITTEE – REQUEST FOR NEW LEASE

Members considered the above matter and the following documents had been circulated by the Clerk prior to the meeting:

- Background emails – Cllr D.J. Smith, Secretary of TMHC.
- Existing Lease.
- Surveyor's Report.
- Constitution of the Trelawnyd Memorial Hall and Community Association.

Members discussed their representation on the new Association's committee, two representatives were considered appropriate. Members expressed their concern about the settling of debts and clawback of funds in any future arrangement. Members also stated that a cyclical maintenance inspection regime every three years should be introduced to provide assurance that ongoing repair work was being undertaken. A copy of the lessee's insurance policy should also be provided.

It was claimed that seven years remained on the lease produced by the Hall Committee. Renovation works did take place over a longer period, with the Hall reopening in 2009. Members discussed generally the council's own usage requirements of the Hall, for holding meetings every two months there.

Members noted that grant funding opportunities can prove difficult to source and were very time consuming. A robust business case was required for large scale capital funding grant applications that needed a degree of expertise in completion of the applications.

Members were in favour of the granting of a lease but did hold come some concerns about a commitment over a longer period. The lease length needed to support grant applications had been confirmed by the Chair of the Hall Committee as being between ten and twenty years depending on the value of funding requested. Any lease should be drawn up by a suitably qualified property solicitor, and the council should commission this work. It was the council's view that the legal fees related to any new lease should be borne by the proposed Trelawnyd Memorial Hall and Community Association.

Members also stated the view that any residual monies from dissolving organisations should be safeguarded to be invested in the Hall and not be used for any other purpose.

RESOLVED:

That the council respond to the Secretary of TMHC with an offer of a twelve-year lease period that contained a six-year break clause included in the lease agreement.

SP5. CLOSING SUMMARY

Cllr D.J. Smith, in capacity as Secretary of TMHC re-joined the meeting and the Chair relayed the details of the council's lease terms. Cllr Smith was acting under firm instructions with a clear mandate from the Committee, and verbally rejected the terms.

The Chair reiterated the Council's clear intentions to negotiate and work in partnership with any proposed lessee for the benefit of the local community. The Chair requested that the council's terms be put to the Committee and then a response sent back in writing to the Clerk.

RESOLVED:

That the Clerk plans for a further special meeting of the Council to take place at 6.30pm on Thursday 4<sup>th</sup> March 2021, to discuss the matter further and consider any further emerging feedback from the Hall Committee.

SP6. CLOSE OF MEETING

The Chair closed the meeting at 8.40pm.

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Chair